

Hamble-le- Rice Parish Council



Pre Meeting – Annual Foreshore Users Meeting – 6.30 – 7.00pm

Followed by

COUNCIL MEETING

Monday 13th November 2017 at 7.00pm

Roy Underdown Pavilion, Baron Road, Hamble-le-Rice

AGENDA

1. Welcome
 - a. Apologies for absence
 - b. Declaration of interest and approved dispensations
 - c. To approve minutes of the Full Council Meeting 9th October 2017
2. Public Session

Community and Partnership

3. Hamble River Harbour Authority – Jason Scott
4. GE presentation – group presentation
5. Donkey Derby Field allocation – Report Attached
6. Memorial Bench requests – Report Attached

Updates and reports for noting

7. Working groups and community plan – verbal updates
8. Clerks Report – Report attached
9. Annual footpath – Member Report
10. HRVF report – Member Report

Planning

| | |
|-------------|--|
| NC/17/81662 | Various Tree works - Refer to the notification for further details LUKES CLOSE, HAMBLE-LE-RICE |
| O/17/81637 | Proposed residential development for up to 48 dwellings with new access, roads and parking, landscaping and ancillary works, including relocation of substation(access only to be considered LAND TO THE SOUTH AND EAST OF THE PLOUGH INN, PORTSMOUTH ROAD, BURSLEDON |

11. Protocol for dealing with housing applications over 25 units

12. Fareham Borough Councils Local Plan – information attached

Finance, compliance and governance

13. Recommendations from the Burial, Asset Management Committee and the Dinghy Park Working Group

14. Bank Reconciliation and suppliers

15. Payments

16. Fees and Charges and Grants 2018/19

17. Card payments

Exempt Business - To propose and pass a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press for the discussion of the following matters where publicity might be prejudicial to the special nature of the business.

Amanda Jobling
Clerk to the Parish Council
clerk@hamblepc.org.uk

Date

HAMBLE-LE-RICE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY, 23rd OCTOBER AT THE ROY UNDERDOWN PAVILION, COLLEGE PLAYING FIELDS, BARON ROAD, HAMBLE-LE-RICE AT 7.00 PM

PRESENT:

Cllr S Schofield – Chairman
 Cllr P Beach
 Cllr M Cross
 Cllr S Hand
 Cllr I James (arrived 7.18 pm)
 Cllr D Rolfe
 Cllr I Underdown
 Cllr G Woodall

In Attendance

Mrs A Jobling – Clerk to the Council
 Mrs J Symes – Assistant Clerk to the Council
 3 Members of the Public

To Receive Apologies for Absence

383/102/17 Apologies for absence were received from Cllr T Hughes and Cllr Phillips and Cllr Cohen

Declaration of Interest

384/102/17 Cllr Cross declared an interest in planning; Cllr Underdown declared a dispensation regarding the Foreshore and Dinghy Park, Satchell Lane and the River Hamble; Cllr Beach declared a dispensation relating to the Foreshore and Dinghy Park; Cllr Hand declared a dispensation relating to membership of the Royal Southern Yacht Club and the Foreshore and Dinghy Park. Cllr Woodall declared a dispensation relating to membership of the Royal Southern Yacht Club

To Accept the Minutes of the Council Meeting held on 9th October 2017

385/102/17 Three amendments had been made to the minutes circulated: page 4 – the correct record of public landings is ‘all with the exception of Footpath 5 (RSYC)’. On page 5 the spelling of ‘that’ had been corrected. Also on page 5 the sentence ‘It was agreed that where organisations were making a charge to stall holders and users that a charge could be made’ was deleted. Cllr Underdown proposed, Cllr Rolfe seconded, all agreed, and **IT WAS RESOLVED** that the Minutes of the Council meeting held on 9th October 2017 be accepted as a true record. The Minutes, which had been duly altered, were then signed by the Chairman. The exempt minutes for the meeting of 9th October will be presented at the next meeting.

Public Session

386/102/17 A member of the public made a representation to the Parish Council regarding planning applications and protecting the character and period properties in the village. He

Chairman’s Signature: Date:

suggested that planning and listed building consents should require extensions to match the brick and roof tiles of existing properties within the conservation area of the village.

Cllr Schofield thanked him for his comments.

Community and Partnership

387/102/17 Community Orchard Mrs Saunderson spoke to the report submitted to the Council regarding Phase One of the community Orchard. The phased approach will enable the threats to the saplings such as rabbits, deer, dogs and footballs to be monitored before the planting of the next phase. It had been hoped to involve children from the Hamble schools and Brownies in the planting but due to the tight timescale this has not be possible. However, the phased approach will enable involvement from the earliest stage ie. design and choosing tree varieties for phase two. Tuesday 17th November is the expected planting date, weather permitting, for phase one consisting of 12 trees.

A manual will be provided for the Grounds Team and specialist training on pruning and care of the trees.

Cllr Underdown proposed, Cllr Schofield seconded, all agreed and IT WAS RESOLVED that option 6 of the report be approved.

388/102/17 Response to Highways England consultation The Clerk has received comments from Cllr Underdown and Cllr Cohen

7.18 pm Cllr James arrived.

Cllr Underdown proposed, Cllr Rolfe seconded and IT WAS RESOLVED that the response should be submitted with the agreed amendments.

CLERK

389/102/17 Business Engagement Feedback Cllr Cross reported that he and the Clerk had attended the meeting. There appeared to have been conflicting information given regarding the start time and only two representatives of local businesses attend. Officers from Eastleigh Borough Council gave a presentation. He suggested that the Parish Council requests a second presentation with more notice and wider publicity. The Clerk reported the topics covered were interesting. The threats and opportunities of Brexit were discussed. However, it wasn't clear how the information would be incorporated in the Local Plan.

CLERK

390/102/17 We R Hamble Consultations and emerging Community Plan

Councillors had attended a workshop before the Council meeting to review the results of the consultation and agree how to take forward the action points. This will be the subject to further reports.

Updates

391/102/17 Clerks Report

Item 7 - The Clerk updated the Council on the cost of the works to the boiler and cost of the door required for the boiler room at the Roy Underdown Pavilion. The Clerk also outlined the efforts to obtain quotations to replace the water heaters/boiler for the showers at the Roy Underdown Pavilion.

Chairman's Signature: Date:

Item 6 – Arrangements will be made as soon as possible to separate reserves across three accounts with varying notice periods.

