

**Minutes of a Meeting of the Bishopstoke Parish Council
held at Bishopstoke Methodist Church
commencing at 7.30pm on 27 September 2022**

Present: Councillor Ray Dean (Chair)
Councillor Louise Hillier-Wheal (Vice Chair) (until para 45)
Councillor Ralph Candy
Councillor Andrew Daly
Councillor Anne Dean
Councillor Sue Lynch
Councillor Mike Thornton (from para 34.2)
Councillor Gin Tidridge

In Attendance: Mr David Wheal (Clerk to Bishopstoke Parish Council)
Mrs Alex Luck (Assets Officer to Bishopstoke Parish Council)

Public Session 0 members of the public were present.

Prior to the main body of the meeting the Clerk introduced Mrs Alex Luck, who had recently been appointed as the Assets Officer for Bishopstoke Parish Council. Mrs Luck was welcomed by the Council.

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31 Apologies for Absence

31.1 Apologies had been received and were accepted from Cllrs Francis, Lyon, C McKeone, D McKeone, Moore and Winstanley.

32 To adopt and sign Minutes of the Parish Council meeting held on 12 July 2022

32.1 The minutes of the above meeting had been included in the document pack for this meeting.

32.2 Proposed Cllr Daly, Seconded Cllr Lynch, **RESOLVED** with 6 in favour and 1 abstaining that the minutes of the Parish Council meeting held on 12 July 2022 be adopted as a true record.

33 Declarations of Interest and Requests for Dispensations

33.1 There were no declarations or requests.

34 Reports from Committees, Working Groups, Officers and Councillors

34.1 The resolutions from Council Committees were noted.

Cllr Thornton arrived at this point.

34.2 Cllrs Hillier-Wheal and Tidridge were concerned that no progress had been made on the Cemetery Gates and that the initial list of concerns regarding Bow Lake Gardens had not been passed to Cllr Hillier-Wheal. The Clerk apologised that the Cemetery Gates project had been delayed and noted that he was waiting for a response from the Borough Council over Bow Lake Gardens and that the full report would be presented at the next Assets meeting. Cllr Tidridge, as Chair of Assets, requested that the Assets meeting that had been replaced by this Full Council meeting be rescheduled and that the report on Bow Lake Gardens be sent to Committee members.

Action: Clerk

34.3 Proposed Cllr R Dean, Seconded Cllr Thornton, **RESOLVED** with 6 in favour and 2 abstaining that the Parish Council indicate to the Borough that they do wish to accept the transfer of the land [at Bow Lake Gardens], but only subject to certain works still to be agreed to be carried out first.

34.4 Proposed Cllr R Dean, Seconded Cllr Tidridge, **RESOLVED** unanimously that the Council adopt the Communications Working Group Terms of Reference.

34.5 The Clerk's report was noted. The Clerk gave a verbal update informing the Council that following the sad passing of Queen Elizabeth II the Clerk updated the Council website and Facebook according to the guidelines and a statement from the Chair was published. The decision was taken to cancel the Carnival which was a blow. Fortunately, most people, including all those providing stalls and entertainment, understood the decision and supported it. Representatives of the Carnival group will be visiting Stoke Park Junior School and Robin's Nest play school to thank the children for their hard work. The Clerk requested that if Cllrs are aware of any other families or groups that had built river floats they ask them to contact the Clerk as we would still like to award prizes for the best entries.

Since the last Council meeting Cllr Parker-Jones has contacted the Chair to submit her resignation from the Parish Council. This was communicated to the Borough Council elections officer and a notice was published indicating that residents of the Whalesmead ward could request a by election to fill the vacancy if they did so by September 28th (later updated to the 29th following the death of the Queen). Should fewer than 10 residents request an election the Council would then be able to fill the vacancy by co-option. The Council passed a co-option policy last year which we would follow if needed.

The work at Blackberry Drive play area is now complete bar a minor adjustment to the balance trail. The new picnic area there is also nearly completed and will soon be open to the public. The Clerk has received several messages thanking the Council for both the Jubilee benches and the raised seating around the open space there. Stoke Common play area is due to have the work on the fence and gate area begin this week.

Cllr Hillier-Wheal asked for any positive feedback on the Play Area Village Trail project to be collated and passed to Councillors. Cllr Tidridge asked for any photos related to Carnival winners to be included in the next newsletter (with their permission).

Action: Clerk

The Council were highly concerned regarding the situation with Bow Lake Gardens and agreed that the Clerk be asked to write to the Chief Executive of the Borough Council expressing their anger and disappointment at what has occurred.

