# Hamble-le- Rice Parish Council COUNCIL MEETING



# Monday 22nd January 2018 at 1900 - 21.30

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

Section 1.	Welcome					
1a 1b 1c Section 2	Apologies for absence Declaration of interest and approved dispensations To approve minutes of the Council Meeting Public Session					
Section 3	Community and Partnerships					
3a	Community Governance Review - <a href="https://www.eastleigh.gov.uk/the-council/community-governance-review.aspx">https://www.eastleigh.gov.uk/the-council/community-governance-review.aspx</a>					
3b	Hamble River Forum – for noting					
Section 4	Governance and Finance					
4a	Confirmation of change of hourly rate for Roy Underdown Pavilion – verbal report					
4b	Representation on Committees and outside bodies					
4c	Recommendations from Asset Management Committee – 8.01.17					
4d	Clerks report					
Section 5	Planning					
5a	Establishment of the Planning Committee – Terms of reference and election of members					
5b	F/17/82061 - Erection of palisade fence and gates MALLARDS MOOR, SATCHELL LANE, Nr Eastleigh, SO31 4NE T/17/82206 - 1 x Beech, 1 x Sycamore & 2 x Horse Chestnut - Prune back to					
5c.	boundary away from the The Old Fire Station roof. THE LODGE, HIGH STREET, HAMBLE-LE-RICE, SOUTHAMPTON, SO31 4JF					
5d.	H/17/82163 - Part two storey and part single storey rear extension, following re-submission of planning permission F/17/81396					
	Memorial Hall, High Street, Hamble-le-Rice, Southampton SO31 4.IF					

02380453422

5f.	T/18/82250 - 1 X Oak - Cut back branches overhanging maximum of 5m. 33 BEAULIEU ROAD, HAMBLE-LE-RICE, SOUTHAMPTO	·
5g.	H/17/81996 .Single storey side extension with accommexisting roof space including raised ridge height.  101 KENDRICK COTTAGE, SATCHELL LANE, HARLING, SATCHELL LANE, SATCHELL	_
5h.	4HL F/17/82001 - OSBORNE QUARTERS POLICE TRAI VICTORIA COUNTRY PARK, NETLEY ABBEY, SOU – verbal feedback following site visit	
Government likely to invo	siness - To consider passing a resolution under Sect : Act 1972 in respect of the following items of business live the disclosure of exempt information as defined in !A of the Act.	on the grounds that it is
interest test on 1st Marc It is conside	ule 12A categories have been amended and are not in accordance with the Freedom of Information Act 20 n 2006.  Bered that the following items are exempt from disclosing the information outweighs the public in	000. This came into effect sure and that the public
Clerk	**************************************	Date

37 SATCHELL LANE, HAMBLE-LE-RICE, SOUTHAMPTON, SO31 4HF

1 CERDIC MEWS, HAMBLE-LE-RICE, SOUTHAMPTON, SO31 4LW

T/17/82182 - 1 x Oak - Crown reduce by 2m. (approximately 10%)

5e.

#### HAMBLE-LE-RICE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY, 8<sup>th</sup> JANUARY 2018 AT THE ROY UNDERDOWN PAVILION, COLLEGE PLAYING FIELDS, BARON ROAD, HAMBLE-LE-RICE AT 7.00 PM

#### PRESENT:

Cllr S Cohen - Chairman

Cllr S Schofield - Vice Chairman

Cllr P Beach

Cllr M Cross

Cllr S Hand

Cllr I James

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
Mrs J Panakis – Minutes Secretary
4 Members of the Public – Applicants for Co-option to Parish Council vacancy

### To Receive Apologies for Absence

1/11/18 Apologies for absence were received from Cllr D Phillips.

### **Declaration of Interest**

2/11/18 Cllr Beach declared a dispensation regarding the Foreshore and Dinghy Park. Cllr Cohen declared a dispensation relating to 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 and membership of the Royal Southern Yacht Club. Cllr James declared a dispensation regarding membership of the Royal Southern Yacht Club. Cllr Underdown declared dispensations relating to the Foreshore and Dinghy Park and the River Hamble. Cllr Woodall declared a dispensation regarding membership of the Royal Southern Yacht Club.

# To Accept the Minutes of the Council Meeting held on 11<sup>th</sup> December 2017

3/11/18 Cllr Underdown proposed, Cllr Rolfe seconded and <u>IT WAS RESOLVED</u> that the Minutes of the Council meeting held on 11<sup>th</sup> December 2017 be accepted as a true record. The Minutes were then signed by the Chairman.

# To Accept the Exempt Business Minutes of the Council Meeting held on 11<sup>th</sup> December 2017

**4/11/18** Cllr Underdown proposed, Cllr Hand seconded and <u>IT WAS RESOLVED</u> that the Exempt Business Minutes of the Council meeting held on 11<sup>th</sup> December 2017 be accepted as a true record. The Minutes were then signed by the Chairman.

#### **Public Session**

Chairman's Signature: Date: Date:	

**5/11/18** The members of the public present raised no comments to the Council. **Community and Partnership** 

6/11/18 Appointment of Councillors through Co-option Cllr Cohen welcomed the applicants to the meeting, saying that the Council appreciated that there were people in the community who wished to serve on the Parish Council. There were 4 candidates wishing to be considered for co-option. Each candidate were separately asked the following 3 questions: (1) Why do you want to become a Parish Councillor? (2) What do you think are the issues facing the Parish, apart from congestion of Hamble Lane? (3) How would you increase community involvement in the work of the Parish Council?

**Rebecca Butler** (1) To make a contribution to the community, having lived in the Parish for 3 years and been involved in yacht racing for many years in Hamble. Interested in local and national politics.

- (2) Housing and infrastructure. For example, the local surgery is not able to cope with the number of patients registered from the area at present.
- (3) Engage with people especially younger people and keep the in touch/ promote the councils work via social media. Lately both President Trump and Jeremy Corbin MP have shown that social media can be used to engage with people, particularly young people using their smart phones.

**Janine Dajka** (1) To contribute to improve the quality of life for residents here: improving local amenities, involvement etc. Time and energy to commit to the Parish Council. Lived and worked in Hamble for the past 25 years. Previous involvement in community projects such as Hamble Week for 2 years. Also became involved in RAGE and the parking issues in The Square when they arose.

