

**MINUTES OF THE MEETING OF ALLBROOK AND NORTH BOYATT  
PARISH COUNCIL  
HELD ON WEDNESDAY, 16 NOVEMBER 2016  
AT CRESTWOOD SCHOOL  
(7:00 pm - 8:20 pm)**

**PRESENT:** Councillor Mrs Sollitt (Chair); Councillors Symonds, Bain, Barham, Betts, Carney, Freemantle and Clarke

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23. DECLARATIONS OF INTEREST

There were no declarations of interest in relation to items of business on the agenda.

24. PUBLIC PARTICIPATION

A member of the public asked Councillors about the development currently being undertaken in Allbrook Hill specifically the number of dwellings and whether there would be parking. The Chair advised that permission was given by Eastleigh Local Area Committee two years ago for four flats there would be double yellow lines on the road outside. She would check the planning application to see whether there were conditions regarding parking onsite during the build and after.

A member of the public was concerned that there was a potential parking risk in Boyatt Lane due to the new development at Hazelwood. It was suggested that the Parish Council should monitor the situation and report any issues to the Borough Council. Members of the public were asked to also report any issues to either the Parish or Borough Council.

25. MINUTES

**RESOLVED –**

**That the Minutes of the meeting held on 7 September 2016 be approved and signed as a correct record.**

26. ALLOTMENT UPDATE

The Allotment Officer reported that the Eastleigh Borough Council Tree Officer had visited the site and confirmed that in his opinion there was virtually no danger from either of the oak trees at the north gate end of the site.

Plot inspections were carried out on 23 August 2016 which led to some plots being surrendered. There were currently 10 vacant plots and only two people on the waiting list (both for Lincoln's Rise and one tenant wanting an adjacent plot).

MS

The following finance requests had been made:

**Broomhill**

£17.50 – pest control  
 £49.50 – keys  
 £9.24 – petrol  
 £10.75 – bolt  
 £45 – weed spraying  
 £6.95 – air cleaner

**Lincoln's Rise**

£13.96 – key

The Allotment Officer was concerned that a tenant had been found sleeping in his shed overnight. She had originally thought that Bye-Laws could be introduced on the site but had been advised allotments were not included as they had their own Act. Therefore it was agreed an addendum to the Tenancy Agreement should be made, as follows; No overnight camping is permitted on the allotment site. Members were asked to approve the amendment to the tenancy agreement.

A response had been received from Hampshire County Council relating to the maintenance of the surface of the route adjacent the Lincoln's Rise Allotment site. It was noted that the County Council were responsible for the maintenance of the surface of the route and it was included in the annual cutting list for one cut per year. It was suggested that landowners (ie the Parish Council) also have some responsibilities for making sure any side vegetation was cut back.

The Allotment Officer would write to the tenants asking for help in maintaining the public footpath. If insufficient responses were received, a quote from Eastleigh Borough Council Street Scene would be obtained.

The Site Reps complained over the time taken in receiving payment for their expenses. It was suggested that the Allotment Officer hold a cash float of £100. Members were asked for their approval.

**RESOLVED –**

- (1) That the amendment to the tenancy agreement regarding staying overnight at the allotments, be approved; and**
- (2) That a cash float of £100 be given to the Allotment Officer for sundry items.**

27. MATTERS ARISING

Councillor Clarke advised Mrs Ellard that he had spoken to Andy Kilpatrick who had confirmed that he would arrange for the area behind her property boundary to be weeded within the next seven days. He was advised that the vegetation behind her fence was there to deter people from climbing the fence. He advised Mrs Ellard to contact Andy Kilpatrick if she had any issues with the area behind her property.

MS

Councillor Clarke advised that he had raised the PCSO non-attendance at Parish meetings at the Policy and Performance Scrutiny Panel at the Borough Council. He felt that Allbrook and North Boyatt Parish Council should be entitled to the same treatment as other Parish Council's due to the fact that the Council pays the same amount towards the PCSO Contract. With criminal activity at the allotments and parking issues in Pitmore Road it would be beneficial for a PCSO to attend the Parish meetings. The Clerk was tasked with contacting the Police to advise that the Council would re-consider participating in the funding of the PCSO if they did not regularly attend meetings. Mr Evans reported that he had been contacted by the PCSO via email and verbally regarding the parking issues in Pitmore Road. The Chair advised that one of Eastleigh Local Area's priorities was to put double yellow lines in Pitmore Road around the new development area within the next year to make it safer.

Councillor Clarke advised that he would be organising a community lunch for residents on behalf of the Parish a date in spring would be determined and the details and costings provided to the Council at the next meeting. Some suggestions were made for a venue in the Parish but it was felt they may not be suitable. Councillor Clarke would report back to the next meeting with further details.

