

**Minutes of a Meeting of the Bishopstoke Parish Council
held in the Parish Office, Riverside, Bishopstoke
commencing at 7.33pm on 24 September 2019**

Present: Councillor Geoff Harris (Vice Chair)
Councillor Peter Brown
Councillor Andrew Daly
Councillor Anne Dean
Councillor Chris Greenwood
Councillor Louise Parker-Jones
Councillor Mike Thornton (from para 65.3)
Councillor Gin Tidridge
Councillor Anne Winstanley

In Attendance: Mr David Wheal (Clerk to Bishopstoke Parish Council)
Abi Benham representing One Community

Public Session 0 members of the public were present.

FULL_1920_M05/

Public Session

Abi Benham of One Community gave a presentation on the recent changes to the services provided by One Community. Abi manages the Options (Care and Support) department. Services offered include Personal Assistants – helping people live independently in their own homes; Lifeline and Wristband service – services to ensure that access to medical help is always available; Day Activities service – offering a range of activities for frail elderly people and the Young Carers service – offering help and support to young carers.

Referrals are made to the central hub and then as assessment of needs is made which is then used to gauge which options would be most helpful. Abi encouraged the Councillors to make referrals if they thought there was someone known to them who could benefit from the services provided.

One Community are involved in around 52,000 contacts per year and 25,000 support hours. Abi had brought in leaflets for the Councillors to have and spare copies for anyone coming in to the Parish Office to take. Abi agreed to send further information through to the Clerk for distribution to the Council.

Councillor Harris thanked Abi for the presentation on behalf of the Council.

64 Apologies for Absence

64.1 Apologies had been received and were accepted from Cllrs Francis, Moore, Roling and Toher. Cllr Mignot was not present.

Initial: _____ Date: _____

65 Councillors' Questions

65.1 Cllr Tidridge asked what rules were in place to protect children regarding alcohol as prizes on various Carnival stalls. The Clerk noted the requirement of any stall wishing to have alcohol as a prize to have an alcohol policy clearing stating that such prizes will not be given to those under 18. Councillor Harris also explained that all stallholders are expected to use Challenge 25 as their guide.

65.2 Cllr Parker-Jones stated that a resident had complained about Virgin Media giving away water in single use plastic bottles and wished to know why this had happened. The Clerk replied that Virgin Media had offered to provide the water for the parade whilst en route, which had been very welcome, and had brought what they had left down to the Meadow. How they chose to do that was a matter for Virgin Media. The Clerk offered to contact Virgin for a response.

Action: Clerk

Cllr Thornton arrived at this point

65.3 Cllr Harris asked whether Virgin had agreed to let us know where they were up to with their work around the village. The Clerk replied that they had, but that there had not been an update since the initial contact. The Clerk was asked to obtain an update if possible.

Action: Clerk

66 To adopt and sign Minutes of the Parish Council meeting held on 23 July 2019

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

66.2 Proposed Cllr Harris, Seconded Cllr Dean, **RESOLVED** unanimously that the minutes of the Parish Council meeting held on 23 July 2019 be adopted as a true record.

67 To consider Matters Arising from the above Minutes

67.1 Minute FULL_1920_M04/51.2 – Cllr Thornton stated that he had chased Hampshire County Council as requested.

67.2 Minute 57.2 – Cllr Harris had forwarded the forms to the Council and Cllr Thornton had spoken to Stoke Park Junior School as requested

67.3 Minute 59.3 – Cllr Winstanley asked whether it was intended that the Climate Change group would take note of the Borough plans in this area, and of what other Parish Councils were doing. Cllr Tidridge replied that she was sure the Working Group would.

68 Declarations of Interest and Requests for Dispensations

68.1 Cllr Thornton declared an interest in the Street Pastors grant.

68.2 Cllrs Harris, Winstanley and Brown declared an interest in the BCA grant.

68.3 Cllr Winstanley declared an interest in the CAB grant.

68.4 Cllrs Dean and Parker-Jones declared an interest in the Jubilee Clocks decision.

68.5 The Clerk indicated that all Cllrs would be permitted to take part in the discussions on the Memorial Hall.

Initial: _____ Date: _____

69 Report on Planning Committee Meetings of 23 July, 13 August and 27 August 2019 – to note Resolutions and to determine Recommendations

69.1 The Planning Committee Minutes for those meetings had been included in the document pack.

69.2 Proposed Cllr Brown, Seconded Cllr Dean, **RESOLVED** unanimously to note the resolutions of the Planning Committee meetings held on 23 July, 13 August and 27 August 2019.

