

Hamble-le- Rice Parish Council

COUNCIL MEETING



Monday 8th January 2018 at 1900 - 21.30

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

Section 1. Welcome

- 1a Apologies for absence
- 1b Declaration of interest and approved dispensations
- 1c To approve minutes of the Council Meeting

Section 2. Public Session

Section 3. Community and Partnerships

- 3a Appointment of Councillors through Co-option – *This part of the meeting will be heard in Exempt Business and the decision notified to candidates.*

Section 4. Governance and Finance

- 4a Precept and Budget – refer to background paper of the 11th December 2017
- 4b Frequency of meetings – paper in pack for 11th December 2017
- 4c Payments for approval – see attached list
- 4d Appointment of J Humphry Associates Ltd – Paper attached
- 4e Local Government Pension Scheme – Paper attached

Section 5. Planning

- 5a H/17/81904 - Description: Enlargement of garage including extension to roofline and insertion of front and rear dormer windows and part conversion to habitable accommodation
6 COPSE LANE, HAMBLE-LE-RICE, SOUTHAMPTON, SO31 4QH

- 5b. F/17/82001 - Conversion of existing ancillary police training buildings (use Class C2) to provide 40no. dwellings (use Class C3) with associated elevational alterations, amenity areas and car parking.
OSBORNE QUARTERS POLICE TRAINING CENTRE, ROYAL VICTORIA COUNTRY PARK, NETLEY ABBEY, SOUTHAMPTON, SO31 4TS

- 5c. F/17/81866 -Siting of 1no. 12m long floating pontoon attached to piles M5 & M6.
PILE MOORING M5-M6, RIVER HAMBLE, HANTS

- 5d. H/17/81852 - Side & rear extensions with accommodation in roofspace above, raised decking at rear, attached single garage following demolition of existing detached garage and new vehicular access from Satchell Lane
48 SATCHELL LANE, HAMBLE-LE-RICE, SOUTHAMPTON, SO31 4HL

- 5e. H/17/82062 - Single storey side extension
12 BARTON DRIVE, HAMBLE-LE-RICE, SOUTHAMPTON SO31 4RE

- 5f. Proposed Taylor Wimpey Development South of Bursledon Road (Kestrel Park) - information Item

- 5g. F/17/80218 – Construction of 64 Bedroom dementia care centre
Appeal under section BLACKTHORN HEALTH CENTRE, SATCHELL LANE, HAMBLE – information item

Exempt Business Exempt Business - To consider passing a resolution under Section 100A(4) of the Local Government Act 1972 in respect of the following items of business on the grounds that it is likely to involve the disclosure of exempt information as defined in paragraph 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.

- 6a Clerks report – Personnel issue – Paper attached.

Clerk.....

Date.....

HAMBLE-LE-RICE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY, 11th DECEMBER 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 S Hand
Cllr D Rolfe
Cllr I Underdown

In Attendance

Mrs A Jobling – Clerk to the Council
Mrs J Panakis – Minutes Secretary
3 Members of the Public

To Receive Apologies for Absence

434/121/17 Apologies for absence were received from Cllr M Cross, Cllr G Woodall, Cllr S Schofield, Cllr D Phillips and Cllr I James.

Declaration of Interest

435/121/17 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 Hand declared a dispensation relating to the Foreshore and Dinghy Park and membership of the Royal Southern Yacht Club. 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 27th November 2017

436/121/17 Cllr Cohen proposed, Cllr Underdown seconded, IT WAS RESOLVED that the Minutes of the Council meeting held on 27th November 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 27th November 2017

437/121/17 Cllr Cohen proposed, Cllr Underdown and IT WAS RESOLVED that the Exempt Business Minutes of the Council meeting held on 27th November 2017 be accepted as a true record. The Minutes were then signed by the Chairman.

Public Session

438/121/17 A Parishioner spoke to the meeting to complain about the new Community Orchard at College Playing Fields. The complainant felt that the location of the Orchard would cast shadow over her garden during the afternoon and evening. She also complained that she had not been informed about the planting. Cllr Cohen thanked the Parishioner for her comments.

Chairman's Signature: Date:

Community and Partnership

439/121/17 Complaint regarding the Community Orchard at College Playing Fields The Clerk advised that the trees should not grow much above 10ft and therefore it was not expected to be a problem. It was agreed to contact the complainant in the summer to assess the situation and if needed to relocate one or more trees as part of the second phase of planting. **CLERK**

440/121/17 Tree Survey A full report was circulated with the papers for the meeting. Cllr Underdown proposed, Cllr Hand seconded and IT WAS RESOLVED that the following recommendations (with slight modifications from those set out in the paper) were agreed: (1) To instruct Eastleigh Borough Council Tree Services to undertake 5 tree surveys (Phase 1 – details in the report) with the resulting reports being presented to the Asset Management Committee for approval, so that remedial works can start before the end of February 2018. Cost of Surveys - £1,500 plus VAT; Budget for remedial work - £2,000 plus VAT. (2) Agreed in principle to further phases of surveying with all remaining un-surveyed areas [13] being covered by the end of September 2018 with recommended remedial works being achieved by the end of February 2019. (3) To ensure in principle that there is 2018/19 budget provision to undertake remaining surveys and remedial works. **CLERK**

441/121/17 Hampshire County Council – Hamble Lane Highways Consultation Representatives from Hampshire County Council Highways have been making public presentations on their Consultation. Concern was expressed on a number of aspects:

-)] That there was a lack of hard data available at the presentation and that this would negatively affect any conclusions.
 -)] The only traffic monitoring information was gleaned from Mallards Road - no information was available beyond that point, down to the end of the peninsular.
 -)] The questions on the Consultation were not at all clear, and it was difficult to know how to respond to them, particularly for the Parish Council as an entity.
- There was no extra provision for parking at Hamble Station and it appeared that Network Rail had no plans to increase rail services passing through the station.

Hampshire County Council have indicated that they would only put traffic monitoring in if the Parish Council agreed to pay for it. The Council decided that they would seek a meeting with Cllr Humby from Hampshire County Council who is the Executive Member for Environment and Transport. The Council asked the Clerk to draft comment on the consultation to circulate via social media. **CLERK**

7.37 pm One Parishioner left the meeting.

442/121/17 Structure of Council Business for 2018 It was agreed that this paper would be put on the next Agenda for further discussion. **CLERK**

7.42 pm and 7.50 pm The last two Parishioners left the meeting

443/121/17 Clerk's Report The Clerk highlighted several points from her report:

-)] Item 1: It was agreed that HCC contractor would be allowed to use the Foreshore Car Park when the works to the High Street and the public Hard commence.
-)] Item 2 the change in supplier for the office alarm contract. Cllr Cohen proposed, Cllr Rolfe seconded and IT WAS RESOLVED that the Clerk was authorised to change the office alarm contract as outlined in the report. **CLERK**

Chairman's Signature: Date:

- J Item 4 Health and Safety Matters – including vibration risk linked to some equipment used by the Ground Staff, and Display Screen Equipment (DSE) in the office. With regard to the former, it appeared to be more cost effective to replace some items of equipment. The office workstations required the assessment of a specialist. **CLERK**
- J Item 7 - e-mail alert system – the Clerk said she would approach Carrera (the Council's IT suppliers) for advice about this. **CLERK**

Planning

444/121/17 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 – 48 Satchell Lane, Hamble-Le-Rice, Southampton SO31 4HL.*

Cllr Underdown proposed, Cllr Hand seconded, and IT WAS RESOLVED that the decision be left to the Officers, however, the Council expressed the following concerns: that the development was large in relation to the footprint of the property; that the development mass would overshadow the properties to the rear and that the design was out of keeping with the surrounding area. The Council asked that neighbour's comments be taken into account. **CLERK**

445/121/17 Response to the Fareham Borough Council Consultation Cllr Cohen said that she had received comments from Cllr Underdown and would circulate these, along with her own, to Councillors requesting any other remarks from Councillors.

Finance, Compliance and Governance

446/121/17 Recommendations from the Burial Committee A paper had been circulated making 4 recommendations to the Council to approve: (1) Exclusive Right of Burial fee of £150 for new ashes plots; (2) Increase of fee of burial plot headstones to £125; (3) Revised Regulations including dimensions for headstones and tablet memorials; and (4) adoption of the Grave Ownership and Deed Transferral document. Cllr Underdown proposed, Cllr Cohen seconded, and IT WAS RESOLVED that these four recommendations be approved.

