

BISHOPSTOKE PARISH COUNCIL

Minutes of a Meeting of the Bishopstoke Parish Council held in the Parish Office, Riverside, Bishopstoke commencing at 7.30pm on 20 June 2017

Present: Councillor S Toher (Chair)
Councillor P Brown
Councillor A Daly
Councillor A Dean
Councillor J Francis
Councillor C Greenwood
Councillor M Thornton
Councillor G Tidridge

In Attendance: Mr David Hillier-Wheal (Clerk to Bishopstoke Parish Council)
Louise Cutts on behalf of Bargate Homes

Public Session 2 members of the public were present.

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Public Session

Cllr Toher welcomed everyone and introduced Louise Cutts who had attended the meeting on behalf of Bargate Homes to give an update on the plans for their development on Church Road.

Miss Cutts thanked the Council and said she was pleased to be fulfilling her promise to keep the Council updated. Packs were handed out containing information regarding the latest plans for the Church Road development. Outline permission had been approved and the S106 agreement was nearly complete. In the near future the Reserved Matters application will be submitted. Any comments on any of these things or anything else to do with the development can be sent to Louise.

Key points were the number of dwellings being reduced from 30 to 27; the need for Bargate to reinclude in their latest plan the reptile area and the footpath; the block at the front of the development now being 2 storeys instead of 3; the requested 5 public car parking spaces have been retained; construction will echo local themes; the view from the footpath will be considered and that the trees surrounding the area will be retained and reinforced where necessary.

Concerns were raised by Councillors and residents in various areas. Parking by contractors was raised by all as Church Road is already suffering in that regard from other developments. Louise suggested that Bargate may well utilise the new Open Space for parking until such time as it becomes impossible.

Louise was asked by Cllr Tidridge if there is a consultation event planned as residents would find that helpful and reassuring. A leaflet drop is likely to be the extent of consultation but Bargate executives may be willing to come to a Parish meeting to speak to residents. The Clerk was asked to investigate the possibility of using the Bishopstoke Community Centre as the base for the next meeting.

Action: Clerk

Cllr Daly asked if the telecoms could be delivered underground from a central point rather than having satellite dishes on most of the houses.

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Cllr Greenwood asked if the site agent could attend the next meeting as that person will be the public face of Bargate during the development. Miss Cutts replied that she did not believe Bargate have employed anyone yet, but she would ask for a meeting with them once they are employed.

Cllr Thornton suggested that contractors should be obliged to park away from the development and Bargate should arrange a minibus to bring them in.

Cllr Toher stated that parking on Church Road was something the Parish could look at already and as such the Council will raise it with EBC, as the concerns of the residents on both Church Road and surrounding roads such as Bishops Court are perfectly valid.

It was noted that the plan seemed to show the new road being positioned in such a way as to allow it to continue in a future development. It was asked why this was the case, and why an extra dwelling had not been put in next to the proposed pumping station.

Cllr Toher thanked Louise for coming to keep the Council updated.

20 Apologies for Absence

20.1 Apologies had been received and accepted from Cllrs Mignot, Moore, Parker-Jones and Winstanley.

20.2 Cllr Roling was not present.

21 Councillors' Questions

21.1 Cllr Daly stated he had reported a missing handrail on the bridge over the Itchen from Oakbank to the Hub. Cllr Daly also noted that the Biffa area in Barton Park was excessively litter strewn.

21.2 Cllr Toher noted the excessive epicormic growth on trees in West Drive. She stated that she will report it to Eastleigh Borough Council.

Action: Cllr Toher

22 To adopt as a true record, and sign, Minutes of the Parish Council meeting held on 9 May 2017

22.1 The minutes of the above meeting had been circulated prior to this meeting.

22.2 Proposed Cllr Thornton, Seconded Cllr Greenwood, **RESOLVED** unanimously to adopt as a true record the minutes of the Parish Council meeting held on 9 May 2017.

