

Council Meeting Agenda

Hamble Parish Council, Parish Office, 2 High Street, Hamble, Southampton SO31 4JE

Monday 9th November 2020 – 7pm virtual meeting

This meeting is open to members of the public.

If you wish to participate you must contact the Clerk at Parish Office via clerk@hamblepc.org.uk to confirm any points you would like to raise and/or receive the link to the meeting no later than 10am on Monday 9th November 2020.

Minute reference for the meeting will follow the following format 09112020+item number.

1. Welcome
 - a. Apologies for absence
 - b. Declaration of interest and approved dispensations
 - c. Approve minutes of the emergency meeting of 12th October 2020
2. Public Session
3. Grant applications – Feedback from Mercury Residents Association
4. Royal Southern Yacht Club grant programme – for information
5. Remembrance event led by Hound Parish Council – for information
6. Covid -19 Lockdown arrangements
7. Recommendations from Asset Management Committee:

Allotment rentals: To approve an increase for allotment rod rental of £1.50 from 2022/23 and then £2.00 per rod per year for the 2023/4 and 2024/5 two years. Costs for additional services such as water, pest control, tree works etc. will be charged as separate items when applicable.

Allotment Footway consultation: To undertake consultation exercise via the December edition of the Hamble Newsletter on the request from allotment holders to close the footway at the Allotments on a temporary 6-month basis from April 2020

Dinghy Storage Park (DSP) – To agree a 2% increase on the 2021 DSP permit fee.

Internment fees – To increase the fees for interment of cremated remains to £300.00 and exclusive right of burial for ashes plots to £400.00 where funeral directors are not involved.

Electric vehicle - To enter a 3 year lease at a cost of £435.00+ vat per month with HTM for a Garia utility vehicle

8. Financial

- a. Payments
- b. Income Shortfall
- c. Loan statement
- d. Delegated decisions
- e. Changes to football fees for 2020/21 season

Exempt Business

To consider passing a resolution under Section 100A(4) of the Local Government Act 1972 in respect of the following item(s) of business on the grounds that it is/they are likely to involve the disclosure of exempt information as defined in paragraphs 1, 2, 3 of Part 1 of Schedule 12A of the Act.

The Schedule 12A categories have been amended and are now subject to the public interest test, in accordance with the Freedom of Information Act 2000. This came into effect on 1st March 2006.

It is considered that the following items are exempt from disclosure and that the public interest in not disclosing the information outweighs the public interest in disclosing the information.

9. GE (Hamble Aerospace Limited) planning application – Playing pitch mitigation and draft Section 106 details.

10. Confirmation of Pay Award for 2020/21

Dated: 3rd November 2020

Signed: Amanda Jobling, Clerk, Hamble Parish Council, Parish Office, 2 High Street, Hamble, Southampton SO31 4JE. 023 8045 3422.

Minutes of the Council Meeting

Monday 14th September 2020 at 7.00pm

Held virtually due to coronavirus restrictions

Present

Councillors: S. Hand (Chair), J. Dajka, T. Dann, S. Hayward, S. Schofield, A. Thompson, and I. Underdown

Cllrs Cohen (Vice Chair) and Rolfe joined the meeting part way through the public session.

Officers: The Clerk & Deputy Clerk

The minute reference for each item is 14092020 + the agenda item number

1 Welcome

1a Apologies for absence

Councillors: J Nesbitt-Bell and M Cross

1b Declarations of interest and approved dispensations

No interests were declared.

1c To approve the minutes of previous meetings

IT WAS RESOLVED TO approve the Minutes of 11th August 2020 as a true record of the meeting. The Minutes will be signed by the Chair at a later date.

2 Public Session

Two members of the public were present. One wished to speak about vandalism issues at the allotments suggesting the pathway is closed and members of the public are directed to use the formal rail trail path instead. The other member of the public had applied to fill the councillor vacancy by co-option.

Cllrs Cohen and Rolfe joined the meeting part way through the public session.

3 Co-option for filling the vacancy

The Clerk gave an update on the recent changes to the application process for prospective members.

The Council had received an application from Michelle Nicholson to fill the vacancy by co-option.

A copy of the application form had been circulated in the agenda pack and several Councillors asked Michelle questions.

