

Minutes of a Meeting of the Bishopstoke Parish Council held online commencing at 7.30pm on 23 February 2021

Present: Councillor Sue Toher (Chair)
Councillor Geoff Harris (Vice Chair)
Councillor Andrew Daly
Councillor Anne Dean
Councillor Chris Greenwood
Councillor Trevor Mignot
Councillor Andy Moore
Councillor Lou Parker-Jones (until para 101.1)
Councillor Mike Thornton
Councillor Gin Tidridge
Councillor Anne Winstanley

In Attendance: Mr David Wheal (Clerk to Bishopstoke Parish Council)
Mrs Sophie Thorogood (RFO to Bishopstoke Parish Council)

Public Session 0 members of the public were present.

FULL_2021_M06/

Public Session

93 Apologies for Absence

93.1 Apologies had been received and accepted from Cllrs Roling and Brown. Cllr Francis was not present.

94 Councillors' Questions

94.1 Cllr Dean noted that she had originally asked for an agenda item to resolve no further changes to Committee and Working Groups until the completion of a full review, but that she had withdrawn it following discussions with the Clerk and Chair as a review is already underway, and the proposed changes to the Buildings Committee terms of reference have been taken off this agenda.

94.2 The Clerk informed the Council that the proposals that have been worked on since October by the officer team would be sent to all Councillors in the morning. Included with that would be a memo detailing the Clerk's advice on when any agreed changes should be implemented. Also included would be a document produced by Cllr Dean with her thoughts on the subject, with further information provided by the Clerk. The Clerk also noted that Cllr Tidridge had been working on something similar and would hopefully present her thoughts for consideration too. The Clerk noted that the discussion of the review would be on the March Full Council agenda. The documents are being sent out earlier than usual to allow as much time as possible for Cllrs to consider the matter.

Action: Clerk

Initial: _____ Date: _____

94.3 Cllr Harris had been asked by a number of residents whether the care home at the top of the village is changing hands. No one present had any knowledge of this. Cllr Winstanley noted this possibly referred to the nursing home at the top of Church Road, and not the Anchor community.

94.4 Cllr Greenwood advised the Clerk that he had sent a request for the current anti-social behaviour around the YZone area to be discussed at Full Council. The Clerk confirmed it would be on the March agenda.

Action: Clerk

94.5 Cllr Tidridge asked whether the Chair and the Clerk had received invitations to the Bishopstoke, Fair Oak and Horton Heath team meeting the following evening. Both confirmed that they had.

94.6 Cllr Thornton had been approached by a member of the Bishopstoke History Society with a view to finding somewhere for all the items and documents possessed by that person to be stored. The Council had previously been in touch with the BHS who had informed the Clerk that they were no longer interested in using the Memorial Hall and were exploring other options.

95 To adopt and sign Minutes of the Parish Council meeting held on 26 January 2021

95.1 The minutes of the above meeting had been circulated with the supporting documents for this meeting.

95.2 Proposed Cllr Moore, Seconded Cllr Dean, **RESOLVED** that the minutes of the Parish Council meeting held on 26 January 2021 be adopted as a true record.

96 To consider Matters Arising from the above Minutes

96.1 There were no matters arising.

97 Declarations of Interest and Requests for Dispensations

97.1 There were no declarations or requests made.

98 Reports from Committees – to note resolutions and to determine recommendations

98.1 All relevant minutes had been circulated with the supporting documents for this meeting and were noted.

98.2 The resolutions of the Planning Committee meetings on 26 January and 9 February were noted.

98.3 The resolutions of the Finance & General Purposes Committee meeting on 9 February were noted.

98.4 Proposed Cllr Toher, Seconded Cllr Parker-Jones, **RESOLVED** unanimously that £8,000 be transferred from the Election budget heading to the Play Area equipment maintenance budget heading.

98.5 The resolutions of the Buildings Committee meeting on 2 February were noted.

99 Reports from Working Groups – to note, and to determine recommendations

99.1 Cllr Toher informed the Council that the Neighbourhood Plan group was now at the stage of needing to put out a call for sites. This involves inviting anyone to put forward suggestions of areas where development could take place. The call has gone on the Council website and Facebook pages.

