

**Minutes of the Full Council meeting
held on Monday, 28 April 2025 at 19:30
held in Kings Worthy Community Centre, Fraser Road**

Attendees

Councillors Signe Biddle, Colin Cossburn (Chairman), Ray Elliott, Emily Fish, Ian Gordon, Philip Horne, Tim Paget & Charlotte Smith

Mark Sullivan (from PC/25/063 onwards)

Clerk(s)

Parish Clerk (Christopher Read)

Apologies

Cllr Dorry Lawlor (the council resolved to approve Cllr Lawlor's reason for absence)

Cllr Mandy Hallisey (the council resolved to approve Cllr Hallisey's reason for absence)

County & City Councillor(s)

None.

Members of the public

One (Until PC/25/063).

PC/25/061 – Public Question Time [Please note that this is the only time that the public are able to speak and is limited to 5 minutes per subject]

None.

PC/25/062 – Review of COVID-19 meeting recommendations

None.

PC/25/063 – Co-option to fill Councillor vacancies

Mr Sullivan gave a short presentation as why he wishes to stand as Councillor.

A vote was held by show of hands with all Councillors in favour of co-opting Mr Sullivan onto the Parish Council. Cllrs Sullivan then signed his acceptance of office form.

PC/25/064 – To receive written reports from City & County Councillors and Parish Councillors following external meetings

A copy of the County Councillor's report had been circulated to the Councillors before the meeting. Cllr Jackie Porter summarised her report to attendees.

A copy of the City Councillor's report had been circulated to the Councillors before the meeting. Cllr Jackie Porter and Cllr Steve Cramoysan summarised their report to attendees.

PC/25/065 - Agree and sign the Minutes of the Meeting held on 31 March 2025

The minutes of the previous meeting were agreed as a true record of the meeting signed by the Chair.

PC/25/066 - Matters arising from the meeting held on 31 March 2025

None.

PC/25/067 - To receive the minutes of the committees:

- Recreation & Amenities Committee – 10 March 2025 - A copy of the minutes had been circulated to Councillors before the meeting.
- Finance, Administration & Remuneration Committee – 16 April 2025 - A copy of the minutes had been circulated to Councillors before the meeting.
 - Utility supplier for Kings Worthy Community Centre – It was agreed to ratify the decision to proceed with a 24-month fixed price contract from Octopus Energy.
 - Request for the Parish Council to take over the running of Tubbs Hall – The committee has agreed in principle to enter into negotiations with the management committee to discuss the Parish Council taking over the running of the hall.
- Planning & Highways Committee – 22 April 2025 - A copy of the minutes had been circulated to Councillors before the meeting.

PC/25/068 – Lovedon Fields – Update on the allotment site including costs for allotment site preparation, status of works and access

Cllr Cossburn noted that Winchester City Council have approved the Council's CIL grant.

Cllr Cossburn updated Councillors on the current status of the works on site including the laying of bark, ongoing fencing works, plot marking and offer of early access to future allotment holders.

Cllr Cossburn and the Clerk had met with Southern Water on the day of the meeting to try and locate the water supply connection point.

PC/25/069 – Council communications

- Parish Council annual printed newsletter – including approval of quotations for printing, fulfilment and postage –

Two quotations had been obtained and Councillors reviewed them.

Quotation A = £2,861.47

Quotation B = £2,640.00

It was agreed to proceed with quotation B from Hampshire Printing Services at a total cost of £2,640.00 (ex. VAT).

- Items of inclusion in Council communications –
 - Grounds Maintenance – switch to vegetable oil based fuel.
 - Consultations & local government plans including public engagement.

Cllrs were asked to submit items to the office by the end of the week.

(Cllr Sullivan left at this point)

PC/25/070 – Review & approve the model publication scheme and draft guide on information published as part of the scheme

A copy of the model scheme and guide had been circulated to all Councillors before the meeting. It was unanimously agreed to adopt the model scheme and guide on information published.

PC/25/071 – Update on replacement adult exercise equipment at Eversley Park including project management and installation date (if available)

Cllr Cossburn confirmed that Ridge & Partners have assigned us a project manager.

The contractor has been informed of the new topsoil supplier, and we are waiting for both confirmation of the resultant cost reduction and works start date.

PC/25/072 - Parish Council walkabout – Confirmation of date and items to cover

Clerk to check that dates have been sent to all Cllrs and if not, re-send.

PC/25/073 – Councillors training courses – confirmation of courses that Councillor are to attend

Dates have been circulated; Cllrs to confirm to the Clerk which course date they can attend.

Action – Cllrs to confirm date they can attend.

PC/25/074 – Arrangements for the Annual Parish Meeting

Due to Tubbs Hall being in use for this year's Annual Parish Meeting, it was agreed to book the school hall for the meeting. If unavailable, the committee room will be used.

Action – Book school hall for meeting.

PC/25/075 – Clerk's Notices

None.

PC/25/076 – Chairman's Notices

Cllr Cossburn reminded Councillors that a person cannot be proposed for the position of Chair or Vice-Chair without being asked if they wished to stand first.

PC/25/077 – Items for discussion at the next meeting on 28 April 2025

IT policy

Approval of end of year accounts including March statement of accounts report

Approval of Council's asset register

Meeting Closed at 20:49

Signed:

Date: