

**Minutes of a Meeting of the Bishopstoke Parish Council
held at Bishopstoke Methodist Church
commencing at 7.30pm on 10 September 2024**

Present: Councillor Louise Hillier-Wheal (Chair)
Councillor Geoff Harris (Vice-Chair)
Councillor Andrew Daly
Councillor Mark Kirby
Councillor Peter Brown
Councillor Sid Dajani (from the Public Session)
Councillor Ben Burcombe-Filer
Councillor Stewart MacLachlan
Councillor Trevor Mignot
Councillor Gary Chaffey

In Attendance: Mr David Wheel (Clerk to Bishopstoke Parish Council)
Mrs Emma Earl (Admin Officer to Bishopstoke Parish Council)
Mrs Alex Duthie (Assets Officer to Bishopstoke Parish Council)
PC Ross Edwards
PCSO Helen Rees

Public Session 0 members of the public were present.

PC Ross Edwards and PCSO Helen Rees from the local Neighbourhood Policing team were present at the meeting to introduce themselves and to answer any questions the Councillors may have.

- Councillor Brown asked if the Parish Council still contributed towards paying for a local PCSO. PC Edwards replied that no, that was no longer the case.
- Councillor Hillier-Wheal said that there had been complaints this year from local resident living near Bishy Beach about Anti-Social Behaviour. The Clerk had been in contact with PCSO Rees about the problem and hopefully now the weather is cooler and the children are back at school the problem will be resolved.

Cllr Dajani arrived at this point

- The Clerk mentioned that there had been a problem with cars speeding on Blackberry Drive. Councillor MacLachlan also mentioned that the Carnival banner on Blackberry Drive was the only one that had been torn. There is no light on the Play Area and surrounding grassy area when it is dark and this may contribute to the problem.
- The Assets Officer mentioned that the trampolines in 2 play areas had been cut and burnt. PC Edwards asked for a list of the Play Areas affected.

Action: Clerk – To send a list of the affected Play Areas to PC Edwards.

- Councillor Daly mentioned that he had seen Anti-Social Behaviour in the Bus Station in Eastleigh and there had been no Police presence. He then asked if there was going to be any extra manpower to deal with the effect the early release of prisoners may have. Councillor Daly also asked if there were any places in Eastleigh where homeless/vulnerable people could go for help and advice. PC Edwards said that he would mention these issues to the relevant person.
- Councillor Brown said that the break-ins around the local area seem to be mentioned a lot on Facebook but are not always reported to the police. PC Edwards and PCSO Rees agreed that this, unfortunately, was the case. Councillor Burcombe-Filer suggested that Local Councils could work together to encourage people to report crimes. PCSO Rees said that you can report crimes online and they get the same attention as if you had called 101. She said that not as many people are aware that you can report crimes online.
- Councillor Daly asked if there was any news on when a Police Station would be opened again in Eastleigh that members of the public were allowed to go into. PC Edwards had no confirmed dates for this.

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Cllr Hillier-Wheal welcomed everyone and introduced the new Councillors and Parish Council Officers.

27 Apologies for Absence

27.1 Apologies had been received and were noted from Cllrs Moore, Thornton and Winstanley. Cllr Scott was not present.

28 To adopt and sign Minutes of the Parish Council meeting held on 9 July 2024

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

28.2 Referring to Minute 17.4 which mentions a licensing application for 4-6 Spring Lane, Councillor Daly asked if the “no drinking on the premises” applied to the pavement outside as this was still private property.

Action: Clerk to check with the Police

28.3 Proposed Cllr Kirby, Seconded Cllr Daly, **RESOLVED** with two abstaining that the minutes of the Parish Council meeting held on 9 July 2024 be adopted and signed.

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

29 Declarations of Interest and Requests for Dispensations

29.1 None were declared or requested.

Initial: _____ Date: _____

30 Reports from Committees, Working Groups, Officers and Councillors

30.1 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.

30.2 The recommendations on the report have all been included on the Agenda of the meeting as separate items.

30.3 The Clerk's report had been included in the supporting papers for this meeting and was noted.

30.4 The Clerk also reported that he had received an update informing the Council that work scheduled for 12th September on the Spring Lane bus shelter had been cancelled and as yet there was no new date set for the work; having had to delay issuing this year's travel tokens due to the staffing situation, it is now expected that the tokens will all be delivered by 20th September and finally that the Land Registry has now completed the work on the Memorial Hall land. The Borough Council has been informed and it is expected that the Hall will be demolished very soon.

30.5 Councillor Harris gave a report on Carnival, saying that it had been a huge success. The Report is attached to these minutes as Appendix A. Councillor Hillier-Wheal suggested that the Carnival Group could be put forward for the Bishopstoke Champion award. A question was raised as to whether this could be done as some Carnival Group members were also Parish Councillors. The Clerk noted that this should raise no problems, but that Councillors could abstain from voting if they thought it best to do so.

30.6 The Clerk also noted that the Parish Council is still waiting for judgement from the Chancellor of the Diocese to get a confirmed date for when the War Memorial can be installed.

30.7 Councillor Harris also gave a report from his recent meeting with Southampton Airport. A copy of this report is attached to these minutes as Appendix B.

31 To approve and adopt the audited annual return for the year to 31 March 2024

31.1 The Audited Annual Return had been included with the supporting papers for this meeting.

31.2 Proposed Cllr Burcombe-Filer, Seconded Cllr Daly, **RESOLVED** unanimously that the Audited Annual Return be approved and adopted.

Action: Clerk – Report to be posted on the website and Notice Boards.

32 To note the Council's insurance position and approve payment of the annual fee.

32.1 The insurance details had been included with the supporting papers for this meeting and were noted by the Council.

Action: Clerk – To pay the insurance annual fee and to begin work to obtain insurance quotes for next year

Initial: _____ Date: _____

33 To approve Standing Orders

33.1 The Clerk noted that the only change to the Standing Orders was the Index page which had been included with the supporting papers for this meeting.