- (2) Planning Considered that Hamble was vulnerable at the present because of the lack of a Local Plan or a Neighbourhood Plan, and would be keen to be involved in these. Pollution is a problem. Consider that parts of Hamble feel a little fragmented ways to bring the community together are needed.
- (3) Consider seeking contributions from wealthy residents and businesses to fund local projects as well as mobilising the community around environmental projects

**Edward Giles** (1) Experience in local government, having served previously on a Parish Council and in a Unitary Authority. Has time available to give to the Council. Strong commitment to Hamble and want make a contribution to the Parish and village. In particular the Parish Council holds and maintains a lot of valuable assets for the community and can assist with this.

- (2) Planning: how many more houses in Hamble can we take? Concerned about the issues around GE's site and what is going to happen there. Maintaining the character of the village and preserving the space for future generations. The future of the air field at present it is an open space but in the medium term there will be pressures to utilise it.
- (3) It is difficult to do this. People only get agitated if something averse affects them. Maintaining character of the village and enhancing its assets consulting to get people involved.

**Andy Thompson** (1) Democracy starts locally – Parish Council has an important role in listening and responding to residents. Understanding concerns and aspirations for the village and working with the community to find solutions to problems that benefit everyone.

(2) Development and pressure on public services such as schools, surgeries, is a big concern. Concerned about pollution from traffic, Fawley and within the maritime area. Pressure on open space – struggling to retain common land to preserve these environments for future generations.

Chairman's Signature:	Date:
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(3) Experience of being involved with the Hamble Players. When they began they only filled up 2 rows in the auditorium for performances, now they play to full houses and some people have not been able to get tickets. Need to involve people from the local area and to make involvement more attractive. What the Parish Council does affects everything that happens in the Parish. Need to do more things to get people involved in the village, like markets.

Following presentations Janine Dajka and Andy Thompson were co-opted onto the Parish Council having received the most votes at the first round of voting.

### **Governance and Finance**

**7/11/18 Budget** The final budget for 2018/19 was considered, along with the expenditure on projects that the Parish Council had already identified. Cllr Cohen proposed, Cllr Beach seconded and <u>IT WAS RESOLVED</u> that the 4 recommendations listed below be accepted by the Parish Council.

- the recommended changes to the Council's budget for 2018/19, as outlined in Appendix 1
  of the papers circulated with the agenda
- approval of payment of £40,000 to Eastleigh Borough Council in relation to improvement works to Coronation Parade, from the Reserve Fund, taking the balance of that fund down to £100,926.34
- agreement of the revised list of projects for the next financial year, as set out in Appendix 2
  of the papers circulated with the agenda
- agreement to the increase the pitch hire fee as per detailed in Appendix 4 of the papers circulated at meeting

  CLERK

**8/11/18 Precept** The Clerk had circulated information giving comparisons of proposed precepts for each Parish Council in the Eastleigh Borough Council area, to facilitate discussion on Hamble Parish Council's precept. The Clerk advised that the Council considered increasing their precept in order to ensure there were sufficient reserves to undertake the agreed projects in 2018/19.

Cllr Hand proposed, Cllr Woodall seconded, Cllr Underdown abstained, and <u>IT WAS RESOLVED</u> that the Parish Council would increase in the precept to cover the additional expenditure required to support the above projects. This amounted to a band D property paying an addition £5.70 each year.

CLERK

9/11/18 Structure of Council Business for 2018 The proposals to alter meeting schedules were discussed. It was noted that the full Council had to meet a second time in January to consider the Community Governance Review relating to Parish boundaries. In addition, the Council had just co-opted 2 new members, who would need to be allocated to committee's/working parties. Cllr Underdown proposed, Cllr Schofield seconded and IT WAS RESOLVED that the following changes in the structure of Council business would be approved for a trial period of 6 months, commencing at the beginning of February 2018:

- Move to a monthly cycle of Council meetings, held on the second Monday of every month
- Establishment of a Planning Committee, meeting on the 4<sup>th</sup> Monday of each month (5 members)
- Establish a Finance Working Group meeting quarterly (3-4 members)
- Schedule meeting dates up to May for the following Committees: Asset Management Committee (monthly meetings); Personnel Committee (meeting once every 2 months) and

Chairman's Signature:	 Date:	 	

Burial Committee (meeting once every quarter unless otherwise required) **CLERK** 

10/11/18 Payments for Approval Cllr Underdown proposed, Cllr Schofield seconded and IT WAS RESOLVED that the list of payments be approved and they were signed off by the Chairman.

**11/11/18 Petty Cash Reconciliation Statement** The petty cash reconciled to £87.33: this had been checked and signed off by Cllr Underdown on 5<sup>th</sup> January. This was noted.

**12/11/18 Bank Reconciliation Statement** The bank statement reconciled to £132,706.97. This was checked and signed off at the meeting by Cllr Rolfe. This was noted.

**13/11/18 Appointment of J Humphry's Associates** Cllr Underdown proposed, Cllr Woodall seconded and <u>IT WAS RESOLVED</u> that the Council waived their Financial Regulations in order to appoint J Humphry's Associates' specialist services to give financial support to the Clerk for a period of 12 months at a cost of £3,600 + VAT (this was accounted for in next year's budget). **CLERK** 

**14/11/18 Local Government Pension Scheme** Cllr Underdown proposed, Cllr Cohen seconded, and <u>IT WAS RESOLVED</u> that all new staff appointed to Hamble Parish Council would be eligible to join the Local Government Pension Scheme from January 2017 onwards. **CLERK** 

### **Planning**

**15/11/18** H/17/81904 Enlargement of garage including extension to roofline and insertion of front and rear dormer windows and part conversion to habitable accommodation at 6 Copse Lane, Hamble-le-Rice, Southampton SO31 4QH.

The Clerk informed the Council that this was for information only as a decision by the Planning Officers had already been taken on this application.

**16/11/18** F/17/82001 Conversion of existing ancillary police training buildings (use Class C2) to provide 40 no. dwellings (use Class C3) with associated elevational alterations, amenity areas and car parking at Osborne Quarters Police Training Centre, Royal Victoria Country Park, Netley Abbey, Southampton SO31 4TS.

Cllr Hand proposed, Cllr James seconded, Cllr Cross abstained and <u>IT WAS RESOLVED</u> that the Parish Council objected to the application and asked the Clerk to cite all the points raised in her report to Councillors on the application.