28. ALLBROOK MEADOW UPDATE - COUNCILLOR BETTS

Councillor Betts reported that the Contractors appointed by Bargate to complete the works at Allbrook Meadow had let them down and were unable to get the land to the required standard to open the site to the public. He had attended a meeting on site with the Planning Officer and Open Space Manager and a list of tasks that needed to be completed was compiled. There had also been an encroachment on the land by several residents whose back gardens lay adjacent to the open space. He advised that this was an issue that the Borough Council's enforcement team would have to deal with. He advised that Bargate were looking to start onsite again in the spring in order to bring the land to a safe standard to open for use by the public.

Members thanked Councillor Betts for the update and continued efforts to get the site open.

29. CLERK'S REPORT

Members considered the report of the Parish Clerk that advised of any Planning Applications, issues raised by Parish residents and general issues for Members to discuss. The Clerk reported that a Planning Application at 120-128 Pitmore Road had been submitted to the Borough Council. Members noted that there had been several planning applications for the site and the Parish Council had objected to them. There were two applications for the same site that were to be determined by the Eastleigh Local Area Committee on 22 November 2016.

MS

A letter had been received from a Parish Resident that advised of a dog fouling issue on an area of grass in Claremont Close. This was an area where children played and the resident asked Members if a sign could be erected in that area to warn dog owners of potential fines. The Chair advised that she would liaise with the Local Area Manager at the Borough Council to see if a solution could be reached.

The Clerk advised that she required some help from Members to add content to the website and to resume the Newsletter that had previously been started by Councillors. Councillor Clarke suggested that a working party be set up so that Members could discuss a way forward.

The Clerk advised that the accounts had been received back from the external auditors and that the accounts for 2015/16 were closed.

### **RESOLVED –**

- (1) That the Planning Application for land rear of 120-128 Pitmore Road be noted;**
- (2) That the dog fouling issue at Claremont Close be escalated to the Local Area Manager at the Borough Council to consider the location for a sign and dog bin; and**
- (3) That a working party be formed with Councillors Bain, Clarke and Freemantle to consider contributions to the website and newsletter.**

### 30. FINANCE MATTERS

The Parish Council considered the papers on expenditure which detailed cheques to be issued and budget monitoring. Members agreed to endorse all cheques presented in the report as listed below:

100331	Mobile Mini UK Ltd	BH Container Hire	117.21
100332	Eastleigh Borough Council	BH Pest Control Treatment	63.49
100333	BDO LLP	External Audit Fees	240.00
100334	J Grace	Key Deposit Return	20.00
100335	D Ward	Allotment Expenses BH	134.20
100336	Eastleigh Borough Council	Sept Salaries	532.87
100336	Eastleigh Borough Council	Oct Salaries	532.87
100336	Eastleigh Borough Council	Postal Service	120.00
100337	Police & Crime Commissioner	PCSO payment 2nd instalment 15/16	1,208.34
100337	Police & Crime Commissioner	PCSO payment 1st instalment 16/17	1,219.28

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100337	Police & Crime Commissioner	PCSO payment 2nd instalment 16/17	1,219.28
100338	Hampshire County Council	Room Hire	30.00
100339	N Exelby	LR Allotment Expenses	16.75
100340	L Greenslade	Office Allowance	87.50
100341	T Stewart	Key Deposit Return	20.00
100342	Mr Ford	Key Deposit Return	20.00
100343	Mr S Brook	Key Deposit Return	20.00
100344	Mobile Mini UK Ltd	Container Hire BH Sep/Oct/Nov/Dec	156.28
100345	Datacenta	Email addresses x 10	60.00
100346	Emango	Office Allowance and expenses	576.00
100347	A Thorne	Office Allowance and expenses	91.54
100348	HALC	Officers Update 19 Oct	42.00
100348	HALC	Introduction to CiLca	48.00
100348	HALC	Procurement Training	48.00

**RESOLVED –**

- (1) That authority be given for the payment of cheques 100331 – 100348; and**
- (2) That the budget monitoring statement and Council’s financial position be noted.**

31. DATE OF NEXT MEETING - 25 JANUARY 2017

It was confirmed that the next meeting would be held on 25 January at 7pm in Crestwood School.

32. EXEMPT ITEM**RESOLVED –**

- (1) That, in pursuance of Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they are likely to involve the disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Act; and**
- (2) That, in pursuance of the public interest test, the public interest in disclosing the information contained in the following item of business was outweighed by the public interest in maintaining the exemption.**

MS

33. STAFFING REPORT

Members discussed the staffing report produced by the Parish Clerk and were advised that further information was required before any decisions could be taken.

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M5743

*M. Dolan*