CLERK

447/121/17 Recommendations from the Dinghy Party Working Group A paper had been circulated making 9 recommendations for the Council to approve:

1. The revised Terms and Conditions
2. The Revised Application form
3. Wording of the covering letter
4. Draft questions for survey – to inform plans for future improvements of the area. A public engagement event to be held on 26th January 2018 at the Priory Centre
5. Request a budget is set aside to fund improvements programme
6. To further investigate feasibility of using the current sin bin area for income generation such as racking for small craft, eg paddle boards, kayaks and canoes
7. To implement a more frequent inspection programme
8. To request full details from Hamble River Sailing Club of all boats stored at the Dinghy Park, including ownership and emergency contact details. Once this information has been received to allocate numbered stickers to the Sailing Club. (The historical practice has been to issue stickers marked HRSC only – not numbered.)
9. In response to the letter of 9th October 2017 from Hamble River Sailing Club requesting that they: lease the area of the Dinghy Park currently used by the Sailing Club; lease an area from the southern end of the Dinghy Park to the southern edge of the barrier and slipway

Chairman's Signature: Date:

and lease the sin bin area. The Working Party recommended that the Parish Council should not agree to the proposals at this time.

Cllr Rolfe proposed, Cllr Underdown seconded, and IT WAS RESOLVED that the 9 recommendations from the Dinghy Party Working Group are approved. **CLERK**

448/121/17 Schedule of Payments The Clerk highlighted the following in the schedule of payments: the payment to Eastleigh Borough Council for HYPE is disputed, in that the Parish Council has been invoiced for the whole commitment of £10,000, whereas it had been agreed that these payments would be invoiced in tranches. There are 2 entries relating to SLCC, one of which is an adjustment for fees which should not have been paid. The payment to Class Fire was queried: this was for the provision of external training, risk assessment and equipment from this organisation. Cllr Underdown proposed, Cllr Beach seconded, and IT WAS RESOLVED that the schedule of payments be accepted. **CLERK**

449/121/17 Bank Reconciliation for the Period The Clerk said that the bank statement had been reconciled to £151,761.32 and signed off by Cllr S Schofield. **CLERK**

450/121/17 Draft Budget The Clerk reported on the list of priorities circulated with the papers of capital expenditure going forward, which had come from working groups, committees or discussion in Council: this amounted to £118,000. At present the Council held £250,000 in reserves, if funding for these capital projects were taken out of reserves this would leave a balance in excess of the minimum reserve advised by the Auditor. The Auditor has already commented that the Parish Council's reserves are high. The Clerk asked whether the Council wanted to approve the list of projects, and whether they wished to use reserves to fund them, or authorise a slight increase in the precept. In the next financial year there could be a 2% increase in staff salaries plus pressures from pension increases. In addition, next year the revenue support grant from Eastleigh Borough Council may be withdrawn. This year the grant was £15,000. Income of £8,000 is anticipated from the telecoms mast and there is scope to increase some income charges. Decision as to whether to increase the precept will need to be done at the next meeting in January 2018.

Cllr Hand proposed, Cllr Cohen seconded, and IT WAS RESOLVED that the Council agreed in principle the priorities identified in the programme of capital expenditure, subject to financial ratification and agreed the revised budget for 2018/19, subject to further discussion on the precept. **CLERK**

451/121/17 Miscellaneous Charges – Football Pitches A comparison had been made of Hamble Parish Council's charges for use of their football pitches with other Parish Councils in the area: it would appear that the present charges Hamble Parish Council apply are very low by comparison. The Clerk advised that the Council considered a fee structure similar to that applied by Hound Parish Council for teams using their pitches from outside of the Hound area. The Clerk was asked to work out fees, based on the formula's used by Hound Parish Council, and bring the information back to the next meeting. **CLERK**

452/121/17 Exempt Business Cllr Cohen proposed, Cllr Beach seconded, 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: Staffing Issues

The meeting closed at 8.55 pm.

Chairman's Signature: Date:

Dear Amanda,

Further to your advert in the HPC magazine.

I would be pleased to offer my services as a voluntary Parish Cllr. and offer the following as my application statement for co-option.

I have lived in Hamble since 2005 with my wife (who is a University academic) and two young children plus our two dogs.

I have a degree and masters degree in tourism and hospitality and am also a qualified lecturer with a PGCE and masters degree in education and am happy to offer these skills and experience to the Parish Council.

I currently work for East Hampshire Council as an Environmental Health Licensing Officer at senior levels and would be pleased to offer this skill to HPC as a Cllr.

Previously I served as a Licensing Officer within Legal to Southampton and Eastleigh Councils where I gained a unique insight into Committee function, Councillors, and Democratic Services and operations of EBC and the Hamble area (Licensed Premises, Shops, Takeaways, Gambling and Events in particular).

I live in the Mercury area of Hamble, have my own car insured for business usage, have a clean enhanced disclosure, a full clean UK driving licence and am available for alternate Monday council meetings in the evening.

I therefore submit my application for co-option to the Hamble Parish Council and hope you are able to find favour and appoint me as I would be most pleased to volunteer my services and experiences as a HPC Cllr to the village and community as a whole.

Thanks and best wishes,

Dear Sir or Madam

I noticed the above positions available in the Village Magazine.

I would like to apply to become a parish councillor. My name is Ray Newton and I live at 23 Hamble Lane, Hamble, SO31 4JR. My wife Jean and I have lived here for now for 6 years. I am an active 63 year old. Our children have flown the nest.

I believe I can contribute to the work of the council. I have over 25 years experience in various admin roles in local government education, social services and finance and in marketing and procurement management positions for large companies.

In the last 11 years I have run my own management consultancy business (see www.edifyconsulting.co.uk).

I have an ONC in Public Administration, 2 post graduate business study diplomas and an MA in International Marketing. I am a good team player, can take on leadership roles and consider myself an expert negotiator. I believe these skills would be valuable for a councillor.

Finally people who know me would testify I never do things half heartedly - I give my all to meeting an objective. So I would be a very committed member of the council.

I look forward to your feedback.

Ray Newton

Edify Consulting Associates

M.07905146766

email edifyconsulting@aol.com

Hamble-le-Rice Parish Council

22 DEC 2017

12 College Close
Hamble-le-Rice
SO314QU

22 December 2017

To

Amanda Jobling
Clerk to Hamble-le-Rice Parish Council
The Memorial Hall
2 High Street
Hamble-le-Rice
Southampton
SO31 4JE

Dear Amanda

I would like to be considered for the position of a co-opted Parish Councillor for the Parish of Hamble-le-Rice.

I believe I would be ideally suited for this position for the following reasons:

- I have lived in the local area most of my life and specifically in Hamble for nearly 25 years.
- I am not a member of any political party or local club or organisation.
- I am passionate about democracy at all levels of government.
- I have a proven track record of delivering challenging local projects, namely the Hamble Parish Plan (2008).
- I have a record of employment demonstrating a varied career both as employed and self employed in multiple disciplines.
- I believe that everyone should have a voice in local matters and that our communities issues and concerns should be given due weight and consideration in any local or national decisions which may affect us.
- I consider that decision making processes should give full and due consideration to all issues and opinions but, at the end of the day, a pragmatic solution delivered in a reasonable timescale will give the best results for parishioners.
- The biggest challenges for the parish in the foreseeable future, in my opinion, will be the consequences of residential development (traffic, health and education resources etc.) and the need to reduce the environmental impacts caused by air and water pollution, and the substantial impacts of an increased local population size on our local resources and services. At the same time the amazing benefits of living in such a fantastic place, (community, resources, environment etc.) need to be vigorously defended and if possible enhanced.

- I consider myself to a reasonably well known person in our parish, having worked locally for several years and enjoy the friendship and community which living here provides.

I hope that the above and my attached abbreviated CV will give confidence of my potential as a Parish Councillor. I will be an active member and will not hesitate, after due consideration, in contribution or challenging where appropriate.

If successful I will of course abide by the rules concerning the conduct of Parish Councillors and will disclose any interests I may have, pecuniary or otherwise which may arise as a result of my involvement in Parish matters. I have no objection to any statutory background checks which may be required.

I look forward to introducing myself in person to the Council and hope that you will look favourably on my application.

Yours sincerely

A handwritten signature in black ink, appearing to be 'A. Thompson', with a long horizontal flourish extending to the right.

Andrew Thompson

Abbreviated CV

Full name	Andrew Frederick Thompson	Hamble-le-Rice Parish Council Received 22 DEC 2017
Date of birth	07 May 1953	
Address	12 College Close, Hamble	

Lived in the village since 1993

Married with two children

I attended Itchen Grammar School then started work at Vosper Thornycroft Woolston at the age of 18 where I was involved with the technical configuration of Type 21 Frigates for the Royal Navy.

I then worked for the Ordnance Survey from the age of 19 until my voluntary retirement at the age of 50. I started my career as a Cartographer but moved extensively into surveying, IT and people management. I was Project Manager for the complete replacement of the IT infrastructure including network cabling, computer rooms, telephone exchange etc. at former HQ at Maybush. I was then responsible for the IT support function including help desk, customer support, IT security and local and wide area networks. This included managing external support contracts and ensuring service level agreements were adhered to and I was responsible for managing up to 43 people in various technical and customer facing roles

Whilst at the OS I was seconded to the EU and worked as a consultant for the Slovakian Government on an IT infrastructure project in Bratislava.