CLERK

**17/11/18** F/17/81866 Siting of 1 no 12m long floating pontoon attached to piles M5 and M6 at Pile Mooring M5-M6, River Hamble, Hampshire.

Cllr Schofield proposed, Cllr Cohen seconded, Cllr Cross abstained and <u>IT WAS RESOLVED</u> that the decision be left to the officers.

**18/11/18** H/17/81852 Side and rear extensions with accommodation in roof space above, raised decking at rear, attached single garage following demolition of existing detached garage and new vehicular access from Satchell Lane at 48 Satchell Lane, Hamble-le-Rice, Southampton SO31 4HL.

Cllr Rolfe proposed, Cllr Schofield seconded, Cllr Cross abstained and <u>IT WAS RESOLVED</u> that the Council request that this application be referred to the Local Area Committee. Although

Chairman's Signature: Date:	
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revisions had been made to the original application these had not adequately addressed the concerns highlighted previously by the Parish Council.

**19/11/18** H/17/8206 Single storey side extension at 12 Barton Drive, Hamble-le-Rice, Southampton SO31 4RE.

Cllr James proposed, Cllr Underdown seconded, Cllr Cross abstained and <u>IT WAS RESOLVED</u> that the Council objected to the planning application on the grounds that the design of the extension was out of character with the other properties in the area. The Council also expressed concern about the nature of the proposed new access to the rear garden from the road. **CLERK** 

**20/11/18** Proposed Taylor Wimpey development south of Bursledon Road (Kestrel Park). For information only - this was noted by the Council.

**21/11/18** F/17/80218 Construction of 64 bedroom dementia care centre. Appeal under section Blackthorn Health Centre, Satchell Lane, Hamble-le-Rice, Southampton.

Cllr Cohen proposed, Cllr Underdown seconded, Cllr Cross abstained and <u>IT WAS RESOLVED</u> that the Council objected to this planning application appeal with the same objections cited in their initial response to the first planning application and also on the basis of the results from the Local Area Committee hearing.

**22/11/18 Exempt Business** Cllr Cohen proposed, Cllr Underdown seconded, and all agreed and <u>IT WAS RESOLVED</u> that in view of the confidential nature of the business to be discussed the public and press be excluded.

The matter to be discussed was as follows: Clerk's Report – Personnel Issue

The meeting closed at 9 pm.

Chairman's Signature:	Date:

Council 22nd January 2018

Agenda item: Community Governance Review

#### Recommendation:

1. To decide whether the Parish Council wishes to recommend to Eastleigh Borough Council a change to the boundaries of the Parish or to request a change to current ward arrangements

### **Background**

- 1. Eastleigh Borough Council has recently undergone a review of Borough ward boundaries by the Boundary Commission. On the back of these changes which have already been published the Borough is required to review with parishes their boundaries and ward arrangements. The terms of reference and timetable for the review are attached in appendix 1.
- 2. For Hamble we have a limited land boundary being bounded on two sides by water. The boundary to the upper end of the village with Hound/Burseldon has been subject to previous discussion. This did not result in an agreement.
- 3. In terms of wards the Parish currently does not have separate wards. Members are elected for the Parish as a whole not for designated ward areas. This could be changed with the establishment of designated wards but as there have been no real issues with the current arrangements there is little merit in considering an alternative.

#### **Detailed considerations**

- 4. EBC are anticipating changes in a number of areas around the borough where housing growth has resulted in either County or Borough ward changes. In addition areas where there has been significant housing growth (or where it is planned) there is merit in reviewing parish's boundaries to make sense of changes to settlement patterns.
- 5. In addition where population growth has changed within a parish and where wards currently exist, a review of the number of houses per ward may be needed.
- 6. In Hamble these drivers do not exist and so change may not be needed. That said the boundary that currently follows the old Satchell Lane does dissect the School and create confusion for residents. Equally the Health Centre has a Hamble address but is in fact in Hound.
- A initial discussion has taken place with Hound about a proposed realignment and feedback from this will be given at the meeting.
- 8. Papers are available on Eastleigh's website and given the volume of information you are requested to view that on line directly.



# Terms of Reference (Scope)

# **Community Governance Review 2017**

# Review of community governance arrangements within the Borough of Eastleigh

Eastleigh Borough Council is conducting a Review of Community Governance Arrangements within the Eastleigh Local Authority area in accordance with Part 4 Chapter 3 of the Local Government and Public Involvement in Health Act 2007.

The Council is required to have regard to the Guidance on Community Governance Reviews issued by the Secretary of State for Communities and Local Government. This guidance was considered when drawing up these Terms of Reference (TOR).

# What is a Community Governance Review?

It is a review that can take place for the whole or part of the Borough to consider one or more of the following:

- Creating, merging, altering or abolishing parishes;
- The naming of parishes and the style of new parishes;
- The electoral arrangements for parishes (the ordinary year of election; council size, the number of councillors to be elected to the council, and parish warding), and
- Grouping parishes under a common parish council or de-grouping parishes

The Council is required to ensure that community governance within the area under review will be:

- Reflective of the identities and interests of the community in that area; and
- Is effective and convenient.

In doing so the community governance review is required to take into account:

- The impact of community governance arrangements on community cohesion;
   and
- The size, population and boundaries of a local community or parish.

# Why undertake this Community Governance Review?

This review is taking place partly as a result of the electoral ward review undertaken in 2016 and also the current situation of some of the parish arrangements given population movements and housing growth.

The Council believes that parish councils play an important role in terms of community empowerment at the local level and wants to ensure that parish governance within the Borough continues to be robust, representative and enabled to meet new challenges.

Furthermore, it wants to ensure that there is clarity and transparency to the areas that parish councils represent and that the electoral arrangements of parishes – the warding arrangements and the allocations of councillors – are appropriate, equitable and readily understood by their electorate.

To that end, the Council is also reviewing unparished areas of the Borough to obtain views as to enabling community empowerment at local level which could include the Council devolving power and responsibility to neighbourhood level and extending localism to those parts of the town that do not presently benefit from their own local councils.

# Areas to be reviewed

The review covers all parish wards of the Borough and unparished wards.

