

## HAMBLE-LE-RICE PARISH COUNCIL

### MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY 12th SEPTEMBER 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 S Hamel  
Cllr D Phillips  
Cllr D Rolfe  
Cllr I Underdown

#### **In Attendance**

Mr B Gibbs – Clerk to the Council  
Mrs J Panakis – Minutes Secretary  
Mr R Clarke – Head Groundsman  
Mr N Rose – Chair, Hamble Lifeboat Trustees  
One member of the Public

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

**345/91/16** Apologies had been received from Cllr T Hughes and Cllr S Schofield. Cllr Hand announced that he had received a letter from Cllr Lear tendering her resignation as a Councillor with immediate effect. The vacancy will have to be declared at the next Parish Council meeting to trigger the process of replacing her. The Council requested that the Clerk provided information as to the cost of a By-Election, should it become necessary. Cllr Hand had written to Cllr Lear expressing the Council's best wishes for her future. **CLERK**

#### **Declarations of Interest**

**346/91/16** Cllr Beach declared a dispensation regarding the Foreshore and Dinghy Park and the Beach Hut Café; 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 Hamel declared a dispensation relating to the Foreshore and Dinghy Park; Cllr Underdown declared dispensations relating to the Foreshore and Dinghy Park and the River Hamble.

#### **To Accept the Minutes of the Council Meeting held on 25<sup>th</sup> July 2016**

**347/91/16** Cllr Hamel commented that there had been a number of resolutions recorded as either proposed, or seconded by Cllr Phillips. However, Cllr Phillips had not attended and her apologies were shown in the minutes. The Council agreed that the Minutes needed to be altered and would be brought to the next Council meeting for approval.

Chairman's signature .....

date.....

**To Accept the Minutes of the Personnel Committee held on 4<sup>th</sup> July 2016**

**348/91/16** Cllr Underdown proposed and Cllr Cohen seconded and all agreed and IT WAS RESOLVED that the minutes of the Personnel Committee held on 4<sup>th</sup> July 2016 was a correct record and was then signed by the Chairman.

**To Accept the Minutes of the Burial Ground Committee held on 4<sup>th</sup> July 2016**

**349/91/16** At this meeting the Burial Ground Committee agreed that decisions regarding applications to inter ashes into existing plots could be delegated to the Clerk and the only matters that the Committee should deal with were applications for Burial Plots from non-residents. Cllr Underdown proposed and Cllr Hand seconded and all agreed and IT WAS RESOLVED that the minutes of the Burial Ground Committee held on 4<sup>th</sup> July 2016 was a correct record and was then signed by the Chairman.

**To Accept the Minutes of the Burial Ground Committee held on 7<sup>th</sup> May 2016**

**350/91/16** The minutes of this meeting were re-submitted for approval of the whole Council to correct the wording of the minutes following a resolution passed at the meeting. Cllr Underdown proposed and Cllr Hand seconded, and all agreed and IT WAS RESOLVED that the minutes of the Burial Ground Committee held on 7<sup>th</sup> May 2016 was a correct record and then signed by the Chairman.

**Public Session**

**351/91/16** There were no matters raised.

**Planning and Development Control**

**To consider any Planning Applications**

**352/91/16** *F/16/78923 Single storey rear extension and provision of roof terrace to rear of first floor 32b Satchell Lane, Hamble-Le-Rice, Southampton SO31 4HH*  
Cllr Underdown proposed, Cllr Rolfe seconded and the majority Agreed (Cllr Cross abstained) and IT WAS RESOLVED that the decision be left to the Planning Officers. **CLERK**

**353/91/16** *F/16/79039 Retention of detached garage at 22 Hardwicke Way, Hamble-Le-Rice, Southampton SO31 4LN*  
Cllr Cohen 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**

**354/91/16** *C/16/78893 Retention of retaining wall and parking area at 17 Crowsport, Hamble-Le-Rice, Southampton SO31 4HG*  
Cllr Hand proposed, Cllr Hamel seconded and the majority Agreed and IT WAS RESOLVED that the decision is left to the Planning Officers. **CLERK**

