



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

Memorial Hall, High Street, Hamble-le-Rice, Southampton SO31 4JE  
02380453422 [clerk@hamblepc.org.uk](mailto:clerk@hamblepc.org.uk) 02380453422

**A meeting of the Parish Council will be held on Monday 13<sup>th</sup> February at  
Roy Underdown Pavilion, Baron Road, Hamble-le-Rice**

### **AGENDA**

1. Apologies for absence
2. Declaration of interest and approved dispensations
3. To approve minutes of the Full Council Meeting 23<sup>rd</sup> January 2017
4. Public Session: Presentation from Andy Director, Brackley Investments Ltd regarding Dementia Care scheme at Mursell Way, Hamble-le-Rice.

### **Community and Partnership**

5. Review of Membership of Working Groups and representation on outside bodies.
6. Christmas Lighting working group – nominations and terms of reference
7. 19/11/17 HYPE project – Response from Andrew Simpson
8. 233/52/16 Neighbourhood Plan Working Group update – Cllr Cohen
9. Planning applications

N/17/79827	Notification of intent: Fell 1no. Sycamore (T3) Barclays Bank, High Street, Hamble-Le-Rice, Southampton, SO31 4JE	DEL
A/17/79826	Display of 1no. free standing sign to front Dental Surgery, 5 Satchell Lane, Hamble-Le-Rice, Southampton, SO31 4HF	DEL
F/17/79858	Provision of full first floor & roof 38 Satchell Lane, Hamble-Le-Rice, Southampton, SO31 4HH	DEL

T/17/79853	Crown reduction to 1no. Yew tree The Deck House The Green, Green Lane, Hamble-Le-Rice, Southampton, SO31 4GB	DEL
F/17/79894	Construction of detached two storey 4 bedroom dwelling & detached garden gym, following demolition of existing bungalow Abbey Court, School Lane, Hamble-Le-Rice, Southampton, SO31 4JD	DEL
T/17/79900	Removal of overhanging limb to 1no. Oak Harbourmaster's Office, Port Hamble Marina, Satchell Lane, Hamble-Le-Rice, Southampton, SO31 4QD	DEL
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 SP31 4FD	DEL

### **Parish Council Assets**

10. Asset renewal
11. Tyro League Football – report attached
12. Land adjoining the former Barclays Bank, High Street, Hamble-le-Rice.
13. Dingy Park Working Party feedback – Cllr Cohen
  - a. Use of Mud Moorings
  - b. Review of the dinghy park spaces.

### **Finance**

14. Approve the following for January 2017
  - a. Bank and petty cash reconciliations
  - b. Salary journals
  - c. Income and expenditure statements
15. Hampshire Pension Fund – Employer contribution rates for 2017/2018 onwards –  
letter attached
16. Update on Budget and charges for 2017 -18

### **Update reports on:**

17. Coronation Parade Improvements - 26/52/16
18. Hamble Lifeboat - 52/2/15

19. CPF Storage Building Project - 477/111/16

20. 360/91/16 Foreshore Waste bins.

21. Correspondence relating to Council matters including:-

a) From Eastleigh Borough Council.

2 Feb 2017 - Glass Recycling Facility

b) From Hampshire County Council.

Pension's letter as above

c) Other correspondence.

2 Feb 2017 Hampshire Association of Local Council – 3<sup>rd</sup> Parliamentary

Lobby Day

**Exempt Business** - To propose and pass a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press for the discussion of the following matters where publicity might be prejudicial to the special nature of the business.

At this meeting these matters will include the following:

22. A matter regarding a lease between the Parish Council and one of its tenants – previous email correspondence

Date: 8 February 2017

Amanda Jobling, Clerk to the Parish Council.

**Subject of report: Christmas Lights Working Party 2017**

Purpose of report: Devise Terms of Reference and Membership of the Christmas Lights Working Party.

**Introduction**

Interest has been expressed in reviewing our work around getting Hamble ready for Christmas. Most of the focus has been on the tree and Christmas lights.

A summary of this years event include the following:

Pros	Cons
High level of public interest and engagement	Tree was not decorated to an appropriate standard
High profile location for tree	Single location
Creates a back drop for other activities such as the Carols in the Square	Generated negative feedback and press
Community embraced dressing/donating decorations	Significant costs associated with process – approval processes, cost of tree delivery and installation, electrical testing, removal and storage of lights/decorations
	Business sponsorship limited
	Opportunities to engage the wider public not maximised

Early planning is needed to decide whether the Parish Councils current approach could be improved and whether or not other organisations and groups can be approached to either, fund, coordinate or contribute to this year's festivities.