# Who will undertake the review?

The Borough Council is responsible for conducting a review within its electoral area. The Chief Executive, in consultation with the Community Governance Review Project Team, will be responsible for making both draft and final recommendations during the process. The Council will be required to approve the final recommendations prior to the Community Governance Order being made.

A full consultation process will form part of the Review to take full account of the views of local people.

# Next steps

The next steps in the Community Governance Review [are subject to decisions being made at the Administration Committee meeting on 20<sup>th</sup> November and the indicative timetable (below) will be revised or agreed along with the Terms of Reference of the review.

# Indicative timetable for the Community Governance Review

Action	Timeline	Outline of Action
Publication of the Terms of Reference	6 December 2017	Council publishes Notice of the Review and notifies stakeholders
Initial Consultation Period	6 December 2017 – 30 January 2018	Initial submissions invited
Stakeholder Meeting	3 January 2018	Meet with stakeholders to answer questions relating to the Terms of Reference
	1 February 2018 – 2 March 2018	Consider submissions. Prepare draft recommendations
Final Consultation Period	5 March 2018-4 May 2018	Draft recommendations published and comments sought
	5 May 2018 - 22 June 2018	Consider final submissions and prepare recommendations
Final recommendations	July 2018	Publish Final recommendations
		Council to make Order
Implementation Order	August 2018	

# Electorate forecasts for the Borough

This Review will be conducted using electoral data taken from the December 2017 electoral register.

# Representations

The consultation period for the first stage of the community governance review commences on 6 December 2017, when the initial submissions are invited. The second consultation stage will commence in March 2018 and the draft recommendations will be published and comments will be sought.

If you have any questions of feedback please email: cgr@Eastleigh.gov.uk

Report from Cllr I Underdown for noting

# Hamble River Valley Forum

The speaker at the recent meeting of the Forum was Chris Hands CEO of YMCA Fairthorne Manor. It was a most interesting presentation about the facilities it offers at Fairthorne Manor such as outdoor activities, daycamps and childcare, as well as other facilities it is responsible for in Hampshire and the Isle of Wight. It has a similar facility at Shanklin and has properties in the Southampton area to support young people in the risk of homelessness.

As a charity it adds value to the lives of over 40,000 young people and their families in our area each year. One of the activities it is proud of hosting is a young carers festival weekend.

This talk was followed by the usual reports of relevant meetings to the river and its valley. The Forum's representative on the Hampshire Countryside Access Forum reported that there is a proposal for the County Council to hand over its Country Parks to charitable trusts similar to what has happened with its museums.

The public at this meeting expressed great concern about the loss of boatyard facilities including the boatlift in the Mercury Marina development proposals. In summary there was opposition to:

- turn Mercury from a full-service marina to a housing estate with associated boat parking.
- cause loss of public recreational facilities e.g. sea scouts.
- threaten the capacity of other marinas on the River Hamble.



# **HAMBLE RIVER VALLEY FORUM**

# You are invited to a meeting at Pilands Wood Centre Chamberlayne Road Bursledon SO31 8DT THURSDAY 25 JANUARY 2018 at 7pm Agenda

1 CHAIR'S WELCOME - APOLOGIES - INTRODUCTIONS - COUNCILLORS' INTERESTS
PUBLIC SESSION:
PLASTIC POLLUTION IN THE RIVER HAMBLE:
WHAT CAN WE DO ABOUT IT?
WHAT CAR WE BO ABOUT IT.
2 TO AGREE MINUTES OF 23 NOVEMER 2017 MEETING
3 TO REPORT ON MATTERS ARISING (not appearing in the agenda) 3.1 HCC Country Parks and Heritage Lottery bid - Aileen Wood 3.2 MDL HWC application at Hamble Point Marina - developments if any.
4 TO CONSIDER REPORTS AND MATTERS ARISING FROM RECENT HARBOUR AUTHORITY MEETINGS 4.1 Harbour Management Committee: 8 December 2017 - Cllr Andrewes
4.2 Harbour Board Meeting: 19 January 2018 - Cllr Kemp
5 TO NOTE DATES OF FUTURE HARBOUR AUTHORITY MEETINGS: 5.1 Management Committee: March 9 June 2018 5.2 Board Meetings: 6 April July 2018
6 MOTION: (see Public Session above) "That this Hamble River Valley Forum consider measures that could be taken locally to reduce the amount of plastic in the River Hamble, and agree a course of action."
Proposed by Cllr Andrewes
7 TO RECEIVE UPDATES 7.1 Seaview Project to deal with disposable structures on the River Hamble 7.2 Fareham and Eastleigh Local Plan Policies for the River Hamble
8 TO CONSIDER MATTERS RAISED DURING THE PUBLIC SESSION
9 DATE OF NEXT MEETING: JANUARY 25 2018
10 A.O.B. (notified to Hon. Secretary)
Public Session



# HAMBLE RIVER VALLEY FORUM MEETING

# THURSDAY 23 NOVEMBER 2017 at 7pm Pilands Wood Centre Chamberlayne Road Bursledon SO31 8DT

# **MINUTES**

- 1 **CHAIR'S WELCOME** Cllr Underdown (in the chair) welcomed everyone to the meeting, especially Cllr Rory Kemp, whose work evening commitments had ended and he was now able to resume attendance at meetings, representing Curdridge Parish Council Introductions were made.
- 1.1 PRESENT: Cllr lan Underdown Hamble le Rice PC (in the chair); Cllr Diane Andrewes -Bursledon PC; Cllr; Cllr Lynne Newton Curdridge PC; Cllr Rory Kemp Curdridge PC; Kevin Earl(Scouts); Jeremy Clark Solent Protection Society (co-opted); Robert Hughes Warsash Sailing Club (co-opted). Eric Reed (Bursledon Rights of Way & Amenities Preservation Group). Aileen Wood (ISC/ HCC Countryside Access Forum) late; Kenneth Munro Hamble River Sailing Club; Jim Chadwick-Williams (Hamble Rowing Club) Paul Hobbs (Warsash Residents Association);
- **1.2 In attendance:** Chris Hand, Speaker; Rosemary Nimmo Hon Secretary Botley Neighbourhood Plan; Bob Nimmo Botley Local History Group; Kathleen and Derek Hand Hamble.

