

Bursledon Parish Council	
Minutes of the Full Council Meeting	
Minutes of the meeting of Bursledon Parish Council held on Wednesday 23 May 2018 at 7.00 pm in Lowford Community Library, The Lowford Centre, Portsmouth Road, Bursledon.	
Members: Cllr J Rich (Chair) + Cllr M Garrett (Vice Chair) + Cllr D Andrewes + Cllr F Burgess + Cllr T Craig + Cllr A Dew #	Cllr S Hartley # Cllr S Holes * Cllr K House + Cllr J O'Sullivan * Cllr B Simon-Hart # Cllr M Penn +
Note: + = Attended, * = Apologies, # = Absent and no apology received.	
Also, Attended Officers of the Council R Potter (Parish Clerk) J Lennon (Administrator)	
Members of the Public: 0	
FC/19/001	<p>Election of Chair of Council Cllr Jane Rich was proposed by Cllr House and seconded Cllr Garrett for the position of Chair of the Council. As there were no other nominations it was resolved by a unanimous decision:</p> <ul style="list-style-type: none"> • RESOLVED that Cllr J Rich be appointed as the Chair of Bursledon Parish Council. <p>Cllr J Rich signed the declaration of office.</p>
FC/19/002	<p>Election of Vice Chair of Council Cllr M Garrett was proposed by Cllr House and seconded by Cllr Craig for the position of Vice Chair of the Council. As there were no other nominations it was:</p> <ul style="list-style-type: none"> • RESOLVED that Cllr M Garrett be appointed as the Vice Chair of Bursledon Parish Council. <p>Cllr M Garrett signed the declaration of office.</p>
FC/19/003	<p>Apologies for Absence Apologies for absence were received and accepted from Cllrs S Holes and J O'Sullivan.</p>
FC/19/004	<p>Declarations of Interest There were no declarations of interest.</p>
FC/19/005	<p>Minutes of Previous Meeting. The minutes of the Full Council Meeting held on Wednesday 9 May 2018 were received and signed as a correct record.</p>

FC/19/006	<p>Questions from the Public There were no questions from members of the public.</p>
FC/19/007	<p>Chair’s Communications The Chair passed on her thanks to Cllr Garrett for his assistance as Vice Chair during the last year and wished to thank Cllr Andrewes for the recent reports she had circulated to Members.</p>
FC/19/008	<p>Appointment to the membership of the Finance and Administration Committee Cllr M Penn was proposed as Chair of the Finance and Administration Committee by Cllr Craig and seconded by Cllr House. As there were no other nominations it was:</p> <ul style="list-style-type: none"> • RESOLVED that Cllr M Penn be appointed as the Chair of the Finance and Administration Committee. <p>Cllr K House was proposed as Vice Chair of the Finance and Administration Committee by Cllr Garrett and seconded by Cllr Craig. As there were no other nominations it was:</p> <ul style="list-style-type: none"> • RESOLVED that Cllr K House be appointed as Vice Chair of the Finance and Administration Committee. <p>To agree membership of the Finance and Administration Committee.</p> <ul style="list-style-type: none"> • RESOLVED that all members of the Council would be members of the Finance and Administration Committee.
FC/19/009	<p>Appointment to the membership of the Planning and Highways Committee</p> <p>To agree memberships of the Planning and Highways Committee. Cllr Craig proposed, and this was seconded by Cllr Garrett that all members should be members of the Planning and Highways Committee.</p> <ul style="list-style-type: none"> • RESOLVED that all members of the Council would be members of the Planning and Highways Committee. <p>Cllr Craig proposed Cllr O’Sullivan as Chair of the Planning and Highways Committee and this was seconded by Cllr Andrewes. As there were no other nominations it was:</p> <ul style="list-style-type: none"> • RESOLVED that Cllr O’Sullivan be appointed as the Chair of the Planning and Highways Committee. <p>Cllr Craig proposed Cllr Garrett as Vice Chair of the Planning and Highways Committee and this was seconded by Cllr House. As there were no other nominations it was:</p> <ul style="list-style-type: none"> • RESOLVED that Cllr Garrett be appointed as Vice Chair of the Planning and Highways Committee.

FC/19/010	<p>Appointment to the membership of the Staffing Sub Committee</p> <p>To agree memberships of the Staffing Sub-Committee. Cllr Craig proposed, and this was seconded by Cllr Garrett that the members of the staffing sub-committee would be the Chair and Vice Chair of the Finance and Administration Committee and the Chair and Vice Chair of the Council.</p> <ul style="list-style-type: none"> RESOLVED That the Chair and Vice Chair of the Finance and Administration Committee and the Chair and Vice Chair of the Council would constitute the Staffing Sub Committee. <p>Cllr Craig proposed Cllr Penn as Chair of the Staffing Sub-Committee Committee and this was seconded by Cllr House. As there were no other nominations it was:</p> <ul style="list-style-type: none"> RESOLVED that Cllr Penn be appointed as the Chair of the Staffing Sub Committee. <p>Cllr Craig proposed Cllr Rich as Vice Chair of the Staffing Sub-Committee and this was seconded by Cllr House. As there were no other nominations it was:</p> <ul style="list-style-type: none"> RESOLVED that Cllr Rich be appointed as Vice Chair of the Staffing Sub Committee. 															
FC/19/011	<p>Appointment to Working Groups The Clerk will liaise with Members as and when required.</p>															
FC/19/012	<p>Calendar of Meetings for 2018/19 Members received the municipal calendar for 2018/2019.</p> <p>RESOLVED: To accept the calendar of meeting for the coming year.</p>															
FC/19/013	<p>Appointment of Representatives to Outside Bodies. Members discussed the appointment of Council representatives to other outside bodies and it was:</p> <p>RESOLVED: that the following appointments be made.</p> <table border="1" data-bbox="379 1585 1388 2000"> <thead> <tr> <th data-bbox="379 1585 1050 1653"><u>Appointment of Representatives to Outside bodies</u></th> <th data-bbox="746 1653 1050 1686">2017/18</th> <th data-bbox="1050 1653 1388 1686"><u>2018/19</u></th> </tr> </thead> <tbody> <tr> <td data-bbox="379 1686 746 1753">Bursledon & District Community Association</td> <td data-bbox="746 1686 1050 1753">Cllr M Penn</td> <td data-bbox="1050 1686 1388 1753">Cllr M Penn</td> </tr> <tr> <td data-bbox="379 1753 746 1821">Bursledon Windmill Joint Management</td> <td data-bbox="746 1753 1050 1821">Cllr D Andrewes and Chair of Council</td> <td data-bbox="1050 1753 1388 1821">Cllr D Andrewes and Chair of Council</td> </tr> <tr> <td data-bbox="379 1821 746 1933">Eastleigh District Association of Local Councils (EDALC)</td> <td data-bbox="746 1821 1050 1933">Chair of Council</td> <td data-bbox="1050 1821 1388 1933">Chair and Vice Chair of Council</td> </tr> <tr> <td data-bbox="379 1933 746 2000">Eastleigh Passenger Transport Forum</td> <td data-bbox="746 1933 1050 2000">Cllr F Burgess</td> <td data-bbox="1050 1933 1388 2000">Cllr F Burgess</td> </tr> </tbody> </table>	<u>Appointment of Representatives to Outside bodies</u>	2017/18	<u>2018/19</u>	Bursledon & District Community Association	Cllr M Penn	Cllr M Penn	Bursledon Windmill Joint Management	Cllr D Andrewes and Chair of Council	Cllr D Andrewes and Chair of Council	Eastleigh District Association of Local Councils (EDALC)	Chair of Council	Chair and Vice Chair of Council	Eastleigh Passenger Transport Forum	Cllr F Burgess	Cllr F Burgess
<u>Appointment of Representatives to Outside bodies</u>	2017/18	<u>2018/19</u>														
Bursledon & District Community Association	Cllr M Penn	Cllr M Penn														
Bursledon Windmill Joint Management	Cllr D Andrewes and Chair of Council	Cllr D Andrewes and Chair of Council														
Eastleigh District Association of Local Councils (EDALC)	Chair of Council	Chair and Vice Chair of Council														
Eastleigh Passenger Transport Forum	Cllr F Burgess	Cllr F Burgess														

Appendix A

	Hamble River Estuary Partnership	Cllr D Andrewes, Cllr M Garrett (Deputy)	Cllr D Andrewes Cllr M Garrett (Deputy)	
	Hamble School Leisure Facility Management Committee	Cllr T Craig, Cllr F Burgess (Deputy)	Cllr T Craig Cllr F Burgess (Deputy)	
	HYPE	Cllr J Rich Parish Clerk	Cllr J Rich Cllr F Burgess	
	River Hamble Management Committee (Observer)	Cllr D Andrewes Cllr M Garrett	Cllr D Andrewes Cllr M Garrett (Observer)	
	River Hamble Valley Forum	Cllr D Andrewes Cllr M Garrett (Deputy)	Cllr D Andrewes Cllr R Rich (Deputy)	
	Pilands Wood Community Association	Cllr T Dew	Cllr A Dew	
	Pilands Wood Community Partnership	Cllr T Craig	Cllr T Craig	
	QE2 Activity Centre	Defer to next meeting	Cllr T Craig	
FC/19/014	<p>Councillor Roles. Members discussed roles for Councillors.</p> <p>RESOLVED: That Cllr Andrewes would be the Footpath Officer for Bursledon Parish Council.</p> <p>Members discussed the role of Tree Officer.</p> <p>RESOLVED: That Nick Bernier would be the Tree Officer for Bursledon Parish Council.</p>			
FC/19/015	<p>Review of Standing Orders</p> <p>RESOLVED: To accept with the following amendments.</p> <ul style="list-style-type: none"> • The term Chairman to be replaced by the term Chair • That Standing Order 27b be removed 			
FC/19/016	<p>Review of Financial Regulations</p> <p>RESOLVED: To accept with the following amendments</p> <ul style="list-style-type: none"> • To amend 11h to reflect the tendering limit. 			
FC/19/017	<p>Review of Scheme of Delegation</p> <p>RESOLVED: To accept the updated scheme of delegation</p>			
FC/19/018	<p><u>The Meeting closed at 19.44</u></p>			