



# Sway Parish Council

Jubilee Field Pavilion, Station Road, Sway, SO41 6BE

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(v2) 22<sup>nd</sup> November 2019

All members of Sway Parish Council are hereby summoned to attend a meeting **at the Jubilee Field Pavilion, Station Road, Sway, SO41 6BE on Thursday 28<sup>th</sup> November 2019** commencing at **7.00pm** for the transaction of the business below.

*KWalding*

Katie Walding

Clerk & RFO

## AGENDA

### 1. Public Participation

An opportunity for members of the public to raise issues of concern or interest, to ask a question or make a statement. Public participation will be conducted in accordance with Sway Parish Council's Standing Orders 3(a) – 3(k), with no individual speaker exceeding a maximum of three minutes. All public participation, and the duration of this item will be at the discretion of the Chairman.

### 2. Apologies

### 3. Declarations of Interest

### 4. Minutes of the previous Meeting – to approve the Minutes of the meeting on 24<sup>th</sup> October

### 5. District Council – to receive an update of New Forest District matters from Cllr Barry Rickman

### 6. County Council – to receive an update of Hampshire County matters from Cllr Keith Mans

### 7. Chairman's Report

- a. Vice Chair – to note the arrangements for a deputy to the Vice Chair

### 8. Clerk's Report and Correspondence

### 9. Planning & Transport Committee (PaTC) (Cllr Willis) – to receive an update from the meeting on 14<sup>th</sup> November

- a. Church Lane Development (Cllr Willis) – to consider and approve the following recommendations from the PaTC:

1. An initial budget of £6500 to be allocated to the Church Lane development project.
2. A working group including councillors, local residents, and others, to be formed to try to influence the development – including the provision of affordable housing, and infrastructure and amenity provision including the use of the lower part of the field, within the 400m zone, to ensure a balance between natural local ecology and access.
3. An independent external assessor to be employed to carry out a viability test and/or comment on what the developers and/or NFNPA produce.
4. A planning agent to be employed to help make Sway's case more effectively.
5. The work of the Parish Council and Working Group to be widely publicised on the web, in Sway News, A&T etc., if necessary paying for advertising space and/or a professional external publicity agent.

FOR ANY ENQUIRIES REGARDING THIS MEETING PLEASE CONTACT THE CLERK



10. **Neighbourhood Plan Review (Cllr Tarling)** – to receive a report from the closed meeting held on 21<sup>st</sup> November
11. **Parish Event to celebrate VE Day and Sway PC 125year anniversary (Cllr Bampton)**  
To consider and approve the arrangement of an event on Saturday 9<sup>th</sup> May 2020 to be hosted by the Parish Council, at Stanford Rise Green (with Village Hall as back up); including a budget of £400
12. **Amenities**
  - a. **Tree Survey (Clerk)** - to note required works and to consider approval of quote
  - b. **Plumbing works (Clerk)** – to consider approval of quotes:
    - i. Replacement of 5 original TMVs and associated pipework: £1315+VAT
    - ii. Replace both temperature and pressure relief valves and tundishes on both cylinders: £581.37
  - c. **Carpet Cleaning (Clerk)** – to consider approval of £160 for full commercial carpet wet clean, including treatment with anti-bacterial detergent
13. **Finance:**
  - a. **Payment Schedule (Cllr Pepper)** – to receive and approve for November 2019
  - b. **Bank Reconciliation (Cllr Pepper)** – to receive and approve for October 2019
  - c. **Draft Budget for 2020/21 (Cllr Pepper/Clerk)** – to consider approval of the proposed budget and earmarked reserves, as recommended by the FWG
14. **HR Working Group (Cllr Bowler)** – to receive an update
15. **Youth Centre (Cllr Len Thomas)** – to receive an update
  - a. **Trustee for Sway Youth Centre Charity Company (Clerk)** – To consider nomination of a Councillor as a Trustee in accordance with the lease between Sway PC and the Winchester Diocese
16. **Other items for discussion** – from Councillors
17. **Items for the Next Agenda** – from Councillors and/or the Clerk
18. **Date of the next meeting** – Thursday 19<sup>th</sup> December at 7:00pm

**Exclusion of public and press:**

At this point, the Chairman will move the following resolution: That, considering the confidential nature of the business to be transacted, the public, including the press, be excluded from the remainder of the meeting, in accordance with Standing Orders 3(d).

19. **HR Working Group – staffing matters**
  - a. To receive a summary of the Clerk's appraisal
  - b. To consider approval of updated working arrangements as per HRWG recommendations
  - c. To consider approval of the Clerk's attendance at the SLCC Practitioners Conference, in February 2020, as per HRWG recommendation