Action: Clerk

The Council expressed their continued frustration at the lack of progress in the transfer of the assets at the Brookfield / Strawberry Mead estate. The Clerk was requested to add discussion of the situation and the potential of rejecting the transfer to the next Full Council agenda.

Action: Clerk

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Cllr Daly indicated that there is still a Carnival road closure notice on the bus stop at Riverside and the Clerk was asked to remove it.

Action: Clerk

The Clerk was asked to write to the Working Men's Club to ask their views on the plan for the War Memorial.

Action: Clerk

34.6 Cllr Tidridge reported that, as an Eastleigh Borough Councillor for Bishopstoke, she had attended a wreath-laying ceremony for the Queen on 10th September and the reading of the proclamation on 11th September, that the Bishopstoke, Fair Oak and Horton Heath Local Area Committee are due to meet on 28th September and that the lighting on the footpath along Alan Drayton Way is still not functional.

35 To approve and adopt the audited annual return for the year to 31 March 2022

35.1 The report from the external auditors had been included with the document pack. Once again there were no problems noted by the auditors and the Council has a clean bill of financial health. The Clerk offered his congratulations and thanks to the RFO for her work on the Council finances.

35.2 Proposed Cllr R Dean, Seconded Cllr Thornton, **RESOLVED** unanimously that the Council approve and adopt the audited annual return for the year to 31 March 2022.

36 To opt into the SAAA external audit arrangements for the period 2022-23 until 2026-27

36.1 Papers outlining the proposal and the problems associated with opting out had been included in the document pack.

36.2 Proposed Cllr R Dean, Seconded Cllr Daly, **RESOLVED** unanimously that the Council opt into the SAAA external audit arrangements for the period 2022-23 until 2026-27.

37 To discuss the HALC AGM Special Motion and decide how the Council will vote

37.1 The HALC constitution and a paper explaining the proposed changes had been included with the document pack.

37.2 Proposed Cllr R Dean, Seconded Cllr Lynch, **RESOLVED** unanimously that the Council support the proposed Special Motion.

38 To approve the appointment of Cllr Lyon to the Finance Committee

38.1 The Clerk noted that following the resignation of Cllr Parker-Jones there was still a need for further members of the Finance Committee even after Cllr Lyon's appointment.

38.2 Proposed Cllr A Dean, Seconded Cllr Thornton, **RESOLVED** unanimously that Cllr Lyon be appointed to the Finance Committee.

39 To discuss the current CIP list and request any changes

39.1 The current Community Investment Programme list had been included with the document pack.

39.2 The Clerk informed the Council that an initial inspection of the buildings at Underwood Road allotments had now been completed and both the Warwick Shed and the Machinery Shed are in a poor state of repair and should be removed in the near future. The Clerk outlined a potential project to

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remove those two buildings, as well as the allotment shop and toilets, and to construct a new allotment shop, storage and toilet block where the current shop sits, with the two other spots to be converted to parking. Additionally there are already plans to resurface the parking at the top of the site and possibly create new parking on the far side of the site. Altogether this would give approximately a dozen parking spaces for the site as well as much improved amenities. The first assessment of cost is that it could be around £50,000 to £70,000. Cllrs Tidridge and R Dean recommended the Clerk contact the Local Area Committee manager as there may be current developers' contributions that can be used for this project.

Action: Clerk

39.3 Cllrs were asked to provide a rough outline for any other projects they wish to see included on the list to the RFO by the 4th October for inclusion in the next Finance Committee meeting.

Actions: Cllrs

40 To review standing orders

40.1 Standing Orders had been included in the document pack for the meeting. The only change since the last time the Orders were approved is to clarify how votes are recorded which was agreed at a previous Council meeting.

40.2 Proposed Cllr Candy, Seconded Cllr Daly, **RESOLVED** unanimously that the Standing Orders be approved.

41 To approve the Bishopstoke Champion procedure

41.1 The proposed Bishopstoke Champion procedure had been included in the document pack. Cllr Hillier-Wheal noted that the form specified nominees be either under 18 or over 18 and asked that it be amended to include those who are 18.

Action: Clerk

41.2 Proposed Cllr Tidridge, Seconded Cllr R Dean, **RESOLVED** unanimously that the Bishopstoke Champion procedure be approved.

