

HAMBLE-LE-RICE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY, 12TH MARCH 2018 AT THE ROY UNDERDOWN PAVILION, COLLEGE PLAYING FIELDS, BARON ROAD, HAMBLE-LE-RICE AT 7.00 PM

PRESENT:

- Cllr S Cohen – Chairman
- Cllr S Schofield – Vice Chairman
- Cllr P Beach
- Cllr J Dajka
- Cllr I James
- Cllr D Phillips
- Cllr D Rolfe
- Cllr A Thompson
- Cllr I Underdown
- Cllr G Woodall

In Attendance

- Mrs A Jobling – Clerk to the Council
- Mrs J Panakis – Minutes Secretary
- 6 Members of the public (including representatives of the Mercury Old Boys Association)

To Receive Apologies for Absence

80/31/18 Apologies for absence were received from Cllr M Cross and Cllr S Hand.

Declaration of Interest

81/31/18 Cllr Cohen declared a dispensation relating to membership of the Royal Southern Yacht Club. Cllr Dajka declared a dispensation in relation to membership of the Royal Southern Yacht Club. Cllr Underdown declared dispensations relating to the Foreshore and Dinghy Park and the River Hamble. Cllr Beach declared dispensations relating to the Foreshore and Dinghy Park. Cllr James declared a dispensation relating to membership of the Royal Southern Yacht Club. Cllr Thompson declared an interest in Forman Homes.

To Accept the Minutes of the Council Meeting held on 12th February 2018

82/31/18 Cllr Underdown proposed, Cllr Dajka seconded, all agreed, and IT WAS RESOLVED that the Minutes of the Council meeting held on 12th February 2018 be accepted as a true record. The Minutes were then signed by the Chairman.

To Accept the Exempt Minutes of the Council Meeting held on 12th February 2018

83/31/18 Cllr Underdown proposed, Cllr Beach seconded, all agreed, and IT WAS RESOLVED that the Exempt Minutes of the Council meeting held on 12th February 2018 be accepted as a true record. The Minutes were then signed by the Chairman.

Public Session

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84/31/18 A member of the public tabled a paper to the meeting asking specific questions on 3 topics. **Hamble Community Hub:** Who holds the budget for fitting out the completed building? How much is that budget? Were the Council aware that there will need to be double yellow lines opposite the new building as engineers did not take into account the need for big boat movements? That there will be no parking for the hub as the forecourt next door is privately owned and leased elsewhere? That there will be no disabled drop-off or cycle parking? Will HCC be providing the terminal and software for logging books in and out?

Hamble Lane Consultation: Had the Chairman had any constructive meetings with Humby and House and what is the position with previous requests to collect ATC traffic data for traffic entering and leaving Hamble village (as a whole) from the Hound roundabout and below? Is this now not relevant?

Asset Management – Hamble Plan/Projects on pieces of Hamble Parish Council Land: Hamble Parish Council currently has 7 football pitches (possibly 9 with proposed boundary changes). Five of these are maintained by the Parish Council – is there any hope that these (and possibly a cricket field) could be amalgamated at Mount Pleasant within the redevelopment plans for that site? This suggestion would leave the Roy Underdown Pavilion and College Playing Fields to be developed as a more wide-ranging community facility with access to open space in front of a reconfigured ground floor which has doors opening onto the grounds. Along with the community orchard the grounds could be developed along parkland models, with native hedges to the north, possibly a small band stand and native planted herbaceous borders to assist with wildlife corridors. A control of dogs order could be put in place (or dogs not allowed) to encourage an area which is suitable for picnics and more village events such as fayres, carol singing, business sponsored fund raising, etc.

Cllr Cohen thanked the member of the public for their contribution to the meeting: some of the subjects would be dealt with later in the meeting.