70 Report on Finance and General Purposes Committee Meeting of 10 September 2019 – to note Resolutions and to determine Recommendations

70.1 The Finance and General Purposes Committee Minutes from the meeting had been included in the document pack.

70.2 Proposed Cllr Harris, Seconded Cllr Thornton, **RESOLVED**, with Cllrs Dean and Parker-Jones abstaining due to a declared interest, that the resolutions of the Finance and General Purposes Committee meeting held on 10 September 2019 be noted.

70.3 Proposed Cllr Winstanley, Seconded Cllr Tidridge, **RESOLVED** unanimously that the Council grant £2,000 to Bishopstoke Memorial Hall.

70.4 Proposed Cllr Greenwood, Seconded Cllr Winstanley, **RESOLVED**, with Cllr Thornton abstaining due to a declared interest, that the Council grant £500 to the Street Pastors.

70.5 Proposed Cllr Thornton, Seconded Cllr Harris, **RESOLVED**, with Cllr Winstanley abstaining due to a declared interest, that the Council grant £1,000 to the Citizens Advice Bureau, Eastleigh.

70.6 Proposed Cllr Winstanley, Seconded Cllr Greenwood, **RESOLVED** unanimously that the Council purchase digital mapping software from Pear Technology.

70.7 Proposed Cllr Parker-Jones, Seconded Cllr Harris, **RESOLVED** unanimously that the Council waive the fees for the exclusive right of burial grant, and permission to erect a memorial, for babies with a gestation of less than 24 weeks.

71 Report on Buildings Committee Meeting of 14 August 2019 – to note Resolutions and to determine Recommendations

71.1 The Buildings Committee Minutes from the meeting had been included in the document pack.

71.2 Proposed Cllr Dean, Seconded Cllr Greenwood, **RESOLVED** unanimously that the resolutions of the Buildings Committee meeting held on 14 August 2019 be noted.

71.3 Proposed Cllr Winstanley, Seconded Cllr Dean, **RESOLVED** unanimously that the Council approve the Terms of Reference of the Buildings Committee.

72 To receive reports from Working Groups and other bodies

72.1 Neighbourhood Plan Steering Group – Cllr Tidridge reported that the group is conducting two online surveys – asking people for their best bits of Bishopstoke, and for their favourite woodland walks. These were also available on paper at the Carnival where the Group had a stall. Cllr Tidridge reported that to date, the survey shows that Stoke Park Woods is by far the favourite part of Bishopstoke. Cllr Tidridge offered to send the surveys to all Cllrs for them to complete.

Action: Cllr Tidridge

Initial: _____ Date: _____

72.2 Carnival Working Group – Cllr Harris reported that Carnival this year had gone well and had been helped by the weather. The River Floats, and in particular the new cleaning regime, had gone well. The Duck Races had also been well-attended although there had been an injury to one of the volunteers. The Parade had attracted some criticism for being short, but when people are asked if they are willing to put in an entry next year, they all usually decline. The Meadow had been well received this year with people particularly liking the layout. Cllr Harris thanked Moss from the AWCA for the loan of the gazebos. Cllr Brown thanked Cllr Harris for all his hard work, particularly over the immediate pre and post Carnival period. Cllr Brown also thanked all those who had been involved in helping bring Carnival together this year in any way.

73 To receive the RFO's Report and approve the July and August 2019 Statements of Accounts

73.1 The RFO reported that there was nothing of note in this month's accounts.

73.2 Proposed Cllr Tidridge, Seconded Cllr Winstanley, **RESOLVED** unanimously to receive the RFO's report and approve the July and August 2019 Statements of Accounts.

74 To agree the takeover of the Memorial Hall and, if necessary, the handover date and transition time

74.1 A memo detailing the latest information regarding the takeover of the Memorial Hall had been included in the document pack.