**Key actions could include:**

Identifying a timetable of activities and consents

Considering additional areas in the parish to decorate/enhance

Identifying resources and alternative sources of income

Identifying other groups and organisations that could be involved – schools, businesses, religious groups, voluntary groups etc

Coordinating a programme of events including a switching on event, community decoration and links to existing events such as Carols in the Square

**Subject of report: Asset renewal**

**Briefing note**

Cllr Philips emailed Members on the eve of the last meeting (23<sup>rd</sup> January) sending apologies and requesting a review

“the overall state of signage, bins, playgrounds, fencing etc on the parish's land so that we can look at improvements that can be made before the summer?”

From a very cursory view of the budgets and discussions with staff, it is clear that there is no planned approach to asset renewal and as a result a number of our key facilities are now in need of investment. For example College Playing Field play area was installed over 20 years ago and has not been renewed. In general terms play areas should be on a rolling 10 year programme of renewal. Equally the RUP had seen a number of repairs carried out over the last 12 months but no programme of renewals is in place. Lastly equipment such as the grounds maintenance mowers are now about 12 years old. Although they remain serviceable at the moment the replacement cost at last year's figure were around the £25,000 mark.

Managing facilities on a meagre budget has undoubtedly enabled the Council to undertake a wide range of community activities that has benefited residents. Going forward investment is needed to prevent equipment and/or buildings from failure or costly emergency repairs. In the light of this staff will be surveying assets over the next couple of months to produce a renewals programme based on worst first scenario and an indicative programme of costs.

Once this has been compiled a further report will come back identifying the investment needed. Ahead of that recognising that replacements will be needed this year it is recommended that a provisional reserve of £10,000 is earmarked in the 2017/8 budget with detailed costs being worked up. Once this is complete other sources of funding such as Sport England, Lottery Funding, S106/ developer's contributions can be explored.

## **Hamble le Rice Parish Council**

**Agenda item: 11**

**Date: 13 Feb 2017**

**Subject of report: Football on College Playing Field**

**Purpose of report: To explore the option of supporting an Under 11 football team on the College Playing Field**

Decision: Dedicate space for two under 11 pitches, pursue discussions with Hampshire FA and review the situation with the cricket pitches ahead of the soccer season starting in August/September 2017.

### **Introduction**

Hampshire FA has approached HPC to explore the availability of football pitches within the parish for next year's season. Sacha Nicholas (Facilities and Investment Manager for HFA) is trying to secure between 2 – 4 pitches to enable the development of an Under 11s team as part of the Southampton and District Tyro team. The league currently does not have pitches to the eastern side of the city and as a result children have to travel outside of the area to home games.

Discussions have taken place about the use of College Playing Field which could provide 2 below size pitches outside of the cricket square. The FA has said that they would consider these although there preference is for full size facilities. Potentially the pitches could support up to 3 sets of games per pitch per Sunday with a fee of £25 paid for each use.

### **Resources**

Staff are currently available on Sunday and as a result there would be no additional staffing costs associated with the initiative.

Changing facilities are not needed only access to toilets which can currently be provided without investment.

Goal posts will be required at a cost of between £300-500 per pitch. In Millbrook last year a 50% contribution was agreed to the cost of new goals. A similar approach is available although at this stage no guarantee can be made.

A conservative estimate of additional revenue income is as follows:

2 pitches @ £25 per week for 16 matches = £800

6 pitches @ £25 week for 16 matches = £2,400

16 weeks is only the league fixtures with competitions, friendlies and training this could increase to 32 weeks in the season, doubling the income.

### **Other considerations**

Although the pitches can be laid out in such a way as to avoid the cricket square it is limiting the size of the proposed football pitches and making them less attractive to the FA. If the cricket square was