Cllr Rolf proposed Cllr Underdown seconded and IT WAS RESOLVED that the Clerk should proceed. **CLERK**

Item 7 - The Officer at EBC leading the Coronation Parade is leaving at the end of the week. One of the traffic management tables has been withdrawn from the specification because of flood risk. The Clerk asked if the Parish Council is content to hold the account for the electricity to feed the lights for the trees. The Council discussed the merits of continuous up lights with additional capability for extra lights at Christmas. Winter time colourwash up lights, with an automatic timer to turn off after 11.00pm was agreed. **CLERK**

The Council was disappointed to hear the extra car park spaces have been reduced from 6 to 4 due to safety issues. It was agreed that the Clerk would contact EBC and request every effort is made to increase the parking provision as it is such an issue for parishioners and an up to date set of plans would be requested **CLERK**

Item 9 – GE Aviation have asked the Council to consider the use of College Playing Fields for Folland Cricket Club, the only infrastructure will be nets. The Parish Council has maintained the cricket square at considerable expenses over the past year and it has only been used once for a charity cricket match.

Cllr Rolfe proposed, Cllr Underdown seconded and IT WAS RESOLVED that the Council would enter in to discussions with G E Aviation regarding their use of College Playing Fields for cricket. **CLERK**

Item 10 – The street traders licence for The Quay issued by Eastleigh Borough Council for 12 months in September was discussed. The Clerk was asked to write to Eastleigh Borough Council to advise the Parish Council is disappointed it was not consulted and it would like to be involved in any such decisions in future. **CLERK**

Planning

392/102/17 H/17/81598 *Proposed two storey extension, detached garage and workshop 11 Verdon Avenue Hamble le Rice, Southampton SO31 4HW*

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

Finance compliance & Governance

393/102/17 Safeguarding and vulnerable adult's policy

The Clerk had circulated a report with a draft policy for consideration and approval.

Cllr Underdown suggested that adult groups using the Roy Underdown Pavilion infrequently should be allowed to adopt the Hamble Parish Council Policy with reasonable adjustments if requested. Cllr Underdown proposed, Cllr Woodall seconded and IT WAS RESOLVED to adopt the policy with immediate effect.

The meeting closed at 8:20pm

Chairman's Signature: Date:

**Bursledon, Hamble-le-Rice and Hound (BHH)
Local Area Committee (LAC)
in-year funding requests 2017/18**

1. Name and address of organisation, named contact person and contact details
Hamble le Rice Parish Council
Jeanette Symes
Assistant Clerk
Hamble Parish Council
2 High Street
Hamble le Rice SO31 4JE
2. Amount requested
£2000 Hamble le Rice Parish Council will also contribute to the costs and will incur a loss of income from the event location (Foreshore car park)
The Parish Council will also publicise the event through its monthly Village Magazine, website and face book page.
3. Total cost of project and details of other funding sought/secured or other income expected:
Total cost expected to be in the region of £3,000 to cover cost of professional market organiser, Bert & Gerts to arrange four craft and maker market events on Hamble Foreshore during 2018.
4. Purpose and expected outcomes
To showcase local craft businesses and also bring visitors to the village. There will also be a benefit to existing local businesses. Similar events have generated income of £2500 for stallholders and an additional £1000 for local businesses.
5. What will the funding actually be spent on? Please provide quotes and/or itemised list.
Organisers fees – booking stall holders, providing equipment, checking all regulations and legislation requirements are met.
Providing children's entertainment such as a Punch and Judy show
Publicising the event through their own face book page
6. Numbers of BHH residents/businesses benefitting (estimate)
The Parish Council will insist that local makers from BHH and Eastleigh Borough area are approached to book stalls.
Eastleigh Borough Council already works with this same organisation (Bert & Gerts) to book makers for a regular monthly market in Wells Place we hope the same stallholders will be attracted to Hamble in addition to makers based in Hamble Village or neighbouring Parishes.
In addition to providing an event for all ages it will create additional trade for pubs and local businesses.
7. How does the project fit with BHH and EBC priorities? (Economic prosperity, protecting the environment, health and wellbeing)
Craft and maker events were requested via the public consultation carried out during 2017

These events will help to create a sense of community, provide a showcase for local small businesses with the added benefit of bringing people to the Hamble Foreshore and improving footfall into shops cafes and pubs.

There will be economic benefit to the stallholders and local businesses.

Please return to:

Matthew Blythe

Local Area Manager - BHH

Strategy - Local Area Management

Eastleigh Borough Council | Eastleigh House | Upper Market Street | Eastleigh |

SO50 9YN



023 8068 8311 |



07584145892



eastleigh.gov.uk



@EastleighBC

For Office Use

Date received:

Date circulated:

Decision:

Recommendation: To consider the applications submitted by organisations wishing to use the Donkey Derby Field for parking during 2018

Introduction

1. Application forms and copies of the Terms and Conditions were sent out to all last year's users. Organisations holding events on the Foreshore car park were notified of the Council's decision to implement a charge to recover lost parking income. We have not received any adverse feedback regarding the introduction of the charge.

Detailed considerations

- 2 Completed application forms have been received from:
 - Hamble River Sailing Club
 - Hampshire Farmers Market
 - Hamble River Raid
 - River Hamble Games
 - RSYC – Ladies committee.
3. Nest years requests are in the table in red. Last year's bookings are in black.
4. For those who have not responded to the request for dates it is recommended that no allocation be made at this time but that confirmation is given to those that have applied. Consideration should be given to those events that are beneficial to the whole community if later requests are received.
5. A grant application to BHH is attached. This would support the organisation of craft and maker markets to be held on the foreshore. It is recommended that 4 days should be reserved for these events for the moment.

Appendices: List of applications and the grant request to BHH

27 OCT 2017

HAMBLE-LE-RICE PARISH COUNCIL



PARISH COUNCIL OFFICE
MEMORIAL HALL
HAMBLE-LE-RICE
SOUTHAMPTON SO31 4JE

E-mail: aastclerk@hamblepc.org.uk

TELEPHONE: 02380 453422
(24 HOUR ANSWERPHONE)

Amanda Jobling
CLERK TO THE COUNCIL

**APPLICATION FORM FOR USE OF THE COUNCILS FORESHORE INCLUDING THE PAY
AND DISPLAY FORESHORE CAR PARK AND THE DONKEY DERBY FIELD**

Name of Organisation/Event Host

..... HAMBLE RIVER SAILING CLUB

What facility are you wanting to use:

Foreshore

Foreshore Car Park

Donkey Derby Field

Type of
Event(s)

..... SAILING

Organiser/ Responsible
person:

Mobile phone
number:

..... 02380 452070

Email or
address:

..... ADMIN@HRLC.ORG.UK

| | |
|--------------------|---|
| Date(s) required | <u>24/3/2018, 25/3/2018,</u> <u>11/11/2018, 18/11/2018, 25/11/2018, 07/12/2018.</u> <u>6/10/2018, 14/10/2018, 21/10/2018, 28/10/2018.</u> |
| What is the event? | <u>WARMING PAN</u> <u>HAMBLE WINTER SERIES.</u> |

| | |
|--|----------------------------|
| Where is the event based? (eg Yacht Club/Sailing Club/Marina etc) | Hamble River Sailing Club. |
| How many visitors are expected | 80+ |
| How many vehicles are expected? | 40+ |
| How will the event and use of the Councils facilities be managed? | |
| Who will hold the public liability cover for the event? (Please attach a copy of the certificate) | |
| What alternative parking solutions been explored? Please specify | |
| How many traders or stall holders will be operating on the Foreshore? | NONE |
| If food is being sold who is responsible for food hygiene compliance? | N/A |
| Times of opening/closing | 7AM - 7PM. |
| How does the event benefit the wider Hamble community? | |

Additional Comments

Date... 25/10/2017

Signature... 

