

HAMBLE-LE-RICE PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING HELD ON
MONDAY 13TH JUNE 2016 AT THE ROY UNDERDOWN PAVILION,
COLLEGE PLAYING FIELDS, BARON ROAD, HAMBLE-LE-RICE AT 7.30 PM**

Present

Cllr S Hand – Chairman
Cllr P Beach
Cllr M Cross
Cllr S Hamel
Cllr C Palmer
Cllr D Phillips
Cllr D Rolfe
Cllr S Schofield
Cllr I Underdown

In Attendance

Brendan Gibbs – Clerk to the Council
Jeanette Symes – Assistant Clerk
Jacqueline Panakis – Minutes Secretary
Steve Emery – Member of the Public
Mr Nick Rose – Member of the Public
Rev Graham Whiting – Member of the Public
Mr Simon Gardiner – Member of the Public

To Receive Apologies for Absence

249/61/16 Apologies had been received from Cllr S Cohen, Cllr T Hughes and Cllr E Lear.

Declaration of Interest

250/61/16 Cllr Beach declared a dispensation regarding the Foreshore and Dinghy Park; Cllr Cross declared an interest in Planning; Cllr Hand declared a dispensation relating to the Foreshore and Dinghy Park, and membership of the Royal Southern Yacht Club; Cllr Hamel declared a dispensation relation to the Foreshore and Dinghy Park; Cllr Underdown declared a dispensation regarding the Foreshore and Dinghy Park and the River Hamble.

To Accept the Minutes of the Council Meeting held on 23rd May 2016

251/61/16 The following corrections to the minutes were made: Item 52/21/15 page 3, 5th paragraph, 3rd line from bottom should read: “the Clerk to liaise with Mr Emery to arrange a site visit for all members of the Parish Council.”; Item 52/21/15, page 3, add to the 5th paragraph: “Cllr Phillips asked that the Clerk provided all Council members with the original specifications for the toilets.” Item 208/51/16, page 4, 6th paragraph, second line, should read: “The Council asked the Clerk to write to Eastleigh Borough Council saying to their knowledge the Caravan Park has not been residential and the Council was against it becoming a residential site”. Item 241/52/16, page 5, final paragraph, lines 2 and 8 the Clerk was recorded with a lower case C.

Chairman's signature

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Cllr Underdown proposed, Cllr Phillips seconded and all agreed and IT WAS RESOLVED that the minutes of the meeting held on 23rd May, with the above corrections, was a correct record and was then signed by the Chairman.

Mr Diccon Bright, Local Area Co-ordinator

252/61/16 Cllr Hand welcomed Mr Bright to the meeting, who had been invited to talk to the Council about Developers Contributions and HYPE. Mr Bright explained that, at present, Eastleigh Borough Council was still working with Developers Contributions under existing Section 106 arrangements. This required developers to provide funding for the community to mitigate the effects of development and could be used for projects such as affordable housing, sustainable transport, parks, open spaces and public art. Eastleigh Borough Council was responsible for how funding was apportioned to project areas.

There is a new system being introduced called the Community Infrastructure Levy (CIL). Funding under this will be held by the Borough Council for the whole of the Borough Council area, and each Parish will have to submit project bids to acquire funding. This will provide a Borough wide approach, rather than the local focus which presently operates. Parish Councils with Neighbourhood Plans would have an advantage in this system as more funding would be available to them. However, a Parish Council's Neighbourhood Plan will need to take account of Eastleigh Borough Council's Plan, and also take into account National, County and Borough Policies. Under the CIL there may be more flexibility in the use of this funding.

Mr Bright mentioned that there were no representatives at a recent meeting of Planning and Engineering Officers at Eastleigh Borough Council when Coronation Parade was being discussed. The next meeting was on 5th July and he strongly advised that a member of Hamble Parish Council be present as in all probability the proposals for Coronation Parade would be finalised then and a consultation drawn up to be circulated to residents over the summer.