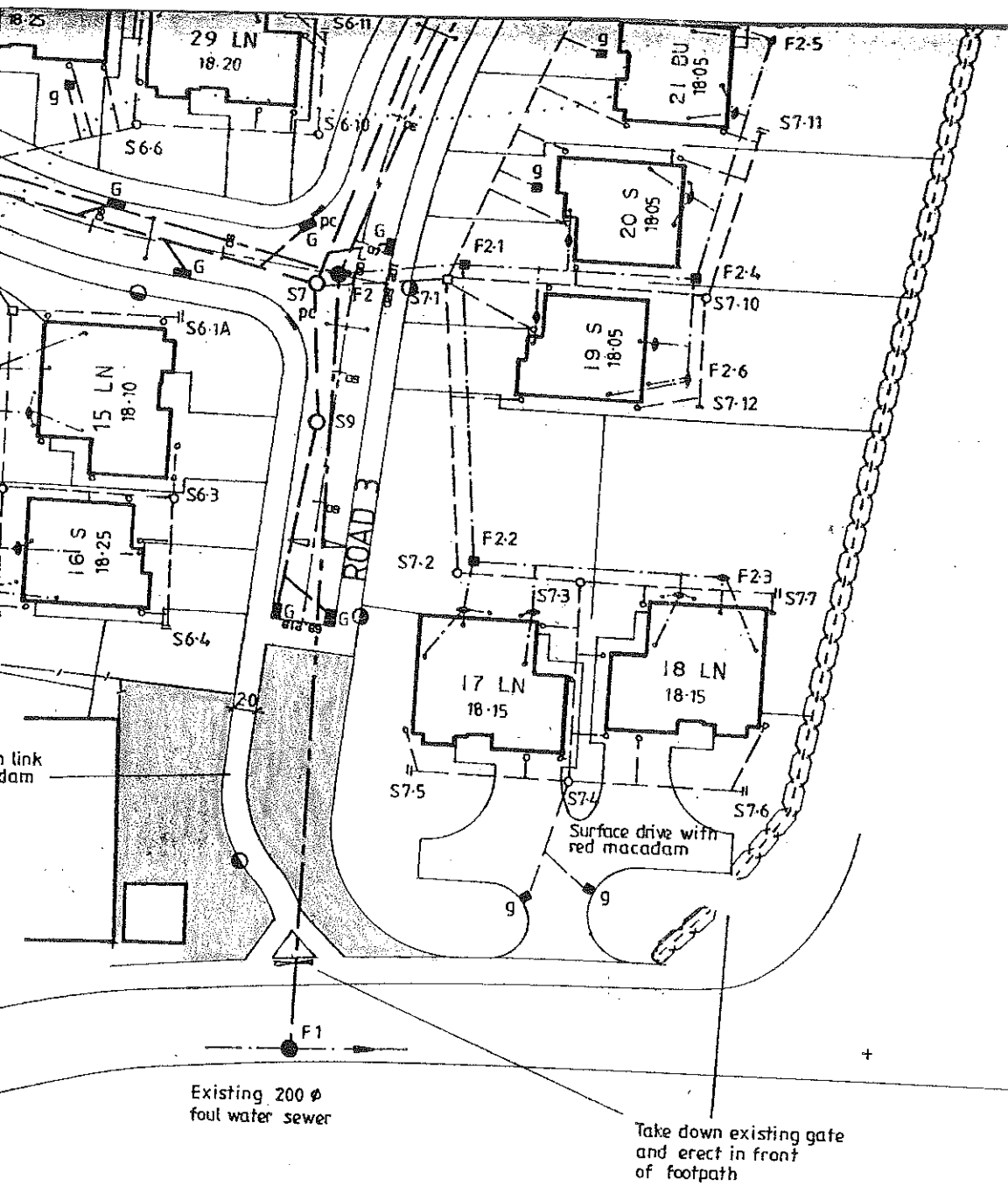
decommissioned then it would be possible to produce two full size football pitches. The cost of maintaining the cricket square has already been considered by the Council and a resolution passed to continue with it. Hampshire Cricket League has confirmed that at the cut-off date for the coming season no team had been identified by them that could hire the pitch. Although there might continue to be ad hoc bookings at £80 per hire there is no continuity of funding in place and the cost of pitch maintenance remains high. Further enquiries are being made of other organisations in the area to ensure that there are no other groups wanting the pitch.

At reduced sized pitches it would be possible for both activities to run in alongside each other with cricket being given priority given the relatively short season. Alternatively if a team is not found before the start of next season a decision could be made to discontinue cricket and move to enlarged football pitches.

Developing a local home team not only enhances the opportunities to children under 11 in the parish (it will draw children from a wider catchment than just Hamble) it is hoped to create the conditions in which other teams will form and play in the local area. This has the double benefit of providing local opportunities to residents as well as creating further demand and income for adult pitches.

### **Conclusion**

Members are asked to authorise further discussions with the FA and the Southampton and District Tyro League to enable the provision of two 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 is a new team cannot be found.



