

CHANDLER'S FORD PARISH COUNCIL – COUNCIL MEETING 29 October 2013
Velmore Community Centre, Falkland Road, Chandler's Ford
(7.00 pm – 9.19 pm)

PRESENT: Councillors Mrs Atkinson (Chairman); Councillors Boyes, Davidovitz, Ms Grajewski, Hughes, Luffman, Olson and Streeter

In attendance: Stephen Mursell Parish Clerk and Julia Norman Eastleigh Borough Council

There were three members of the public present.

423. APOLOGIES

Apologies for absence were received from Councillors Bicknell, Broadhurst, Cole and Mrs Roberts

424. DECLARATIONS OF INTEREST

No members of Council made a declaration of interest.

425. PUBLIC PARTICIPATION

Members of the public present were advised that they may address the Parish Council. The representative of AFC Velmore who had received a grant at the Granted to You event in June was invited to advise members present of the benefits derived from the funding. The funding had provided for sufficient equipment and other resources to enable the football club to be formed. The existence of the football club has provided a positive benefit to the Velmore estate in that anti-social behaviour had decreased with the youth now involved in football activities and the manager had been able to secure employment for four members of the team therefore increasing their self-esteem.

Members were delighted to hear that the grant awarded under the 'Granted to You' initiative had had such a positive effect on the local community, and suggested that a press release should be issued to this effect and the club might also wish to provide an article for the next parish magazine.

426. DRAFT LOCAL PLAN PRESENTATION

The Chairman introduced Julia Norman from Eastleigh Borough Council and invited her to address members on the draft local plan.

As a result of concerns on traffic assessments and the provision of land for development a revised draft local plan had been issued by Eastleigh Borough Council. The revised local plan incorporated expected housing requirements in the Borough up

to 2029 derived from latest population predictions as provided by the 2011 census.

In the light of experiences of other local authorities submitting local plans a 5% contingency was being included in the overall housing requirements providing a new figure of 10,140 dwellings over the whole Borough. In addition EBC perceived there was a need to address the requirement for additional employment facilities and provision had been made for land to be developed accordingly.

The proposed development south of Stoneham Lane is retained, with a provision of 1,100 (previously 1,300 dwellings). Although this development is not within the Parish it is adjacent to Velmore Ward and will have a significant impact on the infrastructure in that area.

The requirement for additional schools will be addressed with specific proposals in the next version of the local plan. In addition in the next version of the local plan there will be proposals for traveller provision and provision for enhanced sports facilities. A revised transport assessment will be also be commissioned tested against these housing development proposals.

Ms Norman recognised that the timetable for the consultation on the local plan was tight but this was essential to ensure that the local plan passes through to the Planning Inspector within the original timeframe especially as hostile planning applications are now being received by developers.

Ms Norman then detailed the proposals for other development in Chandler's Ford in respect of the Central precinct, the former ambulance site at Steele Close, land south of Asda and the Common Road site which equated to 550 new dwellings up to 2029 for the Parish including the Drapers site.

Arrangements for the consultation were advised and members were reminded that all representations should be made to EBC by 2 December. Representations should include any representation made from the previous consultation, as the original comments have not been retained.

Members were also provided with details of consultation events starting with a road show at St Boniface Church on 4th November which members were urged to attend.

The Chairman then requested that members ask any questions of Ms Norman on the draft local plan.

Cllr Davidovitz expressed surprise that the overall housing numbers had increased when PUSH numbers had decreased with some authorities delivering less housing starts. Cllr Davidovitz queried in light of this whether the Planning Inspector will wish to see the increased housing provision by the Borough Council represented by an increased contingency of 5% of housing starts. Ms Norman stated that this was required

as the Borough Council was already at the lower end of the overall housing starts and therefore such a contingency was prudent. The Chairman noted that both parties were unable to agree on each other's views as to what the real housing provision should be in these circumstances.

