

Bursledon Parish Council

Minutes of the Full Council Meeting

Minutes of the of Bursledon Parish Council held on Wednesday 26 October 2022 at 7pm at the community library in Bursledon Parish Council.

Members of the Full Council in attendance: Councillors M Garrett, A Craig, G Gill, K House, M Penn, K Whitlock & S Holes

Officers of the Council Present: Roland Potter (Parish Clerk)

Members of the Public: 3

FC/22/050 Apologies for Absence

Apologies were received and accepted for Cllr J Rich

FC/22/051 Declarations of Interest

There were no declarations of interest.

FC/22/052 Minutes of the Full Council held on Wednesday 28 September 2022.

The minutes of the Full Council held on Wednesday 28 September 2022 were received and accepted as a correct record and they were signed by the Chair of the Council.

FC/22/053 Questions from the Public

Mr Eagle stated he represented Mrs Smith who had recently submitted a memorial application. Mr Eagle stated that the application had been with the Council for nine weeks and this was causing stress to Mrs Smith.

The Clerk explained that he had not received any communication that Mr Eagle was a legal representative of Mrs Smith so any information he could share was limited. The Clerk did confirm that the Council had only received the application within the last two weeks.

The Council also explained that Parish Councillors cannot make individual decisions on these matters, however, Mrs Smith was very welcome to

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Signed.....
Dated.....

make an appointment to see the Councils officers by contacting the Council offices.

FC/22/054 **Chair's Communications**

There were no communications

FC/22/055 **Application No [F/22/93555](#):** Bellevue House, High Street, Bursledon, Southampton, SO31 8DJ

Description: Demolition of existing dwelling and garage and construction of new dwelling with integral garage

RESOLVED:

- **To object and if the officers are minded to approve, the Council request that this application should be referred to the Local Area Committee.**

FC/22/056 **Application No [F/22/93881](#):** Riverside Boatyard, Blundell Lane, Bursledon, Southampton, SO31 1AA

Description: Refurbishment of an existing quay wall.

RESOLVED:

No Objection

FC/22/057 Application No [H/22/93920](#): Waters Edge, Lands' End Road, Bursledon, Southampton, SO31 8DN

Description: Construction of in-ground swimming pool with surrounding terrace.

FC/22/058 Application No [H/22/93972](#): 41 Le Marechal Avenue, Bursledon, Southampton, SO31 8LW

Description: Erect outbuilding for the purpose of hairdressing

RESOLVED (by a unanimous decision):

No Objection

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FC/22/059

Great Down Car Park

The Council considered a report to introduce car park signage requesting vehicles not to turn left between 8:15 am to 9:00am and 2:30pm to 3:15pm, to aid the movement of vehicles during school drop off and pick up times.

RESOLVED:

- **To introduce two signs saying Right Turn only.**

FC/22/060

Council Accounts for the six months ended 30 September 2022

Council received the six months account to 30 September 2022.

Council also received a report on the Councils current financial position in comparison to its approved budget for 2022/23.

The report identified that a larger than budgeted nation pay settlement together with unanticipated costs for the Pilands Wood Community Centre, created an unanticipated budget shortfall of £20,452.

RESOLVED:

- **That the council noted the report and the financial impact.**
- **That the council budget for 2022/23 should be revised to reflect the additional pressure on the budget.**

FC/22/061

Financial Risk Assessment

The Council received the Councils Financial Risk Assessment for 2022/23 on 30 September 2022.

The Council noted the risks identified in the report and the recommended measures to address any risks.

RESOLVED:

- **That the council noted and approved the report including the identified risks and required actions to mitigate those risks.**
- **The Council agreed that the risk report should be reported quarterly to Council.**

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FC/22/062

Council Service Standards

The Council received a report on improving service standards in response to enquiries received by the Council

The report identified the process for recording all enquiries on the Advantage Service Manager software.

The report set out a process by which enquiries would be acknowledged within one working day and where possible a full response would be made within ten working days.

RESOLVED:

- **That the report was noted, and the recommended actions would be adopted and implemented by Council staff.**
- **The Council agreed that the risk report should be reported quarterly to Council.**

FC/22/063

Cemetery Regulations and Procedures

The Council received a report on amendments to the Council's cemetery regulations and on proposed changes to the council's cemetery administration procedures.

The Council noted the Council's registration as a BRAMM cemetery.

The Council considered the appointment of the Deputy Clerk Mrs S Hannan as a relevant officer for the administration of the Council's cemeteries service.

RESOLVED:

- **That the report was noted, and the recommended actions would be adopted and implemented by Council staff.**
- **The Council approved the registration of the BRAMM scheme.**
- **The Council approved the appointment of Mrs S Hannan as a relevant officer for the administration of cemeteries.**

FC/22/064

Finance Reports

Council received and noted the schedule of payments for 20 October 22.

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RESOLVED:

- **That the payment schedules were correct and approved for 20 October 2022.**

FC/22/065 **Working Group Notes**

Council received and noted the Planning & Highways working Group notes for 12th October 2022.

FC/22/066 **Close of Meeting**

The meeting closed at 20:45

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