

**Minutes of a Meeting of the Bishopstoke Parish Council
held at Bishopstoke Methodist Church
commencing at 7.30pm on 9 July 2024**

Present: Councillor Louise Hillier-Wheal (Chair)
Councillor Andrew Daly
Councillor Mark Kirby
Councillor Andy Moore (up to para 17)
Councillor Mike Thornton
Councillor Anne Winstanley

In Attendance: Mr David Wheal (Clerk to Bishopstoke Parish Council)

Public Session 5 members of the public were present.

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Cllr Hillier-Wheal welcomed the members of the public, four of whom were present as candidates for co-option to the Parish Council.

14 Apologies for Absence

14.1 Apologies had been received and were noted from Cllrs Harris and Mignot. Cllrs Brown, Burcombe-Filer, Dajani and Scott were not present.

15 To adopt and sign Minutes of the Parish Council meeting held on 14 May 2024

15.1 The minutes of the meeting had been included with the supporting papers for this meeting.

15.2 Proposed Cllr Moore, Seconded Cllr Daly, **RESOLVED** unanimously that the minutes of the Parish Council meeting held on 14 May 2024 be adopted and signed.

Action: Clerk & Chair – to sign and publish the minutes and document pack.

16 To consider the co-option of new members of Bishopstoke Parish Council

16.1 The Council was considering applications to fill up to three vacant seats on the Council. Applications had been received from Gary Chaffey, Russell Kitching, Stewart MacLachlan, Sukhdev Raj and James Saunders. Mr Chaffey, Mr MacLachlan, Mr Raj and Mr Saunders were all present to speak to the Council regarding their application. The Clerk explained that the process would be that each candidate would be given time to speak to the Council and answer any questions they might have, whilst the others waited in another room. After each candidate had spoken, or in the case of Mr Kitching been considered, there would be a vote on whether they could potentially be suitable for a place on Bishopstoke Parish Council. If more than three candidates were considered suitable then there would be a second vote in which each person

voting could pick up to three of the candidates to be seated, and the three with the most votes overall would become Bishopstoke Parish Councillors.

16.2 Proposed Cllr Hillier-Wheal, Seconded Cllr Thornton, **RESOLVED** unanimously that, in view of the confidential nature of the business about to be discussed, it is advisable in the public interest that the public be excluded and for the record the business be regarded as confidential.

All members of the public, with the exception of Mr Chaffey, left the room at this point.

16.3 Mr Chaffey spoke briefly about his reasons for wanting to be a Bishopstoke Parish Councillor. This was followed by some questions from the Cllrs. Mr Chaffey then left the room and the Council discussed his application. The Council voted to accept Mr Chaffey's suitability to become a Bishopstoke Parish Councillor.

16.4 Mr Kitching had not signed his declaration of eligibility and as he was not present to do so the Council could not go forward with discussing his application.

Mr MacLachlan came back into the room at this point.

16.5 Mr MacLachlan spoke briefly about his reasons for wanting to be a Bishopstoke Parish Councillor. This was followed by some questions from the Cllrs. Mr MacLachlan then left the room and the Council discussed his application. The Council voted to accept Mr MacLachlan's suitability to become a Bishopstoke Parish Councillor.

Mr Raj came back into the room at this point.

16.6 Mr Raj spoke briefly about his reasons for wanting to be a Bishopstoke Parish Councillor. This was followed by some questions from the Cllrs. Mr Raj then left the room and the Council discussed his application. The Council voted to reject Mr Raj's application to become a Bishopstoke Parish Councillor.

Mr Saunders came back into the room at this point.

16.7 Mr Saunders spoke briefly about his reasons for wanting to be a Bishopstoke Parish Councillor. This was followed by some questions from the Cllrs. Mr Saunders then left the room and the Council discussed his application. The Council voted to reject Mr Saunders' application to become a Bishopstoke Parish Councillor.

16.8 There being only two candidates deemed suitable to be Bishopstoke Parish Councillors there was no need to proceed to a second vote. The Chair and Clerk then briefly left the meeting to inform the candidates of the results.

The Chair and Clerk returned to the meeting, along with the two successful candidates. The two unsuccessful candidates left the meeting, as did Cllr Moore. The fifth member of the public returned to the meeting at this point as well.

The Chair welcomed newly appointed Cllrs Chaffey and MacLachlan and informed them that the Clerk would be in touch with them to arrange all the necessary forms.

Initial: _____ Date: _____

17 Reports from Committees, Working Groups, Officers and Councillors

17.1 The report on resolutions made by Committees since the previous Council meeting had been included with the supporting papers for this meeting and was noted.

17.2 The Council considered the recommendation from the People Committee that there be no change to the process of electing the Chair and Vice Chair. Proposed Cllr Winstanley, Seconded Cllr Kirby **RESOLVED** to accept the recommendation.

17.3 The Clerk's report had been included in the supporting papers for this meeting and was noted. The Council thanked all those involved in the process of appointing three new Council Officers and welcomed the enthusiastic response of the new Carnival volunteers.

17.4 The Clerk also noted that there were three planning applications being considered at the next meeting of the Borough Council Bishopstoke, Fair Oak & Horton Heath Local Area Committee which takes place at 6:30pm on July 17 at the Woodside Community Centre in Fair Oak. Two of the applications relate to the Suitable Alternative Natural Greenspace proposals whilst the third is an application to build two new four bed dwellings with vehicle access on Spring Lane. Additionally, the Council has been notified that there has been a licensing application for 4-6 Spring Lane. Finally, two of the three Borough Councillors have agreed to either attend Full Council meetings or provide written reports, although there has been no response from the local County Councillor. The Chair asked the Clerk to contact the County Councillor again.