Cllr Davidovitz also wished clarification as to how the housing provision at the land south of Chestnut Avenue had been arrived at and also clarification as to whether the land provided by the County Council should accommodate 500 dwellings or 300 dwellings. There seemed to be different interpretations as to the overall number that the County Council land would deliver and Ms Norman stated that there was also potential for the land provided by the Borough Council and private owners to deliver increased dwellings. It was recognised that space would have to be provided for a school and a community centre and careful modelling of the landscape to preserve essential landscape features which would determine the overall number of dwellings on the site.

A number of members expressed concern about traffic congestion in Chestnut Avenue that formed part of the representations made by the Parish Council in the previous draft local plan and noted that a revised traffic assessment had not been included in the current draft local plan. Ms Norman advised members that no representation had been made by Hampshire Highways in the previous local plan in respect of concerns over traffic congestion. In addition Ms Norman advised members that some road re-modelling was planned in that area but once the revised traffic assessment had been made available this would provide additional information to members. Ms Norman advised members that some information was now available on the Borough Council website in respect of traffic assessments and as further information becomes available the Parish Council will be able to make further representations at the pre-submissions stage of the draft local plan.

Members noted that the traffic assessments relied on the need for public transport to ease traffic movements and noted that there is currently a lack of public transport at the right times for commuters. Ms Norman assured members that public transport would have to be reviewed to ensure that public transport links would be provided to these new developments at convenient times to users.

Members queried whether the local plan would be affected if developers changed their mind about their development plans. Ms Norman stated that all developers had reiterated their commitment to the proposed developments and representatives of these developers will be present at the exhibitions to talk about the proposed developments.

Members were disappointed that the draft local plan did not include potential land for burial provision in Chandler's Ford. Ms Norman stated that there was still capacity for burials within the Borough at Brookwood Cemetery however members were of the opinion that residents of Chandler's Ford would prefer to be buried within the Parish.

The Chairman expressed the thanks of the Parish Council and its members to Ms

Norman for the presentation to members and expressed her disappointment of members present that only 8 members of the Parish Council were present to discuss such important matters. The Chairman discussed with members the next steps to be taken to ensure that representations will be made by the deadline of 2 December 2013.

It was AGREED that:

- 1) Members would be advised to attend the draft local plan road show on Monday 4th November 2013 at St Boniface Church or any other road show more convenient
- 2) All Councillors would be requested to review the supporting documentation that was available on the Eastleigh Borough Council website regarding the draft local plan
- 3) An additional Parish Council meeting will be arranged on 27th November 2013 at the Fryern Pavilion that is open to the public to attend to discuss the draft local plan and agree the representations that will be made by the Parish Council

427. CHAIRMANS REPORT

The Chairman reported that as she had been away for two weeks the Clerk and Cllr Boyes would report on activities undertaken on behalf of the Parish Council.

The Clerk reported that he had attended the HALC AGM on behalf of the Parish Council and reported that the Parish Council had been awarded a third place for its entry under the Parish Newsletter competition.

Cllr Boyes had attended the One Community AGM which included a presentation on the DBS service, formerly the CRB service, and had also attended seminars at the Borough Council on the draft local plan and the Community Infrastructure levy together with an employment training session at HALC.

Cllr Boyes had also attended a meeting with the Community Responders, a meeting with the allotment representatives to discuss the fee structure for the forthcoming year and meetings with the architects concerning the proposed alterations to the Fryern Pavilion.

428. MINUTES OF MEETINGS

Minutes of the Parish Council meeting held on 16 September 2013 were considered for accuracy. No members raised any issues of accuracy.

It was AGREED that:

- 1) The minutes of the Parish Council meeting held on 16 September 2013 be signed by the Chairman as an accurate record of the meeting.

Minutes of the Policy and Finance Committee meeting held on 2 September 2013 were considered for accuracy. No members raised any issues of accuracy.