23 To consider Matters Arising from the above Minutes

23.1 Item 4.2 Cllr Toher reported that there was no Memorial Hall meeting in June so invitations would be sent out for the July meeting.

23.2 Item 17.3 The official letter of acceptance had been sent on 15 May.

23.3 Item 18.1 The press release had been approved by Cllr Toher and sent out. It will be added to the website and sent to Cllrs as soon as possible. Cllr Toher noted that it had apparently appeared in the Daily Echo.

24 Declarations of Interest and Requests for Dispensations

24.1 Cllr Tidridge declared an interest in Item 12 on the agenda as organiser of Southampton Running Sisters.

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25 Report on Planning Committee Meeting of 23 May 2017– to note resolutions and determine recommendations

25.1 The Planning Committee Minutes from 23 May 2017 had been circulated prior to the meeting.

25.2 Proposed Cllr Greenwood, Seconded Cllr Toher, **RESOLVED** unanimously that the minutes of the Planning Committee meeting held on 23 May 2017 be noted.

26 Report on Finance and General Purposes Committee Meeting of 6 June 2017 – to note resolutions and to determine recommendations.

26.1 The Finance and General Purposes Committee meeting minutes from 6 June 2017 had been circulated prior to the meeting.

26.2 Proposed Cllr Thornton, Seconded Cllr Toher, **RESOLVED** unanimously that the minutes from the Finance and General Purposes Committee meeting of 6 June 2017 be noted.

26.3 Proposed Cllr Thornton, Seconded Cllr Tidridge, **RESOLVED** unanimously that the resolutions from the Finance and General Purposes Committee meeting of 6 June 2017 be noted.

26.4 Proposed Cllr Thornton, Seconded Cllr Tidridge, **RESOLVED** unanimously that £1,000 be granted to Bishopstoke Community Association.

26.5 Proposed Cllr Thornton, Seconded Cllr Tidridge, **RESOLVED** unanimously that £500 be granted to the Street Pastors.

26.6 Proposed Cllr Toher, Seconded Cllr Brown, **RESOLVED** (Cllr Thornton abstaining having declared an interest) that £500 be granted to the Asian Welfare & Cultural Association.

26.7 Proposed Cllr Thornton, Seconded Cllr Tidridge, **RESOLVED** unanimously that the Parish Council approve the updated policy regarding problem memorials at the Cemetery.

26.8 Proposed Cllr Thornton, Seconded Cllr Tidridge, **RESOLVED** unanimously that the Parish Council approve the updated Cemetery regulations.

26.9 Proposed Cllr Thornton, Seconded Cllr Tidridge, **RESOLVED** unanimously that the Parish Council approve the revised allotment tenancy agreement, as amended by the Finance & General Purposes Committee.

26.10 Proposed Cllr Thornton, Seconded Cllr Tidridge, **RESOLVED** unanimously that the Parish Council approve the allotment safety advice as amended by the Finance & General Purposes Committee.

26.11 Proposed Cllr Thornton, Seconded Cllr Tidridge, **RESOLVED** unanimously that Bishopstoke Parish Council invite companies to design and quote for an updated sensory garden at Glebe Meadow.

27 To receive the RFO's report and approve the May 2017 Statement of Accounts

27.1 The RFO reported that the final VAT refund relating to the year 2016-17 had been received. The internal auditor had completed her checks and had signed off the Parish finances. All that remained was Parish Council approval and signing.

27.2 The May 2017 Statement of Accounts had been circulated prior to the meeting.

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27.3 Proposed Cllr Toher, Seconded Cllr Dean, **RESOLVED** unanimously to receive the RFO's report and approve the May 2017 Statement of Accounts.

28 To adopt the Annual Governance Statement for the year ended 31 March 2017

28.1 The notes explaining the justification for completing each box on the audit form had been circulated prior to the meeting.

28.2 The Clerk noted that the auditor and the Finance and General Purposes Committee had both been happy to approve the completion of the Annual Governance Statement..