33.2 Proposed Cllr MacLachlan, Seconded Cllr Brown, **RESOLVED** unanimously that the Standing Orders be approved.

34 To discuss improving access to becoming a Councillor and make decisions.

34.1 The Clerk suggested that the Council could appoint a Task and Finish group to discuss this and bring back suggestions to the next Full Council meeting. Councillors Dajani, Burcombe-Filer, Hillier-Wheal, Brown and Kirby volunteered to be part of this group along with the Clerk.

34.2 Proposed Cllr Burcombe-Filer, Seconded Cllr Dajani, **RESOLVED** unanimously to create a Task and Finish group, with Cllrs Dajani, Burcombe-Filer, Hillier-Wheal, Brown and Kirby as members, to report to the next Full Council meeting.

Action: Clerk – To contact members of the group to arrange a first meeting.

35 To discuss suggestions for Council Objectives and make decisions

35.1 The Clerk suggested that if nobody had any current suggestions, a Task and Finish group could be formed that could report back to the next Full Council meeting with their ideas. Councillor Hillier-Wheal volunteered and the Clerk would also join the group.

35.2 The Clerk also noted that Officers could tie in any current projects with the Objectives and future projects and grants would also need to be linked to the Objectives.

35.3 Proposed Cllr Hillier-Wheal, Seconded Cllr MacLachlan, **RESOLVED** to create a Task and Finish group to report back to the next Full Council Meeting.

Action: Clerk – To contact members of the group to arrange a first meeting and invite any Cllr not present to join the group.

36 To approve Committee membership and appoint a Youth Champion

36.1 The Clerk read a list of the current Committees and Working Groups, saying that Planning and Assets were the Committees that needed extra Councillors.

36.2 Councillor MacLachlan volunteered to be in the Working Groups for Glebe Meadow and Communications. Councillor Chaffey volunteered to be on the Planning Committee

36.3 Councillors Dajani and Harris both expressed an interest in becoming Youth Champion and suggested that, because of work commitments, they share the role with Cllr Harris as the lead, supported by Cllr Dajani.

36.4 Proposed Cllr Hillier-Wheal, Seconded Cllr Burcombe-Filer, **RESOLVED** unanimously that Cllr MacLachlan be appointed to the Glebe Meadow and Communications Working Groups, Cllr Chaffey be appointed to the Planning Committee and Cllr Harris, supported by Cllr Dajani, be appointed as the Youth Champion for Bishopstoke Parish Council.

Initial: _____ Date: _____

37 To re-adopt the allotment dispensation

37.1 The Clerk noted that there had been no change to the allotment dispensation.

37.2 Proposed Cllr Brown, Seconded Cllr Burcombe-Filer, **RESOLVED** unanimously that the Council grant a dispensation, lasting until the end of the current council cycle (8th May 2028) permitting Councillors who hold allotments to discuss all allotment related matters and vote on the same, with the exception of anything affecting their pecuniary interests

38 To approve a statement on Pension Eligibility

38.1 The Clerk noted that Hampshire County Council needed confirmation from Full Council that all employees should be offered admittance to the Hampshire LGPS.

38.2 Proposed Cllr Kirby, Seconded Cllr Harris, **RESOLVED** unanimously that the Council approve offering admittance to the Hampshire LGPS to all employees, both current and future.

39 To note a report on tree planting at Blackberry Drive and delegate the authority to approve the final plan to the Clerk

39.1 The Clerk explained that the report had not been included in the supporting documents because he had not received the map and relevant information from the Borough Council. The Clerk gave a brief explanation of the trees to be planted and the maintenance plan.

39.2 Concerns were raised about the long term maintenance costs and the Parish Council's liability for damage to and replacement of trees. It was suggested that once the Clerk had received the plans and further information on maintenance, he would come back to the next Full Council meeting.

39.3 Proposed Cllr Harris, Seconded Cllr Brown, **RESOLVED** unanimously to defer consideration of the plan to the next Full Council meeting.

Action: Clerk – to contact EBC with the Council's concerns and add discussion of the plan to the next Full Council agenda.

40 To discuss amendments to the Communications Policy and delegate the authority to approve it to the Communications Working Group

40.1 Councillor Hillier-Wheal suggested amending 8.2 to remove the reference to the Methodist Church

Cllr Mignot left the meeting at this point

40.2 Proposed Cllr Harris, Seconded Cllr Kirby, **RESOLVED** unanimously to approve and adopt the Communications Policy.

Cllr Daly left the meeting at this point

Initial: _____ Date: _____

41 To discuss amendments to the Social Media Policy and delegate the authority to approve it to the Communications Working Group

41.1 Proposed Cllr Burcombe-Filer, Seconded Cllr MacLachlan, **RESOLVED** unanimously to approve and adopt the Social Media Policy.

Cllrs Mignot and Daly returned to the meeting at this point

42 To approve funding the Play Area Review

42.1 The Clerk explained the need for the Review and that the funding could come from the Youth Services budget.

42.2 Proposed Cllr MacLachlan, Seconded Cllr Burcombe-Filer, **RESOLVED** unanimously to approve funding the Play Area Review from the Youth Services budget heading.

43 To consider content for the next press release

43.1 The Council agreed that the next press release would include Bishopstoke Carnival, the Memorial Hall, the War Memorial, improving access to being a Councillor and the Youth Champion.

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

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

44.1 The next meeting will take place on Tuesday 12th November 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 November 5th.

There being no further business, the Chair closed the meeting at 9:08pm.

Chair's Signature: _____ Date: _____

Clerk's Signature: _____ Date: _____