



Allbrook Parish Council
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**Minutes of the Annual Council meeting
held on Tuesday 18 May 2021 at 7.00 pm
in the Scout Hut, Boyatt Lane, Eastleigh SO50 4LQ**

Councillors Present: D Betts (Chair), J Barrett, D Clarke, R Daniels, P Handley-Garland, N Palmer & R Lee-Potter (from minute 13)

Apologies: Cllr M Freemantle

Officer in attendance: C Gosling (Clerk)

PUBLIC SESSION

None present.

11 DECLARATION OF OFFICE

Councillor Daniels signed the Declaration of Office agreeing to abide by the code of conduct. The signing was witnessed by Members and the Clerk.

RESOLVED: Councillor Daniels is duly elected to the Parish Council.

12 ELECTION OF CHAIRPERSON

Councillor Clarke thanked Cheryl Gosling, Clerk, Richard Ormond, Allotment Officer, fellow Councillors and the allotment volunteers for their support during his term as Chairman.

Councillor Clarke proposed Councillor Betts as Chairperson; Councillor Palmer seconded. There were no other nominations. Members voted unanimously in favour and Councillor Betts signed the declaration of acceptance of office.

RESOLVED: Councillor Betts is appointed Chairman for the ensuing municipal year.

Councillor Lee-Potter joined the meeting.

13 ELECTION OF VICE-CHAIRPERSON

Councillor Clarke proposed Councillor Palmer as Vice-Chairperson; Councillor Barrett seconded. There were no other nominations. Members voted unanimously in favour and Councillor Palmer signed the declaration of acceptance of office.

RESOLVED: Councillor Palmer is appointed Vice-Chairman for the ensuing municipal year.

14 DECLARATIONS OF INTEREST AND DISPENSATION REQUESTS

Councillor Betts – agenda item 17 planning.

15 MINUTES OF THE MEETING 27 APRIL 2021

Councillor Lee-Potter proposed to accept the minutes of the meeting held on 27 April 2021. Councillor Barrett seconded and all voted in favour.

RESOLVED: That the minutes of the meeting held on 27 April 2021 be accepted as a true record of the meeting.

16 CORRESPONDENCE

Members noted the correspondence list dated 26 April 2021.

17 FINANCE REPORTS

The Responsible Finance Officer tabled a summary of the monthly finance report and list of 8 payments dated 18 May 2021 total sum of £1168.48. Councillor Palmer proposed to approve the financial report and approve payments, Councillor Lee-Potter seconded, and all voted in agreement.

RESOLVED: a) That the reports be approved; and b) That all the payments be authorised.

18 GRANT APPLICATION

Application from Brendoncare Community Hub for a contribution towards daffodil bulbs at the hub. Councillor Barrett proposed to award the grant of £200.00, Councillor Clarke seconded and all voted in favour.

RESOLVED: £200 is awarded to Brendoncare Community Hub.

19 MEETING DATES

Councillor Handley-Garland proposed to approve the meeting dates for 2021/22 circulated with the agenda, Councillor Clarke seconded and all voted unanimously.

RESOLVED: that the meeting dates for 2021/22 had been agreed for the following municipal year.

20 STANDING ORDERS

The policy document was reviewed and amended to read:

Page 7, 3i: A person shall 'ordinarily' raise their hand when requesting to speak.

Page 11, 15 add (appendix 1)

Page 11, 17 add (appendix 2)

Councillor Handley-Garland proposed to adopt the Standing Orders 2021, Councillor Lee-Potter seconded and all voted in favour.

RESOLVED: that Standing Orders be adopted.

21 FINANCIAL REGULATIONS

There were no amendments to this document. Councillor Palmer proposed to adopt the Financial Regulations, Councillor Lee-Potter seconded and all voted in favour.

RESOLVED: that Financial Regulations be adopted.

22 MEMBERS INTERESTS

Councillor Daniels submitted his form. All Councillors noted responsibility of updating their register of interests.

