

HAMBLE-LE-RICE PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING HELD ON
MONDAY 13th FEBRUARY 2017 AT THE ROY UNDERDOWN PAVILION,
COLLEGE PLAYING FIELDS, BARON ROAD, HAMBLE-LE-RICE AT 7.00 PM**

Present

Cllr S Cohen – Chairman
Cllr P Beach
Cllr M Cross
Cllr I James
Cllr D Phillips
Cllr S Schofield
Cllr I Underdown
Cllr D Rolfe

In Attendance

Mrs A Jobling – Clerk to the Council
Mrs J Symes – Assistant Clerk
Mrs J Panakis – Minutes Secretary
2 members of the Public

To Receive Apologies for Absence

45/21/17 Apologies had been received from Cllr S Hand, Cllr T Hughes and Cllr G Woodall.

Declaration of Interest

46/21/17 Cllr Underdown declared dispensations relating to the Foreshore and Dinghy Park, and the River Hamble, and an interest in Item 9, Planning Application A/17/79826. Cllr Cohen declared a dispensation regarding membership of the Royal Southern Yacht Club. Cllr Beach declared a dispensation relating to the Foreshore and Dinghy Park. Cllr Woodall declared a dispensation regarding membership of the Royal Southern Yacht Club. Cllr James 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 Meeting held on 23rd January 2017

47/21/17 Cllr Underdown asked that Item 51/21/15, page 1 – Hamble Lifeboat Station Construction Project – that reference to the 'licence' on lines 6 and 7 in the item be altered to 'lease': this was done. Cllr Underdown then proposed, Cllr Schofield seconded, all agreed and IT WAS RESOLVED to accept the minutes of the Council meeting held on 23rd January 2017 as a true record and was then signed by the Chairman.

Public Session

Presentation from Brackley Investments Ltd

48/21/17 Brackley Investments Ltd presented their proposal to build accommodation for a dementia care scheme at Mursell Way, Hamble-Le-Rice. They had constructed other buildings of this specialist nature, and these were constructed for charities and not for profit

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care trusts. The organisation has ascertained that there is a need for dementia care facilities in this area of Eastleigh Borough Council. The site proposed is 1.25 acres on which would be constructed a 2 storey building with 64 beds and 30 car parking spaces. The building is designed in separate wings of 8-bed 'households', each self-contained in terms of bathrooms, lounge and dining rooms. The building would also have a central coffee bar, cinema and community facilities. The GP surgery next to the proposed site has expressed interest in providing primary health care services to those living in the scheme. The build would also make available 16 beds to Hampshire County Council for care at subsidised rates. They also proposed to create extra parking area for the GP surgery.

The following questions were asked by Councillors: Cllr Schofield: What was the catchment area for the facility? Approximately 5 mile radius. Mrs Symes: If the local GP surgery provided a primary health care service to the residents what this would entail? Services provided would comply with CQC standards and Best Practice and a service level agreement would be negotiated with the surgery. Mrs Jobling: The proposed development is in the local gap and is contrary to policy. What was their view of this? There are no brown field sites available for a scheme of this type and the specialist nature of the scheme meant it was different to normal housing development, helping to ease bed blocking in the NHS and meets a community need. Cllr Rolfe: What was the difference between this proposal and Hallam's application for a care home on their site and if Eastleigh Borough Council gives planning permission for their scheme will this open the way for Hallam's project? This project is only 1/7th of the size of the Hallam development and would have had a significant impact on the local gap. Brackleys development would have limited impact on traffic flows. Cllr Cohen: How is security for the residents achieved? The building is designed in wings all of which can be secured independently. Cllr Underdown: Planning applications for this site has been refused in the past. It was anticipated that the impact of this project on the local gap would be minimal. Cllr James: What were the proposed staffing levels and how this might affect parking for staff and visitors? There would be 64 staff in total, but only 20 working at one time. The number of parking spaces will be according to the planning regulations for this type of building and had proven to be adequate in other similar situations. Cllr Cohen: What sort of time scale would be involved, if planning permission was granted? In total 3 years. It was hoped that application for planning would be made next month. There were on going pre application enquiries and the organisation hoped to do a presentation to the Local Area Committee.

Cllr Cohen thanked Mr Marshall and his colleague for their presentation.

Mr Marshall and his colleague left at 7.37 pm.