#### 1.3 APOLOGIES

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Cllr Sheelagh Cohen - Hamble PC David Anderton (Mooring Holders); Richard Kenchington (Eastleigh Ramblers) Cllr Jane Rich (co-opted) Cllr Neil Lewis - Hound Parish Council

#### PUBLIC SESSION:

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# SPEAKER: CHRIS HAND C.E.O. Y.M.C.A. FAIRTHORNE MANOR

Chris. spoke of the early history of the Fairthorne Manor site, on which a evidence of the Bronze Age and a substantial Roman presence has been found. The YMCA (Young Men's Christian Association) purchased the site in 1947 and it is the operational hub for its branches in Hampshire and the Isle of Wight. Last year, it hosted 25,000 children, young people and their families. It has 180 beds and 350 tents. There is a 120-place nursery and a programme of activity for a 500-place day camp. The annual Young Carers' Festival, started in 2,000, and attracts 1,500 for 2 days in June. Children are the core work: helping chaotic children who lead chaotic lives.

The river activities include canoeing, kayaking, sailing and paddle boarding, as well as environmental studies. The river is becoming busier and there is concern about water quality, the restricted channel, litter, security of the site, adverse effects of proposed house building and increased traffic.

The site is an SSSI (Site of Special Scientific Interest) and is a rare example of the transition from ancient woodland through salt marsh and reed beds. It has 111 acres of wooded parkland and wetland. Osprey and the purple emperor butterfly are present and visible.

Many questions were asked and answered and, again, the Forum was amazed to discover the presence and extent of yet another special asset in the River Hamble valley.

### 3 MATTERS ARISING (not appearing in the agenda)

- 3.1 Landing Stage Project at *Horse and Jockey* Curdridge Cllr Kemp reported on the so far insoluble difficulties relating to land ownership and the escalating cost of the project, now likely to be £10,000.
- 3.2 England Coast Path update Cllr Andrewes drew attention to the recent report from Natural England, which detailed as the next milestone the finalisation and publication of proposals for the Calshot to Gosport stretch in spring 2018 -19 following site visits and meetings with landowners to discuss alignment options. -- No change!.. Members wishing to receive their own updates should contact <a href="mailto:sue.shipston@natural">sue.shipston@natural</a> england.org.uk
- 3.3 Report on proposed public footpath alongside Botley Road Cllr Newton spoke of a meeting with landowners and difficulties in the negotiations.
- 3.4 Swimming in the Hamble no further developments
- 3.5 MDL HWC application at Hamble Point Marina the effect on the removal of boat storage from Mercury to Hamble Point was reported by Cllr Underdown.

# 4 TO CONSIDER REPORTS AND MATTERS ARISING FROM RECENT HARBOUR AUTHORITY MEETINGS:

4.1 Harbour Board Meeting: 6 October 2017 17 November 2017

Cllr Andrewes reported that the 6 October meeting was a re-run of the Management Committee meeting where the main business was the application for Harbour Works Consent for pontoons at Hamble Point - reported at the previous meeting. She was concerned that the Board was not told of the 9 objections to the application before being asked to endorse the approval by the Management Committee, following the recommendation of the Harbour Master. The objectors included parish councils, the Forum and the Mooring Holders' Association. She raised this informally after the meeting with the HCC Legal Officer in attendance. This apparent dismissal of local concerns was a slight on the elected representatives of local people and clear evidence that the Forum was needed to note, report and act upon such matters. It was agreed to consider other points and determine further action, if any, pending the arrival of an application for planning consent. The November 17 meeting had been cancelled for lack of business.

- **5 REPORT OF HCC 'S FUTURE PLANS BY AILEEN WOOD**, Forum representative on the Hampshire Countryside Access Forum ):
- 5.1 TRANSFER HAMPSHIRE'S COUNTRY PARKS TO CHARITABLE TRUSTS? Aileen reported that the urgent need to increase revenues for the country parks had been raised at a Hampshire Access Forum meeting. Charging for 'professional' activities, such as dog-walking services and horse riding and by using other ways to pay for staff salaries and upkeep and maintenance of the country parks were discussed .Establishing a charitable trust to manage the country parks would attract income.
- 5.2 APPLICATION TO THE HERITAGE LOTTERY FOR FUNDING TO IMPROVE AND CONSERVE FOOTPATHS AROUND THE LOWER HAMBLE VALLEY THROUGH THE PARISHES OF HOUND, BURSLEDON, BOTLEY AND AROUND WARSASH Aileen said that the Conservation Volunteers, led by Rachel Bryan, were to apply for a grant to undertake a 3-year project with a heritage base in the Lower Hamble Valley by the creation of a Heritage Trail (alternative coastal footpath) and improving access to all. The intention would be to work with volunteer groups and build on work already undertaken by groups, such as the HRVF Footpath Working Party and Bursledon Rights of Way & Amenities Preservation Group.

Although the deadline for submission of the application was November 21, no formal approach had been made to either of the groups mentioned, though Aileen and Cllr Underdown had been asked to attend a meeting in October to discuss the project and Eric Reed, in his capacity as an HCC Volunteer Footpath Warden, had been notified of the project by Natalie England, HCC Engagement Officer.

These matters were noted and it was agreed to await events and formal notification of proposals.

#### 6 DATES OF FUTURE HARBOUR AUTHORITY MEETINGS were noted:

- 5.1 Management Committee: 8 December 2017 & March 19 2018
- 5.2 Board Meetings: 19 January & 6 April

#### 7 UPDATES ON RIVER MATTERS FROM FORUM MEMBERS AND ATTENDEES

- 7.1 The Chair welcomed Rosemary and Bob Nimmo from Botley and invited them to report on Botley matters. Rosemary spoke of development proposals, which had been opposed by local people and the parish council as far as the High Court to no avail and of her involvement in the Botley Neighbourhood Plan, which seemed to offer an opportunity for the community to have a say on any further development plans.
- 7.2 Paul Hobbs (Warsash Residents Association) reported that the deadline for consultation responses to the draft Fareham Local Plan was fast approaching and asked whether it was the intention of the Forum to respond. Jeremy Clark asked that the Forum should assert the importance of views from the river in the determination of planning applications in the valley or on the river and Paul Hobbs agreed to find out whether this had been included as a policy in the draft Fareham plan.
- 7.3 Cllr Andrewes said that the Harbour Board had agreed to a proposal from Board Member, Chris Moody, that the *Hamble River Plan* should be resuscitated as the way forward for river planning and she asked whether this was regarded as a good idea by the Forum and, if so, should we re-visit it?

