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**Minutes of the Full Council meeting
held on Tuesday 28 May 2019 at 7.00 pm
in the Scout Hut, Boyatt Lane, Eastleigh SO50 4LQ**

Councillors Present: D Clarke (Chair), J Barrett, D Betts, M Freemantle, N Palmer & R Lee-Potter

Apologies: R Whittle

Not in attendance: C Banks

Officers in attendance: C Gosling (Clerk) & R Ormond (Allotment Officer)

PUBLIC SESSION

There were 15 members of the public in attendance.

The following concerns were raised:

Additional car parking area in Pitmore Road.

Clarification of Otterbourne Hill is the new care home run by Brendoncare, the facility has various community led activities open to the public.

Request for verge side collections. The Chairman will enquire with the Local Area Committee.

Arundel Road (outside of the Parish) issues with residential parking and bin collection.

12 ELECTION OF CHAIRPERSON

Councillor Betts proposed Councillor Clarke as Chairperson; Councillor Freemantle seconded. There were no other nominations. Members voted unanimously in favour and Councillor Clarke signed the declaration of acceptance of office.

RESOLVED: Councillor Clarke is appointed Chairman for the ensuing municipal year.

13 ELECTION OF VICE-CHAIRPERSON

Councillor Clarke proposed Councillor Betts as Vice-Chairperson; Councillor Lee-Potter seconded. There were no other nominations. Members voted unanimously in favour and Councillor Betts signed the declaration of acceptance of office.

RESOLVED: Councillor Betts is appointed Vice-Chairman for the ensuing municipal year.

14 DECLARATIONS OF INTEREST AND DISPENSATION REQUESTS

Councillor Freemantle declared an interest on agenda item 10 (grant application).

15 MINUTES OF THE MEETING 23 APRIL 2019

Councillor Barrett proposed to accept the minutes of the meeting held on 23 April 2019. Councillor Freemantle seconded and all voted in favour.

RESOLVED: That the minutes of the meeting held on 23 April 2019 be accepted as a true record of the meeting.

16 ALLOTMENT UPDATE

Mr Ormond gave a verbal report on the allotment sites at Broomhill and Lincolns Rise. Both sites were fully occupied. Weed/untidy allotment letters have been sent to tenants. Disabled plot ongoing. The Chairman suggested contacted West End Parish Council for advice.

17 CORRESPONDENCE

Members noted the correspondence list dated 28 May 2019.

18 BOROUGH AND COUNTY COUNCILLORS' REPORT

Councillor Clarke reported that both the Borough and County had held their Annual General Meetings. Other matters included: construction of the Stoneham Lane Sports Complex, formalisation of the Youth Partnership, new youth group at St Peters Church, New Homes grant for the development of Horton Heath, new Mayor of Eastleigh Councillor Darshan Mann, new leader at Hampshire County Council Councillor Keith Mans and road safety at Crestwood School.

19 FINANCE REPORT

The payments listed below were presented to the Council for approval:

01/04/2019	DD	Business Stream	water - LR Allotments	36.41
05/04/2019	DD	British Gas	Electric - BH Allotments	78.10
30/04/2019	DD	British Gas	Electric - BH Allotments	13.05
01/05/2019	SO	J Humphrey	Payroll	24.00
14/05/2019	BACS	FaixFX	Prepay cards - BH Allotments	100.00
28/05/2019	BACS	HALC	HR Consultancy	150.00
28/05/2019	BACS	Screwfix	Oil for BH Allotments	4.99
28/05/2019	BACS	15th C/F Scouts	Hire of Scout Hut x 5 months	200.00
28/05/2019	BACS	Mobile Mini	Container hire - BH Allotments	48.58
28/05/2019	BACS	Eastleigh Rotary	S137 grant payment	1000.00
28/05/2019	BACS	County Locksmiths	Replace padlock - BH Allotments	66.79
28/05/2019	BACS	D Ward	Fuel for BH Allotments	12.99
28/05/2019	BACS	Hampshire Pension	May Pension	358.87
28/05/2019	BACS	HRMC	Tax and NI May	380.09
28/05/2019	BACS	Mr R Ormond	Expenses	19.00
28/05/2019	BACS	Ms C Gosling	Expenses	32.50
28/05/2019	BACS	Salaries		1476.40

Councillor Betts proposed to approve the payments, Councillor Palmer seconded and all voted in favour.

RESOLVED: a) That the report be approved; and b) That all the payments be authorised.

20 GRANT APPLICATIONS

Councillor Freemantle had declared an interest in the grant application from Ninbukan Karate Club.

Application from Ninbukan Karate Club. The request was for £466 to purchase Jigsaw Martial Arts mats. Councillor Clarke proposed to award the grant in full, Councillor Betts seconded and 5 Councillors voted in favour.

RESOLVED: £466 is awarded to Ninbukan Karate Club.

Application from Victim Support. The amount sought was £75 towards security devices for victims of crime. Councillor Clarke proposed to award the grant in full, Councillor Freemantle seconded and all voted in favour.

RESOLVED: £75 is awarded to Victim Support.

21 MEETING DATES

Councillor Palmer proposed to approve the meeting dates for 2019/20 circulated with the agenda, Councillor Lee-Potter seconded and all voted unanimously.

RESOLVED: that the meeting dates for 2019/20 had been agreed for the following municipal year.