Review of Membership of Working Groups and Representation on Outside Bodies

49/21/17 Cllr Cohen said that there was a distinction between councillors nominated to attend meetings of outside bodies and those that were designated as representatives of the Council on outside bodies. Nominated Councillors were asked to attend outside bodies to gather information and report back to the Council: this was not a formal appointment. Councils asked to attend outside bodies as representatives were representing the views of the Parish Council as a whole, and may also have voting rights. A current list of nominees/representatives to outside bodies and members of the council's working Parties had been circulated and following discussion the list was re-drafted as follows:

Outside Bodies

Hamble River Valley Forum	Cllr I Underdown & Cllr S Cohen
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Hamble Estuary Partnership	Cllr I Underdown
Hamble Village Memorial Hall Management Committee (1)	Cllr T Hughes
Scout and Guide Liaison	Cllr C Palmer TBC
Henville Educational Foundation (4 year term to May 2018)	Cllr I Underdown
Youth Liaison – HYPE Co-ordinator	Cllr S Schofield and Cllr I James
Hamble Primary School (Associate Governor)	Cllr C Palmer
Older People's Champion	Cllr G Woodall
Storage	Cllr M Cross, Cllr I Underdown, the Clerk and Richard Clarke the Head Grounds Man
Rights of Way and Footpaths	Cllr I Underdown and Cllr D Rolfe

Working Parties/Committees

Leases Working Party	Cllr I Underdown, Cllr D Rolfe, Cllr S Hand [substitute Cllr D Phillips]
Burial Ground Committee	Cllr S Schofield, Cllr I Underdown, Cllr S Cohen [substitutes: Cllr P Beech and Cllr M Cross]
Personnel Committee	Cllr I Underdown, Cllr S Hand, Cllr S Cohen [substitute: Cllr P Beach]
Travel Tokens Working Party	Cllr D Phillips, Cllr S Cohen and Cllr D Rolfe, Cllr G Woodall (Substitute: Cllr S Schofield)
Personnel Appeals Panel	Cllr M Cross, Cllr T Hughes and Cllr D Rolfe

The Terms of Reference for the Hamble River Valley Forum needed to be checked to ascertain if the Council member on the Forum is a representative or nominee. Forum members can only vote if the Council has a policy, because the Forum has the power to object to planning applications. The Travel Tokens working party needs to be reviewed, owing to the diminishing number of parishioners using the scheme.

Cllr Cohen then proposed, Cllr Rolfe seconded, all agreed and IT WAS RESOLVED that the list of the Parish Council's Representatives on Outside Bodies be updated by the Clerk and presented to the next Parish Council meeting for full approval.
CLERK

Christmas Lights Working Group

50/21/17 The Council needed to review how Hamble-Le-Rice celebrated Christmas. Cllr D Rolfe, Cllr D Phillips and Cllr I James volunteered to be members of this Working Group. Non council members could be co-opted onto the Working Group and volunteers utilised. It was agreed the new Working Group should meet as soon as possible to develop its Terms of Reference: this would be circulated to all Council members. Cllr Rolfe asked about the licence for the lights: Mrs Jobling confirmed that this would be done by office staff. Unfortunately, staff could not always provide a secretariat for all Working Parties and a Councillor would have to be responsible for recording minutes of their meetings. Mrs Symes confirmed that one place had been allocated for a Hamble-Le-Rice Parish Councillor at a 'Festive Lighting' seminar hosted by Hampshire County Council. This was all they were allowed, owing to the popularity of the training. The Council agreed that they would appreciate training if be arranged locally so more could attend and Mrs Symes agreed to look into this.

ASSISTANT CLERK

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HYPE PROJECT

19/11/17 Mrs Jobling said that she had written to Andrew Simpson, as directed by the Council at the last meeting, requesting a method statement on their management of the 3 areas of concern whilst HYPE was using the Roy Underdown Pavilion: checking for damage post HYPE meetings; site clearing at the end of the meeting and minimising disturbance during arrival/departure of children at the site. Mrs Jobling would be meeting Mr Simpson shortly and these concerns will be brought up and reported back to the Council.
CLERK

Neighbourhood Plan Working Group Update

233/52/16 Cllr Cohen reported that she had been working with an informal group on this project comprising of Cllr Woodall, Cllr Hand the Clerk and the Assistant Clerk and they were devising a consultation plan. Consultation with Parishioners and stake holders would be launched at the Annual Parish Meeting and would last 3 months. The new date for the Annual Parish Meeting has yet to be agreed, but will probably be held in April.

