

## HAMBLE-LE-RICE PARISH COUNCIL

### MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY 10<sup>th</sup> OCTOBER 2016 AT THE ROY UNDERDOWN PAVILION, COLLEGE PLAYING FIELDS, BARON ROAD, HAMBLE-LE-RICE AT 7.00 PM

#### **Present**

Cllr S Hand – Chairman  
Cllr S Cohen – Vice Chairman  
Cllr P Beach  
Cllr M Cross  
Cllr T Hughes  
Cllr C Palmer  
Cllr D Phillips (arrived at 7.05 pm)  
Cllr S Schofield  
Cllr I Underdown

#### **In Attendance**

Mr B Gibbs – Clerk to the Council  
Mrs J Symes – Assistant Clerk to the Council  
Mrs J Panakis – Minutes Secretary  
PCSO Davenport  
4 members of the Public

#### **To Receive Apologies for Absence**

**407/101/16** Apologies had been received from Cllr D Rolfe. Cllr D Phillips apologised for her late arrival.

#### **Declaration of Interest**

**408/101/16** Cllr Underdown declared dispensations relating to the Foreshore and Dinghy Park, and the River Hamble. Cllr Hand declared a dispensation relating to the Foreshore and Dinghy Park, and membership of the Royal Southern Yacht Club. Cllr Cohen declared a dispensation regarding membership of the Royal Southern Yacht Club. Cllr Cross declared an interest in Planning. Cllr Beach declared dispensations relating to the Foreshore and Dinghy Park.

#### **To Accept the Minutes of the Council Meetings held on 25<sup>th</sup> July 2016, 12<sup>th</sup> September 2016 and 26<sup>th</sup> September 2016**

**409/101/16** Cllr Underdown proposed, Cllr Beach seconded, all agreed and IT WAS RESOLVED to accept the minutes of the meeting held on 25<sup>th</sup> July 2016 as a true record and was then signed by the Chairman.

**410/101/16** Cllr Underdown proposed, Cllr Beach seconded, all agreed and IT WAS RESOLVED to accept the minutes of the meeting held on 12<sup>th</sup> September 2016 as a true record and was then signed by the Chairman.

**411/101/16** Cllr Underdown proposed, Cllr Beach seconded, all agreed and IT WAS RESOLVED to accept the minutes of the meeting held on 26<sup>th</sup> September 2016 as a true record and was then signed by the Chairman.

Chairman's signature .....

date.....

**Public Session**

**412/101/16** A parishioner expressed her concerns about a spate of recent burglaries in Hamble: there was the obvious distress at the losses, plus the fact that their home insurance premiums rose afterwards. She said that despite extensive research it was difficult to ascertain what the Police in the area were doing about this problem, other than passing advice on how to keep property safe.

The Council agreed to bring forward Item 10 on the agenda which specifically concerned this issue.

**The Hamble Neighbourhood Policing Team**

**413/101/16** Cllr Hughes said many people had asked him about the spate of thefts. He had asked the Clerk to contact the PCSO to ascertain what action the Police were taking. Cllr Hand mentioned that Hamble was still without a dedicated Police Constable just now as PC Arnold had moved on to another post in the Marine Division. The Clerk confirmed that he had spoken to the Police and was told no replacement had yet been assigned to Hamble. It was hoped that an officer would be identified soon and transferred to the area within the next month. PCSO Davenport reported that his own role centred on anti-social behaviour throughout the Village including a presence in the local public houses, especially those Friday, Saturday and Sunday nights when he was on duty (2 weekends per month). However, there was a shortage of police personnel at present. He advised that all burglaries and break-ins should be reported via the 101 number. He was aware that sometimes it took a long time to connect to an operator, but stressed that it was very important that all crimes are reported however minor.

PCSO Davenport said that two persons had been arrested recently in connection with the burglaries.

Parishioners should sign up to Hampshire Constabulary's Neighbourhood Alerts that are circulated via e-mail; these are considered an excellent source of information. Neighbourhood Watch was an initiative which could provide residents with more security: PCSO Davenport could provide information to any Parishioners who wanted to start up their own scheme. The Clerk said that he was only aware of one or two of these schemes presently operating in Hamble; Cllr Underdown said that there had been good coverage in terms of Neighbourhood Watch in the Parish in the past but unfortunately those who had originally co-ordinated these schemes had become too elderly to continue running them.

Following discussion it was agreed that an article would be placed in the Parish Magazine giving residents information on what to do if they have become victims of crime. **CLERK**

**Planning and Development Control**

**To consider any Planning Applications**

**414/101/16** *A/16/79208 Display of 1 no. non-illuminated fascia sign, 1 no. internally illuminated hanging sign, 1 no. internally illuminated logo sign and 1 no. non illuminated wall mounted sign at 8-9 Coronation Parade, Hamble-le-Rice, Southampton SO31 4JT.*

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

**415/101/16** *C/16/79125 Extension of existing raised decking at 6 Satchell Lane, Hamble-le-Rice, Southampton SO31 4HE.*

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

Chairman's signature .....