It was AGREED that:

1) The minutes of the Parish Council meeting held on 2 September 2013 be signed by the Chairman as an accurate record of the meeting.

Minutes of the Strategic Planning Committee held on 23 September 2013 were considered for accuracy. The Clerk stated that there was a miss-spelling of the word Clerk on page 2.

It was AGREED that:

1) Subject to the correction of this miss-spelling the minutes of the Strategic Planning Committee on 23 September 2013 be received and noted

Minutes of the Planning, Highways and Licensing Committee held on 30 September 2013 were considered for accuracy. No members raised any issues of accuracy.

It was AGREED that:

1) The minutes of the Planning, Highways and Licensing Committee held on 30 September 2013 be received and noted

429. MATTERS ARISING

Council meeting 16 September 2013:

Cllr Olson requested an update on the usage of the speed gun and progress made with setting up a speedwatch campaign with the assistance of the local resident who had volunteered to support the scheme.

The Clerk reported that he had contacted Sgt O Hanlon on numerous occasions to seek updates on these matters and had received no replies to date. Members stated that residents were very concerned about speeding in the parish and that it was essential that a meeting should be held with the police in respect of these matters and it was frustrating that the police were not communicating with the Clerk or any other Councillors. Members wished to understand what were the local priorities of the police as this was not evident.

It was AGREED that:

1) The Chairman would request a meeting with Sgt O Hanlon to discuss these matters and Cllr Olson would wish to attend this meeting

Strategic Planning Committees 23 September 2013:

The Clerk advised members present that Cllr Cole had tendered his resignation from this committee due to work commitments and therefore an additional member of the committee is required.

It was AGREED that:

- 1) The Clerk would contact all members of the Parish Council to seek a nomination to the Strategic Planning Committee

Planning, Highways and Licensing Committee meeting 30 September 2013:

The Clerk advised members that as Cllr Oldham-Arnett was no longer a member of the Parish Council an additional member of the committee is required.

It was AGREED that:

- 1) The Clerk would contact all members of the Parish Council to seek a nomination to the Planning, Highways and Licensing Committee an additional member of the committee is required.

430. CASUAL VACANCY FOR A PARISH COUNCILLOR

The Clerk advised members that as the required number of electors had not called for a by-election the Parish Councillor vacancy can now be filled by a co-option and the Parish Council could consider advertising for a co-opted Parish Councillor, but this was not a requirement. Members present recognised the need to have a full complement of councillors as soon as possible and it was proposed and seconded that the Parish Clerk should contact James Foulds who was the candidate with the highest number of votes cast in his favour but did not secure a position on the Parish Council for that ward in the 2010 election and he should be invited to join the Council as a co-opted member.

It was unanimously AGREED that:

- 1) The Parish Clerk will contact James Foulds to invite him to join the Parish Council as a co-opted member with immediate effect.

431. RECOMMENDATIONS FROM THE POLICY AND FINANCE COMMITTEE

Members considered the report of the Parish Clerk that an Audit and Risk Committee, Communications Committee and an Amenities sub-committee be formed. Members understood the need for a review of the terms of reference of all committees together with the constitution of the Parish Council and that a working party of all chairmen should be formed to undertake this review.

It was unanimously AGREED that:

- 1) An Audit and Risk Committee be formed
- 2) A Communications Committee be formed
- 3) An Amenities sub-committee be formed
- 4) A working group of the chairs of all Committees be created to consider the existing terms of reference for all committees together with the constitution of the Parish Council in order that a revised Delegation Scheme can be presented to the Parish Council for approval as soon as possible

Members considered the report of the Parish Clerk regarding the IT policy and considered the recommendations. The Clerk advised members that the purchase of a laptop should be agreed and the Clerk would update members with progress on other matters when meetings had taken place with IT consultants.