Planning and Development Control

To consider any Planning Applications

51/21/17 *N/17/79827 Notification of intent: Fell 1 no. Sycamore (T3), Barclays Bank, High Street, Hamble-Le-Rice, Southampton SO31 4JE.*

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

52/21/17 *A/17/79826 Display of 1 no. free standing sign to front Dental Surgery, 5 Satchell Lane, Hamble-Le-Rice, Southampton SO31 4HF.*

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

53/21/17 *F/17/79858 Provision of full first floor and roof at 38 Satchell Lane, Hamble-Le-Rice, Southampton SO31 4HH.*

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

54/21/17 *T/17/79853 Crown reduction to 1 no Yew Tree, The Deck House, The Green, Green Lane, Hamble-Le-Rice, Southampton SO31 4GB.*

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

55/21/17 *F/17/79894 Construction of detached two storey 4 bedroom dwelling and detached garden gym following demolition of existing bungalow Abbey Court, School Lane, Hamble-Le-Rice, Southampton SO31 4JD.*

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

56/21/17 T/17/79900 *Removal of overhanging limb to 1 no Oak, Harbourmaster's Office, Port Hamble Marina, Satchell Lane, Hamble-Le-Rice, Southampton SO31 4QD.*

Cllr Underdown proposed, Cllr Schofield seconded, Cllr Cross abstained, the majority agreed and IT WAS RESOLVED that the Council asked that the minimum of work be carried out, and that the decision be left to the arboriculturist.
CLERK

57/21/17 V/16/79345 *Variation to S106 agreement dated 25/05/2004 (Schedule 8) to allow private management and maintenance of the public open space land at Chadwick Way, Hamble-Le-Rice, Southampton SO31 4FD.*

Cllr Cohen proposed, Cllr Phillips seconded, Cllr Cross abstained; Cllr P Beach was absent for the vote, the majority agreed and IT WAS RESOLVED that the decision be left to the officers.
CLERK

Cllr Beach absent from 8.26 pm to 8.28 pm

Parish Council's Assets – Renewal

58/21/17 Mrs Jobling reported that there needed to be in the Parish Council's budget, money put aside for the renewal of their assets and a plan developed identifying renewal in terms of urgency to ascertain expenditure priorities. This included refurbishment to assets such as the Roy Underdown Pavilion. Previously work had been undertaken to map and record parish assets. Identifying priorities and the cost of renewal would be reflected in the emerging budget for 2017/8. It was agreed that the Clerk should start work on this list.

CLERK

TYRO League Football

59/21/17 It has still not been possible to find a cricket club to utilise the pitch at College Playing Fields. The council decided at a previous meeting that they would maintain the cricket square, despite no Cricket Club currently being interested in utilising it. An approach to the Parish Council has been made by Hampshire Football Association: they are exploring the availability of football pitches in the Parish for the next season's Under 11's teams. There is sufficient space at College Playing Fields to accommodate 2, below size pitches, outside of the cricket square. The Football Association said that they would consider this offer, but preferred full sized pitches. Cllr Underdown proposed, Cllr Rolfe seconded and all agreed and IT WAS RESOLVED that the Clerk was authorised to continue discussions with the Football Association and the Southampton and District Tyro League to enable the provision of 2 pitches for the start of the new season. The impact of the proposal on the cricket square is noted and the potential to discontinue its provision is agreed if a new team cannot be found.

CLERK

Land Adjoining the former Barclays Bank, High street, Hamble-Le-Rice

60/21/17 Eastleigh Borough Council has requested that this land be transferred back to them to facilitate the community library project. The land was originally transferred from Eastleigh Borough Council to the Parish Council free of charge. After discussion it was agreed that this was acceptable on the provisos that: the footpath across this land continues to be

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available to the public; legal fees are paid by the Borough Council and a legal clause is placed on any transfer to safeguard against the land being resold to a third party without the financial value of the land being recognised and Hamble Parish Council having the appropriate financial return. Concern was expressed as to what the community hub was going to comprise of and the Council asked that Matt Blythe attended a Parish Council meeting to outline the proposals for the building before planning permission was sought. **CLERK**

Cllr Underdown proposed, Cllr Phillips seconded, and all agreed and IT WAS RESOLVED that this request was agreed in principle subject to the following: that all fees were met, that the public access route be retained, that an overage clause was adopted and that the transfer would take place at nil consideration once consultation had taken place. **CLERK**

Dinghy Park Working Party Feedback

61/21/17 Mudland Moorings: Cllr Cohen reported that there had been an informal meeting with representatives from Hamble River Sailing club and the Hamble/Warsash Ferry. The Ferry operators have expressed interest in running the Mudland Moorings. Cllr Cohen said that the Working Party needed to meet again to finalise their written report, which then can be presented to the next full Council meeting for approval.