Initial: _____ Date: _____

100 To note the RFO's Report, and to approve the Statements of Account to 31 January 2021

100.1 The RFO reported that there was nothing new to report since the Finance & General Purposes meeting of 9th February.

100.2 Proposed Cllr Moore, Seconded Cllr Harris, **RESOLVED** unanimously to approve the Statements of Accounts to 31 January 2021.

101 To approve funding for the RFO to join the SLCC

101.1 Proposed Cllr Winstanley, Seconded Cllr Parker-Jones, **RESOLVED** unanimously to approve the funding for the RFO to join the SLCC.

Cllr Parker-Jones left the meeting at this point.

102 To adopt the Grievance Policy and Discipline Policy

102.1 The Grievance Policy and Discipline Policy had been included in the supporting documents for this meeting.

102.2 Proposed Cllr Harris, Seconded Cllr Winstanley, **RESOLVED** with Cllr Tidridge abstaining that Bishopstoke Parish Council adopt the Grievance Policy and the Discipline Policy.

103 To adopt the new Local Government Association standard code of conduct

103.1 The code of conduct had been included in the supporting documents for this meeting.

103.2 Proposed Cllr Moore, Seconded Cllr Winstanley, **RESOLVED** with Cllr Greenwood abstaining that Bishopstoke Parish Council adopt the new Local Government Association standard code of conduct.

104 To review and re-adopt the Complaints Procedure

104.1 The Complaints Procedure had been included in the supporting documents for this meeting.

104.2 Proposed Cllr Greenwood, Seconded Cllr Winstanley, **RESOLVED** unanimously that Bishopstoke Parish Council re-adopt the Complaints Procedure.

105 To review and re-adopt the Freedom of Information Policy

105.1 The Freedom of Information Policy had been included in the supporting documents for this meeting.

105.2 Cllr Daly noted that there was a clause referring to EU policy and asked whether this needed to be removed. The Clerk was asked to check this.

Action: Clerk

105.3 Proposed Cllr Moore, Seconded Cllr Daly, **RESOLVED** unanimously that Bishopstoke Parish Council re-adopt, as amended from 105.2 if necessary, the Freedom of Information Policy.

Initial: _____ Date: _____

106 To review and re-adopt the Data Protection Policy

106.1 The Data Protection Policy had been included in the supporting documents for this meeting.

106.2 Proposed Cllr Winstanley, Seconded Cllr Thornton, **RESOLVED** unanimously that Bishopstoke Parish Council re-adopt the Data Protection Policy.

107 To adopt the Financial Systems Risk Assessment

107.1 The Financial Systems Risk Assessment had been included in the supporting documents for this meeting.

107.2 Cllr Greenwood noted that in the document “million” is sometimes written in words and sometimes in digits and asked if there could be consistency.

Action: Clerk

107.3 Proposed Cllr Moore, Seconded Cllr Greenwood, **RESOLVED** unanimously that Bishopstoke Parish Council adopt, as amended in 107.2, the Financial Systems Risk Assessment.

108 To receive a report on the Bishopstoke Memorial Hall and make any necessary decisions

108.1 A report detailing the problems with the Memorial Hall roof and potential solutions had been included with the supporting documents for this meeting.

108.2 The Clerk noted the difficulties in working with the original contractor and the difficulties in finding companies that were both willing and able to do the work necessary. The Clerk also noted that if the repair work is not done then the building may have to close.

108.3 The Council spent some time discussing the options presented. Councillors were of differing opinions, with some favouring the option of requesting the funding from the Borough Council to get the whole roof done, and others worried that this would be a large sum of money to spend on a building that may well be demolished in 2-3 years. Concerns were raised over whether current hirers would return if the building were forced to close until a replacement can be built.