IT WAS RESOLVED to co-opt Michelle Nicholson to serve on to the Council to serve until the elections scheduled for May 2021.

4 Anti-social Behaviour Review

There have been various issues this year and the pontoon at the Foreshore has again been the main focus of anti-social and dangerous behaviour such as swimming in the prohibited zone, jumping into the water and diving at the Foreshore. The Clerk asked how the Council wished to address the issues:

Cllr Dajka - A community meeting might be helpful.

Cllr Underdown agreed with the proposal to hold a public meeting but with the involvement of the Borough Councillors and the Harbour Master.

Cllr Cohen - The problems need to be clearly identified and consideration given to designing out issues but equally unintended consequences of any actions must be explored. e.g. if the car park is closed at night how might this affect the local businesses?

Cllr Schofield - Antisocial behaviour has been dreadful this year but everyone must recognise this isn't just an issue Hamble is facing in isolation. There have been problems across the country. As weather gets colder the issues may move to the Roy Underdown Pavilion. It would be helpful if some of the residents would look at setting up a Neighbourhood Watch Group like the SO19 Group however, perhaps the success of this particular group displaced issues to other areas.

The Clerk reported that recently a large group of young people in cars have been frequenting the car park at College Playing Fields. Youths have been climbing over the fence to access the tennis court to play football and not observing any social distancing.

The Clerk was asked to:

- draft a letter to the Harbour Board regarding the dangers posed by the pontoon.
- Look at working in partnership with other agencies to explore the implementation of a PSPO for next summer.

5 Newsletter Advertising

IT WAS RESOLVED To approve the advertising fees set out in the appendix to the report including and the shape and form that advertising will take in future newsletters.

6 Telephone Box

There have been some informal approaches from members of the community to paint or be involved in upkeep of the telephone box but no-one who is prepared to convert for a community use.

Cllr Hayward suggested the Council goes back to the community with a specified use or project and ask for volunteers or a community group to take it forward.

7 Coronavirus and business continuity

IT WAS RESOLVED to adopt all the recommendations:

The parish office to be staffed each weekday to ensure the efficient operation of council business.

Arrangements for members of the public needing to access services should be widely publicised, promoting the use of telephone and email as the preferred method, but with the arrangements set out for face to face appointments where necessary.

That Committees should undertake an urgent review of their priorities for the next six months so that a programme of work can be agreed with the Clerk and the staff team. If possible, the temporary member of staff should be retained and should support the Clerk in addressing the priorities agreed by Committees and the Council.

Appoint a consultant to work with the Personnel Committee to undertake a survey of staff and members which will report back to the November meeting. The costs will be confirmed at the October meeting.

8 Covid-19 Health and Safety Policy

IT WAS RESOLVED to adopt the draft Covid-19 Health and Safety Policy

9 Financial Reports

a. Reconciliations from May, June, July and August:

Current Account:

May	Income £1,536.07	Expenditure £30,836.28	End of month balance £160,302.92
June	Income £5,544.32	Expenditure £28,725.97	End of month balance £107,821.06
July	Income £10,090.69	Expenditure £32,045.15	End of month balance £85,866.60
August	Income £12,408.03	Expenditure £29,291.45	End of month balance £68,983.18

Petty cash - There's been no spend and the balance remains at £10.75.

Reserve Account – Interest of £76.13 was credited on 8th June 2020. The current balance is £141,845.25.

b. Payments - The list of payments for approval was circulated by email to all Councillors before the meeting.

c. Income Shortfall - The report was not available for the meeting but will be circulated shortly.

d. Earmarked Reserves - There are some queries to be resolved and this will be brought back to the Council at its next meeting.

e. There are no delegated decisions for the Council to consider

IT WAS RESOLVED to accept the reconciliations detailed in a. and b. the payments list circulated prior to the meeting. The Income Shortfall report will follow at a later date and some queries on the earmarked reserves will be resolved and brought back to the next Council meeting.

10 Accessibility Regulations

The Council noted progress with the work, what remains outstanding and the process for completing the work.

The Clerk was asked to make further enquiries and report at the October meeting on the specific requirements regarding compliance of retrospective documents.

Exempt Business

IT WAS RESOLVED that under Section 100A(4) of the Local Government Act 1972 in respect of the following item(s) of business on the grounds that it is/they are likely to involve the disclosure of exempt information as defined in paragraphs 1, 2, 3 of Part 1 of Schedule 12A of the Act.

