

**HAMBLE-LE-RICE PARISH COUNCIL**

**MINUTES OF THE PARISH COUNCIL MEETING HELD ON  
MONDAY 27<sup>th</sup> 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 S Cohen – Vice Chairman  
Cllr P Beach  
Cllr M Cross  
Cllr T Hughes  
Cllr E Lear  
Cllr C Palmer  
Cllr S Schofield  
Cllr I Underdown

**In Attendance**

Brendan Gibbs – Clerk to the Council  
Jacqueline Panakis – Minutes Secretary  
Mr Clive Fish – Member of the Public  
Cllr Keith House – Eastleigh Borough Council  
Mr Steve Emery – Member of the Public  
Mr Nick Rose – Member of the Public

**To Receive Apologies for Absence**

**280/63/16** Apologies had been received from Cllr D Rolfe, Cllr S Hamel and Cllr D Phillips.

**Declaration of Interest**

**281/63/16** Cllr Beach declared a dispensation regarding the Foreshore and Dinghy Park; Cllr Cohen declared a dispensation regarding Membership of the Royal Southern Yacht Club; Cllr Cross declared an interest in Planning; Cllr Hand declared a dispensation relating to the Foreshore and Dinghy Park, membership of the Royal Southern Yacht Club and an interest in Footpath No 5; Cllr Lear declared an interest in Planning; Cllr Underdown declared a dispensation relating to the Foreshore and Dinghy Park and the River Hamble.

**To Accept the Minutes of the Council Meeting held on 13<sup>th</sup> June 2016**

**282/63/16** Cllr Underdown proposed, Cllr Hughes seconded and all agreed and **IT WAS RESOLVED** that the minutes of the meeting held on 13<sup>th</sup> June 2016 was a correct record and which was duly signed by the Chairman.

**Public Session**

**283/63/16** Mr Fish enquired when the toilets on the foreshore were likely to be completed and opened. Cllr Hand explained that the Parish Council had identified what work was required to bring them up to standard and the priority was to get the unisex toilets open as soon as possible. Both the water and electricity to the toilets are now connected.

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**284/63/16** Cllr Hand informed the Council of the death of Peter Garrod who was very involved in the Parish Council's recent Jutland & Somme Commemoration service. He was an integral member of the Air Transport Auxiliary during the Second World War.

**285/63/16** Cllr House said he was at the meeting to update the Parish Council on the progress of the provision of a library for Hamble. Now that the new library project has been completed in Bursledon it seemed appropriate to look at providing a library for Hamble. This work would be investigated by Eastleigh Borough Council in liaison with Hampshire County Council. The most suitable building in Hamble is the old Barclays Bank: Eastleigh Borough Council has already had their offer to buy the building accepted but this is subject to signing of contracts. Unfortunately, the building is in poor condition and will require a great deal of renovation and with Planning Permission being necessary judging from the proposal. It is anticipated that the project, once started, will take approximately two years to complete.

In Bursledon the day to day running of the library is achieved using volunteers who are organised by the Parish Council and Hampshire County Council is responsible for the weekly replenishment of the stock of books. The library will provide a community hub and have public computers available for internet access. Cllr House said he would bring further proposals to the Parish Council when they are ready.

Cllr Hughes mentioned that he had become aware that the library at Bursledon had experienced some problems. Cllr House said that the building used also had a GP's surgery and the Parish Council Office in it, as well as the library and some issues had arisen with the Community Association who had overall control of the building. Cllr Lear commented that she felt the Community needed a permanent location for a play group more than it needed a library. Cllr House suggested that Hamble Parish Council applied for funding for a play group on their 'wish list' for developers money.

Cllr Hand thanked Cllr House for his presentation and said that the Parish Council was happy that the old bank building would be utilised for this purpose.

### **Hamble Lifeboat Station Construction Project**

**52/21/15** The Clerk informed the Council that all relevant documents had been provided to the Leases Working Party and there had been an extraordinary meeting of the Council on 22 June to consider what was required to bring the public toilets to an acceptable standard. Mr Emery had been given draft details of the meeting so he was aware of the preliminary requirement ahead of this meeting.

Mr Emery said that he had become aware that the Parish Council had allowed officers at Eastleigh Borough Council to have sight of the Lifeboat Station Trustees' Chartered Surveyors Report written in December 2015.

This was a confidential report and permission should have been sought from Hamble Lifeboat Trustees before allowing a 3<sup>rd</sup> party sight of it. Cllr Hand apologised for this oversight and said that they wanted Officers at the Borough Council to have all the relevant information as the Parish Council needed to ensure that any final work on the toilets would be approved by Eastleigh Building Control.

