

# **Bursledon Parish Council**

## **Minutes of the Full Council Meeting**

Minutes of the of Bursledon Parish Council held on Wednesday 30 June 2021 at 7pm at the community library in Bursledon Parish Council.

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

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

Members of the Public: 0

### **FC/21/017 Apologies for Absence**

Apologies were received and accepted for Cllrs J Rich, G Gill, and T Craig.

### **FC/21/018 Declarations of Interest**

There were no declarations of interest.

### **FC/21/019 Minutes of the Full Council held on Wednesday 26 May 2021.**

The minutes of the Full Council held on Wednesday 26 May 2021 were received and accepted as a correct record and they were signed by the Chair of the Council.

### **FC/21/020 Questions from the Public**

There were no questions from members of the public.

### **FC/21/021 Chair's Communications**

The Chair informed Council that the School Crossing patrols on School Road and Portsmouth Road in Bursledon are under threat as part of Hampshire County Councils budget consultation. Councillors were urged to submit completed online consultation documents to support the need to keep our school crossing patrols.

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It was agreed that the Parish Council would also write to Hampshire County Council giving their support to the need to keep our school crossing patrols.

**FC/21/022 Appointment to Outside Bodies**

Council considered a report to appoint an alternative representative to the Bursledon Windmill Joint Management Committee.

**RESOLVED:**

**Cllr Penn will continue in her role as Council representative on the Windmill Joint Management Committee until such time as another representative can be appointed. The appointment of a new representative to the Windmill Joint Management Committee to be deferred to a later meeting.**

**FC/21/023 Third Party Reporting**

Council received and considered a report requesting that the Parish Council provide a third-party reporting service for hate crime.

The members discussed the report including staff and volunteer safety and the impact on resources to deliver the project

**RESOLVED:**

**To defer the decision for twelve months and until further information can be gathered from other local authorities already undertaking this role.**

**FC/21/024 Land Management and Biodiversity Strategy**

The Council received and considered a report on the Councils proposed Land Management and Biodiversity Strategy. The report set out:

- The locations of the Councils land
- The councils' areas of responsibility for the management of its land and how this is currently managed.
- How adopting an ecological and biodiversity strategy to help tackle climate change.

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- Or to consider alternative standards for land management.

The Council considered and supported the adoption of an ecological and biodiversity strategy on a trial basis to be reviewed later in the season. Council agreed that this was a learning experience and that lessons have already been learnt regarding the future management of the strategy.

**RESOLVED:**

**To adopt the proposed Councils Bio-Diversity strategy trial.**

**To note the work identified in the Land Management Audit.**

**To approve the tree works set out in the land management audit.**

**To approve standards for management of grass cutting in support of a bio-diversity plan.**

**To note the standards of maintenance of recreational areas for the public and support.**

**To note the programme of tree works including inspections and tree maintenance.**

**To note objections to the removal of the laurel hedge on Long Lane Recreation Ground and that this work would go ahead in the Autumn of 2021**

**To note the major works to be completed in Lionheart Way Ecology Park.**

**To approve an alternative grass cutting standard to the one proposed in the biodiversity strategy, to include the location of cuts, the frequency, and the standard of cuts.**

**To note the reduction in the Hampshire County Council service for the maintenance of footpaths.**

**To approve the development of a local conservation group for the council's ecology areas**

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**To defer any decision regarding the ground's management of the Mausoleum until a later date to allow for further consideration.**

**FC/21/025 Hire Agreement for sports lettings and ground lettings 2021/22**

The Council received and considered a report reviewing the hire agreement for sports and ground lettings for 2021/22.

The report considered:

- Amendments to the agreement for sports lettings.
- The introduction of a deposit in advance arrangements for season hires
- Delaying the start of the football season on the Long Lane Recreation Ground by one week for a Church Community event
- Confirming the dates of the season for 2020/21.
- How many teams should be allowed to play during the season 2021/22.