108.4 Other options were discussed such as covering the building with a tarpaulin or shrink-wrapping the building. The RFO was requested to try to find more companies willing to quote for full or partial over-boarding, resin coating and shrink-wrapping. The RFO was also requested to contact Bishopstoke Players in particular for their opinion on the options. The Council agreed to defer a decision until the next Full Council meeting when there should be more information available.

Action: RFO

109 To note reports from County, Borough and Parish Councillors on matters of interest

109.1 Cllrs Harris, Winstanley, Thornton, and Tidridge had all circulated written reports for the Council. These are included as Appendix A in the minutes.

Initial: _____ Date: _____

110 To receive the Clerk’s Report

110.1 The Clerk’s report had been circulated prior to this meeting, was taken as read, and is included in these minutes as Appendix B.

110.2 The Clerk added that the date for the One Horton Heath meeting had not yet been set, the annual tree survey is currently taking place and that there is a site meeting at the Chase for the allotments on Wednesday 3rd March. Additionally, the Clerk has recently received two kind offers from residents: one was to include a donation to the new Memorial Hall in their will and the other was to give a donation towards any future Council project to help local children in need.

111 To consider content for the February 2021 Press Release

111.1 It was agreed that the press release would include: the repairs at Sayers Road play area; the upcoming census; the website for reporting concerns to the police; the increased numbers of PCs and PCSOs in the area and the prevalence of recent scams involving income tax.

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

112.1 The next meeting will be on Tuesday 23 March 2021, at 7:30pm online. Any agenda items should be with the Clerk by the Monday of the preceding week.

There being no further business, the Chair closed the meeting at 9:00pm

Chair's Signature: _____ Date: _____

Clerk's Signature: _____ Date: _____

REPORT TO BISHOPSTOKE PARISH COUNCIL
Councillor Report
Matters of Interest

Meeting Date – 23rd February 2021

Report Subject: Councillor report on Airport Consultative Committee

Report Author: Councillor Harris

Report:

SOUTHAMPTON INTERNATIONAL AIRPORT CONSULTATIVE COMMITTEE (Constituted under Section 35 of the Civil Aviation Act 1982)

- 1 Apologies for absence
- 2 Minutes
- 3 Operations Director's Update

The Operations report stated what was widely known in that the airport was to close over the weekends up until 7th March with then weekly reviews. There were also reduced hours of operation during weekdays, as some days there were only 4 aircraft movements (2 in 2 out).

BA City Flyer are planning to operate 11 routes to a number of favoured destinations though with weight restrictions (up to 25% empty). Eastern Airways are also looking at flights to Gibraltar. Flybe Mk2 are beginning to consider operating flights though it is not clear whether they would use Southampton Airport.

There are no retail outlets operating in the airport, though it is hoped that they will be some operating for May, ready for the BA City Flyer flights.

It was mentioned that the breakeven point for the airport is 1.2 million passengers, with what is planned the expecting only 416,000. For the year 2019, there were 1.8 million passengers. This means that capital expenditure is being closely monitored however some expenditure will continue, namely on the Radar Systems, Baggage Handling (a CAA requirement) and Air Conditioning.

The CAA audit has been passed

The Covid-19 testing site is likely to remain all summer.

HCC attendee questioned the BA City Flyer load factor. An explanation was given which alluded to the change the longer runway could achieve.

4 Planning Update

The runway planning application is limited to 1 million (passenger numbers) without the runway extension. The consultation ends on the 5th March and answer is hoped for by the 26th March, before purdah.

It was also stated that the airport has been included in Freeport initiative which includes Network Rail and Southampton Maritime Port. It is intended to start operating this coming spring.

Marlhill Copse was mentioned. It has been purchased and is undergoing a thorough public safety check and clean up. Whilst there have been concerns raised by the tree works, there has been lots of positive feedback and the tree works to date have predominantly been as a result of safety concerns and Ash Dieback disease. Other tree / woodland management works are being requested, awaiting SCC's response.

5 Sustainability Update

The sustainability work being done by the airport has resulted in the achievement of AGS being in the top 3 of UK / European Airports, noting the considerable material issues in sustainability performance

6 Noise Update

A number of noise complaints have been raised, with a large number being from repeat complainants. For our side of the airport there were 9 complaints, one of which originated from Eastleigh.