1300.000E



Brendan Gibbs  
Hamble Le Rice Parish Council  
Parish Council Offices  
Memorial Hall  
High Street



**Hampshire Pension Fund**  
administered by

**Hampshire**  
County Council

*Pensions Services*  
*The Castle, Winchester, Hampshire SO23 8UB*

Telephone 01962 845588  
Fax 01962 834537  
[www.hants.gov.uk/finance/pensions](http://www.hants.gov.uk/finance/pensions)

SO31 4JE

*Enquiries to*

Pensions Finance Team

*My reference*

PEN/SBG2016

*Direct Line*

01962 845588

*Your reference*

*Date*

2 March 2017

*E-mail*

[pensions.finance@hants.gov.uk](mailto:pensions.finance@hants.gov.uk)

Dear Brendan

### **Hampshire Pension Fund – Employer contribution rates for 2017/2018 onwards**

I am now able to provide information regarding employer contribution rates for the three financial years from April 2017.

The basis for calculating the contribution rate consists of two elements:

- a percentage of contributors' pay for future service
- a capital contribution amount for past service.

Further information about how the Fund Actuary has calculated these rates is shown overleaf.

The table below shows the contribution rates for Hamble Le Rice Parish Council (00706) for the next three years:

Year	Percentage of contributors' pay	Capital Contribution £
2017/2018	14.1	7,400
2018/2019	15.1	8,000
2019/2020	16.1	8,800

The Fund actuary will not formally certify these rates until the end of March 2017. Although the likelihood of the rates being altered from those shown above is very low, we will of course notify you if we receive any further information.

The capital contribution will be collected in equal monthly instalments with the normal payment of employee and employer monthly deductions. The remittance form for 2017/2018 will be sent to you by email by the end of February 2017.

You will need to use the 2017/2018 remittance form to accompany the payment of your deductions for April 2017, which is due by 19 May 2017.

If you have any queries about the payment of your contributions, please contact the Finance team ([pensions.finance@hants.gov.uk](mailto:pensions.finance@hants.gov.uk)).

Yours sincerely

A handwritten signature in black ink, appearing to read 'W. Weaver', with a stylized, cursive script.

Nick Weaver  
Head of Pensions Services

## **Basis for the calculation of employer contribution rates**

The contribution rates have been calculated by the Fund Actuary on the basis of information provided for the actuarial valuation of the Hampshire Pension Fund as at 31 March 2016.

The future service rate covers the cost of pension benefits being built up by contributing members.

The past service contribution covers the shortfall relating to pension benefits built up in the past. The recovery period for this shortfall was set at 25 years from 2010.

Past service contributions take the form of capital contributions on a cash basis, rather than a percentage of current payrolls, so as to ensure sufficient contributions are received, even as many payrolls decline.

At each valuation since 2010, the Fund Actuary calculates the deficit and allocates it across the employers in the Scheduled Body Group, on the basis of payroll.

For employers in the Scheduled Body Group, the past service contribution amounts will increase at 8.8% p.a. on 1 April 2017, 2018 and 2019 and then at 3.9% p.a. over the remainder of the Recovery Period.

Further streams of contributions may be added in future valuations.

The Fund Actuary presented at the Annual Employer's Meeting in October 2016 on the detail of the valuation and calculation of employer contribution rates. A copy of the Actuary's slides is available via the following web link: <http://documents.hants.gov.uk/corprhantsweb/AnnualEmployerMeetingslides.pdf>. The username and password to access this document is **Employer1**.

### Direct Services

Our Ref:

Your Ref:

Contact: Toni Lockwood

Direct Dial: 023 8068 8213

Direct Fax: 023 8068 8382

Email: [toni.lockwood@eastleigh.gov](mailto:toni.lockwood@eastleigh.gov)

2<sup>nd</sup> February 2017

Dear Sir or Madam,

### Re: Glass Recycling Facility

I am writing to you concerning the public glass recycling facility located on your property.

As you may be aware Eastleigh Borough Council currently use large bottle bank skips for glass recycling. Many of the glass skips are now requiring significant repair or complete replacement. We have undertaken some work to review the current service and have found that we can be much more efficient if we change to Eurobin containers as shown.



Approximately five Eurobin containers are required to replace the equivalent capacity of a glass skip. Changing to Euro bins will have the following advantages

- Improvements to health and safety by removing the need for overhead lifting operations to remove the skips in public areas.
- A larger number of the Boroughs refuse fleet can service the facility thereby increasing reliability of collections.
- The vehicles used will be more efficient reducing emissions.
- Damaged bins can be quickly replaced.
- Additional bins can be added at busy periods.

Other landowners have previously asked us about security; bottles are posted into these bins and they have lockable lids. All bins all have brakes but can also be secured using chains and padlocks where required. We have not experienced any security issues at our other sites with glass Eurobins.

We will be looking to make these changes before the end of the financial year. Should you have any concerns or questions please do not hesitate to contact me. If I do not hear from you by **Monday 13<sup>th</sup> February 2017** I will assume that you are happy with the proposed changes .

