

**CHANDLER'S FORD PARISH COUNCIL – COUNCIL MEETING 16 September 2013**  
**Dovetail Centre, Chandler's Ford Methodist Church, Winchester Road, Chandler's**  
**Ford**  
**(7.00 pm – 8.45 pm)**

PRESENT: Councillors Mrs Atkinson (Chairman); Councillors Boyes, Broadhurst, Cole, Davidovitz, Mrs Gault, Ms Grajewski, Ms Hodgson, Hosegood, Hughes and Olson

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

In attendance: Stephen Mursell Parish Clerk, Mark Woods Hampshire Fire and Rescue, Julie James and Jessica Rowlett Hampshire County Council

There was one members of the public present.

**409. CHAIRMANS ADDRESS**

The Chairman started the meeting by updating members in respect of two matters. Firstly the Parish Council had received a card from Buckingham Palace acknowledging the letter of congratulations in respect of the birth of Prince George. Secondly that Cllr Oldham-Arnett had ceased to be a Parish Councillor as she had been absent from meetings for a consecutive six month period. The Clerk was instructed to give Notice to Eastleigh Borough Council and to issue the appropriate Public Notices. If sufficient voters requested an election within the notice period the Clerk would initiate the process to call a by-election.

**410. DECLARATIONS OF INTEREST**

Cllr Gault made a declaration in respect of agenda item 10.

**411. PUBLIC PARTICIPATION**

Members of the public present were advised that they may address the Parish Council.

**412. COMMUNITY SAFETY UPDATE**

The Chairman introduced PCSO Ritchie who was attending the meeting on behalf of Sgt O'Hanlon. PCSO Ritchie updated members with the latest crime statistics most of which showed decreases, especially anti-social behaviour, but drug and sexual offenses had increased, partly, in the case of sexual offenses, due to the increasing numbers of victims nationally who are prepared to report such offences.

There is increased police surveillance to reduce drug use locally and also the police are

working with other agencies especially on Velmore to reduce anti-social behaviour.

Speeding and verge parking continue to be concerns and the police are working hard with schools and by active policing to reduce the nuisance caused. There are also issues resulting from cars parked on residential streets by the business parks and the police are working with employers to promote the park and ride schemes, as well as dealing with any illegal parking under the Road Traffic Act.

Parking near schools and the nuisance resulting are policed on a rota basis so that all schools are covered and also the Council's no verge parking cards are being utilised. Over 200 such cards have been issued as well as PCSOs talking to parents about dangers caused by their parking.

With regard to issues such as speeding and other offences Sgt O'Hanlon wishes to be notified and will deal with locations where there are persistent problems.

The Chairman opened the meeting for members to ask any relevant questions.

Members wished to congratulate the Safer Neighbourhood Team on the reduction in crime and also acknowledged that the Street Pastors activities had a positive impact on these statistics especially anti-social behaviour.

Cllr Olson wished to receive information on the number of times that the speed gun had been used locally and Cllr Grajewski raised concerns that individual councillors were requested to contact 101 with regard to individual concerns rather than by e-mail to the police authority. Members wished to see the channel of communications to be opened with the Safer Neighbourhood Team and were concerned that individuals may be put off using the 101 number.

Cllr Grajewski advised members that Sgt Welsh had started to plan for a Verge Awareness Campaign to educate car drivers not to park on the verges and requested that this idea be taken on board by Sgt O'Hanlon.

Cllr Broadhurst was concerned that HGVs continued to turn right out of Brickfield Lane into Bournemouth Road and requested that this be policed.

Members also wished an update on the possibility of a Speedwatch campaign as a volunteer had come forward. Finally members requested information on the breakdown of violent crime that was previously reported.

It was AGREED that:

- 1) The Parish Clerk would follow up these items with Sgt O'Hanlon to secure responses to the matters raised

#### **413. PRESENTATION BY JULIE JAMES AND MARK WOODS, COMMUNITY EMERGENCY PLAN**

Community Emergency Plans are being promoted in Hampshire and nationally as it is recognised that local communities will always try to help themselves in situations of emergency and with local knowledge are usually best placed to do this.

Members were advised that the biggest risks were pandemic flu, threats to business continuity, coastal and inland flooding, gas explosions, fire, as well as severe weather events. It was very important to talk to businesses about the importance of business continuity and the need for them to be resilient.