7 Airspace Modernisation

The airspace change proposal has been paused, it is hoped that it may now be funded by DfT

8 UKACC Virtual Conference

The chair and vice-chair attended this meeting along with the honorary secretary. We were informed on the update on flights on the UK and world economy including funding of the infrastructure as it is expected that it will take 4 to 5 years to recover.

9 Accessibility issues update

10 DfT Consultation on Night Flying

It was mentioned that the Flying Controls meeting held with EBC could resume virtually

11 Date and time of next meeting

Other points of interest:

The Network Rail attendee stated the Emergency Recovery Agreement with the government meant that 70% of trains were running.

Local travellers may be affected by the 9 day blockade around Southampton to permit works that will permit more container traffic going over to rail. Network Rail link states the following:

“Between September 2020 and February 2021, engineers will work on a series of improvements to the railway in the Millbrook, Redbridge and Southampton Central areas.

A series of temporary line closures will then take place on the weekends of January 30-31, February 13-14 and the week of February 15-19.

When we’re finished we’ll be able to transport more freight by rail, take lorries off the roads around Southampton and cut down on emissions. We’ll also incrementally unlock more capacity for rail services across the Southampton area.”



EASTLEIGH COMMUNITY BUILDINGS NETWORK

via Zoom 10am Wednesday February 3rd 2021

Notes

The main contents of this document have been produced by One Community. The normal black text and blue links are unchanged, the notes I took have been added using the text colour Blue Accent 5, as this text demonstrates. I have redacted names not mentioned in the original content.

Attendees:

Kevin Sawers, Action Hampshire
Naomi Stock, One Community
Charlotte Walker, One Community
[REDACTED], Botley Memorial Hall
Geoff Harris – Bishopstoke Memorial Hall and Community Centre
[REDACTED] – Fair Oak Village Hall
[REDACTED] – The Hilt
[REDACTED] – West End Parish Council
[REDACTED] – Fair Oak Parish Council
[REDACTED] – Pavilion on the Park

Prior to the update from Kevin Sawers, the assembled discussed the Community Building usage. It was seen as entirely proper and permissible to allow a building to be used for training and business meetings that cannot be held remotely. This was raised as a request had been made to me as to the availability of the BCA for a training event for cash register technicians, which needed hands on maintenance training. Another hall had been asked if a business meeting could be held between the business and third parties involved in fire system works. It appears that both would meet the criteria of allowable use of the building.

Updates from Kevin Sawers Action Hampshire

Action Hampshire provide support to Community Building Managers across Hampshire and have made sure that, during the pandemic, their website is a source of the most up to date guidance. <https://actionhampshire.org/news-blog-events/opening-your-community-building-after-lockdown/>

Income diversification – Action Hampshire is currently doing a piece of work on income diversification for Community Buildings and will be producing some resources for Community Building Managers. If you'd like to be involved then contact Kevin Kevin.Sawers@actionhampshire.org

Basecamp – information sharing platform. Action Hampshire offer an online message board and file sharing system for Community Building Managers called Basecamp. It's a great resource for information sharing across Hampshire. E-mail Kevin if you would like to sign up for Basecamp. Nb Basecamp gives you full control of the notification that you receive under settings, so that you don't get swamped with e-mails.

It was noted that support groups for up to 15 people can be planned to open, namely for Bereavement, Mental Health Groups, AA (not the “4th Emergency Service”) and respite care, subject to the government rules in force at the time.

Update from Charlotte Walker and Naomi Stock One Community

One Community are still providing a shopping and prescription service for anyone isolating or shielding across the borough. The transport service can provide transport to medical appointments as well as vaccination appointments. The transport is Covid secure. We are also a referral agency for Basics Banks, so do make sure that you send any vulnerable clients that you are worried about our way. Basics bank are able to deliver at the moment, so clients do not need to be able to get into central Eastleigh to use the service.

Virtual training is available over the next months, see attached flyer. Unfortunately First Aid training will need to wait until we can provide training in person.

