

Bursledon Parish Council

Minutes of the Full Council Meeting

Minutes of the virtual meeting of Bursledon Parish Council held on Wednesday 25 November 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), G Gill, M Penn, J Rich, and K Whitlock

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

Members of the Public: S Dickenson (joined the meeting at 19.04)

Member of the Public: 1

FC/20/203 Apologies for Absence

Cllr K House and Cllr T Craig.

FC/20/204 Declarations of Interest

Cllr J Rich declared a nonpecuniary interest in agenda item 11 as in one of her roles she works closely with the applicants.

FC/20/205 Minutes of the Full Council held on Wednesday 28 October 2020.

The minutes of the Full Council held on Wednesday 28 October 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/20/206 Questions from the Public

There were no questions from the members of the public.

FC/20/207 Chair's Communications

The Chair informed the meeting that the Parish Office would close for the Christmas and New Year period from the 23 December until 4 January 2021 in line with the Community Centre and Lowford Community Library. It is hoped that Lowford Community Library

will re-open following the latest national lock down on Thursday 3 December 2021.

Bursledon Cemetery will be closed from Monday 14 December for 5 days to enable tree surgeons to carry out work to trees on the bank bordering Church Lane and School Road, Hampshire Highways have been informed. Traffic management will be provided by our tree surgeons and working hours adjusted to try and avoid peak “school run” times.

FC/20/208 Cllr Holes handed the meeting over to Cllr Garrett Chair of the Planning and Highways Committee for the planning section of the agenda.

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

FC/20/209 Application No: [H/20/88784](#)

Site Address: 3 WOOLWICH CLOSE, BURSLEDON,
SOUTHAMPTON, SO31 8GE

Description: Construction of two storey side and single storey rear extensions following demolition of existing conservatory.

RESOLVED: DO NOT OBJECT

FC/20/210 Application No: [H/20/89041](#)

Site Address: ROSE COTTAGE, SCHOOL ROAD, BURSLEDON,
SOUTHAMPTON, SO31 8BU

Description: Raising of roof in conjunction with new pitched roof, single storey rear and side extensions.

RESOLVED: DO NOT OBJECT the Councils recommendation is based on information that this property is on the locally listed list and is subject to the following.

- That the proposed new roof height meets with current regulations appropriate to a property on the locally listed list.

- Materials used to construct the proposed extensions are in keeping with the existing building and appropriate within the context of a building on the locally listed list.
- Storage of materials during construction should be to the rear of the property and should not impinge on footpath 11 the park and stride route to Bursledon Infant and Junior schools.
- During construction, any vehicles associated with the development of this property should be parked to the rear of the property or additional off-road parking should be arranged to ensure that no associated vehicles are parked on School road. The parking of vehicles should not impinge on footpath 11 the park and stride route to Bursledon Infant and Junior schools.

FC/20/211 Annual Audit Report

The Council received the report of the external auditors on the Councils accounts for the year ended 1 March 2020. Council wished to record they're thanks to the Clerk for all the work he has done to ensure that the Parish Council received an unqualified audit report.

RESOLVED:

- That the Annual Audit Report be accepted.

FC/20/212 Internal Audit Report

The Council received and noted the internal auditors report.

RESOLVED:

- That the Internal Auditors report be noted and accepted.

FC/20/213 Financial Risk Assessment

The Council received the Financial Risk Assessment for 2020/21.

RESOLVED:

- To accept the Councils Risk Assessment for 2020/21

- That the recommended actions identified within the report be adopted.

FC/20/214 Grant Applications

Council considered the grant application from Hound Basics Food bank and in recognition of the work they have been doing during the current Coronavirus pandemic agreed in these exceptional circumstances to set aside policy and award a grant of £500.00.

RESOLVED: To award a grant of £500.00 to Hound Basics Food Bank.

FC/20/215 Finance Reports

The Council received and noted the following Finance reports:

- The schedule of payments for 20 November 2020 totalling £17,066.99.
- The budget comparison report on 31 October 2020.
- The cash Book summary on 31 October 2020

RESOLVED

- The schedule of payments totalling £17,066.99 were approved.
- That the financial reports were noted.

FC/20/216 Exclusion of Press and Public

The Council resolved that under Section 1(2) of the Public Bodies (Admission to Meetings Act 1960) "that as publicity would be prejudicial to the public interest because of the Confidential nature of the business about to be transacted at Agenda Items 14 due to contractual sensitivity of the item to be discussed the Public and Press be temporarily excluded from this meeting and they are herewith instructed to withdraw."

FC/20/217 Enquiry regarding ownership of land.

The Council considered a request for the sale of land to a resident.

RESOLVED: That the Council did not agree to transfer or sell the land.

FC/20/218 The meeting closed at: 20.32.