Action: Clerk – to contact the County Councillor and invite them to attend Parish Council meetings or provide a report on anything the County Council is doing that might be of interest to residents of Bishopstoke.

17.5 Cllr Winstanley reported that Twynams vacant property has been refurbished and has a new tenant. Also, Citizens Advice Eastleigh had recently been inspected and passed with a rating of "Green".

17.6 Cllr Thornton reminded the Council that Eastleigh Mela is taking place on Sunday 21 July with a good lineup of music and stalls. Cllr Thornton had also attended the Wyvern governors meeting recently and was able to report that although budgets are tight, the school is coping. Finally Cllr Thornton asked whether the Borough Council could be contacted regarding some of the verges that are being allowed to grow in Bishopstoke. Some of them have plants that are not particularly beneficial and a lot of them are looking untidy.

Action: Clerk – to contact the Borough regarding plans for the verges

17.7 The member of the public informed the Council that there is a lot of discussion about the grass verges and how to manage them. Residents were looking for more information from anyone involved and for an opportunity to talk with Councillors to find out who is in charge of what, and to pass along thoughts and concerns the residents might have. A monthly opportunity for residents to speak to Councillors outside the formal meeting timetable was suggested as a potential way to help bridge the gap between Council and residents.

Action: Clerk – to investigate and arrange a monthly meeting for Councillors and residents

Initial: _____ Date: _____

18 To agree the Mission, Aims and Objectives for Bishopstoke Parish Council

18.1 The Mission and Aims had been included with the supporting papers for this meeting. Also included had been a request for suggestions for Objectives. No new suggestions had been received.

18.2 Proposed Cllr Thornton, Seconded Cllr Winstanley, **RESOLVED** unanimously that the Mission and Aims be approved and the Objectives added to the next Full Council agenda.

Action: Clerk – Update the website and add Objectives to the Full Council agenda

19 To approve the terms of reference for the People Committee

19.1 The amended People Committee Terms of Reference had been included with the supporting papers for this meeting.

19.2 Proposed Cllr Thornton, Seconded Cllr Winstanley, **RESOLVED** unanimously that the People Committee terms of reference be adopted.

Action: Clerk – To publish the updated terms of reference

20 To approve the Code of Conduct

20.1 The Clerk noted that the Code of Conduct was unchanged since the last time it had been approved.

20.2 Proposed Cllr Winstanley, Seconded Cllr Kirby, **RESOLVED** unanimously that the Code of Conduct be approved.

21 To respond to the amended planning application for the proposed Suitable Alternative Natural Greenspace at Stoke Park Farm

21.1 The responses of the Borough Council to the questions from Bishopstoke Parish Council Assets Committee had been included with the supporting papers for this meeting.

21.2 After discussion it was agreed that it would be better for the Parish to work with the Borough on using the cemetery car park for the Suitable Alternative Natural Greenspace (SANG) however concerns remain regarding the provision of disabled parking on the site and whether that would require the bridleway to be widened.

21.3 Proposed Cllr Winstanley, Seconded Cllr Thornton, **RESOLVED** unanimously to approve use of the Cemetery car park for the SANG, work with the Borough to secure proper funding for its maintenance and ask the Borough to provide information on disabled parking and the impact it may have on the bridleway.

Action: Clerk – to contact the Borough to pass on the response of Bishopstoke Parish Council

22 To respond to a proposal from the Borough Council for trees on Blackberry Drive

22.1 The outlines of the proposal from the Borough Council for trees on Blackberry Drive had been included with the supporting papers for this meeting.

Initial: _____ Date: _____

22.2 Cllrs were generally very pleased to see the proposals. They wanted more information about the location of the “statement trees at the entrance to the area” and also preferred the option of a community garden in the grassed area near the MUGA.

22.3 Proposed Cllr Hillier-Wheal, Seconded Cllr Winstanley, **RESOLVED** to approve the Blackberry Drive tree plan subject to receiving more information about the statement trees and requesting that no trees be planned in the area identified as a potential community garden.

Action: Clerk – to contact the Borough and inform them of the Council’s decision

23 Motion for confidential business

23.1 Proposed Cllr Hillier-Wheal, Seconded Cllr Kirby, **RESOLVED** unanimously that, in view of the confidential nature of the business about to be discussed, it is advisable in the public interest that the public be excluded and for the record the business be regarded as confidential.

The member of the public, as well as the two newly appointed Cllrs, left the meeting at this point.

24 To award the Open Space Grounds Maintenance contract for 2025-2028

24.1 A report on the results of the tender discussions and the recommendation of the group had been included with the supporting papers for this meeting.

24.2 Proposed Cllr Kirby, Seconded Cllr Daly, **RESOLVED** unanimously to award the Open Space Grounds Maintenance contract for 2025-28 to Green Smile.

25 To consider content for the next press release

25.1 The Council agreed that the next press release would include Bishopstoke Carnival, the award of the Open Space contract, the appointment of two new Parish Councillors and the postal address of the Parish Council.

Action: Clerk – to draft the press release and circulate it to the Communications Group

26 To agree the date, time and place for the next meeting

26.1 The next meeting will take place on Tuesday September 10th 2024, at 7:30pm in Bishopstoke Methodist Church. Any Cllr wishing to have an item on the agenda should provide the item and any supporting papers to the Clerk by September 3rd.

There being no further business, the Chair closed the meeting at 9:30pm.

Chair's Signature: _____ Date: _____

Clerk's Signature: _____ Date: _____