



**Minutes of the Annual General meeting
held on Monday 21 May 2018 at 7.30 pm
at 2 Knowle Park Lane, Fair Oak**

Councillors Present: C Bird, N Couldrey (from item 14), Mrs H Douglas, J Goss, H McGuinness, T Mignot, J Noel, D Scott, Mrs M Shephard, J Sorley & P Spearey.

Apologies: Councillors P Barrett, Mrs D Lusmore & R Rushton.

Officers in attendance: Ms M Stephens, Clerk, Mrs L Greenslade, Deputy Clerk, & Mrs J Cahill, Responsible Finance Officer.

PUBLIC SESSION

None present.

15 ELECTION OF CHAIRPERSON

Cllr Goss moved that Cllr Mrs Douglas be elected Chairman of the Council for the ensuing municipal year. The motion was seconded by Cllr Bird.

RESOLVED

That Cllr Mrs Douglas be appointed as Chairman for the ensuing municipal year. Cllr Mrs Douglas took the Chair, and signed the declaration of acceptance of office, formally witnessed by the Clerk.

16 ELECTION OF VICE-CHAIRPERSON

It was moved by Cllr McGuinness and seconded by Cllr Goss that Cllr Spearey be elected as Vice-Chairman for the ensuing municipal year.

RESOLVED

That Cllr Spearey be appointed as Vice-Chairman for the ensuing municipal year.

17 DECLARATIONS OF INTEREST

Cllr Mrs Douglas disclosed a non-pecuniary interest in item 18, as she lived in Mortimers Lane where the TPO was proposed. She concluded that under common law there were no issues to prevent her from speaking and voting.

18 COOPTION OF PARISH COUNCILLORS

Cllr Mrs Douglas advised that only one application had been received, from Nicholas Couldrey. She said that there were two vacancies, the remaining vacancy would carry over until May next year.

RESOLVED

That Mr Nicholas Couldrey be coopted, on the Parish Council.

19 MINUTES OF MEETINGS

RESOLVED:

- a) That the minutes of the Full Council meeting held on 16 April 2018, be signed by the Chairman as a correct record; and
- b) That the minutes of the Leisure & Properties Committee meeting dated 14 May 2018, be signed by the Chairman as a correct record.

20 MEMBERSHIP OF COMMITTEES

RESOLVED:

- a) That the Members of the Committees as set out in Appendix 1 to these minutes, be agreed;
- b) That a Planning & Highways Committee be reinstated comprising six members and adopting the terms of reference as submitted in the report to the Council: and
- c) That the Parish Office Committee be dissolved.

21 MEETING DATES

RESOLVED

That the meeting dates attached at Appendix 2 to these minutes for 2018/2019, be agreed.

22 STANDING ORDERS

The Clerk highlighted changes to Standing Orders.

RESOLVED

- a) That all meeting times be scheduled for 7.00 pm start; and
- b) That Standing Orders be adopted.

23 MEMBERS' INTEREST FORMS

Individual Members revised their 'interest forms' and changes were made as necessary. These would be presented for filing and posted on the Council's website.

24 OUTSIDE BODIES

RESOLVED

That outside bodies representatives attached at Appendix 3 to these minutes, be agreed.

25 FINANCE REPORT

Members considered the report of the Responsible Financial Officer.

RESOLVED:

- a) That the report be approved; and

b) That cheque signing and BACS payments be authorised.

26 WOODLAND COMMUNITY CENTRE

Members discussed budget requests from the Leisure and Properties Committee.

RESOLVED

- a) That the virement of £39,000 from ear marked reserves to the main budget for furnishing of the Woodland Community Centre be approved; and
- b) That Warrens Furniture be awarded the contract for the supply of furnishings at the Centre, for the sum of £9,409, out of budget allocation.

27 ANNUAL GOVERNANCE RETURN

Members considered the Annual Governance and Accountability Return for 2017/18.

RESOLVED

That the Annual Governance and Accountability Return for 2017/18 be approved.

28 FINAL ACCOUNTS 2018

Members considered the Final Accounts for 2018, including the report of the Internal Auditor.

Members thanked the Responsible Finance Officer for her hard work in preparing the final accounts.

RESOLVED

- a) That the final accounts for the year ending March 2018 be approved;
- b) That the internal Auditor's comments be noted; and
- c) That the Annual Return for 2018 be completed.

29 COMMUNITY GOVERNANCE REVIEW

Members considered the proposed change and response as part of the second stage of the consultation. Cllr Noel wished it to be noted that although he understood the Boundary Commission for England placed high priority on elector ratio numbers, he felt that natural geographic boundaries should be given a priority.

RESOLVED

That the proposed boundary changes be supported.

30 WYVERN CAMPUS

Members received an update on the Wyvern Campus from Cllrs Mrs Douglas and Bird. They reported that the two schools and College had been given a considerable amount of money, out of developer's contributions, now that the Education Authority had decided not to locate additional schools in Horton Heath. The estimated sum from developer's contributions was £2 million, and consultation sessions were being held for ideas on how the money should be spent.