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**416/101/16** L/16/79124 *Listed Building consent: extension of existing raised decking to rear, and replacement of existing timber kitchen window and door with UPVC framed window and French doors at 6 Satchell Lane, Hamble-le-Rice, Southampton SO31 4HE.*

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

**417/101/16** F/16/79138 *Erection of 8 no. 6m flagpoles at Mercury Marina, Satchell Lane, Hamble-le-Rice, Southampton SO31 4HQ.*

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

**418/101/16** L/16/78912 *Listed Building Consent: Insertion of 2 no. dormer windows to rear elevation South House, School Lane, Hamble-le-Rice, Southampton SO31 4JD.*

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

**419/101/16** C/16/79245 *Amendment to planning permission C/14/75719 to increase the size of the dormer window on the east elevation the Anchorage, High Street, Hamble-le-Rice, Southampton SO31 4JF.*

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

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

**420/101/16** Information on the latest decisions was circulated with the papers.

### **Finance**

**421/101/16** To receive the October 2016 Orders for Payment. Cllr Underdown proposed, Cllr Cross seconded and all agreed and IT WAS RESOLVED that the Orders for Payment for October 2016 be accepted. **CLERK**

**422/101/16** To receive the Bank and Petty Cash reconciliations for July 2016: the Clerk informed the Council that this item had been omitted from the last agenda. Cllr Underdown proposed, Cllr Hand seconded and all agreed and IT WAS RESOLVED that the Bank and Petty Cash reconciliations for July 2016 be accepted. **CLERK**

**423/101/16** To receive the Salary Journal for July 2016 (this had also been omitted from the last agenda). Cllr Underdown proposed, Cllr Hand seconded and all agreed and IT WAS RESOLVED that the Salary Journal for July 2016 be accepted. **CLERK**

### **Finance Reports from the Clerk**

**424/101/16** Budget 2017/18 The Clerk said that in order to set the precept for the next financial year, the Council would have to shortly consider its budget. The Clerk undertook to commence this process and would work with the Chairman and any other interested Councillor.

The Budget should be approved at a Council meeting before Christmas.

**425/101/16** Fees and Charges 2017/18. These needed to be reviewed. The Clerk suggested it would be appropriate to consider charges levied by other Parish Councils for similar work, for example costs of interments in the graveyard and agreed to research this. **CLERK**

Chairman's signature .....

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**426/101/16** Precept 2017/18. The Parish Council's precept had to be submitted to Eastleigh Borough Council by the 3<sup>rd</sup> week of January 2017.

**427/101/16** Appointment of new Internal Auditor for 2016-17. The Clerk stated that it was good practice for the Council to change its internal auditor every 3 years. Two quotes for this service had been obtained for the Council to consider. Cllr Hand proposed, Cllr Palmer seconded and all agreed and IT WAS RESOLVED that the Council would engage Eleanor Green of "Do the Numbers Ltd" as the new internal auditor for the 2016/17 financial year. **CLERK**

### **The Hamble Lifeboat Station Construction Project.**

**52/21/15** The Leases Working Party met following the last Parish Council meeting. Cllr Hand had been asked by the Working Party to liaise directly with the Chairman of the Lifeboat Association (Mr Rose). Mr Emery had now returned from holiday and had assured Cllr Hand that he was getting on with the project. The Working Party agreed that it was pointless asking Mr Rose to attend every Parish Council meeting when there was no further action to report. Mr Rose was shortly to be taking possession of the previous Chairman's documentation regarding the running of the Lifeboat Station and the Lifeboat Station project. Mr Rose is still struggling to get quotes: the Working Party felt that the quote obtained by the Parish Council was reasonable and had been recommended to the Lifeboat Trustees. Eastleigh Borough Council stated that they would not give permission to erect another toilet block by the foreshore and that they expected the Parish Council to sort out the current problem with the Lifeboat Station Trustees.

### **Hamble Foreshore Dinghy Park**

**428/101/16** A full report had been submitted by the Clerk to the meeting on the current problems the Parish Office experienced in administering the Dinghy Park. The Regulations in place for use of the park have not been revised since 2011 and it is possible that these need to be reviewed. At one inspection earlier this year 47 boats in the park contravened current regulations. The report made a number of suggestions regarding the regulations and on fees charged that would reflect more accurately the costs involved in administering and policing its use.

Any fee changes would feed into the development of the Council's budget. The Council felt that these matters would be best dealt with by a Working Party.

Cllr Hand proposed, Cllr Underdown seconded and all agreed and IT WAS RESOLVED that a Dinghy Park Working Party would be convened comprising of Cllr S Cohen, Cllr D Phillips and Cllr S Schofield. The remit of the Working Party is to review the current regulations, to consider making amendments and additions to these and also to review the current charging structure taking into account similar arrangements elsewhere. **CLERK**

### **Reports from the Clerk**

**239/81/12** Hamble-Le-Rice Parish Council Secure Storage. Cllr Underdown informed the Council that the Working Party had received three quotes for erecting this building and were recommending Midbrook Steel Buildings. Cllr Cross had examined their proposal and was satisfied that it was professional – it adhered to all current regulations and provided a good risk assessment on the project.