It was AGREED that:

- 1) The Parish Clerk should purchase a laptop for the use of the Parish Council within the existing budget
- 2) The Parish Clerk shall investigate an appropriate software package in advance of the Council assuming responsibility for lettings
- 3) The Parish Clerk will provide a further update on progress with the IT strategy to the Parish Council following planned meetings with IT consultants

432. COMMUNITY EMERGENCY PLAN

The Parish Clerk reported to members that further updates to the Community Emergency Plan had been made and the stage had been reached when he would benefit from the input of Councillors in to the plan. The Clerk reported that as the Plan calls for a Parish Councillor main emergency contact together with a deputy the most effective way of progressing the Plan would be for the Clerk and nominated Councillors to collaborate on the next stages of the Plan.

Cllr Hughes stated that he would be prepared to assist with the Plan. The Clerk stated that he would contact all members to seek further nominations of those members who would wish to assist with the Plan.

It was AGREED that:

- 1) The Clerk would contact all members to seek nominations for two Councillor emergency contacts for the Community Emergency Plan

Cllr Grajewski noted that the plan included confidential information and suggested that as a number of other Council papers include confidential information there should be a way of easily identifying confidential information. It was suggested that such confidential information should be printed on coloured paper so members could clearly identify such papers.

It was AGREED that:

- !) The Clerk would instigate a system whereby future Council papers of a confidential nature are printed on coloured paper

433. CHANGES TO THE NHS

The Clerk introduced his report on the steps taken to ensure that representatives of the NHS brief members on the changes to the NHS and the potential impact on residents.

The Clerk expressed his dissatisfaction with the lack of response from the NHS to organise a presentation by the NHS. Members understood the frustration and suggested that as Eastleigh Borough Council has a Health Scrutiny Panel to consider health matters and it was suggested that the Clerk should contact the Panel to request that the representatives of the NHS should come before the Panel to agree to hold such a presentation.

It was AGREED that:

1) The Clerk should contact the Health Scrutiny Panel of Eastleigh Borough Council to request that representatives of the NHS should be called to the Panel to agree to provide the presentation on the changes to the NHS

434. NO VERGE PARKING

The Clerk presented his report on the progress made with other parties on the motion agreed by the Parish Council to deter verge parking in the Parish. The Clerk reported that there were no further outstanding items and the report provided a summary of the actions undertaken and the responses received to such actions.

The Chairman reported her frustration that no progress had been made with the motion and stated that she would consider further steps to ensure that the nuisance resulting from verge parking could be eliminated or significantly reduced.

435. EMPLOYMENT UPDATE

The Clerk reported that over 60 applications had been received for the post of assistant to the Parish Clerk with the applications being received as a result of all the methods of advertising the post agreed by Council. The Clerk advised members that the HR Committee consists of 4 members and it would be their responsibility to undertake the short listing process of candidates and instruct the Clerk to organise the interviewing process. Once the interviews had been completed the HR Committee would provide a recommendation of a candidate to appoint.

It was AGREED that:

1)The HR Committee would undertake the short listing and interviewing process to provide a recommendation to the Parish Council of an appropriate candidate to the post of assistant to the parish clerk

436. POLICY REVIEW

Members considered the Equality and Diversity Policy and members noted that where the policy referred to training and development opportunities being available to all staff, this reference should include a reference to the training being approved by the Parish Council.

It was AGREED that:

- 1) The Equality and Diversity Policy be approved subject to this amendment

Members considered the Surveillance Camera Code of Conduct. The Clerk advised members that the Policy and Finance Committee although recommending the code for approval instructed the Clerk to check that the Parish Council was acting as an agent of the Borough Council in accessing images until such time as the Council assumed ownership of the assets in which the CCTV was stored. The Clerk advised members that this had been confirmed verbally and would ensure that this advice is received in writing.

It was AGREED that:

- 1) The Surveillance Camera Code of Conduct be approved subject to assurance received in writing from Eastleigh Borough Council that the Parish Council is acting as their agent until ownership of the assets in which the CCTV is stored is confirmed

437. CORRESPONDENCE

Members noted the Public Health Profiles report for Eastleigh and that general standards of health were at or above national averages.