42 To support the establishment of a nature reserve on the site of Stoke Park Farm

42.1 Cllr Tidridge outlined her vision of what the proposed nature reserve could look like and explained the reasons behind the Borough Council's purchase of Stoke Park Farm and its future use to offset pollution caused by development. The land has to remain undeveloped and the Local Area Committee felt that the creation of a nature reserve would not only ensure it remained undeveloped but would also be a beautiful enhancement of the land and an asset for Bishopstoke. Cllr Daly asked about the existing farm dwellings and Cllr Thornton asked that an educational facility be included and that traditional English meadow flowers be used, but also had concerns about increasing the number of rights of way on land that is meant to be unspoiled. Cllr Tidridge noted that the farm dwellings are planned to remain being let out, agreed with the idea of an educational facility and explained that the rights of way would only be on paths and tracks that are already being used.

42.1 Proposed Cllr Tidridge, Seconded Cllr R Dean, **RESOLVED** unanimously that Bishopstoke Parish Council support to proposal to create a nature reserve on the site of Stoke Park Farm.

43 To request improved consultation for the Council and residents regarding One Horton Heath

43.1 Cllr Tidridge noted that One Horton Heath is on the borders of Bishopstoke Parish and will have a potentially dramatic impact on the Parish, particularly in terms of traffic, yet the Parish has no input into decisions being made for the project. Cllr Tidridge requested that the Council write to the

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Borough Council to request more and better consultation with both the Parish Council and residents regarding One Horton Heath.

43.2 Proposed Cllr Tidridge, Seconded Cllr Candy, **RESOLVED** unanimously that Bishopstoke Parish Council write to the Borough Council to request more and better consultation with both the Parish Council and residents regarding One Horton Heath.

44 To request consultation for the Council and residents regarding land purchased by the Borough Council either within or bordering Bishopstoke

44.1 Cllr Tidridge noted that this proposal is tied to the one detailed in Minute 42. The current situations regarding Stoke Park Farm and One Horton Heath show a need for better communications and consultation from the Borough Council when it makes decisions about land that is either within or bordering the Parish. Cllr Tidridge requested that the Council write to the Borough Council to request better communication and consultation generally regarding land within and bordering the Parish, but also specific consultation regarding the use of land already purchased at Stoke Park Farm.

44.2 Proposed Cllr Tidridge, Seconded Cllr Hillier-Wheal, **RESOLVED** unanimously that Bishopstoke Parish Council write to the Borough Council to request consultation over the use of land purchased by the Borough Council either within or bordering Bishopstoke.

Cllr Hillier-Wheal left at this point.

45 To approve the amended allotment tenancy agreement and agree the Council's position on joint tenancies and the use of hosepipes

45.1 The draft allotment tenancy agreement, allotment rules and various other allotment documents had been included with the document pack for the meeting.

45.2 The Clerk outlined the process that had been gone through and highlighted the amendments that had come about as a result. The Clerk also noted two problems that had come to light during the process – that of hosepipe use and also the different types of tenancy available.

45.3 Following discussion the Council agreed that they would allow the use of hosepipes for watering plots as well as filling water containers, but the ban on irrigation systems and sprinklers would continue. The Council also agreed that allotment fees would have to rise as a result of the increased use of water.

45.4 Proposed Cllr Tidridge, Seconded Cllr A Dean, **RESOLVED** unanimously that the use of hosepipes to water plots be permitted.

45.5 After another discussion on joint tenancies and primary / secondary tenancies the Council agreed that joint tenancies would continue to be allowed, but that all other tenancies would become single tenancies. Every tenant will be expected to provide a list giving details of anyone who will be helping them to maintain their plot.

45.6 Proposed Cllr Thornton, Seconded Cllr Tidridge, **RESOLVED** with 6 in favour and 1 abstaining that joint tenancies be continued and all other tenancies become single tenancies.

45.7 Proposed Cllr Thornton, Seconded Cllr R Dean, **RESOLVED** unanimously that the amended draft tenancy agreement and allotment rules be approved.

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46 To consider content for the next press release

46.1 The Council agreed that the next press release would include The Queen; Carnival and River Float prizes; the allotment tenancy agreement; the Council's support for the nature reserve proposal; the audit; the play area village trail prize and the announcement of the Bishopstoke Champion award.

47 To agree the date, time and place for the next meetings

47.1 The next meeting will take place on Tuesday November 8th. It will take place at 7:30pm at the Bishopstoke Methodist Church. The Clerk requested any agenda items and supporting papers be with him by November 1st.

47.2 Cllr R Dean gave his apologies for the meeting.

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

Chair's Signature: _____ Date: _____

Clerk's Signature: _____ Date: _____