28.3 Proposed Cllr Thornton, Seconded Cllr Tidridge, **RESOLVED** unanimously that the Council adopt the Annual Governance Statement for the year ended 31 March 2017.

29 To approve the Financial Accounts for the year ended 31 March 2017

29.1 The notes explaining the justification for the figures being reported on the audit form had been circulated prior to the meeting.

29.2 The Clerk noted that the auditor and the Finance and General Purposes Committee had both been happy to approve the Financial Accounts.

29.3 Proposed Cllr Brown, Seconded Cllr Thornton, **RESOLVED** unanimously that the Financial Accounts for the year ended 31 March 2017 be approved.

30 To decide on Bishopstoke Parish Council's participation in "A Nation's Tribute"

30.1 The letter from NALC detailing the proposal had been circulated prior to the meeting.

30.2 After discussion it was agreed that the Council would be delighted to take part, and the Clerk was asked to contact the organisers, to inform them of Bishopstoke Parish Council's participation, and to obtain any information regarding how it might be done.

Action: Clerk

30.3 Proposed Cllr Toher, Seconded Cllr Thornton, **RESOLVED** unanimously that Bishopstoke Parish Council will take part in "A Nation's Tribute"

31 To approve the Parish Council's response to the Running Consultation

31.1 The consultation, along with Cllr Tidridge's suggested response, had been circulated prior to the meeting.

31.2 Cllr Tidridge explained the background to the consultation and her passionate belief that events such as Park Run should remain free to all who wish to participate.

31.3 Cllr Francis asked whether there ever were wear and tear issues on the public paths, whether the Local Authority can suspend events if that is the case, and who is liable if there is an accident. Cllr Toher answered that there are sometimes issues with paths, yes the authority can pause the racing, and Park Run would be liable were an accident to take place.

31.4 Cllr Brown asked whether, were the Parish ever to grant permission for a Park Run that would set a precedent and all future events on that area would have to be free as well. The Clerk replied that it was the Parish's discretion what they charged for each and every event held on their property.

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31.5 Proposed Cllr Tidridge, Seconded Cllr Brown, **RESOLVED** unanimously that the response suggested by Cllr Tidridge to the Running Consultation be approved and sent.

Action: Clerk

32 To approve creating a notice with information on the next Borough Council discussion of the Local Plan

32.1 At the previous meeting of the Borough Council, Cllr House had stated that the next meeting of the Council on July 20th would include discussion of the draft Local Plan, including which options would be in the plan. Cllr Tidridge wished the Parish Council to publicise this meeting to enable as many Bishopstoke residents as possible to be aware of the meeting.

32.2 Proposed Cllr Greenwood, Seconded Cllr Daly, **RESOLVED** unanimously that Cllr Toher and the Clerk prepare a poster for the boards, website and Facebook.

33 To approve and, if necessary, appoint an Allotments Working Group

33.1 Proposed Cllr Tidridge, Seconded Cllr Toher, **RESOLVED** unanimously that Bishopstoke Parish Council appoint an Allotments Working Group.

33.2 Following discussion it was agreed that the Assistant Clerk would be a member of the Group, the allotment site reps would be invited to be members too. It was also agreed there should be between 3 and 5 Cllr members of the Working Group. No volunteers came forward at the meeting so the Clerk was asked to extend the invitation to all Bishopstoke Parish Councillors.

Action: Clerk

34 To approve the Parish Council writing to the Borough Council regarding the Countryside Gaps Review

34.1 Cllr Tidridge reported that at the last EBC Cabinet meeting there had been discussion of the Countryside Gaps Review which had been passed. Cllr Tidridge had spoken at that meeting to detail her concerns at the lack of consultation over the Review, which changes a number of local and strategic gaps. In particular, the Review proposed removing the gap at Site 16 in the document, which is located behind the developments on Church Road. As the document has now been approved by Cabinet it is already a material consideration for planning, even without the Local Plan being approved. This will also have a knock-on effect on Neighbourhood Plans, including those still being written such as Bishopstoke's.