Cllrs Mrs Douglas and Bird would keep Members updated on this matter as and when necessary.

31 CORRESPONDENCE

Members noted correspondence as circulated. The Clerk highlighted the Traffic Regulation Order for Mortimers Lane.

REVOLVED

That the traffic regulation order be supported.

32 POWERS FOR DEALING WITH UNAUTHORISED DEVELOPMENT AND ENCAMPMENTS

The Clerk tabled a suggested response for discussion, as follows:-

“The Parish Council welcomes the consultation and urges the Government to use this as an opportunity to tighten current controls to ensure that sufficient robust powers are put into place. The Government should consider giving local authorities, particularly Parish Councils who have ownership and control of open spaces, greater powers to deal with unauthorised encampments, and that these controls be streamlined to enable the Parish Council to manage issues in a swift manner. These revisions should allow the Parish Council to move unauthorised occupants on more swiftly and give greater protective controls to prevent re-occupation of a site and the wider area. This would safeguard the Parish land and instil confidence and security of local residents.”

RESOLVED

That the response suggested above be submitted to the Hampshire Association of Local Councils.

This was all the business and the meeting closed at 8.50 pm.

Signed Chairman

Attachments: Appendices 1-3

COUNCIL MEETING DATES 2018/19
Mondays at 7.00 pm*, held at the Parish Office, 2 Knowle Park Lane, Fair Oak

2018						
MAY	7 BANK HOL	14 LEISURE	21 AGM	28 BANK HOL		
JUNE	4 PLANNING**	11	18 PLANNING POLICY	25		
JULY	2 PLANNING** FINANCE	9 LEISURE	16 PLANNING FULL COUNCIL	23 COMM EVENTS	30 PLANNING	
AUGUST	NO SCHEDULED MEETINGS					
SEPTEMBER	3 PLANNING	10 LEISURE	17 PLANNING POLICY	24		
OCTOBER	1 PLANNING FINANCE	8	15 PLANNING FULL COUNCIL	22	29	
NOVEMBER	5 PLANNING	12	19 PLANNING POLICY	26		
DECEMBER	3 PLANNING FINANCE	10 LEISURE	17 PLANNING FULL COUNCIL	24		
2019						
JANUARY	7 PLANNING	14	21 PLANNING POLICY	28		
FEBRUARY	4 COMMUNITY EVENTS PLANNING LEISURE	11	18 PLANNING FULL COUNCIL	25		
MARCH	4 PLANNING FINANCE	11	18 PLANNING POLICY	25		
APRIL	1 PLANNING	8	15 PLANNING FULL COUNCIL	22	29 ANNUAL PARISH	
MAY	6 PLANNING	13 FULL COUNCIL (AGM)	20 PLANNING LEISURE	27		

*please check agenda summons as times may vary

**Planning Committee meetings will commence at 6.30pm

Appendix 1

Membership of Committees

<p>Finance and Staffing Committee (8 members)</p> <p>Cllr P Barrett Cllr Mrs Douglas Cllr J Goss Cllr H McGuinness Cllr J Noel Cllr R Rushton Cllr J Sorley Cllr P Spearey</p>	<p>Leisure & Properties Committee (8 members)</p> <p>Cllr C Bird Cllr J Goss Cllr Mrs Lusmore Cllr H McGuinness Cllr J Noel Cllr Mrs Shephard Cllr D Scott Cllr J Sorley</p>
<p>Planning & Highways Committee (6 members)</p> <p>Cllr P Barrett Cllr H McGuinness Cllr T Mignot Cllr D Scott Cllr P Spearey Cllr J Sorley</p>	<p>Policy Committee (8 members)</p> <p>Cllr C Bird Cllr N Couldrey Cllr Mrs Douglas Cllr J Goss Cllr T Mignot Cllr Mrs Shephard Cllr J Sorley Cllr P Spearey</p>
<p>Community Events Sub-Committee (6 members)</p> <p>Cllr N Couldrey Cllr Mrs Douglas Cllr Mr McGuinness Cllr J Noel Cllr Mrs Shephard Cllr P Spearey</p>	

Appendix 3

OUTSIDE BODIES REPRESENTATIVES 2018/19

ORGANISATION	REPRESENTATIVE
Fair Oak Village Hall Management Committee	Cllr H McGuinness
Horton Heath Community Centre	Cllr J Goss
1 st Fair Oak Scouts Trustee's Committee Representative	Group Scout Leader Cllr J Noel
2 nd Fair Oak Scouts	Mr I Patrick
Twynams Trustees	Cllr J Goss
Eastleigh District Association of Local Councils	Cllr H McGuinness
Transport Representative	Cllr P Barrett
Fair Oak Squash Club	Cllr Mrs Douglas
Y-Zone Management Committee	Cllr P Spearey Deputy – Cllr D Scott
Allotment Association	Cllr H McGuinness Cllr J Goss
Street Pastors	Cllr P Spearey
Campaign to Protect Rural England (CPRE)	Cllr P Spearey