Mr Bright said that he had received confirmation from Hampshire County Council that they will continue to fund HYPE for the second part of the financial year, up to the end of March 2017. However, going forward from that time required the parties involved in the project to decide what services they wished to continue to provide and how this was going to be funded.

Public Session

253/61/16 Cllr Hand welcomed Father Whiting and Mr Gardiner to the meeting who individually spoke to the Council about the annual event "Carols in the Square", which was organised by Father Whiting. This was a community event and not a Church event per se. It has grown in popularity over the last 20 years and now approximately 800 people attend from both the Parish area and beyond. The PA system used is now proving to be inadequate due to the volume of people attending the event, plus its efficiency is often compromised by poor weather conditions such as wind and rain. Father Whiting requested a grant of £500 from the Parish Council for the event this December: £360 would be spent on a professional PA system and the remainder on sweets/Christmas hats for the children who attend. A collection is made at the event, but monies from this are usually given to the designated charities for the year.

Cllr Hand informed them that, in order to apply for a grant, an application form had to be completed. Following this the application would be considered at the next available meeting of the Parish Council. Cllr Hand advised that Father Whiting and Mr Gardiner obtain the form from the Clerk and start the process moving. Cllr Hand thanked both Father Whiting and Mr Gardiner for their presentation and

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mentioned that application could also be made to the Local Area Co-ordinator in future as they also held funds for such events. **CLERK**

Father Whiting and Mr Gardiner left the meeting at 8 pm.

Mr William Pepper: Honouring his 49 years' Service on the Parish Council

254/61/16 Cllr Hand, Cllr Underdown and the Clerk met with Mr Pepper recently to discuss with him their proposal to confer on him Honorary Freedom of the Parish. This was a new honour which was facilitated by The Local Democracy, Economic Development and Construction Act 2009: this is a symbolic title which did not confer any particular rights to those it is awarded to. Mr Pepper was very pleased with this suggestion. Cllr Hand proposed, Cllr Underdown seconded and all agreed and **IT WAS RESOLVED** that Mr William (Bill) Pepper should be awarded the Honorary Freedom of the Parish.

A presentation of the framed certificate, plus a vellum scroll has been organised at Hamble Club at 6.30 pm on Monday, 20th June. Invitees included all surviving past Chairs, the local County Councillor and MP, local Police Officers and the Local Area Co-ordinator. It was anticipated there would also be a picture of Mr Pepper placed in the meeting room at Roy Underdown Pavilion and, if a public bench was sited at Coronation Parade, the council would like to put a small plaque on it recognising the contribution that Mr Pepper made to the Parish of Hamble-Le-Rice.

Planning and Development Control

To consider any Planning Applications

255/61/16 *F/16/78524 Single storey front extension linking garage to house at 6 Emmons Close, Hamble-Le-Rice, Southampton SO31 4QF.*
Cllr Underdown proposed, Cllr Hand seconded and the majority agreed (Cllr Cross abstained) and **IT WAS RESOLVED** that the decision be left to the Planning Officer. **CLERK**

256/61/16 *F/16/78420 Hip to gable roof enlargement, box dormer to rear and loft conversion at 15 Kings Avenue, Hamble-Le-Rice, Southampton SO31 4JU.*
Cllr Underdown proposed, Cllr Phillips seconded and the majority agreed (Cllr Cross abstained) and **IT WAS RESOLVED** that the decision be left to the Planning Officer. **CLERK**

257/61/16 *F/16/78536 Roof light in rear elevation at Apartment 2 Waterside, 18 Marina Drive, Hamble-Le-Rice, Southampton SO314PL.*
Cllr Underdown proposed, Cllr Hand seconded and the majority agreed (Cllr Cross abstained) and **IT WAS RESOLVED** that the decision be left to the Planning Officer. **CLERK**

258/61/16 *N/16/78596 Notification of intent: Fell 4no cypress trees at Manor Cottage, The Green, Green Lane, Hamble-Le-Rice, Southampton SO314JB.*
Cllr Underdown proposed, Cllr Hand seconded and the majority agreed (Cllr Cross abstained) and **IT WAS RESOLVED** that the Parish Council objects to this application and cites the following reasons:

- (a) There was no evidence attached to the application to justify work to any of the trees. Claims of damage caused to walls and overhead cables are not supported with photographic or other evidence.
- (b) The trees add significant amenity value to the Hamble Conservation Area and every effort should be made to save them.
- (c) The trees are in a healthy condition.