**355/91/16** *N/16/79056 Notification of intent: fell 1 no Corsican Pine at 12 Oyster Quay, Hamble-Le-Rice, Southampton SO31 4BQ*  
Cllr Underdown proposed, Cllr Rolfe seconded and all agreed and IT WAS RESOLVED that the Council write to the arboriculturist asking whether the tree could be saved. **CLERK**

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

**356/91/16** There were no Planning Decisions and Matters at Appeal to consider.

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**Hamble Lifeboat Station Construction Project**

**52/21/15** Cllr Hand expressed his condolence to the Lifeboat Station Trustees with regard to the death of Captain Roger Harding. Mr Rose explained that the Roger’s death had created issues for the Trustees but that they were now in a stable position to carry on. The new Board of Trustees comprised now of: Mr N Rose (Chairman), Mrs J Motherwell, Mr S Emery, Mr J Godwin and Mr T Motherwell. Cllr Hand enquired on the progress of completing the 3 unisex toilets on the foreshore. Mr Rose said that they were still requesting the submission of quotes. Mr Rose commented that he had not received any written notification of the Parish Council’s requirements and had not received a copy of the minutes of the last Council meeting wherein decisions were documented. The Clerk was asked to write to Mr Rose to clarify the agreement made at the last Council meeting in July. **CLERK**

Mr Rose said that the execution of the lease and the under-lease was still awaited.

Cllr Hand said that all the Councillors were being pressurised by Parishioners about the lack of permanent public toilets on the foreshore. In addition, they were hearing that some members of the Lifeboat Station crew were stating that it was the Parish Council’s fault that these had not been completed. Following discussion it was agreed that a statement be published in the next Hamble Village Magazine regarding this and that Cllr Hand and Mr Rose would meet to discuss the wording. Cllr Cohen felt that any statement should be subject to legal scrutiny before publication.

**Foreshore Temporary Toilets**

**357/91/16** The Clerk had prepared a paper for the Council that recommended to the Council that it should consider removing the temporary toilets on the foreshore. The Clerk reminded the Council that they were under no statutory obligation to provide toilets for the public and that the Council had expended a considerable amount of money providing the temporary toilets. This expenditure was eroding the Council’s capital reserves. Cllr Underdown said that last year the Council made clear that they expected the Lifeboat Trustees to make a contribution to the costs of providing the temporary facilities. The Clerk confirmed that a letter had been sent to the Hamble Lifeboat Trustees in August 2015 but the amount outstanding at that time had not been paid.

The Clerk was asked to write to the new trustees. The Clerk was asked to provided a complete breakdown of the expenditure incurred by the Parish Council as a result of the Lifeboat Station building project, including: (1) reconnecting the electricity supply; (2) fixing the water leaks; (3) loss of income from the Dinghy Park spaces used during the construction project (2 consecutive years); (4) the installation of the electrical box on the quay; (5) cost of providing temporary toilets; and (6) the costs the Council have incurred through having to obtain legal advice. **CLERK**

Cllr Phillips felt that the Lifeboat Trustees were being slow in honouring their obligation to provide suitable toilet facilities for the Parish Council, as originally agreed as part of the Council’s contribution towards the building of the new Lifeboat Station. In her opinion the best course of action was to ‘draw a line’ under the project and for the Council to consider building new toilets. Once the lease is signed the Council would have total responsibility for the toilets anyway. The Clerk said that he had just received a letter of advice regarding the toilets from the Council’s solicitors and this will be circulated.

Regarding the temporary toilet provision it was the view of the majority of councillors that some temporary provision should continue.

Cllr Rolfe proposed, Cllr Underdown seconded and all agreed and IT WAS RESOLVED that the number of temporary toilets on the foreshore would be reduced from 4 to 2 with immediate effect and that the situation would be reviewed on a month to month basis from now on. **CLERK**

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### **The Donkey Derby Field**

**358/91/16** The fencing around the Donkey Derby Field had been erected some 25 years ago and the Groundstaff have had to repair parts of the fence over recent years. The situation now is that so much of the fencing is rotting, it would be more cost effective to renew the whole fence: Mr Clarke recommended using hardwood (Oak) fencing panels for this. Although this was more expensive than using softwood, it would last much longer and the job would only have to be done once in a 20/25 year period. Softwood would require replacement within a much shorter time span. Quotes were circulated for the Council to consider.