Members were advised of the importance of considering alternative accommodation where evacuation of properties takes place and in this respect local knowledge and access to halls as emergency shelters was vital.

Hampshire County Council has received 30 Community Emergency Plans from Parish Councils and other local groups and the County Council would like to appoint local champions as a contact point for each plan. All communities who had submitted a plan were recorded on a GIS map and it was the intention to call together local champions periodically to review their plans and test the robustness of individual plans.

Communications in the event of an emergency was important and therefore telephone cascade systems were important and other means of communication such as text messaging to get key messages out quickly.

Members were also updated about the work of 4 wheel drive volunteers who were called upon at times of heavy snowfall to assist key workers such as nurses to get to work to ensure essential services were not impacted.

Julie James wished to encourage Parish Councils to draft an emergency plan and would give assistance by checking the plan.

#### **414. CHAIRMAN'S REPORT**

The Chairman had attended the prize giving ceremony for Chandler's Ford in Bloom at the garden of the judge, Barbara Sykes, which was enjoyed by all those who attended. The Chairman had attended several meetings of the Velmore Community Association, however there was nothing significant to report on those meetings. In addition the Chairman had attended the HR Committee, various meetings with potential architects and a Youth Options meeting. The Chairman advised that there would be further updates on these meetings later in the meeting.

#### **415. MINUTES OF MEETINGS**

Minutes of the Parish Council meeting held on 22 July 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 22 July 2013 be signed by the Chairman as an accurate record of the meeting.

Minutes of the Planning, Highways and Licensing Committee held on 17 July 2013 were tabled and 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 17 July 2013 be received and noted

Minutes of the Strategic Planning Committee held on 31 July 2013 were tabled and considered for accuracy. No members raised any issues of accuracy.

It was AGREED that:

1) The minutes of the Strategic Planning Committee held on 31 July 2013 be received and noted

#### **416. MATTERS ARISING**

##### **Council meeting 22 July 2013:**

Members requested an update on the backalleys at Velmore and the responsibility for the maintenance and repair. The Clerk reported that Hampshire County Council were responsible for the majority of the backalleys although some were maintained by First Wessex Housing Groups. Cllrs Bicknell and Luffman had identified those in most need of repair and these had been reported to Hampshire County Council.

Members were advised by Cllr Boyes that he had been trying to organise a meeting with Daniel from Community Responders and would contact members when a date had been identified.

Cllr Atkinson had requested an update on the Council motion with regard to verge parking. The Clerk reported that responses had been received from Eastleigh Borough Council and Hampshire County Council, however a final and full response from the Borough Council had yet to be received.

It was AGREED that:

1) The Parish Clerk would remind Hampshire Highways and Eastleigh Borough Council that a full response was required to the motion

Cllr Atkinson also advised members that she had yet to arrange a meeting with representatives of the Hampshire Youth Parliament.

### **Planning, Highways and Licensing Committee meeting 17 July 2013:**

There were no matters arising

### **Strategic Planning Committees 31 July 2013:**

Members wished to confirm that the letter of designation had been sent to Eastleigh Borough Council and in addition enquired as to how complicated the process of application was. The Clerk confirmed that the application comprised a letter to the Borough Council advising that the designated Neighbourhood Plan area represented the Parish Council boundaries. As such the initial stage of the application appeared straightforward.

### **417. RECOMMENDATION FROM POLICY AND FINANCE TO APPROVE THE ANNUAL RETURN AND EXTERNAL AUDITOR REPORT**

The Chairman advised members that the documents were attached as appendix B and requested members approve the documents if they have no comments.

It was unanimously AGREED that:

1) The Parish Council approve the Annual Return and External Auditor report

### **418. RECOMMENDATION TO APPOINT AN ARCHITECT FOR THE FRYERN PAVILION**

Members were advised that the recommendation was attached as appendix C and that a thorough appointment process by way of interviewing all potential architects had been carried out those members of the Parish Council.

It was unanimously AGREED that:

1) TKL Architects is appointed as architect for the enhancement of the Fryern Pavilion and that the Clerk writes to the architect to confirm such appointment

### **419. HILTINGBURY YOUTH DROP-IN CENTRE**

Members were advised that a meeting had been held with the volunteers for the drop-in centre facilitated by Youth Options. The meeting provided the volunteers with a good insight as to the potential issues that may arise at the drop-in and provided guidance on

the operational considerations in running such a facility. As a result of this meeting a number of policies had been brought forward to the Parish Council for approval that was necessary to operate the drop-in facility. Members were advised that the policies were in a standard format approved by Youth Options for organisations working in this sector.