On leaving the OS I started my own IT company and worked for a nationally renowned network cabling company, Trinity House, and Vodaphone where I was managing the support of the test and development facilities in Newbury.

I have also worked for a local yacht charter company being involved in care and maintenance, repairs and safety checks.

Subsequently I decided on a complete career change and joined with local friends and colleagues doing property repair and refurbishment in the local area.

I was chairman of the Hamble Parish Plan Steering Committee which produced the Parish Plan of 2008 I am particularly proud that we achieved a very high response from parishioners which gave great weight to the plan.

I am now semi retired but like most self employed people will never give up!

My interests include winter mountain walking, motorcycling, classic cars and of course long walks locally with my wife and my Labrador

Dear Amanda

Please accept this letter as confirmation that I wish to apply to become a member of Hamble Parish Council.

I have lived and worked in Hamble for over twenty five years, after moving down from London in 1991. I enjoy living in Hamble, have owned a property here since 2001, and regard it very much as my home.

If elected as a counsellor I would be very keen to encourage a sense of community for the whole of Hamble, help protect and improve the quality of life of local people, local amenities and the local environment.

I am passionate about supporting the still vibrant business environment which exists in Hamble, one which faces numerous challenges, so that new businesses will still be attracted to the area in years to come. In 1999 I became aware of the impressive number of small and larger businesses when I created a River Hamble Directory as a means of raising money for the Hamble Week event which I helped to coordinate in that and the following year.

For 6 years I worked for Hamble School of Yachting in Hamble Point Marina and Mercury Yacht Harbour so have an understanding of the local leisure and marine industry and its importance for local businesses and employment.

For 15 years I was employed by Hamble Estate Agency as a senior negotiator/manager. I understand the planning process and I am aware of some of the challenges residents face in different parts of Hamble. I also hope I have an eye for good design which can help so much to improve the local environment and the importance of sympathetic design particularly in the conservation area. The "branding policy" the council is developing is of interest in this regard.

Development can be beneficial and necessary but like many I am concerned about OVER development in Hamble and the surrounding area, and the gradual erosion of brownfield and greenfield sites as well as the strain on local infrastructure. Over the years I have opposed some of the larger proposed developments, particularly in terms of scale and density, but also supported some applications where I felt they had a beneficial impact.

As part of the initial RAGE campaign (residents against gravel extraction) I did a deputation at Hampshire County Council on the potential negative impact of gravel extraction on local businesses. When charging was introduced in the Square car park I also campaigned for the introduction of parking permits for residents and businesses in central village properties which had no off street parking. This included meetings with various stakeholders in the community.

For the last 3 years I have been a member of The Royal Southern Yacht Club purely for the social aspect. I am not involved in the running of the club in any way. I am not a member of any political party.

I am a good listener and have been told I have good negotiating, networking and organisational skills, as well as an ability to think laterally, though maybe not always. I enjoy problem solving and am an able project manager. I have a degree in Business Studies and

worked in investment banking prior to moving down to Hamble. I understand the planning process and if required I would be keen to help the council develop a neighbourhood plan.

I have a good sense of humour (most of the time).

If elected I could devote quite a generous amount of time to council matters as I will only be in part time employment.

Thank you for considering me for the role of Parish counsellor.

Yours sincerely

Janine Dajka
Sent from my iPhone

EDWARD GILES

19 Old Priory Close, Hamble, SO31 4QP
Tel 023 8178 7159

I wish to be considered for one of the current vacancies on the Parish Council and set out below details of my relevant experience.

My wife and I moved to Hamble in 2016 to be nearer our daughter and son-in-law and their young family who also live in the village. We are therefore very much committed to Hamble as it is where our grandchildren are growing up. Since moving here my wife and I have become involved in village organisations including St Andrew's Church and the Royal Southern Yacht Club as well as others in the wider Southampton area. We have also attended some of the talks organised by the Hamble Local History Society.

Until I retired I was a solicitor in private practice with a firm in south Hampshire and the Isle of Wight. My work was primarily in the property and commercial areas.

My local government experience is

-) Member of Medina Borough Council 1976-1978
-) Member of Isle of Wight Council (a unitary authority) 2009-2013. Throughout this period I was a member of the Council's Cabinet with responsibility for highways, and waste services and latterly also for the Fire Service
-) Primary School Governor 2010-2013
-) Attended Local Government Leadership Academy 2010
-) Parish Councillor for about 12 years including two periods as Chairman.

From 1992 to 1997 I was a non-executive director of St Mary's Hospital NHS Trust.

I hope that my local government experience and my background in law and business would be of assistance to the Parish Council. As I am retired I have the time available to attend to Parish Council work. I confirm that I can attend the meeting on 8th January.

December 2017.

Name	Rebecca Sophie Butler
Citizenship	UK
Address	26 Crowsport Hamble SO314HG (3 years)
Telephone	07900220384
Work	Kings Bench Chambers Bournemouth
Telephone	01202 250025
Occupation	Barrister
Alma Mater	Southampton University
Hobbies	Sailing, skiing and golf

I wish to make a formal application to the Hamble Parish Council to serve as a councilor. The PC will note that I am on the electoral register in Hamble and own a property in the village. I am over 18 years of age.

My professional background is as a barrister. I was called to Inner Temple in 2000. I regularly represent clients in the local courts as well as in the High Court and Court of Appeal in London. My specialist areas of law are finance and civil disputes.

I have a long history of a connection to Hamble, having sailed here over many years. I owned a boat here until last year and am a member of the Royal Southern Yacht Club. In 2015, I moved permanently to Hamble and know the area well.

With no children at home any longer, I have the time and commitment to serve on the Parish Council. The skills I have acquired as a barrister will, I hope be of value and assistance to the decision making process required of the council. I am also a trained negotiator and Commercial Mediator and hope that I could make a valuable contribution to representing the wishes of Hamble residents as a councilor.

I hope that I bring maturity and a sense of realism to discussions and will be an enthusiastic contributor to anything required of me.

Recommendation:

To agree the recommended changes to the Councils budget for 2018/19 Appendix 1

To approve payment of £40,000 to Eastleigh Borough Council of improvement works to Coronation Parade from the Reserve Fund taking the balance to £100,926.34

To agree the revised list of projects for next year set out in Appendix 2

To agree an increase of £5.70 in the Parish Council Tax from £114.03 in 2017/18 to £119.73 in 2018/9 for an average band D property.

To use Council reserves to bridge any shortfall

Agree the proposed fees for pitch hire for the next season Appendix 4

Budget update

1. At the last meeting, the Council deferred a decision on the budget and the precept. In the intervening period some further changes have been made. These are set out in paragraph 4 below.
2. The report set out a number of pressures on the budget as well as the list of spending priorities that have previously been agreed. Council should note that cost of feasibility work has been removed from the project list and built into the base budget for 2018/9.
3. In addition the cost of the works to Coronation Parade although agreed have not been included in this year's budget. It is proposed that the cost of this is funded from the reserve account which will take the working balance to £100,926.34.
4. Bearing in the mind the extent of the projects identified for next year it is recommended that the precept be increased by 5% which will result in a marginal increase in the Parish Council Tax cost of £5.70 per band D dwelling. The impact of this is set out in the attached spread sheet in Appendix 3 alongside the charges set in this year by Parish Councils. The Clerk should be able to update Council on spending plans of other Parishes at the meeting.
5. The effect of the increase will produce a further £12,053.15. As a result the Parish Precept for next year will be £228,827.98 with a further £12,087.94 from Eastleigh Borough Council as a revenue support grant (this will in all likelihood disappear from next year) giving a total of £140,926.34.
6. Additional changes include:
 - Precept and grant income shown in budget (based on 5% increase)
 - Increased pitch hire income (Appendix 4)
 - Reduction in the grant budget to £3,000 based on this year's take up
 - Inclusion of the £30,000 in professional fees for feasibility work on RUP and Mount Pleasant.
 - Cost of appointing Accountancy support for the year (see agenda item 4a)
7. A spreadsheet is attached in appendix 2 that sets out the draft programme of projects for next year. The spread sheet also identifies the extent of reserves held by the Council. Expenditure on this list would take the reserves held down to £131,000 which is adequate.

The auditor has advised that the reserve should be equal to no less than a quarter's expenditure. This is within this tolerance.

8. The current budget outturn is still showing an underspend which is a reflection in large part of the work carried out over the year by all the staff to reduce overheads and increase fee income. The predicted outturn suggests that expenditure has been reduced by £68k and income increased by £31K. In addition the dinghy Park income is still to come into the accounts which will provide a further £28k. Against this is the purchase of the mower that has already been approved and discussions are taking place to bring forward the other equipment purchases into this year to enable a negotiated figure with the mower supplier. This will be reported back to the AMC before being reported to the Council. If this is cost effective it will reduce pressure on the budget next year end are
9. Revised fees for pitch hire are set out in Appendix 4 following the direction of Council at its last meeting.

Hamble-le-Rice Parish Council 2017/18

Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : HAMBLE-LE-RICE PC Budget 2017-18 24 Jan 2017

Agenda Item 4a Appendix 1.