Cllr Cross proposed, Cllr Hamel seconded, (Cllr Underdown and Cllr Phillips abstained) and **IT WAS RESOLVED** that the quote from South Coast Fencing for hardwood for £2,718.59 ex VAT was accepted. **CLERK**

**359/91/16** The Clerk reported that the Council had received a request from the Royal Southern Yacht Club for 9 days use of the Donkey Derby Field for parking during the J80 World Championships being held on the 7<sup>th</sup> to the 15<sup>th</sup> July 2017. The Clerk reminded the Council that they were only allowed to use the field for parking for 28 days between January and December each year. Organisations who usually used the field were contacted end of September/beginning of October each year to ask what their requirements were for the forthcoming year. The Clerk was instructed to inform the Royal Southern Yacht Club that the Council is not able to consider their request until all the applications had been submitted. **CLERK**

### **Foreshore Waste Bins**

**360/91/16** A report on the situation regarding these bins had been circulated with the meeting papers, including pictures of the recent state they were in: this was a common problem throughout the summer months. These Eurobins are provided by the Parish Council to take the litter picked in the Parish by the Groundstaff, however, the facility is being abused by some local businesses and parishioners. Only the Beach Hut Café and one local resident have arrangements to use the bins. Due to the location of the bins, the Parish Council has no control over who uses them. There are 9 litter bins around the Foreshore area for visitors to put their general litter in.

The Clerk recommended that the Parish Council's bins are relocated to the Mount Pleasant storage area. This would provide an opportunity for the Council to reduce the number of bins it required and the number of times they are emptied each week thus reducing expenditure. All the local marinas provide their own waste disposal facilities for their customers; however, no visiting yachtsmen pay anything towards the facilities if coming directly ashore at the Hamble Public Jetty.

Cllr Underdown commented that Hamble was a leading yachting centre and as such required good facilities, and was opposed to the bins being removed. He also felt that the Parish Council should provide recycling bins. It was agreed that more information was required, particularly whether the Parish Council's recycling targets were being met and also determining what provision the Harbour Authority made for rubbish disposal. **CLERK**

### **Mount Pleasant Pavilion Roof**

**361/91/16** A report on the state of this roof (caused by vandalism), together with supporting pictures, had been presented to the Council. The Clerk asked the Council to consider the expenditure involved in fixing the roof in the light of the fact that the building was at the end of its life (the conclusion reached by the Eastleigh Borough Council surveyor when the building was assessed as a potential site for the library in Hamble). At present the Pavilion's changing facilities are used by the footballers who hire the

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pitches - the Council has no legal obligations to provide such facilities. The Parish Council also use it as storage space, but this will be superseded in due course when the Council's secure storage is ready. Mr Clarke reported that, to date, he had only received one quote for repairs and the Council agreed to postpone making a decision until further quotes were received. **CLERK**

**Finance**

**362/91/16** To receive the Bank and Petty Cash reconciliations for July 2016. The current bank balance stood at £49,769.91 minus unrepresented cheques brought the balance to £38,975.80. The Petty Cash reconciled at stood at £181.61.

Cllr Underdown proposed, Cllr Cohen seconded and all agreed and IT WAS RESOLVED that the Bank and Petty Cash reconciliations for July 2016 be accepted. **CLERK**

**363/91/16** To receive the July 2016 Salary Journal. The Clerk commented that in this report, and those submitted in the past, his personal AVC deductions showed on the system's print out. This should not have been the case and this problem has now been resolved. The Journal would be correct from the August Journal onwards.

Cllr Underdown proposed, Cllr Cohen seconded and all agreed and IT WAS RESOLVED that the July 2016 Salary Journal be accepted. **CLERK**

**364/91/16** To receive Orders for Payment for August and September 2016. The payment to Tim Norris for the Maintenance of the boat bench was queried: this was for refurbishment. The bench is of green oak, which requires treating and re-varnishing after the first year of installation.