27 OCT 2017

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Amanda Jobling
CLERK TO THE COUNCIL

APPLICATION FORM FOR USE OF THE COUNCILS FORESHORE INCLUDING THE PAY AND DISPLAY FORESHORE CAR PARK AND THE DONKEY DERBY FIELD

Name of Organisation/Event Host

..... Hamble River Raids

What facility are you wanting to use:

Foreshore

18-5-18 - pm only + 19-5-18

Foreshore Car Park

19-5-18 only

Donkey Derby Field

19-5-18 only

Type of

Event(s)..... Annual charity Rowing Race

Organiser/ Responsible

person:..... Ann Freeman

Mobile phone

number..... 07742922974

Email or

address..... ann.freeman1@gmail.com

| | |
|--------------------|---------------------------------------|
| Date(s) required | 18-5-18 - 6-11pm 19-5-18 - all day |
| What is the event? | Annual charity Rowing Race |

| | |
|--|--|
| Where is the event based? (eg Yacht Club/Sailing Club/Marina etc) | Hamble Foreshore |
| How many visitors are expected | 499 |
| How many vehicles are expected? | |
| How will the event and use of the Councils facilities be managed? | It will be managed by committee & support crew supplied by Hamble Sea Scout Group. |
| Who will hold the public liability cover for the event? (Please attach a copy of the certificate) | Annette Dyke - This has not been completed at completion of this application, but will be submitted when reviewed. |
| What alternative parking solutions been explored? Please specify | N/A |
| How many traders or stall holders will be operating on the Foreshore? | Under discussion |
| If food is being sold who is responsible for food hygiene compliance? | Ann Freeman |
| Times of opening/closing | 18-5-18-6-11pm - Foreshore 19-5-18 10am-6pm - Foreshore, car park & D.D. Field |
| How does the event benefit the wider Hamble community? | A great spectator event, that is open to anyone to watch and compete in if they wish. |

Additional Comments The committee are planning a ticket only social event for competitors on Friday 18th May. This is currently in the discussion stage, & management plan & risk assessments are being completed.

Date.....

23.10.17

Signature... A. Freeman.....

P.T.O.

We are planning a social event for competitors and supporters on Friday 18th May on Hamble Foreshore. In all the years that the River Raid has taken place we have not done this, but over the last three to four years, we have competitors coming from much further afield, - London, Essex for example, and we would like to be able to offer an opportunity for a social event prior to the race. This is to make it more of an event for those travelling some distance.

HAMBLE-LE-RICE PARISH COUNCIL



Hamble-le-Rice Parish Council
Received
20 OCT 2017

PARISH COUNCIL OFFICE
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E-mail: aastclerk@hamblepc.org.uk

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(24 HOUR ANSWERPHONE)

Amanda Jobling
CLERK TO THE COUNCIL

APPLICATION FORM FOR USE OF THE COUNCILS FORESHORE INCLUDING THE PAY AND DISPLAY FORESHORE CAR PARK AND THE DONKEY DERBY FIELD

Name of Organisation/Event Host River Hamble Games Ltd

What facility are you wanting to use:

Foreshore

Foreshore Car Park

Donkey Derby Field

Type of Event(s) One day community sports event

Organiser/ Responsible person: Jason Scott Susie Tomson Laurie Callaghan

Mobile phone number: 077230417143 07803502577 07905609330

Email or address: admin@riverhamblegames.com

| | |
|--------------------|--------------------------------|
| Date(s) required | 16.06.2018 |
| What is the event? | One day community sports event |

| | |
|--|---|
| Where is the event based? (eg Yacht Club/Sailing Club/Marina etc) | Numerous locations on and round the River Hamble including: Royal Southern Yacht Club, Warsash Sailing Club, Hamble River Sailing Club, Hamble Foreshore and Foreshore car park and the river itself. |
| How many visitors are expected | The 2016 River Hamble Games attracted 300 competitors and we estimate that there will be a similar number in 2018. There are also many spectators and families who come to enjoy activities on the foreshore during the day. |
| How many vehicles are expected? | We encourage the use of public transport, however we anticipate in the region of 50-100 cars |
| How will the event and use of the Councils facilities be managed? | We have an organising committee of 20 members who will all be involved in managing the day with advice from the local police. The on the water activities will be managed by the Harbour Master (Jason Scott) who has ultimate responsibility for event safety. |
| Who will hold the public liability cover for the event? (Please attach a copy of the certificate) | River Hamble Games Ltd |
| What alternative parking solutions been explored? Please specify | We will encourage the use of public transport and car sharing by competitors and make them aware of other parking areas within the village. |
| How many traders or stall holders will be operating on the Foreshore? | TBC - we are planning to arrange for several food stalls and a surfing simulator as well as our own stage and podium area for medal ceremonies. |
| If food is being sold who is responsible for food hygiene compliance? | Contracted food stall holders |
| Times of opening/closing | TBC - approx 10:00 - 18:00 |
| How does the event benefit the wider Hamble community? | This event draws a large number of competitors and spectators which is good for local businesses, as well as showcasing the sports which take place on and around the river thus encouraging members of the public to participate whilst respecting the local environment |

Additional Comments

Date...19.10.2017.....

Signature.....



CERTIFICATE OF EMPLOYERS' LIABILITY INSURANCE (a)

(Where required by regulation 5 of the Employers Liability (Compulsory Insurance) Regulations 1998 (the Regulations), one or more copies of this Certificate must be displayed at each place of business at which the policy holder employs persons covered by the policy).

Policy Number - MT00989

1. Name of policyholder

River Hamble Games Limited

2. Date of commencement of insurance policy 27 February 2016

3. Date of expiry of insurance policy 26 February 2017

We hereby certify that subject to paragraph 2:-

1. The policy to which this certificate relates satisfies the requirements of the relevant law applicable in Great Britain, Northern Ireland, the Isle of Man, the Island of Guernsey, the Island of Jersey or the Island of Alderney, or to off-shore installations in territorial waters around Great Britain and it's Continental Shelf (b); and
2. The minimum amount of cover provided by this policy is no less than £5 million (c)

Signed on Behalf of Canopus (Authorised Insurer)

Stephen Snook
Chief Underwriting Officer, UK Specialty

Notes

- a. Where the employer is a company to which regulation 3(2) of the Regulations applies, the certificate shall state in a prominent place, either that the policy covers the holding company and all its subsidiaries, or that the policy covers the holding company and all its subsidiaries except any specifically excluded by name, or that the policy covers the holding company and only the named subsidiaries
- b. Specify applicable law as provided for in regulation 4(6) of the Regulations.
- c. See regulation 3(1) of the Regulations and delete whichever of paragraphs 2(a) or 2(b) does not apply. Where 2(b) is applicable, specify the amount of cover provided by the relevant policy.

The information below is not required by the Regulations:

In paragraph 1 - Name of policy holder, "policy holder" means Insured as defined in the policy.

HAMBLE-LE-RICE PARISH COUNCIL



Hamble-le-Rice Parish Council
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20 OCT 2017

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(24 HOUR ANSAPHONE)

Amanda Jobling
CLERK TO THE COUNCIL

APPLICATION FORM FOR USE OF THE COUNCILS FORESHORE INCLUDING THE PAY AND DISPLAY FORESHORE CAR PARK AND THE DONKEY DERBY FIELD

Name of Organisation/Event Host
Hampshire Farmers' Markets Ltd

What facility are you wanting to use:

Foreshore

Foreshore Car Park

Donkey Derby Field

Type of
Event(s) **Farmers' Markets and Festival attractions**

Organiser/ Responsible person: **Alex Handford**

Mobile phone
Number: **07909521745**

Email or
Address: **alex@hampshirefarmersmarkets.co.uk**

| | |
|--------------------|---|
| Date(s) required | Saturday 5th May 2018 |
| What is the event? | A Festival of Food |

| | |
|--|--|
| Where is the event based? (eg Yacht Club/Sailing Club/Marina etc) | Foreshore Car Park and Foreshore |
| How many visitors are expected | 800 visitors |
| How many vehicles are expected? | 150 |
| How will the event and use of the Councils facilities be managed? | By Hampshire Farmers' Market representatives |
| Who will hold the public liability cover for the event? (Please attach a copy of the certificate) | Hampshire Farmers' Market Ltd Public & Product liability insurance and it is a requirement each stallholder has their own Public and Product liability insurance cover up to ten million pounds. Copy certificates are held at HFM head office. |
| What alternative parking solutions been explored? Please specify | The EBC owned Square Car Park and encourage visitors to lift share, use public transport/pink ferry. In discussion with MDL to perhaps utilise the marina for parking. |
| How many traders or stall holders will be operating on the Foreshore? | Foreshore car park – 30 and family attractions on the Foreshore 5/6 |
| If food is being sold who is responsible for food hygiene compliance? | Yes – Hampshire Farmers' Markets Ltd |
| Times of opening/closing | 6:30am – 4:30pm |
| How does the event benefit the wider Hamble community? | This is a community focused event offering a taste of local food and produce and also the opportunity for local charities to showcase and promote their organisations to Hamble and a wider audience. |

Additional Comments

Date: 20th October '17

Signature: *Alex Handford*

Hamble-le-Rice Parish Council
Received

30 OCT 2017

HAMBLE-LE-RICE PARISH COUNCIL



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Memorial Hall
2 High Street
Hamble-Le-Rice
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Telephone: 02380 453422

**APPLICATION FORM FOR USE OF THE COUNCILS FORESHORE INCLUDING THE PAY
AND DISPLAY FORESHORE CAR PARK AND THE DONKEY DERBY FIELD**

Name of Organisation/Event Host

Royal Southern Yacht Club Ladies Committee

What facility are you wanting to use: Donkey Derby Field

Type of Event(s): Christmas Fayre

Organiser/ Responsible person: Ladies Committee

Mobile phone Number : To be advised later

Email or address: LadiesCommittee@royal-souther.co.uk

| | |
|--|--|
| Date(s) required | Saturday 3rd November 2018 |
| What is the event? | Christmas Fayre |
| Where is the event based? (eg Yacht Club/Sailing Club/Marina etc) | Royal Southern Yacht Club |
| How many visitors are expected | 400 |

| | |
|--|--|
| How many vehicles are expected? | 70 vehicles including stallholders |
| How will the event and use of the Councils facilities be managed? | By Ladies committee Royal Southern Yacht Club |
| Who will hold the public liability cover for the event? (Please attach a copy of the certificate) | Royal Southern Yacht club |
| What alternative parking solutions been explored? Please specify | No |
| How many traders or stall holders will be operating on the Foreshore? | None |
| If food is being sold who is responsible for food hygiene compliance? | N/A |
| Times of opening/closing | Open from 06.30 to 1700hrs |
| How does the event benefit the wider Hamble community? | Christmas fayre is open to members of the general public and brings visitors to the village |

Additional Comments

Date 30/10/2017

Signature: Carole A Gould

Recommendation:

1. To approve the installation of memorial benches, to agree location and style of benches
 2. Consider applying a 'life time term' for memorial benches
 3. Review the application, ordering and maintenance process
 4. To consider commissioning a WW 1 commemoration bench to mark next year's Centenary and possible location(s).
-

The following is prepared for consideration.

Introduction

Installation of any further memorial benches had been temporarily halted awaiting the outcome of the branding exercise however we have two applications pending, one has been pending for quite a while and another more recent.

General

Historically applicants were asked to order and pay the supplier directly for a bench and arrange delivery to the Parish Council. All the benches are constructed largely of wood and some applicants have an expectation that the benches will be maintained (varnished) on an annual basis by the Parish Council. The Grounds Team do not have time allocated in their current schedule of works to carry out maintenance other than repairs to keep benches safe and in a useable condition

The council is asked to consider if it is happy to approve the installation of the two benches at:

College Playingfields

The Council is also asked to consider if it wishes to stipulate wooden benches or benches of a different style and manufacture. Metal benches with themed motifs would create visual interest and should require little maintenance. There are nautical themed benches suitable for the water side areas, wildlife and sports themes. Examples can be seen at <https://www.davidogilvie.com/products/seats-benches>. Whilst this manufacturer is based in Scotland enquiries can be made to locate a local manufacturer



Hampshire County Supplies have a frame work contract with Leisure Bench of Leicester offering a large range of designs: https://www.leisurebench.co.uk/search/search_results

Alternatively Bailey Streetscene offer a range of contemporary wooden benches: <http://www.baileystreetscene.co.uk/street-furniture/benches/timber-1.html>

The Council could consider stipulating a particular style of bench to ensure uniformity of all new and replacement benches.

Some of the benches have reached end of life and a programme of renewal is to be considered by the Asset Management Committee. However there is currently no time limitation applied to memorial benches and it is likely that families and next of kin will expect like for like replacement and memorial plaques to be carried over on to new benches.

Nearly all the benches along the foreshore are memorial benches, some 'exclusive' as the bench was purchased by a family. This area has reached its total capacity and future applicants will have to be offered other locations around the village.

The Council may wish to consider if it is more equitable to apply a maximum term for memorial benches so that when benches need replacing due to normal wear and tear the replacement can be offered to a new applicant.

This term may vary depending on the material the bench is manufactured from – wooden benches have a shorter lifespan (10 – 15 years) than metal (20 - 25 years)

The Council may wish to consider implementing a maintenance charge on all new memorial benches to cover the cost of some of the ongoing maintenance. These funds could be set

aside and used to employ contractors to re-varnish benches as needed. The approximate cost of a wooden memorial bench is £1,000 - £1,200 plus delivery and installation.

The process for purchasing benches could be revised, depending on the Council's choice of style and manufacture. The Parish Council may wish to manage the process from order to installation, obtaining a payment in advance before an order is placed.

World War 1 Commemoration

Next year will be the centenary of WW1 and the Council may wish to consider installing a themed bench. There are several designs available from David Ogilvie, the curved half seat design could be installed around a tree in St Andrews cemetery with a matching bin. (To tie in with the recommendations of the Burial Ground Committee) Or alternatively a commemorative bench could be installed as part of the Coronation Parade refurbishment programme.



Costs

Price for WW1 bench seat is £647 +VAT +Delivery.

Price for WW1 litter bin is £468 +VAT +Delivery.

Price for WW1 half tree bench seat is £920 +VAT +Delivery.

Delivery of WW1 bench seat to Hamble is £125 +VAT,

Delivery of all 3 items above is £215 +VAT.

Lead time from point of order to delivery is 4-6 weeks.

Manufactured from steel, hot dip galvanized for weather and corrosion protection, painted in 2 pack acrylic paint in your colour of choice. The manufacturer states the benches are all virtually vandal proof, maintenance free and come with a lifetime guarantee

Recommendation:

- 1. To note the final cost of the works to the RUP boilers.**
 - 2. To note the change in supplier details for Jewsons.**
 - 3. To note the purchase of a chrome book as part of a trial to move to electronic/paperless meetings**
-

Matters arising from the last meetings

1. Following the last meeting a request was made for a further business engagement event and for a reconsideration of the loss of parking spaces at Coronation Parade. The issue of the street trader has been raised verbally and a letter will follow in due course once there is a new post holder in the relevant role.
2. Hype – An email has been sent requesting a meeting but as yet there has been no response.
3. Recruitment for Council vacancy – There was no call for an election following the resignation of Craig Palmer. An advert will be placed in the Parish magazine seeking interested people to come forward. At its meeting on the 8th January applications can be considered. In the meantime a further vacancy has arisen with the resignation of Tim D Hughes. The vacancy was published on Monday 6th November and will end Friday 24th November 2017. If no election is called for, it is proposed that this vacancy be filled via the same process as outlined above.
4. Hamble Village Memorial Hall Trustees – a meeting took place with Trustees on the 6th November to discuss the plans for amending the Parish Office layout. The changes were agreed. It also highlighted the need for a further agreement to be drawn up outlining the respective roles of the HVMH and HPC.
5. Mercury Marina consultation – The consultation on MDL's proposals will close on the 16th November. MDL have been invited to share the findings of the consultation with us. They wish to start pre app discussions with EBC towards the end of the month and from that will establish a submission timeline. An invitation has also been given regarding them attending a future Council meeting to present the final application.
6. Works to the boilers at RUP has now been completed. The final cost of all the works needed to get the boiler operational again was £1592.58 exc VAT. This included the original service, the new door, repairs and re-inspection. Other works have been held over until the timeline for refurbishing RUP is known. To reduce the operating costs of the boilers the following measures have been adopted. The boilers will only be turned on when there are weekend fixtures. It is now possible to turn on just one of the boilers and this will be the default unless there is a need for both. Last year the average cost for gas to heat water was around £300 per month. It is expected that these measures will dramatically reduce costs.

New items

7. Supplier details – Jewson have confirmed that their bank details have changed. The new details have been circulated separately to Members. Financial Regulations require these changes to be notified to Council.
8. Anti-social behaviour – Halloween prompted a spate of anti-social behaviour incidents within the village that has prompted concern and discussion on social media. Contact has been made with Hampshire Constabulary and Sgt Matt Moss will attend our next meeting on the 27 November. Details of the neighbourhood policing team can be found alongside a crime map for the area at the following: <https://www.police.uk/hampshire/10EH01/>.
9. Over the last few months different approaches to sending out information has been tried linked to Council meetings. A member has requested assistance with equipment and a Chromebook has been purchased for them. It is not unusual for Parish Councils to provide equipment or allowances to Councillors as part of the role. A detailed policy will be devised to cover this.

The book will remain the property of the Council and will need to be returned at the end of the period of service in good working order. The cost will be confirmed in the meeting.

10. Contractors have been retained to undertake tree and hedge works at the following locations: Mariners Close £200, St Andrew's Cemetery £400 and Foreshore Car Park £350.
10. Forward plan - update

| Meeting date | Council, Committee, Working Group | Scheduled items for discussion |
|--------------|-----------------------------------|---|
| 13 NOVEMBER | Council | Annual Foreshore Users Meeting 6.30pm Usage of Donkey Derby Field 2018 |
| 27 NOVEMBER | Council | Hampshire Police – Neighbourhood Policing Thematic groups feedback on progress – Community Plan. |
| 11 DECEMBER | Council | Set Budget and precept for 2018/19 Dinghy Park Working Group Branding Working Group |
| 8 JANUARY | Council | Co - opt new Council member(s) |
| 22 JANUARY | Council | |
| 12 FEBRUARY | Council | |
| 26 FEBRUARY | Council | |
| 12 MARCH | Council | |
| 26 MARCH | Council | |
| 9 APRIL | Council | Review of projects HLB public facilities and the Storage Shed |
| 18 APRIL | Council | ANNUAL PARISH MEETING |
| 23 APRIL | Council | COUNCIL meeting |
| 14 MAY | Council | ANNUAL COUNCIL meeting |
| 28 MAY | Council | COUNCIL meeting |

Hamble Heating Services Ltd

Arkenfield Stables
Allington Lane
Southampton
SO30 3HQ
Tel: 02380 455484
Email: hello@hambleheating.com

Thursday, 09 November 2017

Dear Martin,

Roy Underdown Pavillion, Hamble Sports Fields, Hamble.

Following our recent site attendance on 09.10.17 the following issues have been highlighted during the service visit:-

Door Works

Door works to be carried out for the system to comply with gas regulations and allow water heaters to be put back into service i.e. at present incorrect ventilation for appliances.