Should the views of the Parish Council differ from that of the delegated officer we would like to request that the application be determined by the BHH Local Area Committee. **CLERK**

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259/61/16 C/16/78598 *Single storey rear extension and extension of external terrace, installation of 3no. roof lights and dormer window with Juliet balcony to front elevation at Ferryside, The Green, Green Lane, Hamble-Le-Rice, Southampton SO314JB.*

Cllr Underdown proposed, Cllr Beach seconded and the majority agreed (Cllr Cross abstained) and IT WAS RESOLVED that the decision be left to the Planning Officer. **CLERK**

260/61/16 F/16/78607 *Single storey side and rear extension at 25 Beaulieu Road, Hamble-Le-Rice, Southampton SO314JL.*

Cllr Underdown proposed, Cllr Rolfe seconded and the majority agreed (Cllr Cross abstained) and IT WAS RESOLVED that the decision be left to the Planning Officer. **CLERK**

261/61/16 F/16/78538 *Installation of floating pontoon between piles G53 and G54. Piles G53 and G54, River Hamble.*

Cllr Underdown proposed, Cllr Hand seconded and the majority agreed (Cllr Cross abstained) and IT WAS RESOLVED that the decision be left to the Planning Officer. **CLERK**

262/61/16 N/16/78636 *Notification of intent to fell 1no. Sweet Chestnut at Mayfield, 2 Solent Meadows, Hamble-Le-Rice, Southampton SO314JH*

Cllr Hamel proposed, Cllr Underdown seconded and the majority agreed (Cllr Cross abstained) and IT WAS RESOLVED that the Parish Council objects to this application and cites the following reason.

(a) This tree had high amenity value; the amount of work being requested is considered excessive and would be detrimental to the amenity value of the area with no guarantee of a suitable replacement tree being planted.

Should the views of the Parish Council differ from that of the delegated officer we would like to request that the application be determined by the BHH Local Area Committee. **CLERK**

263/61/16 F/16/78638 *Temporary siting of Portakabins for office use (3 year period) at Mercury Marina, Satchell Lane, Hamble-Le-Rice, Southampton SO314HQ.*

Cllr Hand proposed, Cllr Underdown seconded and the majority agreed (Cllr Cross abstained) and IT WAS RESOLVED that the Parish Council objects to this application and cites the following reason.

(a) The principle of applying for fixed period planning permissions for temporary buildings is a practice that has been undertaken by the marinas along the Hamble River for many years. (b) The Parish Council takes the view that quite often these temporary buildings are not required with limited justification for their use. (c) If there is a clearly identifiable need for a building then this should be dealt with by way of a full planning application for a permanent building. **CLERK**

To receive any Planning Decisions and Matters at Appeal

264/61/16 It was noted that planning permission had been refused for Application C/16/78177 – Conversion of garage to provide one bedroom annexe including 1no. dormer window to front at 6 Liberty Row, Meadow Lane, Hamble-Le-Rice, Southampton and Application F/16/78108 Two storey side extension and addition of rear dormer at 51 Cliffe Avenue, Hamble-Le-Rice, Southampton.

Hamble Lifeboat Station Construction Project

52/21/15 Since the last Council meeting a surveyor's report had been commissioned on the public facilities and all members of the Parish Council had been given the opportunity to visit and inspect them.

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Mr Emery said that not all members had been able to attend, and offered a further opportunity at 5 pm on Wednesday, 15th June. Cllr Hand, Cllr Underdown and the Assistant Clerk met to discuss the report, and identified further questions to ask of the Surveyors (which should be available this week). A meeting of the Leases Working Party proposed to meet during the forthcoming week to consider the report fully and an Extra Ordinary Meeting of the whole Parish Council would be required the following week to consider the recommendations from the Leases Working Party.