It was unanimously AGREED that:

- 1) The Child Protection Policy is approved
- 2) The Health and Safety Policy is approved
- 3) The Smoking, Drugs and Alcohol use Policy is approved

#### **420. CORRESPONDENCE**

Members considered the items of correspondence attached to the agenda papers and the items were noted.

It was AGREED that:

- 1) Cllr Hughes would attend the AGMs of One Community and Hampshire Hospitals and provide a report to members at the next Parish Council meeting. Cllr Boyes indicated he would also attend the One Community AGM.

#### **421. FINANCE MATTERS**

The Clerk tabled 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 asked to endorse:

Cheque No	Gross
100301 HCC <i>No Cold Calling Zones</i>	£114.00
100302 EBC <i>Salaries</i>	£1,858.57
100303 Harrison Flags <i>CFPC flags</i>	£125.94
100304 Xeretec <i>Photocopier charges</i>	£76.91
100305 Southern Water <i>Eagle Close allotments</i>	£58.04

<i>100306 Broker Network Ltd Parish Council Insurance</i>	<i>£450.00</i>
<i>100307 Velmore FC Have Your Say grant</i>	<i>£500.00</i>
<i>100308 Velmore Community Association Have Your Say grant</i>	<i>£500.00</i>
<i>100309 Chandler's Ford Street Pastors Have Your Say grant</i>	<i>£500.00</i>
<i>100310 Eastleigh Memory Support Group Have Your Say grant</i>	<i>£500.00</i>
<i>100311 Healthy Hearts Have Your Say grant</i>	<i>£500.00</i>
<i>100312 Hiltingbury Community Association Have Your Say grant</i>	<i>£1,198.80</i>
<i>100313 Chameleon Theatre Group Have Your Say grant</i>	<i>£541.16</i>
<i>100314 Solent Youth Have Your Say grant</i>	<i>£760.04</i>
<i>100315 EBC Deposit</i>	<i>£40,000.00</i>

It was AGREED that:

1)The cheques be endorsed

Members are asked to authorise the following requests for payment:

<i>Velmore Community Centre Community Grant</i>	<i>£500.00</i>
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Chameleon Theatre Group <i>Community Grant</i>	£183.60
<i>Hampshire Constabulary PCSO funding</i>	£3,500.00
<i>EBC Salaries</i>	£1,858.57
<i>Southern Water Eagle Close allotments</i>	£84.23
<i>British gas Eagle Close Allotments</i>	£29.69
<i>Chandler's Ford UR Church Room hire</i>	£81.50
<i>SLCC Publications</i>	£63.00
<i>Parish of Chandler's Ford Room hire</i>	£66.00
<i>Xeretec Photocopier charges</i>	£56.84
<i>HCC No Cold Calling Zones</i>	£64.00
<i>Cash Petty cash replenishment</i>	£96.15
<i>Youth Options CRB checks</i>	£136.80
<i>Blake Laphorn Legal fees</i>	£704.80
<i>EBC Salaries</i>	£1,858.57



BDO <i>External audit fees</i>	£480.00
County Locksmith <i>Safe repairs</i>	£47.50
ISL <i>Stationery</i>	£129.31
S Mursell <i>CF in Bloom expenses</i>	£141.29
Broker Network <i>Fidelity insurance</i>	£283.72
British gas <i>Fryern Pavilion</i>	£13.16
Velmore Community Assoc <i>Room hire</i>	£30.00
Southern Water <i>Hiltingbury Recreation ground</i>	£174.44
Southern Water <i>Ramalley</i>	£356.75
ISL <i>Stationery</i>	£68.48
Xeretec <i>Photocopier charges</i>	£25.75
Trophyman <i>CF in Bloom cups</i>	£60.73
Cash <i>Petty cash replenishment</i>	£96.88

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

#### **422. MEMBERS QUESTIONS**

Cllr Boyes had been contacted by a resident with regard to the dangers of street parking on Hiltingbury Road following the recent road traffic accident. Cllr Hughes also referred to the oil on the road which had yet to be cleared following the accident.

It was AGREED that:

- 1) The Clerk would contact Hampshire County Council with regard to the clear up of oil on the highway
- 2) Borough Councillors would ensure the question of parking would be raised at the next Local Area Committee meeting