1. Cold water incoming pressure reducing valve not working correctly – Replacement required.
2. Pressure relief valves on feed pipe work to both water heaters letting by (probably caused by pressure reducing valve fault). – Replacement required.
3. Expansion vessels on both water heaters only supported on copper pipe work – these need re-siting to adjacent walls and pipe work extending to new positions.
4. Gas pipe work to water heaters (copper) has no supports – this is a requirement under gas regulations – additional pipe supports required to comply.
5. Boiler – flame/ignition probe in very poor condition – recommend replacement.

Note: - To carry out items 1, 2, and 3 water heaters will need to be drained and cold service interrupted for duration of works.

We will forward a formal quotation for the above works once we have all the prices from the suppliers.

Kind regards

John McKeivitt
Hamble Heatings Services Limited
T- 02380 455484
E- hello@hambleheating.com

Jewson Limited

Antelope Park
Gavan Street
Southampton
Hampshire
SO19 8NE

13064/128105 / 403

Hamble-Le-Rice Parish Council
Memorial Hall
High Street
Hamble-Le-Rice
SOUTHAMPTON
SO31 4JE

jewson.co.uk



Wednesday 1st November 2017

Your Account Number is: **HAMB026**

RE: A change to our sort code

You may have seen that we've recently changed our banking sort code so we wanted to let you know that this is a genuine change by our bank and there's nothing to worry about.

Because of new rules from the UK Government, all major banks have to make some updates and ours, Barclays, has changed our sort code as part of this process.

Just update your payment details for us

When you make your next payment to us – whether that's by telephone, internet or BACS – please use our new sort code: **20-62-61**. There's no change to our account number.

You might get an automated message from your bank telling you to do this, so just update it to the number above as per their instructions.

If you do accidentally use the old details (our old sort code is 20-62-53), don't worry, your payment will be transferred. This won't happen forever though, so please update the details to our Parish Council and there's no need to worry about it in the future.

For reference, our new details are:

- Sort code - **20-62-61**
- Account number - **00618691**
- Account name - **Saint-Gobain Building Distribution Limited**
- Bank - **Barclays**

Our team can help if you need them

If you've got any questions, you can speak to a member of our Credit Control team on **02476 654085**.

Yours sincerely,

Thierry Dufour
Managing Director
Jewson

Hamble-le-Rice Parish Council
Received
- 3 NOV 2017

Footpath Report 2017

Cllrs Rolfe and Underdown inspected the Rights of Way (ROW) in Hamble on the 11th and 12th October. There are many other footpaths in Hamble such as permissive footpaths, those provided through planning conditions for new developments and special recreational routes such as the Rail Trail but these were not included.

This was Cllr Rolfe's first inspection of the Rights of Way and she commented that she enjoyed it and was pleasantly surprised at their condition but she pick up a number of other items on the walk she thinks needs to be address not associated with the ROWS. Cllr Underdown reported that the Rights of Way were in the best condition that he had seen for many years. Therefore, this report will concentrate on items needing attention rather than listing every ROW as if they are not mentioned they are in good condition with the required signage.

Footpath 1 - From opposite Church to Satchell Lane alongside former airfield.

Comment: Recently cut and surrounding hedges cut back and an improvement on last year with some of the Satchell Lane responding to the Council's requests to cut back their hedges to their boundary fences to provide the 7ft full width of the ROW. Just two have not done this 99 and 133 Satchell Lane and we recommend a further letter be sent. The former airfield perimeter fence is in poor condition and nothing has been done since the letter last year. Overall in a very good condition.

Footpath 2 - Spur from Footpath 1 to Satchell Lane, adjacent to north end of Mercury View.

Signage- Way marker at Satchell Lane end covered by ivy which Cllr Rolfe removed.

Footpath 5 - From Rope Walk to waterside across RSrNYC car park.

Comment: Well signed and unlike last year no cars on it but this time the Club's launch was blocking the end of the ROW so access to the water difficult and as mentioned previously there is still no replacement ladder.

Footpath 6 - From Lower High Street to Rope Walk adjacent to King & Queen.

Comment: Surprisingly compared to other years well cut back but by the bottom end many cigarette butts, looks like a smoker's corner for a local establishment.

Footpath 7 - Road across Hamble Common

Comment: Water leak in road causing a pothole. Reported to Southern Water.

Footpath 10 - Road from entrance of West Common to Hamble Cliff Lodge.

Comment: 2 or 3 potholes appearing in road at entrance end.

Footpath 12 - From Footpath 10 to Footpath 14.

Signage - Post and markers missing at beach end.

Footpath 15 - From Foreshore Road to Hamble Ferry Sheds adjacent to Dinghy Park.

Signage - Way marker on telephone post by dinghy park entrance needs replacing as unreadable.

Footpath 502 - From Copse Lane opposite Dental Surgery to School Lane by pond.

Signage - Finger from finger post broken off at Copse lane end. Unfortunately, the tree totem sculpture has come down in the Copse alongside this ROW.

Footpath 505 - Path from opposite the Hamble Common Car Park along the boundary to Hamble Point Marina, then alongside creek to School Lane Car Park.

Comment: Same as last year there are a number of soft spots even after little rain, some are larger and will be impassable in the winter. The boardwalk is in poor and dangerous condition. EBC informed last year and despite Hamble Conservation Volunteers offering to help nothing has been done.

Footpath 506 - From Beech Close to Footpath 8 on shore.

Signage - Post and markers missing at beach end.

Overall very pleasing.

(Note - The overhanging growth from a Well Lane neighbouring property that restricted access to Footpath 4 has been cut back after a number of complaints and an elderly Hamble resident having an accident there.)

Along Footpath 1 we noticed these in the trees. Does anyone know what creature they are designed?



Hamble River Valley Forum - to receive a report from Cllr Underdown

The speaker at the recent meeting of the Forum was the Harbour Master, Jason Scott, who spoke about a number of current issues. The main one was 'Swimming in the Hamble River' which will be discussed at the next Harbour Board meeting for which he has prepared a document particularly regarding the risks involved in four areas of the river. This will focus on swimming and not anti social behaviour. A discussion followed on the activities that took place this summer which resulted in a 12 year old being charged for assault. Background on how the current plan to deal with the matter, including the reason for the byelaw, were given as well as thoughts on how to make improvements in future years.

Jason also supported the request from the Forum to provide better information for canoeists, paddle boarders etc on the facilities available to them and local advice regarding their use of the river. He was looking to put something in the Annual River Hamble Handbook and on the website. Jason gave information about the current situation regarding the harbour works consent application to extend the piers at Hamble Point Marina. Nearly all the responses to the consultation were objecting to it.