Following discussion it was decided that that a Project Manager was unnecessary for the project and it was agreed that Cllr Cross could act as the Parish Council's representative responsible for liaising with the company during the build. There was a 6-7 week lead in time before work would commence.

Chairman's signature .....

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The Clerk, as Responsible Finance Officer, informed the Council that there had been a sum of £30,000 earmarked for this project. He commented that the quote was for £31,200 plus VAT making the total amount to be spent as £37,440. The fact that the shortfall would be drawn from the general reserve (in his opinion) could put pressure on the Parish Council's future reserves and spending plans.

Cllr Hand proposed, Cllr Cohen seconded and all agreed and IT WAS RESOLVED that the quote from Midbrook Steel Buildings be accepted for completing the work on erecting the Council's Secure Storage. **CLERK**

**205/61/13** Path from Well Lane to Marina Drive. This has been re-assigned to a new member of the Legal Team at Eastleigh Borough Council: there may now be a charge for legal advice.

**226/52/16** Coronation Parade Improvements. A letter has been received from Eastleigh Borough Council outlining the cost of improvements and asking for a contribution of £40,000 from Hamble Parish Council. The Council expressed surprise at this as their understanding was that Parishioners would be consulted on 2-3 different proposals before any decisions were made. Cllr Cross said that the Parish Council was being asked to approve a proposal before Parishioners are consulted. The Council asked the Clerk to contact Diccon Bright and Matt Blythe to request a presentation before they could make a decision. **CLERK**

**275/71/15** Hamble Footpath 5. There was no further update on this.

**233/52/16** A Neighbourhood Plan for Hamble-Le-Rice: Cllr Cohen reported that she had met recently with consultants who gave very good advice. The next stage is for the Parish Council to formally write to Eastleigh Borough Council and advise them of the intention to develop a Neighbourhood Plan. At the same time, Cllr Hand would be required to write to all Parishioners about this asking whether any Parishioners would be interested in volunteering to join a Steering Group.

The Consultants suggested that the Parish buy a domain name and create a website which would be separate from, but linked to, the Parish Council's own website. Grants can be applied for, however, it is suggested that this is done in stages since the grants available need to be spent within a certain time frame. It was hoped that three Parish Councillors would be on the Steering Group and that they would report back to the Parish Council.

It was important that Parishioners expectations were not raised too high as to the influence the Plan may have on future development. However, with the proposed changes in Local Government it was becoming clear that a Neighbourhood Plan would be important in the future, and would have at least some influence on the development of the Parish. A public meeting should be organised early in the New Year and it was anticipated that the plan would take 18 months to 2 years to complete. **CLERK**

**239/52/16** A Mobile Phone Mast on the Council's Property. The Clerk reported that he has begun the process of notifying interested parties. **CLERK**

**357/91/16** Foreshore Temporary Toilets. The Clerk confirmed that there were now only 2 temporary toilets on the Foreshore.

**360/91/16** Foreshore Waste Bins. The Clerk reported that he had contacted the Harbour Board concerning the bins on the Foreshore and he was informed that these were provided by Fareham Borough Council, although the Harbour Board had one Eurobin for visiting yachtsmen. The Clerk provided three quotes for replacing the Eurobins for the Council to consider. Following discussion it was agreed that Cllr Hand would make contact with Fareham Borough Council's Waste Management Officer to ask whether the bins suggested were suitable. **CLERK**

Chairman's signature .....

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**360/91/16** The Mount Pleasant Pavilion. The Council's preferred Contractor had provided documentation to confirm that he had Public Liability Insurance. He had also confirmed that all workmen involved would be sub contactors and thus Employer's Liability Insurance was not required.

**To Receive Reports from Borough and County Councillors**

**429/101/16** Cllr Cross had already given a report to the Council, concerning proposals for Coronation Parade improvements.

**To consider Grant Applications Received**

**392/92/16** Application from the St Andrew's Priory Church for £2,500 for: (a) maintenance of the church yard throughout the year (grass cutting); (b) maintenance of the clock and (c) maintenance of the remembrance plaque area.

Cllr Hand proposed, Cllr Underdown seconded and all agreed, and IT WAS RESOLVED that this grant be approved. The Clerk was asked to inform Father Whiting that the Parish Council required a report on how the grant was spent. **CLERK**

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

**From Eastleigh Borough Council**

**430/101/16** Correspondence had been received from Diccon Bright regarding the proposed improvements at Coronation Parade.

This had been dealt with under Item **226/52/16**.

**From Hampshire County Council**

**431/101/16** No correspondence has been received from Hampshire County Council.

**Other correspondence**

**432/101/16** Received from One Community their Network and Volunteering matters for October. This had been circulated via e-mail. This was noted.

**Exempt Business**

**433/101/16** The Chairman proposed, all agreed and IT WAS RESOLVED that in view of the confidential nature of the business to be discussed the public and press be excluded.

The matters to be discussed were as follows:

Correspondence from a parishioner regarding the Hamble Foreshore Dinghy Park.  
Two Personnel matters

*The meeting closed at 8.59 pm.*

Chairman's signature .....

date.....