2016-17 LAST YEAR			2017-18 CURRENT YEAR			2018-19 NEXT YEAR	
	Budget	Actual	Agreed Budget	Revised Budget	Actual YTD	Projected Actual	Next Year Budget
100	Staff Costs						
4000	112,000	109,668	117,000	117,000	60,301	80,402	137,000
4001	6,800	10,400	9,350	9,350	18,346	24,461	30,000
4002	17,000	18,565	25,500	25,500	19,788	26,384	28,000
4005	0	0	300	300	0	0	500
4035	0	0	0	0	0	0	50
4111	0	0	0	0	547	729	1,000
4383	0	0	0	0	160	213	0
	135,800	138,632	152,150	152,150	99,142	132,190	196,550
	OverHead Expenditure						
	0	0	0	0	0	0	0
	Total Income						
100	135,800	138,632	152,150	152,150	99,142	132,190	196,550
	Net Expenditure						
101	Administration						
4003	450	465	450	450	323	431	475
4005	300	11	300	300	240	319	0
4007	0	0	5,000	5,000	812	1,083	0
4010	800	1,497	2,500	2,500	735	980	500
4011	150	158	150	150	21	28	30
4012	250	22	50	50	272	362	0
	Miscellaneous Staff Costs						

Agenda Item 4a Appendix 1.

At 11:41

Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : HAMBLE-LE-RICE PC Budget 2017-18 24 Jan 2017

	<u>2016-17 LAST YEAR</u>		<u>2017-18 CURRENT YEAR</u>			<u>2018-19 NEXT YEAR</u>	
	Budget	Actual	Agreed Budget	Revised Budget	Actual YTD	Projected Actual	Next Year Budget
4013 Office Refreshments	150	51	50	50	52	70	50
4015 Advertising	200	325	3,000	3,000	0	0	0
4016 Clerk's Casual Expenditure	50	195	200	200	116	155	50
4020 Misc. Establishment Costs	50	0	50	50	0	0	0
4025 Stationery	750	397	500	500	274	365	50
4030 Postage	600	410	400	400	46	61	50
4035 Publications	200	138	200	200	0	0	70
4040 Subscriptions	0	1,542	1,700	1,700	847	1,130	1,000
4041 Office Rent	4,215	4,200	4,215	4,215	4,332	5,776	4,500
4045 Photocopy Costs	800	1,139	1,200	1,200	651	868	800
4050 Electricity	220	104	150	150	0	0	0
4051 Gas	20	0	100	100	0	0	0
4060 Telephone	1,200	2,627	2,200	2,200	1,365	1,820	1,620
4061 IT Lease Costs	1,900	2,092	2,000	2,000	2,016	2,688	3,200
4065 Insurance	7,000	6,228	6,700	6,700	5,424	7,232	5,425
4070 Premises Licence	250	140	250	250	70	93	80
4080 Graffiti & Vandalism	0	0	0	0	0	0	0
4085 Equipment Hire	100	0	100	100	0	0	0
4090 Safety Equipment	150	31	100	100	0	0	0
4095 New Office Equipment	500	37	300	300	865	1,153	1,000
4100 Cleaning	400	353	400	400	70	93	0

Hamble-le-Rice Parish Council 2017/18

Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : HAMBLE-LE-RICE PC Budget 2017-18 24 Jan 2017

		2016-17 LAST YEAR			2017-18 CURRENT YEAR			2018-19 NEXT YEAR	
		Budget	Actual	Agreed Budget	Revised Budget	Actual YTD	Projected Actual	Next Year Budget	
4101	Cleaning Materials	50	1	10	10	0	0	0	
4105	Bank Charges	1,000	1,060	700	700	716	955	500	
4110	Professional Fees	4,000	2,138	3,000	3,000	3,902	5,203	32,700	
4111	Legal Fees	3,000	378	4,000	4,000	1,045	1,393	0	
4112	Audit Fees	2,500	2,179	2,500	2,500	250	333	3,500	
4115	Accountancy Fees	1,200	2,822	2,500	2,500	653	870	5,000	
4125	Travel Tokens	1,200	467	1,200	1,200	74	99	150	
4200	Members Training	0	629	2,000	2,000	0	0	600	
4202	Misc. Members Costs	0	22	0	0	0	0	0	
4215	Website	1,100	355	1,100	1,100	0	0	1,100	
4225	Archive Expenses	0	0	0	0	44	58	50	
4252	Other Publications	100	0	0	0	65	87	0	
4253	V Mag Contract Editorship	0	100	0	0	0	0	0	
4290	Public Consultation Costs	0	0	0	0	1,598	2,130	2,000	
4360	Vehicle Hire	0	325	0	0	0	0	0	
4375	Noticeboards & Signs	100	12	400	400	0	0	0	
4380	Repairs & Maintenance	300	560	300	300	20	27	0	
4381	Property Maintenance	300	13	600	600	374	499	0	
4400	Fly-Tipping	0	240	0	0	0	0	0	
4900	Miscellaneous Expenditure	50	5	10	10	0	0	0	
OverHead Expenditure		35,605	33,468	50,585	50,585	27,271	36,361	64,500	

At 11:41

Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : HAMBLE-LE-RICE PC Budget 2017-18 24 Jan 2017

2016-17 LAST YEAR				2017-18 CURRENT YEAR			2018-19 NEXT YEAR	
	Budget	Actual	Agreed Budget	Revised Budget	Actual YTD	Projected Actual	Next Year Budget	
1076 Precept	212,453	212,453	212,453	212,453	228,863	305,150	229,000	
1090 Interest Received	550	0	550	550	0	0	500	
1100 LGA Grants Received	15,039	15,039	15,039	15,039	0	0	12,090	
1105 Donations Received	100	0	100	100	0	0	0	
1110 Helicopter Landing Fees	100	100	150	150	333	444	500	
1111 Photocopy Income	0	15	0	0	0	0	10	
1240 Garden Licences	0	5	0	0	0	0	100	
1900 Miscellaneous Income	100	1,317	100	100	450	600	0	
Total Income		228,342	228,930	228,392	229,646	306,195	242,200	
101 Net Expenditure		-192,737	-195,461	-177,807	-202,375	-269,833	-177,700	
102 Civic & Archives								
4200 Members Training	600	0	600	600	260	347	500	
4201 Members Travelling	50	0	50	50	0	0	25	
4202 Misc. Members Costs	70	0	70	70	40	53	0	
4203 Festive Decorations	200	60	200	200	555	740	5,000	
4205 Civic Costs	300	209	300	300	438	584	0	
4206 PCSO Costs	7,250	7,323	7,250	7,250	7,396	9,862	7,400	
4207 HYPE Contribution	10,000	0	10,000	10,000	10,000	13,333	0	
4210 Festive Lighting	2,000	1,872	2,000	2,000	549	732	0	

Hamble-le-Rice Parish Council 2017/18

Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : HAMBLE-LE-RICE PC Budget 2017-18 24 Jan 2017

		2016-17 LAST YEAR			2017-18 CURRENT YEAR			2018-19 NEXT YEAR	
		Budget	Actual	Agreed Budget	Revised Budget	Actual YTD	Projected Actual	Next Year Budget	
4220	Election Costs	3,200	3,161	1,000	1,000	0	0	0	
4225	Archive Expenses	100	0	100	100	0	0	0	
4375	Noticeboards & Signs	0	20	0	0	0	0	0	
4900	Miscellaneous Expenditure	0	4	0	0	0	0	0	
OverHead Expenditure		23,770	12,648	21,570	21,570	19,238	25,650	12,925	
Total Income		0	0	0	0	0	0	0	
102	Net Expenditure	23,770	12,648	21,570	21,570	19,238	25,650	12,925	
103	Publications								
4035	Publications	20	0	20	20	0	0	0	
4250	V Mag Printing	11,000	10,700	12,000	12,000	10,702	14,269	8,900	
4251	V Mag Distribution	2,000	2,101	2,000	2,000	2,010	2,680	3,000	
4252	Other Publications	25	0	25	25	82	109	0	
4253	V Mag Contract Editorship	1,000	660	1,000	1,000	810	1,080	3,300	
OverHead Expenditure		14,045	13,461	15,045	15,045	13,604	18,138	15,200	
1130	V Mag Adverts	9,000	7,638	10,000	10,000	9,266	12,355	11,000	
1139	Other Publication Income	10	0	10	10	0	0	0	
1900	Miscellaneous Income	200	0	200	200	0	0	0	
Total Income		9,210	7,638	10,210	10,210	9,266	12,355	11,000	
103	Net Expenditure	4,835	5,823	4,835	4,835	4,337	5,783	4,200	