Updates were given on matters such as the progress of the Englang Coast Path and the Forum's initiative of providing a footpath link from the National Trust land north of the River Cur to the proposed footpath/cycleway along Botley Road included in the proposed new Whiteley development. Reports were also given on other recent meetings relating to the river and its valley.

Recommendation: To approve the Councils approach to planning applications of more than 25 units of accommodation

Introduction

1. The Parish Council has looked at a number of planning applications this year that has generated public interest. The Councils role as a consultee is to consider all of the information submitted by the applicant and to comment in the light of local experience. This has included hearing the views of residents and other interested parties as part of the Councils deliberations.
2. Within the next couple of months it is anticipated that two further applications for housing will be received. The recent MDL consultation has again generated a degree of public interest and ahead of the application being submitted it would be sensible to agree a process through which these applications can be considered.

Detailed considerations

3. On large applications the volume of plans and specialist supporting information can be very significant and in the absence of a planning committee it is unrealistic to expect all members to review all of the material.

Previous practice has been as follows:

-) Identify a small number of members willing to work on the application
 -) Create a task and finish group
 -) Encourage members of the public to submit their comments in advance and to allow the T&F group to consider these comments
 -) Summarise their findings and present to the Council on the evening.
4. Members are not necessarily expected to make a recommendation to Council but rather highlight salient facts.
 5. The report should be included in the council's final response albeit updated to reflect the Councils decision.
 6. Members are asked to consider whether they are happy to adopt this approach and to highlight any changes they think will improve the process.

30.10. 2017

Hamble Parish Council – Asset renewal programme

Recommendations:

1. Confirm the type of equipment to be purchased in terms of renewable energy/hybrid technology.
2. To approve the outline programme of replacements for 2018 – 2013
3. To approve the purchase of a new sit on mower

Introduction.

Most of the council's machines are over five years old and are getting towards the end of their useful lifespan. The budget setting for the next year requires us to set out an indicative programme for the future so that liabilities can be planned for.

The Council has discussed at the start of the summer a more environmentally friendly approach to the way we do business and the areas we manage. This was further reinforced by the We R Hamble Survey which found strong support for environmental measures.

With this in mind both conventional and hybrid technology has been looked at when considering our replacement programme. Commercial quality electric/ hybrid ride on mowers are not yet available but other mowers and hand held equipment is. The upfront costs are significantly higher when buying electric or hybrid technology but there are in use benefits to consider as follows:

- | | |
|--|---|
|) Lower fuel costs (consider installing solar panels) |) Fewer mechanical parts = less down time for repairs and servicing |
|) Avoidance of fuel storage and handling |) Lower levels of vibration (vibration can severely limit the range of activities carried out in a working day) |
|) Reduce risk from fume inhalation and spills | |
|) Lower noise and vibration that limits the service delivery | |

Currently commercial quality battery powered equipment is between two and a half and four times the cost of an equivalent petrol powered machine and there can be wide variations in cost as this is relatively new technology in this sector.

Background information for the sit on mower replacement

A new machine would be more efficient and economical and prove to have less downtime. Looking for quotes the basic specification of the old machine was used. The current machine would have a trade in price of around £4000 against the new ransomes machine this price has been provided by TH white, There would be trade in value from the other suppliers but this is likely to be less as the initial cost is less

| | | | |
|---------------------------|---|-------------|--|
| TH White Ransomes | HR3300 direct replacement for current machine | £28,937.00 | <i>2 year warranty</i> |
| New forest farm machinery | John Deere 1570 out front rotary mower C/W 62" rear discharge rotary deck, road registration, indicators and flashing beacon. | £17,450.00 | <i>2 year warranty *Extended 5 year warranty see below</i> |
| Carters of Swanwick | 1 x Kubota F3090 Power unit with additional equipment | £ 14,750.00 | <i>2 year warranty</i> |

The following equipment needs replacement:

| Timescale | machine | use |
|-----------|---|---|
| 2017/18 | Pedestrian mower x2 | Grass cutting |
| 2018/19 | Ride on mower Pedestrian mower | Grass cutting Grass cutting |
| 2019/20 | Strimmer/brushcutter x4 | Grass cutting |
| 2020/21 | Hedge cutter x2 Chainsaw x2 chipper | Hedge trimming Hedge cutting/tree work Disposal of cuttings |
| 2021/22 | Tractor | Grass cutting/ chipping General moving of items |

The above table doesn't take into account the possible move to electric/battery power

Other items not included; tractor mounted sweeper, pedestrian sweeper and any other will need replacing but as these are used a small number of times a year should last until the above list is complete.

*Please find below the figures for extending the John Deere 1570 warranty from two years to five years.

To be able to extend warranty on any John Deere machine, it is a stipulation that a service contract is undertaken for the machine. If you are intending to keep the machine in tip top condition, this should not be a concern as the way we do this is the most economical possible. Here is a brief outline of the process.

You purchase your machine on either, finance or as a capital expenditure.

You sign and pay for "Powergard plus" and maintenance.

The cost of all your oils, parts and labour are calculated and paid for at today's prices. So saving money on yearly price increases.

You only undertake the routine maintenance of checks and greasing.

You call us if there is a problem with the machine and we send a mechanic out to do any warranty work.

We take care of everything else on site at your place of work.

The costs are as follows,

-) Maintenance, including all parts and labour for the full five years, based on 450 hours per year.
-) £4,183.43.
-) Extended warranty. Taking you to a full Five year John Deere parts and labour warranty, based on 450 hours per year.
-) £1,875.00.
-) All maintenance and extended warranty can be paid for in installments.
-) To summarise.
-) All parts, labour and warranty work, for five years, based on 450 hours per year for £1,211.69 per year.

HAMBLE-LE-RICE PARISH COUNCIL

MINUTES OF THE ASSET MANAGEMENT COMMITTEE MONDAY 31 OCTOBER 2017 Parish Office

PRESENT:

Cllr M Cross – Chairman
Cllr S Schofield
Cllr S Hand
Cllr I Underdown

In Attendance

Mrs A Jobling – Clerk to the Council
Mr Richard Clarke – Head Groundsman

- 1a. Apologies for Absence
Cllr G Woodall.
- 1b. Declaration of Interests
None
- 1c. To Accept the Minutes of the Council Meeting 29th August 2017.

2. Public session.

3. Hamble Football Club

Clerk presented the information provided from Hamble Football Club regarding consent for a further building on the site. The Clerk highlighted the that the lease did not appear to benefit from a valuation which she would have accepted. She asked the Committee to agree that future leases should normally be supported by the following: Business plan/financial information, valuation and legal advice.