Community

85/31/18 Mercury Old Boys Cllr Cohen welcomed representatives from Mercury Old Boys Association to the meeting and thanked them for bringing the model of the Training Ship Mercury together with the silver-plated statuette of a cadet. A representative of the 'Mercury Old Boys Association informed the Council that their Association is going to be formally disbanded this year, with a final re-union in September. It is hoped that a march can be organised from Hamble Square to the Church where a service will be held and a wreath laid. The present members of the Association were hoping that they could donate the model of the training ship and the statuette to the Parish Council to be displayed, possibly in the new Community Hub building. This donation would be made under the proviso that should these items have to be 'disposed of' at some time in the future by the Parish Council, that they are given to an appropriate maritime museum. The donation would be done officially after the final re-union. The Clerk expressed some concern about the artefacts being displayed in the Community Hub, as the building belonged to Eastleigh Borough Council. The Parish Council would contact Eastleigh Borough Council to ensure that they were agreeable to this arrangement. Cllr Cohen thanked the representatives of Mercury Old Boys Association for attending the Parish Council meeting.

CLERK

7.22 pm All members of the public left the meeting

86/31/18 Coronation Parade and Public Art An update on the proposals for improvements at Coronation Parade were circulated with the meeting papers. The Council expressed concern about two elements of the proposals which were: (1) that the railings should be painted and (2)

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that the Council also expressed their disappointment that Eastleigh Borough Council had not undertaken their original proposal which was to ask Hamble School children to design the railings. The Clerk was requested to communicate these concerns to Eastleigh Borough Council. **CLERK**

87/31/18 Hamble Parish Priorities 2018/19 Cllr Cohen thanked the Clerk for preparing the paper on the list of priorities for the Parish Council in the next financial year. The document assisted all members of the Council to understand what work needed to be undertaken. The work was priority colour coded red (imperative); orange (high) and white (medium or low priority). This was noted.

88/31/18 Community Governance Review – Changes to Parish Boundary with Hound Parish Council Cllr Underdown proposed, Cllr Woodall seconded, all agreed, and IT WAS RESOLVED that the Council confirmed to Eastleigh Borough Council that they rejected proposals submitted by Hound Parish Council in preference to the proposals originally submitted by Hamble Parish Council at the end of January 2018. **CLERK**

89/31/18 Youth Provision Cllr Schofield explained the background to the information circulated for the meeting. Following discussion, the following resolutions were made:

Cllr Schofield proposed, Cllr Woodall seconded, all agreed, and IT WAS RESOLVED that £750 be allocated from the £10,000 set aside in next year's budget for the continuing provision of the NGS (Next Generation Socialising) group once per week at Pilands Wood Centre. **CLERK**

Cllr Underdown proposed, Cllr Schofield seconded, all agreed, and IT WAS RESOLVED that the remainder of this budget (£9,250) be retained in next year's budget for the provision of youth activities, which would be decided in due course.

The Clerk explained that Eastleigh Borough Council had paid, on behalf of themselves, Hamble, Hound and Bursledon Parish Councils, the whole grant amount to the YMCA for the provision of the HYPE service during the present financial year. Cllr Schofield proposed, Cllr Cohen seconded, all agreed, and IT WAS RESOLVED that the Council could now pay their contribution for HYPE provision to Eastleigh Borough Council. **CLERK**

Committees, Working Groups and Clerk's Report

90/31/18 Asset Management Committee Cllr Thompson proposed, Cllr Woodall seconded, all agreed, and IT WAS RESOLVED that the Council approved the following recommendations of the Asset Management Committee: (1) the replacement of Bartlett's Play area, subject to a competitive tender exercise, and as part of the replacement to seek financial contributions from the Local Area Committee. (2) that the Council establishes a renewals fund for 2019/20 for replacement of equipment and assets, the annual contribution will be confirmed as part of the mid-year budget review; and (3) to allocate £100 to establish the Friends of Westfield Common Group led by Cllr Cross. **CLERK**

91/31/18 Communications Working Group Cllr Cohen thanked the group for their work and the report they had submitted, the contents of which were discussed. With regard to the Z Card proposals, this was supported in principle by the Council. There was considerable discussion about the merits of the proposal to replace the Village Magazine with a newsletter style publication and the Working Group were asked to produce a 'mock up' of a newsletter and bring it to the Council to facilitate further discussion. The Council noted the progress on the new logo.