Note : HAMBLE-LE-RICE PC Budget 2017-18 24 Jan 2017

2016-17 LAST YEAR				2017-18 CURRENT YEAR				2018-19 NEXT YEAR	
	Budget	Actual	Agreed Budget	Revised Budget	Actual YTD	Projected Actual	Next Year Budget		
104	Car Parking								
4270	Car Park Tickets - Stationery	400	806	1,000	1,000	50	67	100	
4271	Car Park Maintenance	500	2,022	500	500	0	0	500	
4273	Printing Clock Permits	0	0	0	0	563	751	0	
4382	Grounds Maintenance	300	0	300	300	0	0	0	
4900	Miscellaneous Expenditure	10	0	10	10	0	0	0	
	Overhead Expenditure	1,210	2,828	1,810	1,810	613	817	600	
1140	Car Park Income	34,000	30,236	32,000	32,000	27,678	36,905	28,000	
1142	Clock Permits	1,820	1,418	1,820	1,820	983	1,311	2,200	
	Total Income	35,820	31,655	33,820	33,820	28,662	38,216	30,200	
	104 Net Expenditure	-34,610	-28,826	-32,010	-32,010	-28,049	-37,398	-29,600	
105	St. Andrews Cemetery								
4008	Contractor Costs	0	120	0	0	0	0	0	
4382	Grounds Maintenance	500	0	500	500	200	267	0	
	Overhead Expenditure	500	120	500	500	200	267	0	
1150	Burial Fees	1,500	1,871	1,500	1,500	1,550	2,067	2,000	
1151	Memorial Fees	550	495	500	500	350	467	600	

Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : HAMBLE-LE-RICE PC Budget 2017-18 24 Jan 2017

2016-17 LAST YEAR				2017-18 CURRENT YEAR				2018-19 NEXT YEAR	
		Budget	Actual	Agreed Budget	Revised Budget		Actual YTD	Projected Actual	Next Year Budget
1152	Grant Exclusive Rights	500	198	500	500	0	0	0	300
1900	Miscellaneous Income	20	0	20	20	0	0	0	0
Total Income		2,570	2,564	2,520	2,520	1,900	2,533	2,900	
105	Net Expenditure	-2,070	-2,444	-2,020	-2,020	-1,700	-2,267	-2,900	
107	Grant Expenditure								
4280	S137 Grants	5,000	4,615	5,000	5,000	3,000	4,000	3,000	
OverHead Expenditure		5,000	4,615	5,000	5,000	3,000	4,000	3,000	
1900	Miscellaneous Income	0	300	0	0	0	0	0	0
Total Income		0	300	0	0	0	0	0	
107	Net Expenditure	5,000	4,315	5,000	5,000	3,000	4,000	3,000	
108	Grounds Maintenance								
4005	Health & Safety	200	23	100	100	604	806	0	
4006	Protective Clothing & Equip.	1,000	146	700	700	110	147	0	
4008	Contractor Costs	0	86	0	0	0	0	0	
4010	Staff Training	1,300	1,214	1,300	1,300	60	80	500	
4060	Telephone	0	51	0	0	334	445	0	
4080	Graffiti & Vandalism	600	596	600	600	0	0	100	

At 11:41

Budget Detail - By Centre

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Note : HAMBLE-LE-RICE PC Budget 2017-18 24 Jan 2017

2016-17 LAST YEAR				2017-18 CURRENT YEAR			2018-19 NEXT YEAR	
	Budget	Actual	Agreed Budget	Revised Budget	Actual YTD	Projected Actual	Next Year Budget	
4081	Refuse/Litter	0	16	0	0	0	4,000	
4090	Safety Equipment	0	99	0	0	589	0	
4101	Cleaning Materials	0	13	0	0	0	0	
4110	Professional Fees	2,400	0	2,400	2,400	553	0	
4205	Civic Costs	0	25	0	0	0	0	
4315	Memorial Seats and Benches	300	23	300	300	0	0	
4325	Machinery Maintenance	1,000	1,049	1,000	1,000	477	0	
4330	Tractor Maintenance	2,150	1,296	2,150	2,150	0	500	
4335	Tractor & Machinery Fuel	3,000	2,275	3,000	3,000	1,606	1,600	
4336	Ground Fuel	0	0	0	0	1,073	1,800	
4345	New Machinery Costs	3,000	0	3,000	3,000	0	0	
4350	New Tools Costs	100	1,524	100	100	0	0	
4360	Vehicle Hire	3,900	4,097	3,900	3,900	3,034	4,000	
4375	Noticeboards & Signs	100	0	100	100	0	0	
4380	Repairs & Maintenance	100	0	100	100	0	0	
4381	Property Maintenance	100	0	100	100	0	0	
4382	Grounds Maintenance	5,500	2,250	5,500	5,500	487	0	
4384	Sports Equipment Maintenance	0	0	0	0	0	300	
4387	Trees Management	0	260	0	0	2,993	5,500	
4900	Miscellaneous Expenditure	50	23	50	50	5	0	
OverHead Expenditure		24,800	15,067	24,400	24,400	12,295	18,300	

Hamble-le-Rice Parish Council 2017/18

Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : HAMBLE-LE-RICE PC Budget 2017-18 24 Jan 2017

2016-17 LAST YEAR				2017-18 CURRENT YEAR				2018-19 NEXT YEAR	
		Budget	Actual	Agreed Budget	Revised Budget	Actual YTD	Projected Actual	Next Year Budget	
1900	Miscellaneous Income	100	100	100	100	0	0	0	
1905	Logs Sales	300	269	300	300	30	40	100	
	Total Income	400	369	400	400	30	40	100	
108	Net Expenditure	24,400	14,698	24,000	24,000	9,191	12,255	18,200	
110	Office								
4100	Cleaning	0	0	0	0	146	195	0	
	OverHead Expenditure	0	0	0	0	146	195	0	
110	Net Expenditure	0	0	0	0	146	195	0	
201	Mt. Pleasant Rec. Ground								
4005	Health & Safety	0	11	50	50	0	0	500	
4012	Miscellaneous Staff Costs	75	0	75	75	0	0	0	
4050	Electricity	700	294	300	300	-95	-127	200	
4052	Water Rates	200	282	200	200	0	0	250	
4060	Telephone	375	0	0	0	0	0	0	
4075	CCTV	1,000	1,020	1,000	1,000	0	0	1,000	
4081	Refuse/Litter	400	774	800	800	2,230	2,973	0	
4090	Safety Equipment	0	91	0	0	0	0	0	
4100	Cleaning	0	0	2,000	2,000	0	0	2,000	

At 11:41

Budget Detail - By Centre

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Note : HAMBLE-LE-RICE PC Budget 2017-18 24 Jan 2017

2016-17 LAST YEAR				2017-18 CURRENT YEAR				2018-19 NEXT YEAR			
	Budget	Actual	Agreed Budget		Revised Budget	Actual YTD	Projected Actual	Next Year Budget			
4271 Car Park Maintenance	300	5	100		100	0	0	0			
4325 Machinery Maintenance	100	0	100		100	0	0	0			
4379 Skate Park Maintenance	500	0	500		500	0	0	500			
4380 Repairs & Maintenance	0	151	0		0	0	0	0			
4381 Property Maintenance	3,000	2,658	3,000		3,000	335	447	500			
4382 Grounds Maintenance	3,000	262	3,000		3,000	0	0	0			
4383 Play Equipment Maintenance	3,000	154	3,000		3,000	697	930	1,000			
4384 Sports Equipment Maintenance	200	163	200		200	245	326	250			
4385 Field Materials	1,000	0	1,000		1,000	0	0	0			
OverHead Expenditure	13,850	5,866	15,325		15,325	3,412	4,549	6,200			
1200 Pitch Hire	4,000	4,147	4,000		4,000	2,770	3,693	4,500			
1203 Pavilion Hire	20	20	20		20	0	0	0			
1900 Miscellaneous Income	20	0	20		20	0	0	0			
Total Income	4,040	4,167	4,040		4,040	2,770	3,693	4,500			
201 Net Expenditure	9,810	1,699	11,285		11,285	642	856	1,700			
202 College Playing Fields											
4005 Health & Safety	0	46	0		0	0	0	0			
4006 Protective Clothing & Equip.	0	24	0		0	0	0	0			
4014 Groundstaff Refreshments	150	47	150		150	7	9	50			

Hamble-le-Rice Parish Council 2017/18

Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : HAMBLE-LE-RICE PC Budget 2017-18 24 Jan 2017