The Schedule 12A categories have been amended and are now subject to the public interest test, in accordance with the Freedom of Information Act 2000. This came into effect on 1st March 2006.

It is considered that the following items are exempt from disclosure and that the public interest in not disclosing the information outweighs the public interest in disclosing the information.

11 Recommendations from Asset Management Committee Hamble Aerospace Ltd (HAL formerly GE Aviation) Planning Application.

The Clerk gave an update on the proposed Heads of Terms for the playing pitch mitigation. HAL has not responded to the Clerk's last email so the Heads of Terms have not been agreed or signed.

The proposed additional package of works and improvements for the Roy Underdown Pavilion has not been agreed. HAL did come back with a lower counter offer but this has not been accepted by the AMC.

IT WAS RESOLVED to approve the recommendations.

The meeting closed at 20:46

Minutes of the Council Meeting

Monday 12th October 2020 at 7.00pm

Held virtually due to coronavirus restrictions

Present

Councillors: S. Hand (Chair), Cllr Cohen (Vice Chair), M Cross, T. Dann, S. Hayward, J. Nesbitt-Bell, M. Nicholson, S. Schofield, A. Thompson, and I. Underdown

Officers: The Clerk & Deputy Clerk

The minute reference for each item is 12102020 + the agenda item number

1 Welcome

1a Apologies for absence

Councillor Rolfe.

1b Declarations of interest and approved dispensations

Cllr Hand declared an interest in connection with the grant application submitted by Hamble Good Neighbours and Cllr Cross declared an interest in items relating to planning applications.

1c To approve the minutes of previous meetings

Several amendments to the draft Minutes were agreed. The amended Minutes will be presented for approval at the November meeting.

2 Public Session

No members of the public joined the meeting.

3. Grant Applications:

Cllr Hand took no part in discussions or vote on the grant application for Hamble Good Neighbours. Cllr Cohen, took over as Chair for this item.

Hamble Good Neighbours

Application for a Grant of £1500 to provide additional support and an outreach programme for vulnerable residents living alone or shielding due to the corona virus (e.g. Feel good Fridays) on top of the normal transport service provided by the volunteers.

Cllr Hand resumed as Chair of the meeting.

Victim Support

A grant application for £150 was considered by the Council.

Citizens Advice

The report from Citizens Advice was noted.

4 Request for a small grant from Mercury Area Residents Association

The Mercury Area Residents had written to the Council requesting a contribution of £150 towards the cost of a skip for its Autumn clear up day.

Items 3 and 4 above were considered together and the Council decided in accordance with its powers under section 137 and 139 of the Local Government Act 1972, it should incur the following expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure to award. The Council **RESOLVED** to award grants of: £1,000 to Hamble Good Neighbours, £150 to Victim Support, and £150 towards cost of a skip for the Mercury Area Residents Association Autumn clear up day.

5 Appointments to Committees

IT WAS RESOLVED To appoint Cllr Nicholson to the Review Panel, Planning Committee and the Communication Working Group.

6 Recommendations from Committees

The Council noted the decision under the Clerk's delegated authority to appoint of Grahame Rob Associates to undertake an organisational survey and feedback to the Personnel Committee at a cost of £750.

7 Community Investment Projects update

Cllr Schofield pointed out the skate park figure should be £150,000. Cllr Cohen asked about the car park for Hamble Halt Station and suggested this project is given a higher priority as it will benefit the whole peninsula.

Cllr Thompson raised concerns about the lack of progress safeguarding the gun emplacement which is being eroded by the sea.

Cllr Underdown suggested BP may be able to offer a secure storage site for the bofors gun.

8 Budget Process and timetable

The Clerk's report and timetable were noted. The project to redevelop the Mount Pleasant pavilion, skate park and play equipment was discussed. It was felt the project should be moved forward in the near future whilst there is still the possibility of government loans at a favourable rate.

9 Financial Reports

- a. Payments for approval
- b. Income Shortfall.

The Council noted the Chair has decided bank reconciliations will now be provided every quarter rather than monthly.

The Clerk gave a brief verbal overview of the losses and additional expenses caused by the covid-19 pandemic. A detailed report will be presented at the next Council meeting.