74.2 Cllr Parker-Jones asked whether the cleaner would be staying on and whether the Hall would continue to be run as a charitable trust. The Clerk replied that the intention was for the cleaner to stay on, and that the Hall would still be a separate charity. Cllr Harris noted the need for work to be done on Health and Safety, and in regard to ensuring the correct details were on all licences.

74.3 Proposed Cllr Winstanley, Seconded Cllr Parker-Jones, **RESOLVED** unanimously that Bishopstoke Parish Council agrees to take over the Bishopstoke Memorial Hall with effect from 1st January 2020 following a transition period which will run from 1st October to 31st December 2019.

75 To appoint the Council members of the Climate Change Emergency Working Group

75.1 Cllrs Winstanley, Tidridge, Brown and Dean all volunteered to be on the Climate Change Emergency Working Group. Cllr Harris thanked them for volunteering.

76 To ban the use of glysophate on Council property

76.1 Proposed Cllr Harris, Seconded Cllr Tidridge, **RESOLVED** unanimously that the Council ban the use of Glysophate on Council property.

77 To discuss and adopt the Tree Charter

77.1 Proposed Cllr Harris, Seconded Cllr Parker-Jones, **RESOLVED** unanimously that Bishopstoke Parish Council adopt the Tree Charter.

78 To make a decision regarding a Sunday interment

78.1 A memo outlining the issue and the options before Council had been included in the document pack.

Initial: _____ Date: _____

78.2 Proposed Cllr Greenwood, Seconded Cllr Parker-Jones, **RESOLVED** unanimously that the requested Sunday interment be permitted on this occasion and that the matter be referred to the Cemeteries Working Group for discussion and a long-term decision.

79 To approve the recipients, and amounts, of Carnival grants

79.1 The three grant requests had been included with the document pack for this meeting.

79.2 Proposed Cllr Harris, Seconded Cllr Parker-Jones, **RESOLVED** unanimously that ARK Eastleigh, the Bishopstoke Community Association and the Legacy Festival each be granted £200.

80 To receive any project ideas for consideration in the next or future budgets

80.1 Ideas submitted prior to the meeting were: changing Council lighting to LED where possible; installing security systems for Glebe Meadow and Underwood Road allotments; funding a minibus to assist in school runs in areas of Bishopstoke without public transport to reduce car journeys; providing grant funds to residents with old gas boilers to replace them with modern efficient boilers and providing water refill / fountains around Bishopstoke.

80.2 Additionally, Cllr Greenwood raised the issue of litter at the YZone and asked whether extra bins / signage / education could be provided to encourage users of the YZone to dispose of their litter responsibly.

80.3 The Clerk indicated he would endeavour to obtain outline costs for each of these measure for the budget discussions.

Action: Clerk

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

81.1 Cllr Tidridge reported that a recent Borough Council Policy & Performance Committee meeting had been looking at the implementation of changes to the Bishopstoke Road / Chickenhall Lane junction aimed at improving safety and easing congestion. There is currently debate over whether Eastleigh Borough or Hampshire County Council has responsibility for this. Cllr Tidridge had also attended a presentation on the changes to the Borough's waste collection service. It was acknowledged that some teething problems have occurred as a result of changing to new routes, but Cllr Tidridge was confident that things would improve quickly. The Brexit Working Group had reported that whilst the impact of Brexit on residents was likely to be significant, the impact on the Council as a body would be low. Finally, the Borough Council Climate Change Group had met constructively and are now engaged in creating an action plan of what needs to happen for Eastleigh to meet its Climate Change Emergency related targets.

81.2 Cllr Parker-Jones encouraged everyone who has not yet done so to participate in the Air Quality Action Plan consultation. There are also consultation events planned on 3rd October at the Bishopstoke Community Centre from 4:30 to 7:30 pm regarding parking on Church Road; and on 10th October at the Planney with a tree specialist from 4:30 to 5:30pm. Cllr Parker-Jones also reported that the Local Area Committee team had met with the Chair and Clerk to discuss the Community Infrastructure Project list. Various additions to the list had been agreed including water fountains, wayfarer markers, and providing local information via QR codes. Finally Cllr Parker-Jones reported that the toilets at the Hub are to be demolished, making way for four extra parking spaces. Cllr Daly suggested that the toilets were a more useful local amenity than four parking spaces and asked whether instead the toilets could be refurbished. Cllr Daly was advised to discuss the matter with Borough Councillor Paul Bicknell, Chair of the Eastleigh Local Area Committee.

