

**HAMBLE-LE-RICE PARISH COUNCIL**

**MINUTES OF THE PARISH COUNCIL MEETING HELD ON  
MONDAY 24<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 M Cross  
Cllr C Palmer  
Cllr D Rolfe  
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  
Mr M Blythe – Eastleigh Borough Council  
Mr M Elliston – Eastleigh Borough Council  
Cllr L Van Niekerk – Eastleigh Borough Council  
1 Member of the Public

**To Receive Apologies for Absence**

**437/102/16** Apologies had been received from Cllr P Beach, Cllr D Phillips and Cllr T Hughes.

**Declaration of Interest**

**438/102/16** 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.

**To Accept the Minutes of the Council Meetings held on 10<sup>th</sup> October 2016 and the Annual Allotment Holders Meeting held on 10<sup>th</sup> October 2016**

**439/102/16** Cllr Underdown proposed, Cllr Cohen seconded, all agreed and IT WAS RESOLVED to accept the minutes of the Council meeting held on 10<sup>th</sup> October 2016 as a true record and was then signed by the Chairman.

**440/102/16** Cllr Underdown proposed, Cllr Cohen seconded, all agreed and IT WAS RESOLVED to accept the minutes of the Annual Allotment Holders Meeting held on 10<sup>th</sup> October 2016 as a true record and was then signed by the Chairman.

**Public Session**

**441/102/16** There were no matters raised.

Chairman's signature .....

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## **Coronation Parade Improvements**

**226/52/16** Mr Elliston and Mr Blythe gave a presentation to the Council showing Eastleigh Borough Council's design for the improvements at Coronation Parade. Councillors expressed concern about some of the proposals. The proposal that parking bays were to have variable parking time limits applied to them - this was thought to be difficult to differentiate and monitor. The cost of providing raised tables at the Coach Road end of the Parade, and the Hamble Lane junction was felt to be excessive. Cllr Cross pointed out that if installed, these tables would help cyclists, pedestrians, wheelchair users and people with push chairs to negotiate the crossing the road. The tables would also slow motorists down as they drove into the Parade and thus improve overall safety.

Mr Elliston outlined the projected costs for the improvements, which at present had a funding shortfall of about £64,000: Mr Blythe was investigating other funding streams. Mr Elliston said that the costs put forward were only projections, as the Borough Council had not yet put the work out to tender. He also emphasized that it was important that work commenced as soon as possible as costs could escalate if the project was held up for too long.

Cllr Hand commented that the Council felt that the overall scheme was acceptable and would improve the parade a lot. Eastleigh Borough Council had originally indicated that they would like a contribution of £40,000 from Hamble Parish Council towards the costs of the improvements. Cllr Cohen queried whether this contribution would remain the same if the actual costs were lower than anticipated. Mr Elliston was unable to answer this as the costs presented were projections. The Parish Council agreed that Parishioners should be consulted over the improvements and that this survey should be organised as soon as possible. Cllr Hand, Mr Blythe and the Clerk agreed to meet as soon as possible to discuss further. **CLERK**

## **Planning and Development Control**

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

**442/102/16** *F/16/79186 Alterations to roof to include raising of ridge, hip to gable extension, and insertion of 2 no front former windows, 3 no rear dormer windows and two storey side extension. Kendrick Cottage, 101 Satchell Lane, Hamble-le-Rice, Southampton SO31 4HL.*

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 Officer. **CLERK**

**443/102/16** *T/16/79251 Trim overhanging branches by 0.9m-1.2m to 1 no Yew to the rear of Lynwood, High Street, Hamble-le-Rice, Southampton SO31 4HA.*

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

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

**444/102/16** Information on planning decisions was circulated with the papers: it was noted that planning permission had been refused for the single storey rear extension and provision of roof terrace to rear of first floor at 32b Satchell Lane, Hamble-le-Rice (application No F/16/78923) and for the felling of a Corsican Pine at Oyster Quay Development, High Street, Hamble-le-Rice (application No T/16/79178).

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**Finance**

**445/102/16** To receive the Bank and Petty Cash reconciliations for September 2016. Cllr Hand proposed and Cllr Underdown seconded and all agreed and IT WAS RESOLVED that the Bank and Petty Cash reconciliations for September 2016 be accepted. **CLERK**

**446/102/16** To receive the Salary Journal for September 2016. Cllr Hand proposed, Cllr Underdown seconded and all agreed and IT WAS RESOLVED that the Salary Journal for September 2016 be accepted. **CLERK**

**External Audit 2015/16**

**447/102/16** The Council noted that the External Auditor had carried out a review of the Parish Council's accounts and the Annual Return for the year ended 31 March 2016 and had issued a report.

Cllr Hand proposed and Cllr Underdown seconded and all agreed and IT WAS RESOLVED that the external auditor's report be accepted.

**448/102/16** The Council heard further about the nature of the comments in the External Auditor's Report on the Parish Council's accounts for the year ended 31 March 2016. The Clerk explained that the report highlighted that the Council had failed to approve the accounts by the statutory deadline of 30<sup>th</sup> June 2016.