IT WAS RESOLVED TO approve the list of payments.

Exempt Business

IT WAS RESOLVED that under Section 100A(4) of the Local Government Act 1972 in respect of the following item(s) of business on the grounds that it is/they are likely to involve the disclosure of exempt information as defined in paragraphs 1, 2, 3 of Part 1 of Schedule 12A of the Act.

The Schedule 12A categories have been amended and are now subject to the public interest test, in accordance with the Freedom of Information Act 2000. This came into effect on 1st March 2006.

It is considered that the following items are exempt from disclosure and that the public interest in not disclosing the information outweighs the public interest in disclosing the information.

10. Use of College Playing Fields for site storage – The Coop refit, The Square, Hamble

IT WAS RESOLVED to agree to a portacabin being located at College Playfields if it is gifted to the Parish Council in a good condition and the Clerk should continue financial negotiations. It was agreed the temporary closure of the main Co-op is likely to cause a great deal of disruption and its important there are good advance communications and a representative of the Coop is easily available to deal with queries from the community.

The meeting closed at 20:41

Mercury Area Residents Association

Chairman: Jo Ward, 37 Mercury Gardens, Hamble, S031 4PA. (home) 023 8045 5895:
(work) 023 80 742391

26 October 2020

Simon Hand
Chairman of Hamble Parish Council c/o Amanda Jobling
HPC Office
The Memorial Hall Hamble

Dear Simon

1. **Contribution to MARA funds**

On behalf of the Committee of the Mercury Area Residents Association, may I express to you and your team of Councillors our sincere thanks for your contribution of £150 to our funds.

This helped enormously towards our expenses in hiring a skip for our annual Autumn Clear-Up Day and is very much appreciated.

We had a productive day on 24 October with a good turn-out of residents and their families - all taking care to stay at a safe distance and not to gather in groups. A satisfying amount of pruning of shrubs and trees along the pathways took place, plus pruning of undergrowth where necessary, and clearing the choked-up stream was achieved during the day. It was good to have a community task such as this, particularly during this difficult year - let's hope that 2021 will be better for us all.

Yours sincerely



2. **Jo Ward**
Chairman

MARA Committee

Roy Baker Jo Ward
Maggie Widdop

11 Mariners Close
37 Mercury Gardens
33 Mercury Gardens

Valerie Archibald Leslie Jenkins Paul Stonehouse

8 Kingfisher Close
8 Mariners Close
52 Mercury Gardens

Royal Southern Yacht Club Trust

Rope Walk, Hamble, Southampton S031 4 HB Tel.

02380 450300,

www.rsrnyctrust.org email: admin@royal-southern.co.uk



Hamble Le Rice Parish Council
Memorial Hall
Hamble Lane Hamble
SO314JE

28th October 2020

Dear Secretary,

GRANTS FOR SAILING

The Royal Southern Yacht Club's charitable trust is again inviting applications for grants to assist applicants in their sailing ambitions. The grants which will be awarded in January 2021 will be for use during the next 12 months.

The Trust was set up following a bequest by Club member Sir Mi hael Cobham and is a charity designed to support recreation in general and sailing in particular. It makes grants available within four categories:

- a. Young people wishing to take part in training or youth development activities including qualifying regattas.
- b. Disadvantaged people, for example those who are disabled or not earning.
- c. Taking part in Tall Ships or other offshore voyages.
- d. Participation in Class or RYA-recognised championships.

If you know of anyone who might benefit by a grant and who qualifies under any of the four criteria above, do please encourage them to follow the Trust's link from the Club's website, www.royal-southern.co.uk where all the details and an application form are available.

Applications for this round of grants must be received by Wednesday 6th January 2021.

Please contact me via the Club should you need further information. Yours

sincerely,

Brian Mead

Mr. Brian Mead
Chairman, Board of Trustees

Trustees B L Mead FCA, T Fletcher, CJ Gillingham, Mrs L
Rochford, N Russell, E Stevens, R Squire

Registered Charity No. 1118889 Registered Office: Rope Walk, Hamble, 50314HB. Registered in England 6156598

Council

9th November 2020

Covid -19 Lockdown Arrangements

Introduction

Further lockdown measures from November 5th 2020 mean a further review of activities. Having consulted members and staff the following is proposed for the next 4 weeks to see us through lockdown:

Staffing

Staff will continue to work contractual hours. Office staff will work from home as requested other than on days when access to the office necessitates work there. Grounds staff rotas will remain unchanged although there maybe a review of weekend working with the cancellation of amateur football.