Members considered the Park Sports report from Eastleigh Borough Council and noted the significant uptake of these summer activities in the parish especially fishing. Members stated that they wished to encourage such activities in the future and where possible increase the number and take up of activities in the future.

Members considered the communication from central government on Our Places and recognised that there may be opportunities for the parish in such initiatives and recommended that the Strategic Planning Committee consider the opportunities.

438. FINANCE MATTERS

The Clerk table a list of cheques drawn on the Council's bank account for various expenditure items since the last Council meeting.

The following cheques have been drawn since the last council meeting which members are requested to endorse.

Cheque No	Gross
100317 Velmore Community Centre Community Grant	£500.00
100318 Chameleon Theatre Group	

Community Grant	£183.60
100319 Hampshire Constabulary PCSO funding	£3,500.00
100320 EBC Salaries	£1,858.57
100321 Southern Water Eagle Close allotments	£84.23
100322 British Gas Eagle Close Allotments	£29.69
100323 Chandler's Ford UR Church Room hire	£81.50
100324 SLCC Publications	£63.00
100325 Parish of Chandler's Ford Room hire	£66.00
100326 Xeretec Photocopier charges	£56.84
100327 HCC No Cold Calling Zones	£64.00
100328 Cash Petty cash replenishment	£96.15
100329 Youth Options CRB checks	£136.80
100330 Blake Laphorn Legal fees	£704.80
100331 EBC Salaries	£1,858.57
100332 BDO External audit fees	£480.00
100333 County Locksmith	

Safe repairs	£47.50
100334 ISL Stationery	£129.31
100335 S Mursell CF in Bloom expenses	£141.29
100336 Broker Network Fidelity insurance	£283.72
100337 British Gas Fryern Pavilion	£13.16
100338 Velmore Community Assoc Room hire	£30.00
100339 Southern Water Hiltingbury Recreation ground	£174.44
100340 Southern Water Ramalley	£356.75
100341 ISL Stationery	£68.48
100342 Xeretec Photocopier charges	£25.75
100343 Trophyman CF in Bloom cups	£60.73
100344Cash Petty cash replenishment	£96.88

Members were asked to authorise the following requests for payment:

EBC Salaries	£1,858.57
J Hounslow Refund key deposit	£15.00

Chandler's Ford Methodist Church Room hire	£101.62
EBC Road sign	£632.39
Southern Water Fryern Pavilion	£30.21
Royal British Legion Wreaths	£42.00
Southern Water Eagle Close allotments	£239.04
Xeretec Photocopier	£29.33
S Mursell Allotment sites water quality testing	£42.00
ISL Stationery	£146.05
EBC Salaries	£1,975.26
ICO Data Protection registration	£35.00
British Gas Fryern Pavilion electricity	£282.08
HCC No Cold Calling Zones	£130.00
Corona Energy Fryern Pavilion gas	£38.10
S Mursell Echo recruitment advert	£436.12

It was AGREED that:

1)The cheques be endorsed

Members are asked to authorise the following requests for payment:

It was AGREED that:

1)The cheques be authorised

For members information the current balances are:

Parish Council general account £27,418.77

Events Account £2,659.07

Deposit Account£291,864.56

The Clerk advised members that since writing the report that the second instalment of the precept had been received and therefore a further deposit of up to £50,000 may be transferred to the approved deposit account with Eastleigh Borough Council.

It was AGREED that:

1) The Parish Clerk together with the Chairman will review the cash flow of the Parish Council through to 31 March 2014 and following such review an amount of up to £50,000 will be transferred to the Council deposit account with Eastleigh Borough Council

439. MEMBERS QUESTIONS

There were no member's questions.

440. DATE AND VENUE OF NEXT MEETING

The next meeting will be held on 9 December 2013 at the Dovetail Centre