	2016-17 LAST YEAR		2017-18 CURRENT YEAR		2018-19 NEXT YEAR	
	Budget	Actual	Agreed Budget	Revised Budget Actual YTD	Projected Actual	Next Year Budget
4050 Electricity	1,500	934	1,500	1,500	-82	0
4051 Gas	1,700	2,034	1,700	1,700	-324	0
4052 Water Rates	500	539	500	500	0	0
4060 Telephone	0	0	0	0	0	1,000
4075 CCTV	1,000	1,065	1,000	1,000	0	0
4085 Equipment Hire	0	67	0	0	0	0
4090 Safety Equipment	0	110	0	0	0	0
4095 New Office Equipment	0	37	0	0	0	0
4100 Cleaning	0	7	1,500	1,500	0	0
4101 Cleaning Materials	0	35	0	0	0	0
4110 Professional Fees	0	517	0	0	0	0
4205 Civic Costs	0	6	0	0	0	0
4365 Storage Workshop	0	32,310	0	0	1,398	0
4370 Dog Bin Emptying	0	140	0	0	158	0
4380 Repairs & Maintenance	0	1,289	500	500	0	0
4381 Property Maintenance	2,750	1,671	2,750	2,750	80	0
4382 Grounds Maintenance	1,000	509	1,000	1,000	155	0
4384 Sports Equipment Maintenance	0	163	0	0	326	500
4388 Community Orchard	0	0	0	0	847	750
4900 Miscellaneous Expenditure	0	1	0	0	0	0
OverHead Expenditure	8,600	41,550	10,600	10,600	2,567	2,300

At 11:41

Budget Detail - By Centre

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Note : HAMBLE-LE-RICE PC Budget 2017-18 24 Jan 2017

2016-17 LAST YEAR				2017-18 CURRENT YEAR			2018-19 NEXT YEAR	
	Budget	Actual	Agreed Budget	Revised Budget	Actual YTD	Projected Actual	Next Year Budget	
1110 Helicopter Landing Fees	300	0	150	150	0	0	0	
1200 Pitch Hire	3,500	2,060	3,500	3,500	2,300	3,067	4,500	
1201 MUGA Hire	200	5	50	50	0	0	0	
1203 Pavilion Hire	500	830	1,800	1,800	71	94	0	
1900 Miscellaneous Income	30	0	30	30	0	0	0	
Total Income	4,530	2,895	5,530	5,530	2,371	3,161	4,500	
202 Net Expenditure	4,070	38,655	5,070	5,070	-446	-594	-2,200	
203 HPCF Hamble Lane								
4111 Legal Fees	1,000	450	200	200	1,012	1,349	500	
OverHead Expenditure	1,000	450	200	200	1,012	1,349	500	
1900 Miscellaneous Income	0	0	8,750	8,750	0	0	8,750	
Total Income	0	0	8,750	8,750	0	0	8,750	
203 Net Expenditure	1,000	450	-8,550	-8,550	1,012	1,349	-8,250	
204 Other Recreational Areas								
4069 ANNUAL RENT	0	0	0	0	5	7	5	
4111 Legal Fees	2,000	861	1,000	1,000	0	0	0	
4375 Noticeboards & Signs	0	85	0	0	0	0	0	

Hamble-le-Rice Parish Council 2017/18

Budget Detail - By Centre

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Note : HAMBLE-LE-RICE PC Budget 2017-18 24 Jan 2017

		<u>2016-17 LAST YEAR</u>		<u>2017-18 CURRENT YEAR</u>			<u>2018-19 NEXT YEAR</u>	
		Budget	Actual	Agreed Budget	Revised Budget	Actual YTD	Projected Actual	Next Year Budget
4380	Repairs & Maintenance	0	62	0	0	0	0	0
4381	Property Maintenance	1,000	0	1,000	1,000	0	0	0
4382	Grounds Maintenance	3,000	1,699	3,000	3,000	20	27	0
4383	Play Equipment Maintenance	1,000	0	1,000	1,000	353	470	0
4387	Trees Management	2,000	0	1,000	1,000	200	267	0
OverHead Expenditure		9,000	2,707	7,000	7,000	578	770	5
1100	LGA Grants Received	0	150	0	0	0	0	0
1240	Garden Licences	0	78	0	0	0	0	0
Total Income		0	228	0	0	0	0	0
204	Net Expenditure	9,000	2,480	7,000	7,000	578	770	5
205	Allotments							
4052	Water Rates	100	80	100	100	188	251	0
4053	Rates	80	0	80	80	0	0	0
4380	Repairs & Maintenance	300	22	300	300	0	0	0
4382	Grounds Maintenance	0	23	0	0	0	0	1,000
4450	Allotment Land Rent HCC	80	80	80	80	80	107	80
4455	Water Taps & Keys	0	0	0	0	-240	-320	0
OverHead Expenditure		560	205	560	560	28	38	1,080

At 11:41

Budget Detail - By Centre

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Note : HAMBLE-LE-RICE PC Budget 2017-18 24 Jan 2017

2016-17 LAST YEAR				2017-18 CURRENT YEAR				2018-19 NEXT YEAR	
	Budget	Actual	Agreed Budget	Revised Budget	Actual YTD	Projected Actual	Next Year Budget		
1250 Allotment Rental Income	1,450	2,469	1,800	1,800	802	1,069	0		
1251 Key Deposits	70	25	70	70	20	27	0		
Total Income	1,520	2,494	1,870	1,870	822	1,096	0		
205 Net Expenditure	-960	-2,289	-1,310	-1,310	-794	-1,058	1,080		
301 Foreshore Dinghy Park									
4052 Water Rates	250	606	250	250	-209	-279	250		
4380 Repairs & Maintenance	300	52	300	300	35	47	0		
4900 Miscellaneous Expenditure	0	229	0	0	0	0	0		
OverHead Expenditure	550	888	550	550	-174	-232	250		
1260 Dinghy Park Income	22,000	28,731	28,000	28,000	1,405	1,873	28,000		
1900 Miscellaneous Income	0	37	0	0	133	177	0		
Total Income	22,000	28,768	28,000	28,000	1,538	2,051	28,000		
301 Net Expenditure	-21,450	-27,880	-27,450	-27,450	-1,712	-2,283	-27,750		
302 Foreshore (General)									
4050 Electricity	0	152	0	0	413	550	250		
4075 CCTV	0	50	0	0	50	67	0		
4081 Refuse/Litter	4,800	4,067	0	0	375	500	0		

Hamble-le-Rice Parish Council 2017/18

Budget Detail - By Centre

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Note : HAMBLE-LE-RICE PC Budget 2017-18 24 Jan 2017

	2016-17 LAST YEAR			2017-18 CURRENT YEAR			2018-19 NEXT YEAR	
	Budget	Actual	Agreed Budget	Revised Budget	Actual YTD	Projected Actual	Next Year Budget	
4111 Legal Fees	0	0	0	0	-336	-448	0	
4205 Civic Costs	0	598	0	0	0	0	0	
4271 Car Park Maintenance	0	126	0	0	0	0	0	
4315 Memorial Seats and Benches	0	543	700	700	51	68	0	
4345 New Machinery Costs	2,500	0	2,500	2,500	0	0	0	
4370 Dog Bin Emptying	0	140	150	150	118	158	0	
4375 Noticeboards & Signs	0	75	0	0	0	0	0	
4380 Repairs & Maintenance	500	321	500	500	0	0	500	
4381 Property Maintenance	0	2,504	0	0	0	0	0	
4382 Grounds Maintenance	0	18	0	0	-50	-67	0	
4387 Trees Management	0	850	0	0	0	0	0	
4500 Harbour Dues	1,900	1,870	1,900	1,900	0	0	1,900	
4900 Miscellaneous Expenditure	0	15	0	0	0	0	0	
OverHead Expenditure	9,700	11,329	5,750	5,750	621	828	2,650	
1320 Harbour Dues	2,500	1,194	0	0	0	0	0	
1321 Angelfish (Soton) Ltd Rent	3,250	0	3,250	3,250	2,436	3,248	3,500	
1322 Mudland Rental	1,900	1,405	1,900	1,900	0	0	1,000	
1323 Angelfish Waste Contribution	500	1,116	0	0	0	0	0	
1900 Miscellaneous Income	0	0	12,000	12,000	0	0	0	
Total Income	8,150	3,714	17,150	17,150	2,436	3,248	4,500	
302 Net Expenditure	1,550	7,615	-11,400	-11,400	-1,815	-2,420	-1,850	

Continued on Page 16

At 11:41

Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : HAMBLE-LE-RICE PC Budget 2017-18 24 Jan 2017

2016-17 LAST YEAR				2017-18 CURRENT YEAR				2018-19 NEXT YEAR	
		Budget	Actual	Agreed Budget		Revised Budget		Projected Actual	Next Year Budget
				Budget		Budget	Actual YTD		
303	Foreshore Public Toilets								
4050	Electricity	100	0	100	0	0	0	0	0
4052	Water Rates	3,000	664	3,000	458	610	700		
4053	Rates	1,000	0	1,000	0	0	0	0	0
4096	Consumables for FS toilets	0	0	0	200	266	200		
4100	Cleaning	3,250	0	3,250	0	0	3,000		
4101	Cleaning Materials	500	0	500	8	10	0		
4111	Legal Fees	0	1,502	0	2,149	2,865	0		
4350	New Tools Costs	0	0	0	24	32	0		
4380	Repairs & Maintenance	3,000	2,656	3,000	0	0	1,000		
4381	Property Maintenance	3,000	0	3,000	128	171	0		
4382	Grounds Maintenance	1,000	0	1,000	41	54	0		
4386	Temporary Building Hire	6,000	14,689	0	1,631	2,175	0		
	OverHead Expenditure	20,850	19,512	14,850	4,637	6,183	4,900		
	Total Income	0	0	0	0	0	0		
	303 Net Expenditure	20,850	19,512	14,850	4,637	6,183	4,900		
304	RUP Committee Room								
4050	Electricity	0	397	0	0	0	0		