23 ANNUAL GOVERNANCE STATEMENT 2020/21

The Annual Governance Statement reviewed and completed. Councillor Barrett approved the Annual Governance Statement, Councillor Palmer seconded and all voted in favour. The Chairman duly signed the Statement.

RESOLVED: the Annual Governance Statement for 2020/21 is approved.

24 ANNUAL GOVERNANCE RETURN 2020/21

The Annual Governance Return was completed with the end of year figures for 2020/21. Councillor Lee-Potter approved the Annual Governance Return, Councillor Clarke seconded and all voted in favour. The Chairman duly signed the Return.

RESOLVED: the Annual Governance Return for 2020/21 is approved.

25 OUTSIDE BODIES REPRESENTATIVES

Members volunteered for the roles to represent the Council on outside bodies (see appendix I). Councillor Lee-Potter proposed to approve the outside bodies en bloc, Councillor Barrett seconded and all agreed.

26 PLANNING

Councillors considered the following planning applications received and made the following comments:

Application No: [H/21/90335](#)

Address: 129 PITMORE ROAD, EASTLEIGH, SO50 4LS

Description: Single rear extension, remodelling of roof to provide first floor accommodation and addition of rear dormer

Comments: No objection

Application No: [T/21/90467](#)

Address: 30 BROOMHILL WAY, EASTLEIGH, SO50 4RL

Description: 1 no. Oak (T1) - Reduce lateral branches to the south and east by up to 2m

Comments: Subject to the agreement of the Borough's Tree Officer

DRAFT COLDEN COMMON VILLAGE DESIGN STATEMENT SUPPLEMENTARY PLANNING DOCUMENT (Local Plan Regulations 13 consultation)

Members noted the draft revised Colden Common Village Design Statement (VDS) prepared by Colden Common Parish Council. No comments were made.

Application No: [T/21/90528](#)

Address: 142 PITMORE ROAD, EASTLEIGH, SO50 4LT

Description: 1 no. Oak - to crown lift to 5m, to thin the crown by 15%.

Comments: Subject to the agreement of the Borough's Tree Officer

Application No: [T/21/90537](#)

Address: 59 ALLBROOK KNOLL, EASTLEIGH, SO50 4RY

Description: 1 no. Goat Willow (T1) - to fell

Comments: Subject to the agreement of the Borough's Tree Officer

Application No: [H/21/90460](#)

Address: 94 PITMORE ROAD, EASTLEIGH, SO50 4LW

Description: Single-storey side extension following demolition of existing garage

Comments: No objection

Councillor Betts left the meeting at this point. Councillor Palmer took the chair.

Councillor Daniels left the meeting.

Application No: [H/21/90364](#)

Address: 3 OAKFIELDS, EASTLEIGH, SO50 4RP

Description: Two storey front and rear extensions, first floor front and side extensions, single storey rear and side extensions and part garage conversion

Comments: No objection

Councillor Betts re-joined the meeting and took the chair.

27 DATE OF NEXT MEETING

The date of the next meeting is scheduled to take place on Tuesday 22 June 2021, commencing at 7pm. The meeting will be held at the Scout Hut, Boyatt Lane and will be subject to a Covid Risk Assessment.

This was all the business and the meeting closed at 8.00pm

Signed Chairman



ALLBROOK PARISH COUNCIL

Outside Bodies - Current

Allotment Site meeting representative
Eastleigh District Association of Local Councils

David Betts
David Betts
Nancy Palmer

Southampton Airport Consultative Committee

Mary Freemantle
David Betts (Reserve)

Footpath representative

Paul Handley-Garland

Transport representative

Richard Daniels

Newsletter Editor

Beccy Lee-Potter
Nancy Palmer

Allbrook in Bloom

Nancy Palmer

Scouts

Mary Freemantle

Tree Wardens

Paul Handley-Garland
Richard Daniels

Youth Provision

Joanna Barrett