

Bursledon Parish Council

Minutes of the Full Council Meeting

Minutes of the virtual meeting of Bursledon Parish Council held on Wednesday 28 October 2020 at 7pm in the Bursledon Parish Council Virtual Office.

Members of the Full Council in attendance: Councillors S Holes (Chair), M Garrett (Vice -Chair), T Craig, G Gill, K House, M Penn, J Rich, and K Whitlock

Officers of the Council Present: Roland Potter (Parish Clerk), Jayne Lennon (Administrator)

Members of the Public: Mr T Corke and Mrs D Andrewes

Member of the Public: 2

FC/20/193 Apologies for Absence

There were no apologies

FC/20/194 Declarations of Interest

There were no declarations of interest.

FC/20/195 Minutes of the Full Council held on Wednesday30 September 2020.

The minutes of the Full Council held on Wednesday 30 September 2020 were received and accepted as a correct record and will be signed by the Chair of the committee on our return to Parish Office.

FC/20/196 Questions from the Public

There were no questions from the members of the public

FC/20/197 Chair's Communications

The Chair informed the meeting that he was hoping to represent the Council at the local Remembrance Day Ceremony on Sunday 8 November 2020.

FC/20/198 Report on the Options for the future of the Lowford Community Library.

The Council receive a report on the options for the future of the Lowford Community Library as a result of a decision taken by Hampshire County Council(HCC) to withdraw all support from community managed Libraries from 1 January 2021 as part of its budget saving.

The report stated that:

- That the Council currently funds the cost of room hire and services for the community library space and the Council manages this space and the volunteers.
- The Council provide supports for the community library through a team of 35 volunteers.
- Based on HCC's estimated costs of running the Council had offered to purchase the library service at a cost of £8,500 excluding the support of a buddy library from the HCC. However, HCC refused to provide the service.

The report set out concerns that it would be detrimental to residents to have just a book exchange and that it was important to develop a service which would have added value.

The Council Considered three options:

1. Option A: Not to accept the transfer and allow the Community Library to close
2. Option B: To accept the transfer of the Community Library and to continue as a voluntary community book exchange with an enhanced and managed book stock at an estimated cost of £4,574 pa.
3. Option C: To accept the transfer of the Community Library and to operate as a stand-alone enhanced community with possible links to other community libraries at an estimated cost of £11,256 pa.

The Council noted that the Council did not have the current staffing to operate the Community Library with its current staff and

the estimated impact of the project on the precept would be and additional £4.09 per average Band D household.

Mr Tim Corke (local resident) spoke on the importance of maintaining the library and offered to work with the Council in the future development of the Community library.

RESOLVED:

- That the Council would support the transfer of the library with as set out in option A.
- That the Council noted the additional estimated cost of the project of £11,256 pa.
- to authorise the Parish Clerk in liaison with the Library Working Group:
 - to enter negotiations with HCC to transfer the community library to the Parish Council.
 - to request from HCC that the transfer of the community library should be deferred until 01 April 2021.
 - to apply for a grant of £10K from HCC to support the transfer and development of the new service.
 - to enter negotiations with Bursledon and District Community Association to change the terms of the Parish Council sub-lease to allow for the change of status of the community library.
 - to enter negotiations and to develop any possible networking/ partnership opportunities including with other community libraries.
 - to enter negotiations and to purchase any services and equipment required to deliver the service.
 - to investigate and recruit a member of staff for the additional support for the community library.
 - to liaise with the library volunteer management team to involve the library volunteers in the smooth transition of the service.

Planning Applications received from Eastleigh Borough Council within the Parish or on its boundary.

FC/20/199 Application No: [F/20/88684](#)

Site Address: WILLOW HOUSE, BRIDGE ROAD, BURSLEDON, SOUTHAMPTON, SO31 8AH

Description: Erection of 1no. three-bedroom detached dwelling with cycle and bin store following demolition of existing double garage; erection of carport to existing dwelling.

RESOLVED: Do not object provided the frontage points north west and not north east.

FC/20/200 Human Resources and Job Evaluation

The Council considered a report and recommendation from the Staffing Working Group to engage South East Employers to:

- Provide model contract for use for all posts except for the Parish Clerk.
- Provide a suite of key policies as a Staff Handbook.
- Undertake Job Evaluation of Grounds Staff revised profile.
- To extend the job evaluation to include current and potential additional staff.

The report identified that there was a potential underspend in the administration salaries to cover the cost of the consultancy work.

RESOLVED:

- To approve the recommendations of the Staffing Working Group to engage South East Employers to undertake the agreed work.
- That the funding for the work should be identified from an underspend in the current administration salaries budget.

FC/20/201 Finance Reports

The Council received and noted the following Finance reports:

- The schedule of payments for 20 October 2020 totalling £17,433.51

- The budget comparison report on 30 September 2020.
- The cash Book summary on 30 September 2020

RESOLVED

- The schedule of payments totalling £17,743.51 were approved.
- That the financial reports were noted.

FC/20/202 The meeting closed at: 20.35