Hamble-le-Rice Parish Council 2017/18

Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : HAMBLE-LE-RICE PC Budget 2017-18 24 Jan 2017

2016-17 LAST YEAR				2017-18 CURRENT YEAR			2018-19 NEXT YEAR	
		Budget	Actual	Agreed Budget	Revised Budget	Actual YTD	Projected Actual	Next Year Budget
4051	Gas	0	181	0	0	0	0	0
4095	New Office Equipment	0	166	0	0	0	0	0
4101	Cleaning Materials	0	22	0	0	1	1	0
4355	RUP Committee Room	0	0	0	0	-8	-10	0
4381	Property Maintenance	0	592	0	0	312	416	0
4900	Miscellaneous Expenditure	0	5	0	0	0	0	0
	OverHead Expenditure	0	1,362	0	0	305	407	0
1202	Committee Room Hire	1,000	1,981	2,000	2,000	1,018	1,357	1,000
	Total Income	1,000	1,981	2,000	2,000	1,018	1,357	1,000
304	Net Expenditure	-1,000	-619	-2,000	-2,000	-712	-950	-1,000
305	Westfield Common							
4081	Refuse/Litter	200	0	200	200	0	0	0
4370	Dog Bin Emptying	200	140	200	200	118	158	0
4375	Noticeboards & Signs	0	533	0	0	0	0	0
4400	Fly-Tipping	500	0	500	500	0	0	0
	OverHead Expenditure	900	673	900	900	118	158	0
305	Net Expenditure	900	673	900	900	118	158	0

At 11:41

Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : HAMBLE-LE-RICE PC Budget 2017-18 24 Jan 2017

2016-17 LAST YEAR				2017-18 CURRENT YEAR				2018-19 NEXT YEAR	
	Budget	Actual	Agreed Budget	Revised Budget	Actual YTD	Projected Actual	Next Year Budget		
306	RUP Pavillion								
4005	Health & Safety	0	0	0	0	611	815	0	
4050	Electricity	0	0	0	0	261	348	500	
4051	Gas	0	0	0	0	999	1,331	1,000	
4052	Water Rates	0	0	0	0	201	268	500	
4080	Graffiti & Vandalism	0	0	0	0	10	14	0	
4100	Cleaning	0	0	0	0	732	976	2,000	
4101	Cleaning Materials	0	0	0	0	8	10	0	
4381	Property Maintenance	0	0	0	0	1,907	2,542	2,000	
	OverHead Expenditure	0	0	0	0	4,729	6,305	6,000	
	306 Net Expenditure	0	0	0	0	4,729	6,305	6,000	
307	Mount Pleasant Pavilion								
4005	Health & Safety	0	0	0	0	586	782	0	
4050	Electricity	0	0	0	0	66	88	150	
4051	Gas	0	0	0	0	69	92	0	
4052	Water Rates	0	0	0	0	-98	-130	150	
4100	Cleaning	0	0	0	0	586	781	2,000	
4381	Property Maintenance	0	0	0	0	646	862	900	
	OverHead Expenditure	0	0	0	0	1,855	2,474	3,200	

Hamble-le-Rice Parish Council 2017/18

Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : HAMBLE-LE-RICE PC Budget 2017-18 24 Jan 2017

2016-17 LAST YEAR				2017-18 CURRENT YEAR			2018-19 NEXT YEAR	
		Budget	Actual	Agreed Budget	Revised Budget	Actual YTD	Projected Actual	Next Year Budget
1200	Pitch Hire	0	0	0	0	13	17	3,000
Total Income		0	0	0	0	13	17	3,000
307	Net Expenditure	0	0	0	0	1,843	2,457	200
308	Community Hub/Library							
4111	Legal Fees	0	0	0	0	2,470	3,293	0
4205	Civic Costs	0	0	0	0	216	288	0
4389	Community Hub/Library	0	0	0	0	6	9	1,000
OverHead Expenditure		0	0	0	0	2,692	3,590	1,000
308	Net Expenditure	0	0	0	0	2,692	3,590	1,000
Total Budget Expenditure		305,740	305,381	326,795	326,795	194,175	258,900	339,160
Income		317,582	315,701	342,682	342,682	280,471	373,961	340,650
Net Expenditure		-11,842	-10,320	-15,887	-15,887	-86,296	-115,062	-1,490

Item 4a Appendix 1

Agenda item 4a Appendix 2 Project list for 2018/19

Activity	Amount £000	Commentary
Cemetery Plan	5,000	Changes are now agreed to improve the area of ashes internment. The Committee is also keen to increase the natural state of the area to attract more wildlife and provide a public open space as well as a cemetery
HYPE	10,000	No currently allocated as not part of the base budget.
Allotments Plan	2000	Work is needed to remove tree cover and review the current fence line to improve security
Street Furniture	50,000	This will include a mixture of Benches, Bins and Street Signs. It is recommended that £40,000 be set aside for the benches although the programme of renewal may extend beyond this year. A protocol is also being established for the purchase and maintenance of benches based on Portsmouth City Council. The Asset Management Committee will be asked to approve it in January. This might reduce the budget requirement over time.
Replacement Equipment	14,000	2 hand mowers have been taken out of use this year leaving only the new sit on and one hand mower. Also a further Car Park machine should be acquired to cover potential failure of the other machine
Dinghy Park Improvements	7,000	A consultation event is planned for the end of January to agree a list of improvements. Funding could be spread over 2 years.
	88,000	

£30,000 for the fees for feasibility work has been transferred into the budget.

Funding Sources

Barclays Savings Account £100,926.34
EBC loan £118,229.56

£219,155.90
less £88,000 £131,155

	Parish/Town Council council taxes for 2018/19 Prepared using DRAFT data on 09 11 2016 AS	Total gross tax base 2018/19	Final gross tax base 18/19 PROVISION FOR BAD DEBTS	Final gross tax base 18/19 net of provision for bad debts	Taxbase 18/19 (the real declared taxbase that is net of the CT support)
ALLBROOK	Allbrook & Nth Boyatt	746.80	(11.20)	735.60	709.99
BISHOPSTOKE	Bishopstoke	3,641.20	(54.62)	3,586.58	3,344.76
BOTLEY	Botley	2,098.20	(31.47)	2,066.73	1,941.53
BURSLEDON	Bursledon	2,441.10	(36.62)	2,404.48	2,209.75
CHANDLERS FORD	Chandler's Ford	9,689.30	(145.34)	9,543.96	9,114.70
FAIR OAK	Fair Oak and Horton Heath	4,003.00	(60.05)	3,942.95	3,806.93
HAMBLE	Hamble-le-Rice	2,042.80	(30.64)	2,012.16	1,911.20
HEDGE END	Hedge End	7,972.70	(119.59)	7,853.11	7,500.97
HOUND	Hound	2,710.70	(40.66)	2,670.04	2,426.74
WEST END	West End	4,752.60	(71.29)	4,681.31	4,406.10
NON PARISH	Non-Parished Area	8,348.90	(125.23)	8,223.67	7,433.30
TOTAL	TOTAL	48,447.30	(726.71)	47,720.59	44,805.97

Agenda 4a Appendix 4

Hamble-le-Rice PC pitch fees for season 2018/9

		Mount Pleasant	College playing fields
Senior football	pitch +C/rooms	£55+vat	£60+vat
	Pitch only	£30+vat	£30+vat
	C/room only (Training)	£18+vat	£18+vat
Junior Football	Pitch only		£20+vat
Cricket			£80+vat

Block bookings made at start of season for 10+ games means VAT is not charged.

Teams are responsible for setting up and taking down of goals/nets and leaving facility in reasonable condition (although not full cleaning)

The work involved specific to staging a football game:-

Pitch marking 20mins senior, 15 mins junior per pitch can play up to two games per pitch a weekend

Taking bookings and unlocking/locking pavilions up to 4hrs per week

Some renovation work will need to take place through and at the end of the season. Approx. 30 hrs total per season.

Costs involved;-

White line marker £16.30 +vat for a 15L drum will use approx. 20 drums a season total £326+vat

Line marker £585 .15 ea, both of our linemarkers are over 15years old.

Goals £549 per pair, our goals are 15+ years old

Nets, £52 Per pair, nets will last approx. 5years

Corner flags £10 each, six per pitch, flags will last 15+ years

Grass seed for renovation £75 per season (for normal wear)

The equipment cost based on a 15year lifespan for equipment and three sets of nets during that time multiplied by the total number of pitches HPC have in use (5) gives a total cost of **£776.05** per year. Personnel cost based on a wage of £10 per hour would give a maximum weekly cost of £55, add to this the end of season cost of **£300** giving a season total of **£1760**

Cleaning contractors are costing **£2924** for the season

Added together a yearly total would be £4984

The costs not included are electric, water, gas (CPF only)

The projected income from pitch hire for both grounds for the financial year is £7500.