The Parish Council felt that this was particularly important as the organisation that issued the Building Control Certificate for the construction project were unwilling to share this with Hamble Lifeboat Trustees, and consequently the Parish Council had not had sight of the Building Control Certificate either.

Mr Emery confirmed that the Lifeboat Trustees would welcome advice from Eastleigh Borough Council and enquired whether the Parish Council had received any useful information. The Clerk reported that,

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so far, no information had been received: Diccon Bright had been liaising with Officers in the Building Control Department, but so far they did not have time to consider at the documents. Cllr House agreed to look into this for the Parish Council.

Mr Emery said that he was concerned about the letter he had received from the Parish Council indicating that the Council would not sign the lease until they were satisfied that the construction of the public toilets were done to an acceptable standard. He pointed out that the Council would not be able to open the three unisex toilets at all until the lease was signed and asked the Parish Council to review their position on this point.

A meeting to discuss the identified requirements was arranged for 2 pm on Wednesday, 29<sup>th</sup> June where The Clerk, Cllr Underdown and Mr Emery would be present. Cllr Hand asked that The Clerk contact Cllr Rolfe and be notified of the meeting, as she was a member of the Leases Working Party. **CLERK**

*8.04 pm Mr Emery, Mr Rose, Cllr House and Mr Fish left the meeting.*

### **Planning and Development Control**

#### **To consider any Planning Applications**

**286/63/16** *F/16/78629 First floor rear extension, 17 Beech Gardens, Hamble-Le-Rice, Southampton SO31 4LE.*

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

**287/63/16** *C/16/78651 Construction of 1 no two storey four bedroom dwelling and detached garage, following demolition of No's 1-3 Wessex Manor Flat, 1-3 Wessex Manor, Satchell Lane, Hamble-Le-Rice, Southampton SO31 4HS.*

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

**288/63/16** *F/16/78721 Two storey replacement building for marine industry supplies and services with associated boat, car and cycle storage, Port Hamble Marina, Satchell Lane, Hamble-Le-Rice, Southampton SO31 4NN.*

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

**258/61/16** *N/16/78596 Application to fell 4no cypress trees at Manor Cottage, The Green, Green Lane, Hamble-Le-Rice, Southampton SO31 3JB.*

There was further discussion regarding the felling of these trees, and the Clerk was asked to express the Parish Council's wish that replacement trees be planted. **CLERK**

**208/51/16** *Land and Premises at Riverside Caravan Park, Satchell Lane, Hamble-Le-Rice.*

Cllr Hughes mentioned that the caravans on this site have now all been demolished. There is a legislative gap which can be employed to put permanent caravans on such land and that the Parish Council needed to be vigilant to ensure that this did not happen at Riverside Caravan Park. Cllr Hughes undertook to investigate the current situation there.

#### **To receive any Planning Decisions and Matters at Appeal**

**289/63/16** There were no Planning Decisions or Matters at Appeal to report.

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## **Finance**

**290/63/16** To receive the Bank and Petty Cash Reconciliations for May 2016. The Clerk said that the reports were in the papers for the meeting: there were some outstanding unrepresented cheques. Cllr Underdown proposed, Cllr Lear seconded and all agreed and IT WAS RESOLVED that the Bank and Petty Cash Reconciliations for May 2016 be accepted. **CLERK**

**291/63/16** To receive the May 2016 Salary Journal. The Clerk pointed out that the Hampshire County Council information control figure would be larger from now on.

Cllr Underdown proposed, Cllr Hand seconded and all agreed and IT WAS RESOLVED that the salary journal for May 2016 be accepted. **CLERK**

**268/61/16** Internet Banking. The Clerk confirmed that he had commenced the process to organise this for the Parish Council. At present The Clerk needed to ensure that that there were sufficient bank mandates completed and he would be chasing these.

## **Parish Council Office – Locum Support during the Clerk’s absence July and August 2016**

**292/63/16** Cllr Hand explained that the outgoing Council had agreed to The Clerk having a month’s leave during July and August 2016. It is considered that extra help should be available to the Assistant Clerk during this period to ensure Parish business continues to run smoothly.

The Clerk outlined the options to be considered: (1) the present Minutes Clerk be asked to work in the front of office to keep the public enquiries office open, freeing the Assistant Clerk to work on ongoing Parish Business in the Clerk’s office; (2) former Assistant Clerk (Jackie Bevis) be asked to work extra hours, in addition to the Minutes Clerk, to support the work of the Parish Council; (3) that a CILCA qualified, experienced Parish Clerk who is presently unemployed be asked to work, specifically to cover management of contracts.