Changes to the working pattern with bank staff has been agreed. Generally, they will not be offered the hours previously available, however if work can be carried out at home this will be done on a piecemeal basis to support staff.

One staff member remains absent from work but all phased returns have now concluded.

Service delivery

Although there will not be a regular presence in the office staff will continue to arrange appointments and deal with customers as needed. There will be now real change to the current arrangements.

Access to facilities

Playgrounds and playing fields will remain open. The MUGA will be closed as the guidance indicates that outdoor game areas have to be closed and the flood lights kept off.

The toilets at the Foreshore will remain open but as is our standard practice after the October Half Term the number of cubicles will be reduced to one. This has always been adequate and will enable a more focused cleaning regime. If there is a higher than normal usage then additional toilets can be opened as needed.

Newsletter

The December/January Newsletter will be produced as normal. The delivery arrangements will however need to be reviewed when the newsletter is ready for delivery.

Dinghy Storage Park

Arrangements for the renewal of permits will need to assume that the process is managed remotely except where no other options are available.

Financial issues

- a. Payments – See attached
- b. Income Shortfall - Covid Income and expenditure Summary for April to September

Activity – Income losses From April - September	£
Car Parking Income	3701.00
Clock Permits	2183.00
Foreshore events booked and cancelled	1100.00
Roy Underdown Committee Room Hire	1610.00
College Pitch Hire	2237.00
Mount Pleasant Pitch hire	1123.00
HCFC Football Tournament	1250.00
Total Loss	£13,204.00

Activity - Additional expenditure April - September	£
Additional laptops	£903.00
Additional PPE and safety equipment	£2,681.37
Mobile Phones	£582.00
Additional Staffing	£1405.00
Total costs	£5,571.37

c. Loan statement



Amanda Jobling Parish Clerk
Hamble-Le-Rice Parish Council Memorial Hall
Hamble-Le-Rice Southampton Hampshire SO31 4JE

01/10/2020

Our Ref: RM/Other Loans Your Ref: L5386
Contact: Rebecca Moore Direct Dial: 02380 688282
Email: rebecca.moore@eastleigh.gov.uk

Dear Amanda

Temporary Loan L5386

Please find below details of your loan with the Borough Council.

Opening balance as 01/04/20	£119,539.83
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Sub Total:	£119,539.83
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Interest at 0.50% from 01/10/19 to 31/03/20	£299.67
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Total Interest:	£299.67
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Total:	£119,839.50
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Your new balance is £119,839.50 as at 1st October 2020.

*The council policy is to provide interest at 0.75% below the Bank of England Base Rate. As this would currently provide a zero percent interest rate, the Council has opted to pay interest at 0.5% until the base rate exceeds 1.25%, at which point the rate will revert to 0.75% below the base rate.

2 OCT 2020

Yours sincerely

R Moore

Rebecca Moore
Case Management Officer
Support Services

d. Delegated decisions

Expenditure of £300.00 + Vat was approved for the repair of a boiler value at RUP. Until the repair is completed the Gas Safety Certificate cannot not be issued. The work was approved by the Chair of Asset Management Committee and the Clerk.

e. Changes to football fees for 2020/21 season

At the start of the season clubs were invoiced the agreed fee for using our pitches. Our fee however includes the cost of cleaning the changing rooms. FA advice has been that changing rooms are not to be used and as a result no additional cleaning is required. We have been approached by a number of clubs asking for the cleaning charge to be refunded. Rather than do this it is proposed that we allow a free game when the season resumes after lock down. This will reduce the admin burden of issuing refunds. The cost of pitch hire plus cleaning is £74.00 at Mount Pleasant reducing to £54.00 inc vat or £45.00 +vat and £80.00 at CPF reducing to £60.00 inc vat Or £50+vat. Members are asked to approve the change to the fees for the remainder of the season.

Recommendations

To approve the list of payments

To note the loss of income and additional costs as of September 2020, note the loan statement from EBC and the exercise of delegated powers for a replacement gas valve

Approve the change to the charges for football as a result of the removal of the cleaning charge.