Cllr Underdown proposed, Cllr Cohen seconded and all agreed and IT WAS RESOLVED that Orders for Payment for August and September 2016 be accepted. **CLERK**

**365/91/16** To receive the Income and Expenditure reports for the 1<sup>st</sup> Quarter 2016/17. The cost to the Council due to water leaks was queried, in particular the bill received from Southern Water for £7,340: the Clerk confirmed that the Parish Council was not being asked to pay this at the present time.

Cllr Underdown proposed, Cllr Cohen seconded and all agreed and IT WAS RESOLVED that the Income and Expenditure reports for the 1<sup>st</sup> Quarter 2016/17 be accepted. **CLERK**

**366/91/16** In the light of the recent resignation of Mrs Lear, the Clerk was asked to remove her from the bank mandate as a cheque signatory and to start the process of adding Cllr Cohen. **CLERK**

**Hamble River Valley Forum**

**367/91/16** Cllr Underdown said that he had been working with Mr Truswell of the Forum regarding the English Coastal Footpath and asked that a proposal be considered by the Council for the inclusion of the River Hamble in the Footpath. Cllr Underdown proposed, Cllr Rolfe seconded, the majority agreed (Cllrs Cross and Cllr Cohen abstained) and IT WAS RESOLVED that Hamble-le-Rice Parish Council supports the inclusion of the River Hamble within the English Coastal Path using the A27 bridge at Bursledon rather than the Hamble-Warsash Ferry as its first crossing point. The ultimate aim of this initiative would be to have a riverside footpath around the river via Botley. **CLERK**

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**Grant Application from “Carols in the Square” Organising Committee**

**368/91/16** Cllr Hamel proposed, Cllr Rolfe seconded and the majority agreed (Cllr Cross absent from the room during this item) that this grant application be approved. The Clerk was asked to write to Father Whiting confirming the application had been successful. **CLERK**

**Reports from the Clerk**

**239/81/12** Hamble-Le-Rice Parish Council Secure Storage: The Council agreed that a meeting be convened in October of the Working Party to consider the quotes received for the erection of this building and the future of Mount Pleasant at the same time. **CLERK**

**205/61/13** Path from Well Lane to Marina Drive: Diccon Bright had been asked to speak to Eastleigh Borough Council solicitors about this issue, however, the solicitor left the Borough Council and subsequently Diccon Bright is no longer our Area Co-ordinator. Mr Matt Blythe has been appointed as Area Co-ordinator and the Clerk was asked to contact him regarding this. The Council also asked the Clerk to invite Mr Blythe to attend a Parish Council meeting. **CLERK**

**111/32/15** EBC Developer Contributions: no further information has been received.

**275/71/15** Hamble Footpath 5: no further information has been received.

**464/121/15** Westfield Common Information Boards: there have been no further incidents of vandalism.

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

**From Eastleigh Borough Council**

**369/91/16** Request to release information to their internal auditors. The correspondence was noted and the Clerk reported that this has been done.

**370/91/16** LAC Team Meeting 1<sup>st</sup> September: there is no priority to consider regulating the parking in Spitfire Way. This was noted.

**371/91/16** Correspondence regarding the new interest rate on loan L5386: this was noted.

**From Hampshire County Council**

**372/91/16** Correspondence regarding car parking, overgrown vegetation and fly tipping issues in Hamble-Le-Rice: Hampshire County Council requested that the overgrowth of vegetation at Barton Way/Barton Drive be dealt with by the Parish Council and the work recharged to them. This has been done.

**373/91/16** Correspondence regarding “The Future of Local Government in Hampshire”: Cllr Hand would be attending a workshop on 20 September and the Clerk was on a reserve list for one of the workshops.

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**Other correspondence**

**374/91/16** Coopervision Ltd – area adjacent to the ATA Memorial: the situation regarding Coopervision employees smoking around the Memorial has improved.

**375/91/16** Hamble River Raid: letter of thanks received for the use of the Foreshore.

**Exempt Business**

**376/91/16** There was no exempt business to discuss.

*The meeting closed at 9.25 pm.*