Yours sincerely

**Toni Lockwood - Waste Operations Manager**



# Hampshire Association of Local Councils

President: Professor Gerry Stoker

Chief Executive: Steven M Lugg

## All Hampshire MPs

cc. ALC Board Members, Member Councils

2<sup>nd</sup> February 2017

### **3<sup>rd</sup> PARLIAMENTARY LOBBY DAY**

**Tuesday 28<sup>th</sup> March 2017**

I write to let you know of the third Parliamentary Lobby Day, taking place on Tuesday 28<sup>th</sup> March 2017.

2016 Lobby Day marked a watershed moment for Hampshire's democracy as fully 20% of MPs involvement that day was of yourselves, for which the parishes and towns of Hampshire remain very appreciative. Twelve of you got involved with the Local Council Lobby Day!

We hope with your support to maintain that preeminent place this year, supporting democracy, and our 2100 volunteer councillors.

This event is coordinated by the National Association of Local Councils, and leading parish and town councillors from Hampshire will be on hand to talk to you.

### **OUR KEY MESSAGES:**

- **Supporting Parish Creation Where Communities Campaign For Them.** The ALC is a democratic body, and so we do not ever wish to see the forcing of new governance structures on communities. However, we look for MPs support in helping community campaigns when they have to compete, often in hostile conditions, against existing local authorities' communications machines. This support we hope you feel, is simply right and proper in any democratic system.
- **Precept Capping,** We look to our MPs to support the non-introduction of parish precept capping. It is nonsensical, where a government wishes to encourage Localism, devolution and co-production at a local level. Even voluntary and community effort is not free and capping at a percentage rate

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# Hampshire Association of Local Councils

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where the majority of precepts are relatively small, is dysfunctional behaviour. We were delighted that the Secretary of State agreed with us this year, but remain concerned for the future.

- **Introduction of Transparent Special Expenses.** We look for your support in asking Local Authorities to introduce 'Special Expenses' where an authority's area contains both parished and unparished areas. Eastleigh Borough have such a scheme, which is the best and fairest example we have seen. It allows the adjusting of council tax rates where for example both a parish and district/borough run a cemetery, or where an asset is devolved to a particular parish or town. It ensures that double taxation cannot happen, and again, we look for your support, in a measure that is easily introduced, and is fair and reasonable.

The ALC would be pleased to receive a simple email letting us know of your intentions on attending the Lobby Day, as soon as you are able to. We have become convinced of the usefulness of a coordinated exercise, and of course we hope Hampshire will lead.

With Best Wishes

S M Lugg  
Chief Executive  
For County Executive

**Subject of report: Request for disposal of land to Eastleigh Borough Council**

Purpose of report: To formulate a response to Eastleigh Boroughs Council's request for land to be transferred to them at Barclays Bank to facilitate the community library project.

**Decision:**

**Whether to transfer the site back to EBC?**

**If so when?**

**What value, if any, is attached to the disposal?**

Eastleigh Borough Council contacted HPC on 5<sup>th</sup> July 2016 confirming their wish to work with us and HCC to develop a library on the former Barclays Bank site. Their letter confirmed that they were able to meet the costs of building on the former bank site and sought our support in taking the proposal forward.

More recently we have had a request to transfer land to EBC which runs to the eastern flank of the former bank (see attached plan). Proposals for the site require access via this land. The request sought either an easement with a building agreement or a disposal by way of a transfer to EBC.

Public bodies and Charities are required to ensure that best consideration is secured when disposing of public assets, ensuring that tax payers are not out of pocket as a result. Were the disposal to another organisation other than EBC/HCC then a valuation of the site may well be appropriate. However, best consideration can be said to be at nil cost where the same tax payer is involved as it is in this case. It might however be appropriate to secure an overage clause on any transfer to safeguard against the land being resold to a third party without the financial value of the land being recognised.

Alternatively the HPC could retain the land and grant a building license to enable the works to be completed and an easement granted for access. This scenario would see us continuing to be responsible for the upkeep of the site with the costs associated with this.

At the Council meeting on the 10<sup>th</sup> January 2017 there was a discussion about the proposed scheme and generally Members were keen to understand more detail about the new building, how it would operate and the services it would provide. At a recent meeting with Matt Blythe from EBC he confirmed that work was taking place to work up a number of proposals which would then be discussed with the HPC ahead of a planning application being submitted. The timing of any agreement to dispose or to grant an easement could be linked to ensuring there is adequate consultation and agreement on the final project.