#### 8 MATTERS RAISED DURING THE PUBLIC SESSION REQUIRING ACTION

8.1 Hamble Point HWC application

Kenneth Munro (Hamble River Sailing Club) raised the question of the Forum's response to the application and the need to ensure that parish councils would be aware of the views of attendees, when responding to a future planning application. It was agreed unanimously that the following statement be taken back by Forum members to their parish councils:

This Hamble River Valley Forum does not approve of any development that would

- turn Mercury from a full-service marina into a housing estate with associated boat parking
- result in the loss of recreational amenities eg sea scouts
- threaten the capacity of other marinas

and asks estuarine parish councils to bear this in mind, should a planning application from MDL be forthcoming.

Q	DATE	OF	NEX.	T MEET	ING:	.IANII	ΔRY	25	201	18
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**10 A.O.B.** (notified to Hon. Secretary) None

There being no further business, the meeting closed at 9.05pm

• • •





# Hamble Parish Council Committees and Working Groups.

All Hamble Councillors are members of the Council and attend Council meetings on the 2<sup>nd</sup> and fourth Monday of every month (except during August)

# **Membership of Committees**

**Asset Management Committee** 

Cllr M Cross (Chair) Cllr S Schofield, Cllr I Underdown; Cllr G Woodall; Cllr D Phillips

Substitutes: Cllr S Hand and Cllr T Hughes

**Burial Ground Committee**Cllr S Schofield (Chair)

Cllr I Underdown; Cllr P Beach

Substitutes: Cllr S Hand and Cllr D Rolfe

**Personnel Committee** 

Cllr I Underdown (Chair) Cllr S Cohen; Cllr P Beach

Substitutes: Cllr S Hand

# **Representation on Working Parties**

**Appeals Panel**Cllr M Cross, Cllr T Hughes and Cllr D Rolfe

Christmas Lights Working Party

Cllr D Phillips, Cllr D Rolfe and

Cllr I James

Travel Tokens Working Party Cllr G Woodall, Cllr C Palmer,

Clir G woodall, Clir G Palme Clir Schofield

Substitute: Cllr S Cohen

The Council also use Task and Finish Groups to consider time limited projects. A recent example was the Councils response to the Satchell Lane Planning Application





# **Hamble-le-Rice Parish Council**

# PARISH COUNCIL REPRESENTATIVES ON OUTSIDE BODIES - 2016/17

Hamble River Valley Forum	I Underdown & S Cohen
Hamble Estuary Partnership	1 Underdown
Hamble Village Memorial Hall Management Committee (1)	To be decided
Scout and Guide Liaison	C Palmer
Henville Educational Foundation (4 year term to May 2018)	I Underdown
Youth Liaison – HYPE Co-ordinator	S Schofield & D Phillips
Hamble Primary School (Associate Governor)	To be decided
Older Peoples Champion	Vacancy

# **WORKING PARTIES/COMMITTEES**

Leases Working Party	S Hand, I Underdown, D Rolfe & Vacancy	
Burial Ground Committee	Vacancy, S Schofield & I Underdown (Chair)	(Sub: S Cohen)
Personnel Committee	Vacancy, Vacancy, S Hand, I Underdown & S Cohen	(Chair)
Travel Tokens Working Party	Vacancy, D Phillips and S Cohen	(Sub: S Schofield)
Personnel Appeals Panel	M Cross, T Hughes & D Rolfe	



22nd January 2018

Agenda item: Clerks Update

#### Recommendation:

Council

- 1. Note the expenditure incurred at Mount Pleasant following vandalism, with Playdale Playgrounds Ltd totalling £486.84 +vat. Payment will be authorised in February 2018.
- 2. Note the expenditure incurred at the Roy Underdown Pavilion (RUP) with Classic Fire Security Ltd totalling £287.50 + vat on Fire Safety measures. Payment will be authorised in February 2018
- 3. To receive of the costs to upgrade the emergency lighting at RUP.

# Matters arising from the last meetings

1. The gate at Hamble Lane has now been repaired and pot holes to the entrance repaired.

#### **New items**

- 2. Within the last ten days equipment at Mount Pleasant has been vandalised. A rope and ramp were burnt and are in need of replacement. The equipment is only available from one supplier and the invoice is attached. Work has been authorised so the expenditure of £486.84 +vat and payment on the list should be noted.
- 3. A recent Fire Risk Assessment has been carried out on the RUP and a series of recommendations made. Authorisation has been given for the miscellaneous works which total £287.50 + vat. Work is urgently needed to replace the existing emergency lighting which is beyond reasonable repair. More detail is being requested and will be given at the meeting for the cost of new lighting and the approximate cost of installation. Failure to do these works would mean us needing to stop public use
  - We will also need to build in an annual service charge.
- 4. The Assistant Clerk has successfully renegotiated a new printing cost for the Parish Magazine with the current supplier. They were invited to price match the lowest cost we had found. The council is keen to satay with the current printer as there customer support has been exceptional. The new cost will be £840.00 as opposed to £1189.00 per print cycle which is a saving of £3490 per year. The Council will not retest the market for a 3 year period.
- 5. Hamble River Sailing Club has written asking about a licence for the dinghy spaces that they are allocated. Currently no formal agreement exists. Although the Council will not want to create a situation where rights accrue to HRSC (or any other user) some form of agreement is needed to reflect the working arrangements. A meeting is to follow.
- 6. HALC has recently relet the legal services contract for Hampshire. The new contract has been awarded to Hampshire County Council Legal Services. The head of the service has met with the Clerk to discuss our needs. It is anticipated that we will continue to use Surrey Hills for lease related work but will use the County Service as a first point of contact on other issues. The first 40 mins of advice is free. They have also signposted HCC procurement and estates advice.

### **Meeting dates**

**EBC Parish Member Planning Training** 

23 January at 6:15pm Eastleigh House

**Dinghy Park Users consultation** 

26<sup>th</sup> January – 6pm at the Priory Centre Hamble.