22 STANDING ORDERS

The policy document was reviewed and amended in line with new legislation. Councillor Betts proposed to adopt the Standing Orders 2019, Councillor Palmer seconded and all voted in favour.

RESOLVED: that Standing Orders be adopted.

23 FINANCIAL REGULATIONS

There were no amendments to this document. Councillor Freemantle proposed to adopt the Financial Regulations, Councillor Barrett seconded and all voted in favour.

RESOLVED: that Financial Regulations be adopted.

24 MEMBERS INTERESTS

Councillors noted responsibility of updating their register of interests.

25 ANNUAL GOVERNANCE STATEMENT 2018/19

The Annual Governance Statement was completed. The Council had not completed the risk assessment in 2018/19 and this is reflected in the completion of the statement. Councillor Palmer approved the Annual Governance Statement, Councillor Freemantle seconded and all voted in favour. The Chairman duly signed the Statement.

RESOLVED: the Annual Governance Statement for 2018/19 is approved.

26 ANNUAL GOVERNANCE RETURN 2018/10

The Annual Governance Return was completed with the end of year figures for 2018/19. Councillor Palmer approved the Annual Governance Return, Councillor Lee-Potter seconded and all voted in favour. The Chairman duly signed the Return.

RESOLVED: the Annual Governance Return for 2018/10 is approved.

27 OUTSIDE BODIES REPRESENTATIVES

Members volunteered for the roles to represent the Council on outside bodies (see appendix I). It was agreed to add the roles of Airport Consultative and Youth Provision at the July meeting. Councillor Clarke proposed to approve the outside bodies en bloc, Councillor Lee-Potter seconded and all agreed.

28 INSURANCE

The Clerk reported that the Council had renewed with the same insurer for several years. Another quotation had been sought from a broker who specialised in Parish Council insurance.

Quotation A: Community First – Zurich (current insurer)

Single Year: £573.55

Long Term Agreement (3 years) £544.87

Quotation B: Came & Company – Inspire

Single Year: £465.41

Long Term Agreement (3years) £444.64

Councillor Palmer proposed to accept the quotation from Came and Company with Inspire Insurance (Quotation B) entering into the Long-Term Agreement of 3 years for the quotation of £444.64. Councillor Lee-Potter seconded and all voted in favour.

29 PLANNING

Councillors considered the planning application received and made the following comments:

Application No: [T/19/85365](#)

Site Address: 41 BROOMHILL WAY, EASTLEIGH, SO50 4RL

Description: 1 no. Oak (T3) - Reduce branches overhanging the patio by up to 3 metres back to previous cuts with a maximum wound diameter of 80 mm.

Comments: Subject to the approval of the Borough Council's Tree Officer.

Application No: [T/19/85432](#)

Site Address: 1A OAKFIELDS, EASTLEIGH, SO50 4RP

Description: 1 no. Oak (T1) Prune away from building by approx 2m to achieve 3m clearance.

Comments: Subject to the approval of the Borough Council's Tree Officer.

Application No: [T/19/85431](#)

Site Address: 1 OAKFIELDS, EASTLEIGH, SO50 4RP

Description: 3 x Oak and 1 Ash Tree (G1) - Prune limbs starting to overhang fence by approx 3m.

Comments: Subject to the approval of the Borough Council's Tree Officer.

Application No: [H/19/85292](#)

Site Address: 5 MAYPOLE VILLAS, EASTLEIGH, SO50 4LN

Description: Single storey rear extension

Comments: No objection

Members noted the following decisions:

Application Details: H/19/85181 Householder planning

Decision: Permit Delegated Decision

Proposal: Raising of roof to provide first floor living accommodation, two storey side and rear extensions

Location: 86 PITMORE ROAD, EASTLEIGH, SO50 4LW

Application Details: H/19/84965 Householder planning

Decision: Refuse Planning Permission For Delegated Decision

Proposal: Two and Single Storey Side Extension

Location: 1 PORTCHESTER RISE, EASTLEIGH, SO50 4QS

Application Details: X/19/84992 Removal/variation of conditions

Decision: Permit Delegated Decision

Proposal: Variation of conditions 4 (boundary treatment), 5 (long-term monitoring & management) and 6 (ecological mitigation measures, biodiversity enhancement) of application X/18/83354 to provide revised type and location of boundary treatment to south western boundary.

Location: Land to the rear of 120-128, Pitmore Road, Eastleigh, SO50 4LT

RESOLVED: a) That the comments, as set out above, be submitted to the Borough Council; and b) That the planning decisions be noted.

II DATE OF NEXT MEETING

The date of the Annual General Meeting is scheduled to take place on Tuesday 25 June 2019, at the Scout Hut, Boyatt Lane, Eastleigh SO50 4LQ, commencing at 7pm.

This was all the business and the meeting closed at 7.50pm

Signed Chairman

ALLBROOK AND NORTH BOYATT PARISH COUNCIL

Outside Bodies 2019/20

Allotment Site meeting representative Eastleigh District Association of Local Councils	David Betts Daniel Clarke David Betts
Southampton Airport Consultative Committee	TBC – July 2019
Footpath representative	Mary Freemantle
Transport representative	Joanne Barrett
Newsletter Editor	Beccy Lee-Potter
Allbrook in Bloom	Nancy Palmer
Scouts	Mary Freemantle
Tree Warden	Beccy Lee-Potter
Youth Provision	TBC – July 2019