Dinghy Park Space Allocation

62/21/17 Mrs Symes reported that staff were presently in the middle of allocating the Dinghy Park Spaces: a full report would be given to the next Parish Council meeting. The Council enquired of the popularity of electronic payment: only 43 applicants had opted to pay their fees in this manner. As this was the first year this had been offered, it is possible that this new option just needed to be advertised more. It was hoped that 100% of the applications received could be accommodated with a space.

Finance and Administration

63/21/17 Mrs Jobling suggested to the Council that the financial documents presented at Parish Council meetings should be reviewed. She suggested that information provided (1) a clearer understanding of budgetary control and statement of figures which would help Councillors understand the Council's liabilities and whether there was sufficient financial provision for such liabilities; (2) the Council's income, where it comes from and the peaks and troughs over the financial year and to ensure that targets are met; (3) how the money is being spent against the budget; (4) monthly expenditure. Mrs Jobling suggested that 3 Councillors each month looked at the accounts and reported back to the full Council. It was noted that the Council had a new auditor, and was suggested that this was discussed with her before reporting back. The council agreed that training would be helpful. **CLERK**

64/21/17 To receive the Bank and Petty Cash reconciliations for January 2017. Cllr Underdown proposed and Cllr Rolfe seconded and all agreed, and IT WAS RESOLVED that the Bank and Petty Cash reconciliations for January 2017 be accepted. **CLERK**

65/21/17 Mrs Jobling apologised to the Council that the January 2017 Salary Journal was not available to the Council at the meeting. **CLERK**

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66/21/17 Income and Expenditure Statements. Cllr Schofield proposed and Cllr Underdown seconded and all agreed, and IT WAS RESOLVED that the income and expenditure statements be accepted.

CLERK

67/21/17 Hampshire Pension Fund – Employer contribution rates for 2017/18 and beyond. The employer's contributions would be increasing which will increase the Parish Council's costs as an employer. This increase will be reflected in the budget.

68/21/17 Budget and Charges 2017-18: this would be presented to the next Parish Council Meeting.

Coronation Parade Improvements

226/52/16 The consultation period is now closed and there had only been 23 responses received.

Hamble Life Boat Construction Project

69/21/15 Mrs Jobling reported that she had inspected the completed toilet block that afternoon as the contractors had finished work. There were a few aspects not completed, however, as it did not appear that the Lifeboat Trustees would take any further responsibility she recommended that the Council accept the improvements. The Council now have a copy of the Building Certificate. The issue of the use of the shower was questioned: the Harbour Master would be taking responsibility for access to the shower and the Clerk was asked to contact the Harbour Master to inform him that the facilities were now available for use.

CLERK

CPF Storage Building Construction Project

477/111/16 The steel work was completed and block work should be finished shortly. The Council expressed their concern that the contract was running late and that the Council was paying for the costs of the fencing and stated that the final payment ought to be reduced to reflect these expenses and project over run.

9.14 pm Cllr I James left the meeting.

Foreshore Waste Bins

360/91/16 Foreshore Waste Bins: these should be arriving this week.

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

From Eastleigh Borough Council

70/21/17 Correspondence from Eastleigh Borough Council regarding the glass recycling facility: this was noted.

From Hampshire County Council

71/21/17 Correspondence regarding the Employer's Pension Contribution: this was dealt with under Item **52/21/17** and had been noted.

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Other Correspondence

72/21/17 Correspondence received from HALC regarding the 3rd Parliamentary Lobby Day. This was noted.

Exempt Business

73/21/17 Cllr Underdown proposed, Cllr Schofield seconded, and 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 matter to be discussed was as follows:

Lease between the Parish Council and a Tenant

Cllr Phillip Beach left the meeting at 9.20 pm.

The meeting closed at 9.20 pm.