**RESOLVED:**

**To approve the amendments to the new hire agreement as set out in the report.**

**To approve the introduction of a seasonal deposit system.**

**To approve the use of the recreation ground for a church community event on the weekend of 4 September 2021 at Long Lane Recreation Ground.**

**That the football season would start on 11 September 2021 for Long Lane Recreation Ground and on Saturday 4 September for the King George V Recreation Ground.**

**That the football season for both recreation grounds would end on the weekend of the 2<sup>nd</sup> of April 2022 and there would be no extensions to the season allowed.**

**That the capacity for the number of teams allowed to play for a season should be restricted five.**

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**FC/21/026 Outside Projects**

The Council received and considered a report setting out:

- The schedule of projects for 2021/22 and the outline timetable.
- The allocation of staffing resources to manage the implementation of the schemes.
- The use of the PRINCE management system.

**RESOLVED:**

**To note the schedule and timetable of capital projects.**

**To agree the use of PRINCE project management for the delivery of projects.**

**To agree that a member of ground staff should be allocated to assist in the delivery of the projects.**

**That the staffing implications are referred to the Personnel Committee to review staffing resources and the establishment.**

**FC/21/027 Boundary Review**

The Council considered a response to the Electoral Boundary Review Consultation

After discussion and consideration Council resolved to submit an objection to the proposed new Electoral Boundary. Councils’ opinion was that the new boundary and new boundary name did not reflect the local Community Identity. A more appropriate name should the new boundary come into effect would be Hamble Valley.

**RESOLVED:**

**To Object to the proposal.**

**The Clerk will submit a response on behalf of Bursledon Parish Council.**

**Councillors were urged to complete the consultation and submit their own comments.**

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**FC/21/028 Library Transition Project**

The Council received an and noted an update and status report on the project managing the transition of the Lowford Community Library to the Parish Council.

The report identified that all the internal building works have been completed, however there was need for additional lighting in the Council offices.

During August additional works will be undertaken by the BDCA to give more access to the outside area at the rear of the library. This will provide the opportunity to open the rear of the library for users in fine weather.

Currently the new information technology hardware has not been delivered due to the shortage of specific equipment.

Although the public computers and the reception computers have now arrived at the suppliers, we are still having difficulty sourcing the touch screen monitors which is essential to ensure that the library can operate as a self-service library.

Volunteer have been trained on the new software and all the book stock has been barcoded.

It is anticipated that once all the challenges met so far are resolved a launch event should be possible in September 2021.

It was acknowledged that the transition has been slower than anticipated, which in part can be directly associated with the current Covid 19 Pandemic restrictions and past phases of Lock Down.

Going forward the plan would be to work in partnership with other Community Libraries and the Reading Agency to deliver a more comprehensive service.

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**FC/21/029 Treasury Management Policy and Investment Strategy**

The Council received a report recommending the adoption of a Treasury and management Strategy and setting out the Councils current financial position.

**RESOLVED:**

**To agree to adopt the treasury and management strategy subject to items 7.2 and 4.8 being removed**

**To agree the proposed investment strategy set out in the report on how the council investments should be made for the current financial year.**

**That the responsibility for investments would be delegated powers the Chair, Clerk and Lead on Finance would oversee the day-to-day investment strategy.**

**FC/21/030 Finance Reports**

**Council received and approved the annual schedule of direct debit and standing order payments.**

**Council received and noted the schedule of payments for April, May, and June 2021.**

**Council retrospectively approved the works to Pilands Wood Skate Park for emergency health and safety work carried out by Gravity Skate Parks Ltd.**

**Council received and noted the budget report as of 31 May 2021.**

**FC/21/031 Working Group Notes**

Council noted the action notes of the:

- Outside Working Group Monday 14 June 2021.
- Planning & Highways Working Group 16 June 2021

**FC/21/032 Close of Meeting**

**The meeting closed at 20:45**

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