The Clerk apologised that the accounts had not been presented to the Council on time. The audit report also commented on the failure to complete and approve a Financial Risk Assessment within the financial year 2015-16. The report required a plan of action be devised by the Council in order to prevent this happening in future years. It was agreed that Cllr Schofield, Cllr Hand and the Clerk meet to put together a plan of action. **CLERK**

**Financial Risk Assessment 2015-16**

**449/102/16** Due to several factors, the Financial Risk Assessment for 2015-16 was not completed until 23<sup>rd</sup> March 2016 and thus was not approved by the Council before the end of the financial year in question.

The Financial Risk Assessment is presented at this time to the Council in order for it to be approved.

It was agreed that the Financial Risk Assessment for 2015-16 would be reviewed when Cllr Schofield, Cllr Hand and the Clerk met and that a report would be received by the Council. **CLERK**

**Financial Risk Assessment 2016-17**

**450/102/16** The Financial Risk Assessment for 2016-17 has to be approved by the Council before 31<sup>st</sup> March 2017 in order to meet the requirements of the Accounts and Audit Regulations 2015.

This would be reviewed by Cllr Schofield, Cllr Hand and the Clerk when they meet. **CLERK**

**The Hamble Lifeboat Station Construction Project.**

**52/21/15** Cllr Hand informed the Council that he had received an e-mail from Mr Steve Emery of the Lifeboat Trustees saying that some progress had being made. Cllr Hand suggested to Mr Emery that the

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Lifeboat Trustees could contact the 2 contractors the Parish Council had approached some time ago regarding the toilets (Healthmatic Ltd and Danfo Ltd).

**Reports from the Clerk**

**205/61/13** Path from Well Lane to Marina Drive: Matt Blythe had now visited the site and was now better informed about the history relating to this path and the Council's desire to see the entire path maintained by the three parties to the original S106 agreement. A deed of variation to the original agreement was proposed by the RAF Yacht Club later on. It is the failure to fully implement this document that has led to the current unsatisfactory situation.

The Clerk reminded the Council that they had received legal advice from Headley's Solicitors some months ago commenting on the facts of the matter. However, the Council needed to decide if the current initiative will result in the S106 agreement being enforced. The alternative proposal is for the Council to engage with the three parties to the original S106 agreement in order to take on the maintenance and management of the path by a new agreement with them all.

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

**233/52/16** A Neighbourhood Plan for Hamble-Le-Rice: there is no further update on this important item.

**239/52/16** A Mobile Phone Mast on the Council's Property. The Clerk reported that he had written to the Council's three tenants about the proposal. Two of the three had now replied in a positive manner.

**360/91/16** Foreshore Waste Bins. Cllr Hand reported that he had made investigations and discovered that a similar scheme was run at Hedge End Town Council which was administered by Eastleigh Borough Council. The Clerk was asked to contact the Clerk at Hedge End Town Council and the Waste Management Team at Eastleigh Borough Council for further information. **CLERK**

**428/101/16** Hamble Foreshore Dinghy Park: Cllr Cohen reported that the Working Party had met to discuss this.

The Working Party experienced confusion about the different classes of boats referred to in the Regulations.

Cllr Underdown volunteered to give information to the Working Party regarding what classes of boats could be stored at the Dinghy Park.

The Working Party had found 3 main areas of concern: (1) there was no formal Parish Council agreement with Hamble River Sailing Club in relation to their rented spaces; (2) the receipt of payments and the administration of payments – it was thought that the Council could invest in a credit/debit machine (the Clerk was asked to investigate this), and (3) members felt that the remit of the Working Party should be extended to cover the Mudland Moorings as well, which would mean that they were considering all of the Parish Council's marine issues together.

Cllr Hand proposed, Cllr Cohen seconded and all agreed and **IT WAS RESOLVED** to include the Mudland Moorings in the Working Party's remit. **CLERK**

**239/81/12** Hamble-Le-Rice Parish Council Secure Storage: the Clerk informed the Council that the order for this building had now been placed with the contractors and advised that this Minute reference could be closed. Future updates on the progress of this construction would then be subject to a new

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Minute reference. Cllr Underdown proposed, Cllr Hand seconded and all agreed and IT WAS RESOLVED that this Minute reference should be closed. **CLERK**

**357/91/16** Foreshore Temporary Toilets: the Clerk reported that 2 temporary toilets remained on the Foreshore and asked the Council to consider closing this Minute reference. The Council decided that this should remain open for the time being. **CLERK**

**361/91/16** The Mount Pleasant Pavilion: the repairs had now been completed. Cllr Underdown proposed, Cllr Hand seconded and all agreed and IT WAS RESOLVED that this Minute reference now be closed. **CLERK**

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

**From Eastleigh Borough Council**

**451/102/16** Correspondence had been received from Eastleigh Borough Council Tree Officer regarding the felling of a tree in the Hamble Conservation Area. This was noted.

**From Hampshire County Council**

**452/102/16** No correspondence has been received from Hampshire County Council.

**Other correspondence**

**453/102/16** Hamble Squash Club had written to comment on the proposed telecommunications masts at Hamble Lane.

This correspondence was noted.

*The meeting closed at 8.48 pm.*