Other leases would need to come back to the Committee for review. In this case HFC would be asked to submit a formal set of plans including the new structure, an explanation of the location and an idea about the plans for the site more generally. They would be invited to attend a meeting to explain the proposals. **Clerk**

4. Bins at Westfield Common

The Committee discussed the current bin arrangements including the history of the site and its transfer from EBC. It was agreed that the following should happen:
That additional trade waste collection should be arranged with EBC for the summer period (May Bank Holiday – start of September) and that additional bins would be provided on the two sites at Westfield Common. If possible a bin for recyclables should be considered. This should happen this year subject to the branding group concluding its work.

5. Update on leases – EE and Barclays

The Clerk confirmed that the EE lease was ready to sign but for a provision to ensure the commencement of works. This was the trigger for payment and needed to be resolved. Barclays Bank land transfer was subject to a public notice that would extend until the 14th November. The Clerk was asked to also update the Committee on HLB lease. She confirmed that there had been a recent discussion with them about sharing the water rates

as they benefit from a charitable discount. This was very beneficial in terms of cost as well as not having to pay to install new meters etc.

6. Renewals Programme

Members considered a paper regarding the use of renewal technology for the replacement of grounds maintenance Kit. The cost of renewal equipment was significantly higher than traditional fuel equipment but had lower in use costs and lower vibration rates which allowed longer work periods.

Given the cost the Committee referred the matter to council for discussion. They also recommended the replacement of the sit on mower with a Kubota F3090 at a cost of £14,750.00 from Carters of Swanwick in this financial year.

7. Budget setting for key premises

In the first stage of budget setting Members were asked to prioritise spending across a range of locations. This was completed and the table updated.

It was agreed that the PPE for Grounds staff should be replaced immediately and a proper inventory of equipment maintained for the future. **Clerk**

The meeting ended at 6.00pm

To advise the Clerk on the preferred course of action

1. At a previous meeting the clerk confirmed that both an izettle card reader and smart phone have been purchased to enable card payments.
2. It has been confirmed that the transaction cost for payment is taken off at source. Doing this will make it impossible to reconcile the bank payments each month as the payments in the account will not be the amount charged.
3. To address this it had been recommended that the transaction fee be charged on individual transactions. This practice will be outlawed by January 2018 as was suspected.
4. An alternative is to increase the cost of all consumables to take account of the extra charge but the payment will still not reconcile in the accounts and it seems unfair for those not paying by card to be charged extra to cover the payment preferences of others.
5. In the light of this Members are asked how they wish to proceed given the acquisition of the new equipment.

Items marked with a * are disputed invoices.

| Date | Invoice | Supplier | Account | Net Value | VAT | Invoice Total | Balance |
|---------------------|--------------------|--------------------|-----------------|----------------------|------------------|----------------------|----------------------|
| 15/07/17 | 127411 | CARRERA | C010 | 108.00 | 21.60 | 129.60 | 0.50 |
| 21/09/17 | 2356589 | EBC | E02 | 10,000.00 | 0.00 | 10,000.00 | 10,000.00 |
| * 26/09/17 | 130428 | LOCAL EYES | LE01 | 1,710.00 | 342.00 | 2,052.00 | 2,052.00 |
| 04/10/17 | 1407739430 | TMOBILE | T06 | 55.86 | 11.17 | 67.03 | 67.03 |
| 04/10/17 | 3680007643 | HANTS CONSTABULARY | H29 | 3,698.12 | 0.00 | 3,698.12 | 3,698.12 |
| 04/10/17 | 2368137 | EBC | E02 | 33.84 | 6.77 | 40.61 | 40.61 |
| 04/10/17 | 2361540 | EBC | E02 | 867.57 | 0.00 | 867.57 | 867.57 |
| 05/10/17 | 1693 | ELITE | E021 | 20.00 | 4.00 | 24.00 | 24.00 |
| 09/10/17 | 2737 | HVMH | H003 | 1,080.00 | 0.00 | 1,080.00 | 1,080.00 |
| 12/10/17 | 4044 | MJM PLUMBING | M07 | 446.00 | 89.20 | 535.20 | 535.20 |
| 13/10/17 | 446 | SURREY HILLS | SH01 | 69.00 | 13.80 | 82.80 | 82.80 |
| 13/10/17 | 447 | SURREY HILLS | SH01 | 636.00 | 124.20 | 760.20 | 760.20 |
| 13/10/17 | 448 | SURREY HILLS | SH01 | 598.00 | 119.60 | 717.60 | 717.60 |
| 15/10/17 | 128096 | CARRERA | C010 | 205.32 | 41.06 | 246.38 | 246.38 |
| 16/10/17 | 25705 | RBS | RO20 | 466.50 | 93.30 | 559.80 | 559.80 |
| 18/10/17 | DD8890007 | ALLSTAR | A05 | 26.69 | 5.34 | 32.03 | 32.03 |
| 18/10/17 | 1953 | HALC | H07 | 40.00 | 8.00 | 48.00 | 48.00 |
| 18/10/17 | 2014 | HALC | H07 | 40.00 | 8.00 | 48.00 | 48.00 |
| 18/10/17 | ON ACC 1 | LOCAL EYES | LE01 | 0.00 | 0.00 | 0.00 | -1,368.00 |
| 20/10/17 | 58058083 | HCC | H04 | 24.83 | 4.97 | 29.80 | 29.80 |
| 23/10/17 | 10642 | P&R ELECTRICAL | P010 | 65.47 | 13.09 | 78.56 | 78.56 |
| 24/10/17 | 3610937954 | HCC | H04 | 563.00 | 112.60 | 675.60 | 675.60 |
| 24/10/17 | 58058223 | HCC | H04 | 50.41 | 10.08 | 60.49 | 60.49 |
| 25/10/17 | 8731020 | EMO | E08 | 215.25 | 10.76 | 226.01 | 226.01 |
| 25/10/17 | DD8912981 | ALLSTAR | A05 | 65.33 | 13.07 | 78.40 | 78.40 |
| 26/10/17 | 1710/019 | DESIGN & PRINT | D04 | 1,189.00 | 0.00 | 1,189.00 | 1,189.00 |
| 27/10/17 | 401932285 | CANON | C07 | 244.18 | 48.84 | 293.02 | 293.02 |
| 27/10/17 | 709666 | WHITE | W02 | 119.90 | 23.98 | 143.88 | 143.88 |
| 30/10/17 | 202378 | TUDOR | T010 | 210.60 | 42.12 | 252.72 | 252.72 |
| 31/10/17 | 8-17/18 | JACKIE PANAKIS | J02 | 90.00 | 0.00 | 90.00 | 90.00 |
| 31/10/17 | SLCC01 | SLCC | S036 | 179.00 | 0.00 | 179.00 | 179.00 |
| 31/10/17 | DCOCT03 | CO-OP | CO01 | 2.73 | 0.00 | 2.73 | 2.73 |
| | | | | 23,120.60 | 1,167.55 | 24,288.15 | 22,791.05 |

* Local eyes payment on account £1368.00 - £684 outstanding.