# **Annual Parish Meeting**

18 April 2018 - Hamble Memorial Hall TBC

# **Appendices**

Quote from Playdale Playgroups Ltd (to be amended as the name on the quote is incorrect)

Email from Groundsman 01.12.17 regarding Fire Risk Assessment work

#### **Clerk - Hamble Parish Council**

From:

Groundsman - Hamble Parish Council

Sent:

01 December 2017 07:44

To:

Clerk - Hamble Parish Council

Subject:

FRA work quote

Hi Amanda,

Please can we discuss the quote below.

Many Thanks

Richard

From: Classicfire & Security Ltd [mailto:info@classicfire.co.uk]

Sent: 30 November 2017 09:03

To: Groundsman - Hamble Parish Council

**Subject:** Re: FRA & Invoice

Hi Richard,

Sorry for the delay in replying, I have had major IT problems which are still not right and it's slowly driving me mad!!!

Anyway! please find listed the quotation for the items in your risk assessment.

#### Mount Pleasent.

6 x 'Fire Action' notices - £8.50 each = £51.00 + vat

# Roy Underdown

6 x 'Fire Action' notices - £8.50 each = £51.00 + vat

1 x 'Fire Assembly Point' sign - £14.50 + vat

Annual Emergency Light testing in accordance with BS5266 - £35 + vat per hour. (Maximum 3-hours).

1 x 1.2m Fire Blanket - £24 + vat (Mess Room Kitchen)

1 x 6Ltr Water & 1 x 2Kg Co2 extinguisher - £98 + vat (Bottom of Stairway)

 $1 \times 2 \text{Kg Co} - £49 + \text{vat (Meeting Room)}$ 

Fire Alarm Servicing - £35 + vat per hour.

The total cost without the Emergency Light/Fire Alarm servicing is £287.50 + vat. This price includes delivery and installation of all the extinguishers and signage.

The service of the Emergency Lights/Fire Alarms can be done at the above hourly rate.

I hope this meets with your requirements and I look forward to hearing from you.

# Kind regards

# Tim

# Tim Redman TIFSM

Mobile: 07818204400

Classicfire & Security Ltd

Unit 1 Swanwick Business Centre

Bridge Rd

Southampton

SO31 7GB

Tel: 023 80 737714

# www.classicfire.co.uk

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#### On 16/11/2017 09:27, Groundsman - Hamble Parish Council wrote:

Hi Tim,

Please could you quote to supply and fit all of the extra signage and extinguishers.

Are you able to test all of our fire alarms and emergency lights to give a start point for us to continue, If you are able to do this please could you quote for this also.

Many Thanks Richard

From: Classicfire & Security Ltd [mailto:info@classicfire.co.uk]

**Sent:** 15 November 2017 11:20

To: Groundsman - Hamble Parish Council; Assistant Clerk - Hamble Parish Council

Subject: FRA & Invoice

Hi,

Please find attached the 'Fire Risk Assessments' and relative invoice.

Many thanks

Kind regards

# Tim

# Tim Redman TIFSM

Mobile: 07818204400

Classicfire & Security Ltd

Unit 1 Swanwick Business Centre

Bridge Rd

Southampton

SO31 7GB

Tel: 023 80 737714

# www.classicfire.co.uk

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# Hamble-le- Rice Parish Council COUNCIL MEETING



# Monday 22nd January 2018 at 1900 - 21.30

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

Section 1.	Welcome
1a 1b 1c <b>Section 2</b>	Apologies for absence Declaration of interest and approved dispensations To approve minutes of the Council Meeting Public Session
Section 3	Community and Partnerships
3a	Community Governance Review - <a href="https://www.eastleigh.gov.uk/the-council/community-governance-review.aspx">https://www.eastleigh.gov.uk/the-council/community-governance-review.aspx</a>
3b Section 4	Hamble River Forum – for noting  Governance and Finance
4a	Confirmation of change of hourly rate for Roy Underdown Pavilion – verbal report
4b	Representation on Committees and outside bodies
4c	Recommendations from Asset Management Committee – 8.01.17
4d	Clerks report
Section 5	Planning
5a	Establishment of the Planning Committee – Terms of reference and election of members
5b	F/17/82061 - Erection of palisade fence and gates MALLARDS MOOR, SATCHELL LANE, Nr Eastleigh, SO31 4NE
	T/17/82206 - 1 x Beech, 1 x Sycamore & 2 x Horse Chestnut - Prune back to
5c.	boundary away from the The Old Fire Station roof.
	THE LODGE, HIGH STREET, HAMBLE-LE-RICE, SOUTHAMPTON, SO31 4JF
5d.	H/17/82163 - Part two storey and part single storey rear extension, following re-submission of planning permission F/17/81396
	Memorial Hall, High Street, Hamble-le-Rice, Southampton SO31 4JE 02380453422

5f.	T/18/82250 - 1 X Oak - Cut back branches overhan maximum of 5m. 33 BEAULIEU ROAD, HAMBLE-LE-RICE, SOUTHAMP	,
5g.	H/17/81996 .Single storey side extension with acceexisting roof space including raised ridge height.  101 KENDRICK COTTAGE, SATCHELL LANE, 4HL	•
5h.	F/17/82001 - OSBORNE QUARTERS POLICE TO VICTORIA COUNTRY PARK, NETLEY ABBEY, So werbal feedback following site visit	· · · · · · · · · · · · · · · · · · ·
Governmen likely to invo	siness - To consider passing a resolution under St Act 1972 in respect of the following items of busing the disclosure of exempt information as defined 2A of the Act.	ess on the grounds that it is
interest test on 1st Marc It is conside	ered that the following items are exempt from dis not disclosing the information outweighs the publi	closure and that the public
Clerk	***************************************	Date

37 SATCHELL LANE, HAMBLE-LE-RICE, SOUTHAMPTON, SO31 4HF

1 CERDIC MEWS, HAMBLE-LE-RICE, SOUTHAMPTON, \$031 4LW

T/17/82182 - 1 x Oak - Crown reduce by 2m. (approximately 10%)

5e.