We are looking for a new day centre venue in the Southern Parishes. It needs to be a fully accessible building with a disabled toilet and space to store high backed chairs for clients when they are not being used.

We host a radio show every Tuesday afternoon that is broadcast over Unity 101 Radio and will soon also go out over Outreach radio. If any groups want to be part of the show, then let Naomi know (nstock@1community.org.uk)

Local catch-up

Generally there was not much new happening, but a few themes came out:

Could we compile a list of halls with a brief summary of their facilities, as some halls have found themselves overbooked, or having to turn groups away if the space is not big enough to accommodate social distancing? It would be helpful to compile a list of local spaces to refer groups to – Charlotte to organise. (Fair Oak has been overrun with user requests)

A number of halls have suffered some petty vandalism and break ins. Youth clubs are generally closed at the moment, but detached youth workers are able to target hot spots, contact Naomi for more details nstock@1community.org.uk

Next Meeting - [REDACTED]

A couple of other comments, one of which stemmed from the vandalism noted by a number of attendees, that Rangers could do a walk-by of community buildings if approached, contact Naomi Stock, link above.

Naomi also offered her help in gaining volunteers and trustees, for details contact Naomi.

Basingstoke Voluntary Action are working to make a funding tool available.

Look up and Learn in Lockdown

Zoom based training sessions available to you and your volunteers,
please book swiftly to avoid disappointment.



| | | |
|---|---|------------------------------------|
| Increasing Confidence 5 week course 10.30am—12.30pm | Within our confidence courses, we discuss confident characteristics and how we could become more confident. We discuss what could cause us to feel unconfident as well as identifying positive coping techniques which could be used in the future to overcome feelings of worry or unease towards different everyday situations. | Jan 20th/27th Feb 3rd/10th/17th |
| Anxiety Awareness 5 week course 10.30am—12.30pm | Anxiety courses include discussion regarding what is anxiety, to identifying techniques to support positive wellbeing such as sleep, hygiene, distraction methods, gratitude, food and mood. | Jan 21st/28th Feb 4th/11th/18th |
| Attracting Volunteers 10am-11.30am | Bite Size Volunteer Management Zoom | Feb 23rd |
| Keeping Volunteers 10am-11.30am | Bite Size Volunteer Management Zoom | Feb 24th |
| Celebrating Volunteers 10am-11.30am | Bite Size Volunteer Management Zoom | Feb 25th |
| Volunteer Paperwork 10am-11.30am | Bite Size Volunteer Management Zoom | Feb 26th |
| Risk Awareness and Assessments 1pm—3pm | Why we need a risk assessment? How to identify risk and completing a Risk Assessment. | March 2nd |
| Social Media Tricks and Tips 10.30am—12pm | Bite Size Social Media tips and tricks for ease of use and engaging more people | March 5th |
| What does being a trustee mean? | Talk to a trustee find out what is involved, what does it mean and how valuable they are to an organisation. | TBC |
| Diversity and Inclusion Awareness | Diversity and Inclusion across the ages and within our communities. What does it mean and how do we ensure it is upheld. | TBC |

To book a space email: hhamlett@1community.org.uk or call 01329 239 934



One Community Reg Charity 1052978

Reg Company Ltd by guarantee 3132524

REPORT TO BISHOPSTOKE PARISH COUNCIL
Councillor Report
Matters of Interest

Meeting Date – 23rd February 2021

| |
|--|
| Report Subject: Councillor report on matters of interest |
| Report Author: Councillor Thornton |
| Report: <p>30th of January I had my first dose of vaccine. Hurrah!</p> <p>4th of February. I attended the funeral of William Stewart. He was Peter Stuart's father. He had been an active member of the Salvation Army and Methodist Church.</p> <p>10th of February. I acted as one member of an interview panel for a Director of Education at Wyvern college.</p> <p>16th of February. I attended a Learning Disability Workshop run by the Hampshire Learning Disability Partnership. This first meeting focussed on complex needs and was for the benefit of parents/carers of adults with these needs.</p> <p>22nd of February. I attended a meeting of the Eastleigh Museum Story Group. This group has been put together with the help of One Community to decide on the future of Eastleigh Museum and how to reach out to all the community.</p> |