34.2 Proposed Cllr Tidridge, Seconded Cllr Thornton, **RESOLVED** unanimously that the Parish Council write to the Borough Council regarding its strong disappointment in the lack of a consultation for the Countryside Gaps Review.

34.3 The Clerk was asked to write the letter, pass it to Cllr Toher to approve and sign, and then send it.

Action: Clerk

35 To receive reports from County, Borough and Parish Councillors on matters of interest

35.1 Cllr Thornton reported a recent County Council meeting of the Health and Social Care Committee. The budgets are being slashed by central government and Cllr Thornton expects this to impact on local residents.

35.2 Cllr Daly asked whether anything could be done about the unkempt nature of the play area at the Hub. Cllr Daly was advised to contact Steve Naylor of the Borough Council

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35.3 Cllr Toher reported that she had attended May's meeting at the Memorial Hall. Apart from some plumbing issues which are being sorted everything is going smoothly. Cllr Toher also reported that she and Cllr Parker-Jones had recently visited two more residents to award them travel tokens. Cllrs Toher and Parker-Jones had also received Dementia Friends training, which they had both found worthwhile and rewarding. Along with the Clerk, Cllr Toher had attended the opening of Stoke Park Infant School's new play area, including the Storyteller's Throne for which the Parish Council had awarded grant money. Cllr Toher had also attended the latest Airport Consultative Committee meeting, and would circulate the minutes when she received them. Finally, Cllr Toher reported that she and the Clerk had attended the YZone Management Meeting earlier that day. The new contract will be brought to the Council in July, and there are plans for better monitoring and evaluating of attendees to YZone to allow staff to understand better what works and what doesn't.

36 To receive the Clerk's monthly report

36.1 The Clerk reported that following the recent fires at Brookfield and in the surrounding area, police and the school had spoken to a number of students and things have calmed down. Repairs are now going ahead. The Clerk had attended a conference on Code of Conduct which was raising concerns over the fragmented nature of Codes of Conduct across the country following the Localism Act of 2011. It was considered appropriate to try to work towards a common code to allow for more standardisation across Councils. The second focus of the conference was on Registers of Interests. As it is now a year since the election, the Clerk stated he would be sending out Cllrs' Registers to be updated. Also sent out would be the guidance received at the Conference as to what should or shouldn't be declared.

36.2 The Memorial inspection has now taken place at the cemetery, with just the two churchyards to complete. Once that is done, announcements will go on Facebook and the website. All memorials considered in need of repairs are being contacted by the Assistant Clerk. The Clerk also reported on the YZone meeting, stating that hirings are now doing well. The rules, which were asked about at a previous Council meeting, state that the building can be hired to anyone, with the following exceptions: No hiring shall interfere with the youth work of the centre; no hiring shall be permitted any alcohol; and no hiring shall be for a party for anyone between 13 and 25. This extension of hiring from the original design is to allow YZone to better fund itself and to reduce the Parish contribution.

36.3 The Clerk reported that extra Travel Tokens had now been ordered in anticipation of more people applying following the publication of the newsletter in July. The Clerk had attended Eastleigh Unwrapped at the weekend and reported it had been a lot of fun. The Parish Council / Borough Council liaison meeting is being held later in the week.

37 To consider content for the June 2017 press release

37.1 It was agreed that the press release would mention the grants awarded, the Countryside Gaps Review, the Parish response to the Running Consultation and the sensory garden in Glebe Meadow

Action: Clerk

38 Date, time, place and agenda items for next meeting – Tuesday 25 July 2017 at 7:30pm in the Parish Office, Riverside, Bishopstoke

38.1 Agenda items to the Clerk by Friday 14 July 2017 please.

There being no further business, the Chair closed the meeting at 9:00pm

Initial: _____ Date: _____