# Playdale Playgrounds Ltd

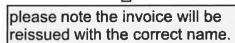
Haverthwaite, Ulverston, Cumbria, LA12 8AE

Tel: 015395 31561 Fax: 015395 31539

E-mail: enquiries@playdale.co.uk

# www.playdale.co.uk





Hambledon Parish Council

Hapton House Church Lane Hambledon Hampshire PO7 4RT



**Quotation Number** 0000047048

**Quotation Date** 09/01/2018

**Scheme Number** 

Project For Replacement Parts

Product Code	Product Name	Quantity	Unit Price	Total
SR12	Pul Up Rpe Wdlnd Twr Mod.Kit	1.00	92.06	92.06
WT263	Ramp	1.00	486.84	486.84
DEL003	Deliver Spares Only	1.00	90.00	90.00

Total GBP 668.90

All the above prices are subject to VAT and are valid for a period of one month
Please refer to our standard <u>Terms and Conditions</u> and <u>Additional Information</u>
Finance Packages are available













#### HAMBLE PARISH COUNCIL

Council 22 January 2018

Agenda item: 5a Terms of reference for the Planning Committee

#### Recommendation

1. To agree the terms of reference set out below for the new Planning Committee.

- 2. Elect 4 Members to the Committee and select its Chair
- 3. Approve spending of up to £1000 for equipment to ensure that plans can be shown at meetings in the future.

The Council agreed at its meeting on the 8<sup>th</sup> January to move to a monthly Council Meeting but to establish a Planning Committee that will meet on the fourth Monday of each month when traditionally the second council meeting would have taken place.

The terms of reference for the new Committee follow the general principles of our other committees although this will have decision make powers to determine planning applications and other issues related to planning. For applications that are exceptional and likely to generate significant interest in the village there should be a procedure for referral to full Council meeting or to an exceptional meeting with the public. Our standing orders are being reviewed at the moment and the process for this will be included.

The draft terms could also include infrastructure and highways issues which seem to be common in other Councils. Members are asked to comment on this.

Members serving on the committee will be expected to undertake a range of training to ensure that they have the necessary skills and competence to consider them. Planning is a quasi-judicial process and it is essential that decisions are made that are reasonable and lawful.

The Committee has been kept small in size to ensure that the objectives of the change in meeting patterns can be achieved – namely that the work of the council is spread more evenly and that not all members need to attend two formal meetings a month but rather can be called onto attend other types of meetings as needed.

Other committees have substitutes and given the need to ensure this Committee is quorate as applications are time critical, this would be a useful provision. Those putting themselves forward for the Committee should ensure they will be available to attend most meetings.

Meetings will be held in public. Other members of the Council are entitled to attend the meeting. Should they wish to comment on an application they should make the Clerk aware ahead of the meeting so that this can be arranged.

Currently the Council makes Plan Packs available in the office for inspection. We will be reviewing this. Initially we will notify the members of the Committee as plans are registered with us and encourage on line viewing. In the absence of a plan printer, copies of the main documents will be provided with the agenda packs but will be no larger than A3 in size. Where the bundle is very large with associated documentation the committee will be expected to review these on line.

Staff will investigate whether the current resources available to the office can be used to enable applications to be viewed in projected form on the night. Members of the public will need to be able to see key plans if they attend the meeting. If the current technology cannot be used it is envisaged that a large screen Smart TV be acquired and used for the purpose. A budget of £1000 should be agreed to facilitate this.

# HAMBLE-LE-RICE PARISH COUNCIL DRAFT PLANNING COMMITTEE TERMS OF REFERENCE.

#### INTRODUCTION

- 1. The Planning Committee has been established by the Council in order to provide proper scrutiny of planning applications, enforcement action and policy development including Local and Neighbourhood Plans. This will be focused primarily on the village but may also include applications and policy outside of the village, that impact upon it as well as policy that affected the whole borough. It should also include matters relating to infrastructure and highways?
- 2. Its principal role will be to respond to statutory consultations from the Planning Authority on individual planning applications.
- 3. The Committee will also provide advice and guidance of the full council where applications are sufficiently large to justify the involvement of all members of the Council.

#### **MEMBERSHIP**

- 4. Members and Chairman of the Planning Committee will be appointed by the Council at its Annual Council Meeting or at another time during the year if needed. Additional Councillors with relevant professional experience may be co-opted as needed.
- 5. Where appropriate the contribution of expert witnesses or services will be sought by the Committee on an as and when basis.
- 6. Representations will also be sought where appropriate from householders, developers/land agents and members of the community.
- 7. The Chairman of the Council is an ex officio member but may also be a member in his or her own right.
- 8. The Committee comprises 5 members. Its Chair will be appointed by the Council. A quorum of three members is required to transact business.

#### CONFIDENTIALITY

9. All members must preserve confidentiality of discussions held at meetings where that information is deemed to be 'exempt business'. (When the committee decides that "publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution and arising from the nature of that business or of the proceedings.") This could include pre application discussions with applicant, cases where planning enforcement is being sought or where there is legal action pending.

#### **DELEGATED POWERS**

10. The Planning Committee has delegated powers to decide the parish councils decision on individual planning applications presented to it and will make appropriate comments to the Local Planning Authority who will determine the application. Where an application is significant to the whole of the Parish the application will be referred to Council for consideration.

#### **REMIT OF THE COMMITTEE**

The Planning Committee will consider:

- All Planning Application Consultation Requests it may decide to delegate certain decisions to the Clerk such as straight forward householder applications
- Review material and evidence submitted in support of an application
- Provide opportunities for residents to comment on applications and ensure that the committee understands local sentiment regarding specific applications
- Reviews Area Character Appraisal, Conservation Policy and other planning documents that relate to the village and its environment
- Receive updates on Planning breaches and enforcement action
- Consider emerging policy from Eastleigh Borough Council as part of its plan making as well as adjoining planning authorities
- Formulate new policy for inclusion either in the Local Plan, a Village Design Statement or a Neighbourhood Plan.
- Consider the detail of any planning applications that the Council needs to make in the management of its assets
- Undertake annual audits of its decisions on applications to understand the impact of its decision making.

#### WAYS OF WORKING

- 11. Members of the Committee must remain open minded on planning matters and not predetermine their position ahead of the matter being formally considered.
- 12. Where appropriate the Committee may decide to undertake a site visit ahead of a scheduled meeting to assess the application on site. Site meetings should be publicised so members of the public can attend.
- 13. The Committee will give equal weight to all information that is submitted but it will make its decisions based on material planning considerations
- 14. Members of the committee will ensure that they are open to training and development to ensure they are capable of making good decisions

#### RECORDING OF DECISIONS.

15. All meetings will have proper minutes taken and other records kept, as required.

#### **Amendment Record**

Version 1: Initial Issue