Action: Cllr Daly

Initial: _____ Date: _____

81.3 Cllr Winstanley reported that the Citizens Advice Bureau had recently had both its quarterly board meeting and its annual assessment. The assessment had gone well with the Eastliegh CAB receiving high or maximum marks in most areas. Cllr Winstanley also reported that Twynams Charity are looking at whether they can make changes to what they do to better fulfil the original purpose of the charity which was use the funds gained from the land and property it had been gifted to provide food and aid for the poor in the parochial parish. Finally, Cllr Winstanley reminded the Council that the Bishopstoke Women's Institute meets on the 1st Monday of the month. The next meeting is on the 7th October and is their harvest festival meeting.

81.4 Cllr Thornton had attended various Hampshire County Council meetings at which there were many aspirations discussed but no indication of how these aspirations might be funded.

81.5 Cllr Daly informed the Council that he had witnessed two young men cleaning a local footpath – they had done a good job. Cllr Daly also asked if something could be done about the raised manhole which is now a trip hazard on the pavement opposite Tesco following work done to remove the hedge there by the County Council. Cllr Thornton offered to investigate whether this was something Hampshire County could do something about.

82 To receive the Clerk's Monthly Report

82.1 The Clerk reported on actions from the previous meeting: Minute 51.1 – the post office has been contacted but no reply received; 53.1 – advice regarding chemicals will be going out with the October rent letters; 53.2 – Green Smile have been contacted with regard to chemical use; 53.3 – the wildflower proposals will be brought forward at a later date; 53.5 – planning training slides had been sent out as requested; 59.1 – the response from HALC indicates that the full text of the proposed motion should have been on the agenda, but that there was no need to use the word “Motion”, nor to attribute the proposal; 60.4 – the Southern Water Priority Register Scheme is on the Parish website and 61.3 – Finance & General Purposes discussed the play area inspection regime at the meeting on 10th September..

82.2 Brookfield - The Clerk that at the Brookfield play area a bin was recently set on fire. Additionally, following a report from a resident, the Clerk had spent an hour on Friday evening clearing dog mess from the play equipment. Children from Fair Oak Junior School had been identified as being responsible by the resident and the Clerk would be writing to the school.

82.3 Armistice Arrangements – The Scouts have been in touch regarding Armistice arrangements. The Clerk had indicated that the Council is happy to loan the various road signs used for Carnival, and to offer advice on any aspect of obtaining and managing road closures, but the Council would not be responsible for anything to do with the parade. It was made clear that the Council is solely responsible for the service at the War Memorial on the 11th, and for the tea and biscuits in the Memorial Hall afterwards.

82.4 St Mary's Churchyard – permission has now been received from the Diocese to go forward with the planned repairs to the walls at the churchyard.

82.5 Local Plan – The Council has received notification of some revised documents relating to the hearing for the Local Plan. These refer to the times and dates of the hearing, the Matters and Issues which will be discussed at the hearings, and the updated guidance notes from the inspector regarding how to register to speak and what restrictions apply.

82.6 Audit – The Council has also received notification that it has passed the external audit with no negative factors.

Initial: _____ Date: _____

83 To consider content for the September 2019 Press Release

83.1 It was agreed that the press release would include: the chemical ban, a report on Carnival, the grants, the Tree Charter, the Climate Change group and the Memorial Hall transition period.

Action: Clerk

84 Date, time, place and agenda items for next meeting

84.1 The next meeting will be on Tuesday 22 October 2019, at 7:30pm in the Parish Office.

84.2 Agenda items for the meeting to the Clerk by Monday 14 October 2019 please.

84.3 Councillor Harris gave his apologies for the meeting on the 22nd October.

There being no further business, the Chair closed the meeting at 9.25pm

Chair's Signature: _____ Date: _____

Clerk's Signature: _____ Date: _____