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Cllr Schofield proposed, Cllr Phillips seconded, all agreed, and IT WAS RESOLVED that the Council switched its web site hosting to HugoFox and end the existing contract with Vision ICT in May 2018. **CLERK**

92/31/18 Finance Working Group The supporting report from this Working Group was noted by the Council.

93/31/18 Clerk's Update Several aspects of this report required decisions:

Item 1: Hamble Library – Cllr Cohen suggested to the Council that, in light of the Mercury Old Boys presentation to the Council, it might be appropriate to call the Library/Community Hub “Mercury” and arrange for the formal opening of the hub to occur on the same day that the Mercury Old Boys disbanded their association. The Clerk suggested that a working group was established to look at the operational arrangements for the library. Cllr S Schofield, Cllr G Woodall and Cllr J Dajka volunteered to be members of this group.

Item 2 – Coronation Parade. Cllr Underdown proposed, Cllr Woodall seconded, all agreed, and IT WAS RESOLVED that the Council approved payment of Hamble Parish Council's contribution to Coronation Parade improvements, to Eastleigh Borough Council in the next financial year. **CLERK**

Item 3 – Payroll Support. Cllr Schofield proposed, Cllr Rolfe seconded, all agreed, and IT WAS RESOLVED that the Council approved the switch of payroll providers from SGW Payroll to J Humphries Associates and noted that the competitive process had not been pursued as this forms part of specialist services that are exempt under the Council's Financial Regulations. **CLERK**

Resources and Governance

94/31/18 Payments for Approval The list of payments for approval had been previously circulated to members. There were no queries about the payments/

95/31/18 Petty Cash Reconciliation Report This reconciled to £87.33 for the month of February 2018.

96/31/18 Bank Reconciliation Report The bank account reconciled to £124,380.52 for the month of February 2018.

97/31/18 Reserve Account Balance The reserve account balance at the end of February was £140,932.15.

The Deputy Clerk suggested that a different Councillor would be invited into the office to check these reconciliation reports each month and be asked to sign off the information. Cllr Cohen thanked the Deputy Clerk for her hard work in making these reports clearer for Councillors.

Cllr Rolfe proposed, Cllr Woodall, seconded, all agreed, and IT WAS RESOLVED that the payments listed, the petty cash reconciliation report, the bank reconciliation report and the reserve account balance are noted and approved. **CLERK**

98/31/18 Review and Adoption of Standing Orders; Finance Regulations and Financial Risk Assessment Standing Orders: The Clerk had circulated NALC's Model Standing Orders, which ensured that all the necessary statutory provisions were adhered to. However, Hound Parish Council's Standing Orders were, in the Clerk's opinion, much easier to read and she suggested to the Council that these could be used as a template, making appropriate changes as necessary to reflect and unique aspects of Hamble Parish Council. The Clerk expressed some

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concern about Councillors ‘dispensations’, for which she was seeking further guidance on this aspect.

Cllr Cohen proposed, Cllr Dajka, seconded, all agreed, and IT WAS RESOLVED that Hound Parish Council’s Standing Orders model be adopted by Hamble Parish Council, but to be reviewed in detail by the April meeting of the Council. **CLERK**

Financial Regulations: Cllr Schofield proposed, Cllr Beach, seconded, all agreed, and IT WAS RESOLVED that changes are accepted and the document approved. **CLERK**

Financial Risk Assessment: This document had been checked by the Finance Working Group. There were some outstanding issues, in particular ensuring that that the balance of monies held in Barclays Bank was below the governments minimum ‘guarantee’ level of £80,000. The Council had already approved a recommendation to do this. The document had also been updated in the light of the newly adopted electronic banking arrangements. The Financial Risk Assessment would be brought back to the Council after the Working Group had made their final adjustments to the document. **CLERK**

Cllr Cohen proposed, Cllr Underdown, seconded, all agreed, and IT WAS RESOLVED that the Financial Risk Assessment be adopted by the Council. **CLERK**

99/31/18 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 or Part 1, of Schedule 12A of the Act. Cllr Schofield proposed, Cllr Underdown seconded, all agreed, and IT WAS RESOLVED that in view of the confidential nature of the business to be discussed the public and press be excluded.

The matter to be discussed was as follows: Job Evaluation Process

The meeting closed at 8.50 pm.