REPORT TO BISHOPSTOKE PARISH COUNCIL
Councillor Report
Matters of Interest

Meeting Date – 23rd February 2021

Report Subject: Councillor report on matters of interest

Report Author: Councillor Winstanley

Report:

Eastleigh CitA

They continue to provide advice, but working from home, via the phone service, Adviceline. There is a growing number of email requests for advice. These are good for fairly new advisors to work on as the response can be checked by the supervisor before being sent. Though cases coming in via email tend to be more complicated. The advisors are looking forward to being able to do some advice sessions in the office as they miss the interaction with each other.

We are currently recruiting new Trustees and have had a very good response with good candidates this time. I am in the middle of holding interviews for 8 potential trustees.

Twynams Charities

The grassed area next to the cottages has now into a car parking area for tenants' use. Very much appreciated by the tenants as on-street parking is at a premium in Fair Oak Square.

In Twynams we are currently looking for a new Clerk as the current post holder, who has been in post for 4 years, is retiring at the end of March. We have received 8 applications; again all excellent, and will soon be shortlisting and then interviewing. We are also looking for new Trustees from the community to supplement the 3 appointed by the Borough & both Parish Councils.

Eastleigh Borough Council - Cabinet

I watched the Cabinet meeting held yesterday, on Monday 22nd February. The Budget item went through without discussion as this will be covered fully at the Budget Full Council on Thursday.

The interesting item was the decision to reopen the Housing Revenue Account. What this does mean is that Eastleigh Borough is once more going to operate its own Council Houses. This was last the case in 1996 when the decision was taken for a Large Scale Voluntary Transfer to a new Housing Association, Eastleigh Housing Association, to enable much needed repairs to be undertaken.

The first new Council Houses will be in One Horton Heath where 800 will be for subsidised rent – a mixture of social and affordable rents. I know this was asked about at a recent Planning Committee so thought might be of interest to those here. Also another 1/3 of the houses at One Horton Heath will be market rent, on long term rental periods and eligible for EBC's Rent to Buy scheme.

REPORT TO BISHOPSTOKE PARISH COUNCIL
Councillor Report
Matters of Interest

Meeting Date – 23rd February 2021

Report Subject: Councillor report on matters of interest

Report Author: Councillor Tidridge

Report:

Village Trails Project

I will send an update to all before the next meeting.

Borough Council Issues

Full Eastleigh Borough Council Meeting this Thursday will discuss the budget. The public can view the meeting online or watch a recording.

Church Road Cones – I've been in contact with the gas works contractor and they are on site tomorrow. I've asked them to review whether it is really necessary to cone of the entire road when the works are only doing one section at a time.

I have requested signage and an online reminder to visitors to open spaces in the Borough (including Stoke Park Woods) regarding following covid19 advice and parking considerately. As yet, no action.

I have reported instances of dog fouling, including one where a dog owner flicked the waste onto Sayers Road Play Area. This seems to be an issue that is increasing. Although there will always be improvements that can be made to bins, the Borough Council is not responsible for clearing up after dogs. Cllr Parker-Jones is working with EBC with regards to the Rose Close dog bin (poor location and too small).



Full Council - Clerk's report 23 February 2021

Clerk's Report

Actions from previous meetings

FULL_2021_M05/75.1 Regarding a joint planning meeting

The Clerk contacted Fair Oak's Clerk to discuss the possibility of meeting jointly to discuss the major developments along Burnetts Lane and surrounding areas. It was agreed in principle that this may be a good idea, however as the Borough Council have indicated they will host a meeting for Councillors from both Bishopstoke and Fair Oak on this matter it was felt that we did not need to meet jointly.

FULL_2021_M05/84.2 Regarding the Grievance and Discipline Policies

As requested, the Clerk has included the additional clause in each policy, and these will be included for discussion at the February Council meeting.

Other Items

At the time of writing there are no other items to report.