Agenda item: Agenda 4d Financial support

Recommendation:

To waive the Councils financial Regulations in the appointment of specialist services provided by J Humphry's Associates to provide financial support to the Clerk for a period of 12 months at a cost of £3600 + Vat.

To note that £5,000 has been included in next year's budget.

1. During the last twelve months the Council has purchased 2 days extra consultancy services from RBS (Rialtas Business Solutions) to train and mentor the office staff in the use of the financial system and the production of the monthly accounts. RBS provide a phone hosted support service which enables specific problems to be resolved and regular use is made of it. Not with standing this the Clerk feels that she requires more intensive and regular help to develop the necessary competency in fulfilling the role and to be working with an expert each month on routine business.
2. J Humphrey Associates have carried out a similar role for Hound Parish Council and work with Hedge End Town Council on their end of year accounts. They have specific knowledge of Omega (the Council's software) as well as industry standards. Details of the company can be found at the following link: <https://www.jhumphryassociates.co.uk>
3. It is recommended given they have specialist knowledge of working with Parish Councils to waive Financial Regulations in the appointment on the basis of securing specialist skills (Para 11.1 a (i)). The cost of providing a day per month support and mentoring will be £300 + VAT and includes travel costs. This compares to our last invoiced session with RBS which was £399.00 + £67.00 (travel) + Vat. They have also costed a proposal for payroll which is cheaper than our current provider and might be worth using from the new financial year.
4. If the appointment is agreed it is recommended that they are also retained to complete the Councils end of year accounts which would otherwise be carried out by RBS .

Budget implications

5. The Council will need to find £1080.00 in this financial year. There are currently underspends in a number of areas to cover this expenditure.
6. From next financial year there is a budget figure of £5000. This represent a balance of 9 months at £300+ vat (£3240) as well as an additional allowance for the end of year accounts. RBS charged us £562.50+ vat this year.
7. In addition a further £370+ vat is included for the annual fees for the accountancy system as normal.

Recommendation: To agree that all new staff to Hamble Parish Council are eligible to join the Local Government Pension Scheme from January 2017 onwards.

Introduction

1. The Council offers as part of its employment package access the Hampshire Local Government Pension Scheme. This is a contributory Pension with both employees and employers contributing to it.
2. The Clerk deferred joining the scheme until April 2017 and has completed the join up arrangements recently. In order to conclude her enrolment the Council needs to formally resolve to admit her into the scheme.
3. To avoid a similar requirement for future new employees it is recommended that the resolution covers all new staff. This resolution covers all appointment in the last 12 months.



Parish Clerk
Hamble-le-Rice Parish Council
Memorial Hall 2 High Street
Hamble-le-Rice
SO31 4JE

Application	F/17/80218
Please ask for	Gary Osmond
Direct dial	023 8068 8490
Working hours	Mon-Fri 9-5
Email	gary.osmond@eastleigh.gov.uk

Monday 18 December 2017

Dear Sir/Madam

**TOWN AND COUNTRY PLANNING ACT 1990
APPEAL UNDER SECTION 78**

Address of site to which the appeal relates: BLACKTHORN HEALTH CENTRE,
SATCHELL LANE, HAMBLE-LE-RICE, SOUTHAMPTON, SO31 4NQ

Proposed development: Construction of 64 bedroom dementia care centre with
associated access, parking and landscaping.

Application Reference: F/17/80218

Appellant's name: Healthcare Management Trust

Planning Inspectorate appeal reference: APP/W1715/W/17/3180617

Appeal start date: Tuesday 12 December 2017

I refer to the above details. An appeal has been made to the Secretary of State
against the Council's Refusal of Planning Permission for the proposed development
described above.

The appeal will be determined on the basis of written representations. The procedure
to be followed is set out in Part 2 of the Town and Country Planning (Appeals)
(Written Representations Procedure) (England) Regulations 2009, as amended.

We will forward all the representations made to us on the application to the Planning
Inspectorate and the appellant. These will be considered by the Inspector when
determining the appeal.

If you wish to make additional comments, or modify/withdraw your previous
representation you can do so online at <https://acp.planninginspectorate.gov.uk> If you
do not have access to the internet, you can send or email your comments to Arash
Nazemi, The Planning Inspectorate, Temple Quay House, 2 The Square, Bristol, BS1
6PN

All representations must be received by Tuesday 16 January 2018. Any

Eastleigh Borough Council, Eastleigh House, Upper Market Street, Eastleigh, Hampshire SO50 9YN

T: 023 8068 8000 E: direct@eastleigh.gov.uk W: www.eastleigh.gov.uk

representations submitted after the deadline will not usually be considered and will be returned. The Planning Inspectorate does not acknowledge representations. **All representations must quote the appeal reference.**

Please note that any representations you submit to the Planning Inspectorate will be copied to the appellant and the Council and will be considered by the Inspector when determining the appeal.

Details of this appeal can be found on our website at

<https://planning.eastleigh.gov.uk/s/public-register>

The appeal documents are available for inspection at Eastleigh House. The Council's statement should be available within a month of the date of this letter. Should you wish to see the documents please contact Gary Osmond on the above number.

You can get a copy of one of the Planning Inspectorate's "Guide to taking part in planning appeals" booklets free of charge from GOV.UK at

<https://www.gov.uk/government/collections/taking-part-in-a-planning-listed-building-or-enforcement-appeal> or from us.

When made, the decision will be published online at
<https://acp.planninginspectorate.gov.uk>

Yours faithfully



Andy Grandfield
Lead Specialist for Housing and Development

Items marked with a * are disputed invoices.

Date	Invoice	Supplier	Account	Net Value	VAT	Invoice Total	Balance
21/09/17	2356589	EBC	E02	10,000.00	0.00	10,000.00	10,000.00
13/10/17	448	SURREY HILLS	SH01	598.00	119.60	717.60	717.60
21/10/17	770631478	CANON	C07	126.00	25.20	151.20	151.20
01/12/17	41147	CLASSIC FIRE	CF01	392.50	78.50	471.00	471.00
01/12/17	V01430653170	TMOBILE	T06	42.13	8.43	50.56	50.56
01/12/17	10-17/18	JACKIE PANAKIS	J02	52.50	0.00	52.50	52.50
01/12/17	58063340	HCC	H04	17.00	3.40	20.40	20.40
01/12/17	2792	HVMH	H003	1,092.00	0.00	1,092.00	1,092.00
01/12/17	4035868	ALLIANCE UK	AL01	424.92	84.98	509.90	509.90
01/12/17	954304487	BGAS	B04	62.37	12.47	74.84	74.84
04/12/17	DCDEC02	CO-OP	CO01	3.59	0.00	3.59	3.59
06/12/17	2377977	EBC	E02	42.30	8.46	50.76	50.76
08/12/17	2778	HVMH	H003	12.00	0.00	12.00	12.00
08/12/17	844984019	TRADE UK (B&Q)	T02	4.07	0.82	4.89	4.89
09/12/17	770638339	CANON	C07	126.00	25.20	151.20	151.20
13/12/17	5562	RFW	RF01	237.40	47.48	284.88	284.88
14/12/17	2379538	EBC	E02	232.50	46.50	279.00	279.00
15/12/17	128782	CARRERA	C010	127.00	25.40	152.40	152.40
15/12/17	128675	CARRERA	C010	205.32	41.06	246.38	246.38
15/12/17	15/12	HAMBLE VALLEY	HV01	450.00	0.00	450.00	450.00
19/12/17	19/12	BRADBURY-KNIGHT	BK01	119.00	0.00	119.00	119.00
19/12/17	19/12	BARCLAYS BANK	BB01	48.99	0.00	48.99	48.99
28/12/17	401954036	CANON	C07	67.70	13.54	81.24	81.24
02/01/18	6400013904	HCC	H04	1,842.70	368.54	2,211.24	2,211.24
				16,325.99	909.58	17,235.57	17,235.57

Bank Reconciliation Statement as at: 29/12/2017 for Cash Book 2 Petty Cash

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Petty Cash	05/01/2018	1	87.33
			<u>87.33</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
			<u>0.00</u>
			87.33
<u>Receipts not Banked/Cleared (Plus)</u>			
			<u>0.00</u>
			87.33
		Balance per Cash Book is :-	87.33
		Difference is :-	0.00

I. N. Ondaan
5.1.18

Petty cash at 5th January 2017

Voucher

✓	£20	20.00	1
	£10		2
	£5	-	3
✓	£2	20.00	4
✓	£1	30.00	5
✓	50p	5.00	6
✓	20p	6.00	7
✓	10p	0.60	8
✓	5p	4.60	9
✓	2p	0.68	10
✓	1p	0.45	11
			12

87.33

87.33

I. M. Underwood

5.1.18