The Clerk expressed particular concern that the issues surrounding the Lifeboat Station were coming to a climax during his absence, and it would require experienced handling and this is where option (3) would be of particular value. This will be discussed at a meeting of the Personnel Working Party shortly, who will be guided by The Clerk’s advice as to the best option.

## **Reports from the Clerk**

**239/81/12** Hamble-Le-Rice Parish Council Secure Storage. The Parish Council are still awaiting Planning Permission. The Clerk said that the new Council needed to appoint a new Storage Buildings Working Party for the Council. Cllr Hand proposed, Cllr Underdown seconded and all agreed and IT WAS RESOLVED that the Storage Buildings Working Party would comprise of Cllr Cross, Cllr Underdown, Mr Richard Clarke and The Clerk. **CLERK**

**206/61/13** Path from Well Lane to Marina Drive. There has been a new management company appointed by the flats in the Drive and this company have been in communication with the Parish Council requesting information: they appear to be anxious to resolve issues adequately.

The new management company are also engaging with the RAF Yacht Club and Eastleigh Borough Council. It was noted that the path was, at present, almost impassable and Councillors asked The Clerk about Parish Groundstaff clearing it. The Clerk informed the Council that this could set a precedent for the Parish Council maintaining land that did not belong to them.

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Cllr Underdown said after the success of improving the awareness and signage of the public art and viewing area at Oyster Quay, work was now progressing on improved signage to the public viewing area along this path. The Clerk said he had not yet received a replay from the Royal Air Force Yacht Club regarding permission to put a sign on its fence.

- 111/32/15** EBC Developers Contributions. Further information is given in item 294/63/16 below.  
**275/71/15** Hamble Footpath No 5. The definitive line of this footpath was marked out recently.

**464/121/15** Westfield Common Information Boards. These were installed on Tuesday 22<sup>nd</sup> June: on Friday 24<sup>th</sup> a Parishioner reported to the Parish Council office that they had been vandalised with a covering of paint.

Cllr Schofield said that she had spoken to PCSO Davenport, who had confirmed that it was worthwhile putting information on social media about this with the objective of possibly catching the person responsible. The litter bin had the word “BAZ” painted on it, and the Police confirmed that this person had caused similar vandalism in the area.

The Boards had cost £650 to create and install.

**236/52/16** Barclays Bank Treasurers Account Mandate. The Clerk said that he was still waiting for a couple of Councillors to return their Bank Mandate forms.

**241/52/16** Somme and Jutland 100<sup>th</sup> Anniversary Commemoration. The Council thanked the Clerk for organising this event and asked that the Clerk pass on their thanks to the Groundstaff for their help as well. Cllr Underdown proposed, Cllr Hand seconded and all agreed and IT WAS RESOLVED that this item could now be closed.

**254/61/16** Mr William Pepper: Honorary Freedom of the Parish. The Council thanked the Clerk and his Assistant for organising an event to present Mr Pepper with his Honorary Freedom of the Parish. Cllr Underdown proposed, Cllr Hand seconded and all agreed and IT WAS RESOLVED that this item could now be closed.

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

**From Eastleigh Borough Council**

**293/63/16** Park Sport 2016. This is advertised in the current Hamble-Le-Rice Parish Magazine, which will be circulated by the end of the current week.

**294/63/16** Community Infrastructure Projects List. A paper had been circulated listing projects in Bursledon, Hamble-Le-Rice and Hound Local Area Committee area for Open Space, Public Art and Community Infrastructure. This list was not a closed list and showed aspirational projects. Eastleigh Borough Council asks that Parishes inform them of the projects they have aspirations for so they can be considered for Developer’s Contributions.

**From Hampshire County Council**

**295/63/16** Correspondence between Cllr Underdown and Hampshire Highways concerning the repairs at Hamble Quay. The Council noted the work Cllr Underdown had done in this respect for the Parish Council.

**Other correspondence**

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**296/63/16** Correspondence from Fisher-German Ltd regarding abandoned pipelines. These pipes are owned by the Government, but have been formally abandoned by them. The Council noted that they would have to pay to remove these pipes. Cllr Hand proposed, Cllr Schofield seconded and all agreed and IT WAS RESOLVED that the Council were satisfied that these pipes could be left in situ.

**297/63/16** Correspondence regarding metal detecting within the Parish – Heather Gardens and the Donkey Derby Field. Cllr Underdown proposed, Cllr Hand seconded and all agreed and IT WAS RESOLVED that the Parish Council should grant a one year licence commencing on 1<sup>st</sup> July. **CLERK**

**298/63/16** Correspondence from Mr William Pepper thanking the Parish Council for his Honorary Freedom of the Parish.

**Exempt Business**

**299/63/16** There was no exempt business to be discussed.

*The meeting closed at 8.50 pm.*