Mr Emery said that Hamble Lifeboat Trustee's solicitors had written to the Parish Council's solicitors regarding the signing of the lease, but had not yet received a reply. The Clerk said he would talk to their solicitors the following day to progress this. **CLERK**

The Council enquired of the present situation regarding the water supply. The Assistant Clerk said that there was a provisional date of 20th June to have this work done.

Deed of Variation regarding the Public Jetty Electrical Supply

265/61/16 There is a 60 year lease in place with Hampshire County Council regarding the provision of underground cables to serve the public jetty. As a result of the Lifeboat Station construction the old cables have been abandoned and new cables have been laid. This will require a "Deed of Variation" in order to acknowledge the changes made to the cable routes. Cllr Underdown proposed, Cllr Hamel seconded and all agreed and IT WAS RESOLVED that this document be signed on behalf of the Parish Council. **CLERK**

Mr Emery and Mr Rose left the meeting at 8.35 pm

Finance

266/61/16 To receive Orders for Payment for June 2016. The following orders were queried: Bailey Streetscene Ltd – removable bollard. This replaces the one that was removed by Southern Water at the Hamble Foreshore. Titchfield Tree Services – felling of Macrocarpa Tree. The Council asked that the invoice be passed to The Hamble Lifeboat Ltd whose contractor damaged the tree in the first place. Eastleigh Borough Council – Premises Licence (Foreshore). This was the premises licence linked to the one held by the Memorial Hall. Cllr Underdown proposed, Cllr Rolfe seconded and all agreed and IT WAS RESOLVED that the Orders for Payment for June 2016 be accepted. **CLERK**

267/61/16 The Clerk spoke about the updated Fixed Asset Register provided to the Council. This document shows the assets currently held by the Parish Council and would inform the Council's insurance schedule. Councillors' requested that a copy of this document be circulated via e-mail. The document was noted. **CLERK**

Barclays Bank Treasurer Account Mandate and Signatories

268/61/16 The Clerk said that Cllrs Cross and Hamel had completed bank mandate forms. Cllr Hand told the Council that he had contacted HALC for advice regarding the Parish Council using internet banking. He was informed that it was acceptable for Parish Councils to use internet banking. However, a system had to be put in place to safeguard the Parish Council's money. HALC suggested a system whereby the Clerk processing the ledger and journals, and 2 signatories signed off the journal. Once this was done, the payments could be processed by the Clerk. Cllr Hand proposed, Cllr Phillips seconded and all agreed and IT WAS RESOLVED that the Clerk should progress internet banking on behalf of the Parish Council. **CLERK**

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Local Authority Property Fund

463/121/15 The Clerk informed the Council that the Parish Council had significant reserves. £117,687 was held on deposit at Eastleigh Borough Council; the interest on this was only 0.5% pa, however the advantage of this investment was that the funds were safe and quickly redeemable. Councillors were asked whether they wished to invest Council funds elsewhere in order to achieve a higher rate of interest. The CCLA Property Fund was suggested – this enables Parish Councils to deposit funds for a fixed 5 year period, which attracts a rate of 4.77% gross interest. Cllr Schofield advised that this was not the time to look at investments, particularly into property funds, and suggested that the Council re-visited this issue in 2-3 months' time. **CLERK**

Cllr Hamel left the meeting at 8.50 pm.

Coach Road Parking Issues

269/61/16 Complaints had been received about inconsiderate parking in Coach Road: Councillors were supplied with photographs to illustrate these issues. Following discussion it was felt that obtaining a Road Traffic Order enabling the extension of the present double yellow lines would alleviate the problem. The Council requested that Diccon Bright investigate whether this solution could be achieved alongside the changes being proposed at Coronation Parade. PC Mark Arnold to be contacted re the car, which was parked on the highway in the wrong direction. **CLERK**

Reports from the Clerk

239/81/12 Hamble-Le-Rice Parish Council Secure Storage. The Parish Council was still awaiting Planning Permission. Another Councillor was required for this Working Party.

205/61/13 Path from Well Lane to Marina Drive. The Clerk had contacted a solicitor at Eastleigh Borough Council for assistance relating to the management of this path, however, on chasing up a reply, the solicitor was no longer working at the Borough Council. Mr Bright was asked to ascertain if the Council's query had been passed to another solicitor to deal with.

111/32/15 Eastleigh Borough Council Developer Contributions. No further information available.

275/71/15 Hamble Footpath 5. No further information available.

464/121/15 Westfield Common Information Boards. There was a problem with the graphics on these boards which needed to be rectified.

226/25/16 Coronation Parade Improvements. This was discussed under Minute Item: 252/61/16.

239/25/16 Request to install a Mobile Phone Mast on Council property. The Clerk would be discussing this request with the Parish Council's solicitors shortly. The Council advised that the Clerk needed to be confident that the Parish Council's solicitors had the expertise to guide the Council on such a specialist matter.

To Consider Closing the following Minute Reference

15/11/16 Macrocarpa Tree at Hamble Foreshore. This tree had been felled and the minute reference could therefore be closed.

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35/12/16 Public access and art at Oyster Quay. This issue had been resolved and the minute reference could therefore be closed.

184/51/16 Planning issues at the Hamble Foreshore. Planning permission was currently being sought and the minute reference could therefore be closed.

190/51/16 Membership of the Leases Working Party. The query regarding Cllr Beach's membership to the Working Party had been resolved and the minute reference could therefore be closed.

Cllr Hand proposed, Cllr Underdown seconded and all agreed and IT WAS RESOLVED that the above four minute references could be closed.

To Receive Reports from Borough and County Councillors

270/61/16 None had been received.

Appointments of Parish Council Representatives to Other Organisations

271/61/16 Hamble Village Memorial Hall Management Committee. Cllr Hughes had indicated his willingness to be the representative on this Committee. Cllr Hand proposed, Cllr Underdown seconded and all agreed and IT WAS RESOLVED that Cllr Hughes is appointed to the Hamble Village Memorial Hall Management Committee.

272/61/16 Hamble Primary School – Associate Governor. The Assistant Clerk said that these meetings were held monthly on a Monday between 5-7pm: only one date clashed with a Parish Council meeting. Cllr Palmer volunteered to be this representative. Cllr Underdown proposed, Cllr Hand seconded and all agreed and IT WAS RESOLVED that Cllr Hughes is appointed as the Parish Council's representative at Hamble Primary School (Associate Governor).

Hamble River Valley Forum

273/61/16 Cllr Underdown spoke to a report circulated to the Council and, as a result of matters highlighted at the Forum, proposed that the Parish Council appoint a Footpath Councillor. He was happy to volunteer for this. Cllr Hand proposed, Cllr Schofield seconded and all agreed and IT WAS RESOLVED that Cllr Underdown is appointed as Hamble Parish Council Footpath Councillor.

Cllr Underdown said any other Councillor was welcome to join him at any time during his inspections of footpaths in the Parish.

To Authorise the Clerk to Deal with Correspondence relating to Council Matters, including

From Eastleigh Borough Council

274/61/16 Correspondence relating to parking issues, including those highlighted at Coach Road. This had already been dealt with under Item 269/61/16.

From Hampshire County Council

275/61/16 No correspondence had been received.

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Other correspondence

276/61/16 Correspondence from Canon Ltd concerning the office photocopier. This copier is now 8 years old and was originally on a hire contract from Canon Ltd: the contract has now expired and the Parish Council now pays for servicing. Cllr Underdown advised that Hampshire County Council's County Supplies negotiate discounted contracts with all the large photocopier companies on behalf of all the schools and offices in Hampshire and this would probably be the most cost effective method of obtaining a new contract photocopier. The Clerk was asked to investigate and provide more than one quote. **CLERK**

Exempt Business

277/61/16 There was no exempt business.

The meeting closed at 9.30 pm.