



**Hamble Parish Council**, Memorial Hall, High Street, Hamble, Southampton SO31 4JE  
023 8045 3422, [clerk@hamblepc.org.uk](mailto:clerk@hamblepc.org.uk)

**The next meeting of the Parish Council**  
will be held at  
**7pm on Monday 9<sup>th</sup> July 2018**  
at  
**The Roy Underdown Pavilion, Baron Road, Hamble**  
  
**This meeting is open to members of the public.**

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#### **AGENDA**

1. **Welcome**
  - a. Apologies for absence;
  - b. Declaration of interest and approved dispensations; and
  - c. To approve minutes of the Council Meetings of:
    - i. Monday 14<sup>th</sup> May 2018; and
    - ii. Monday 18<sup>th</sup> June 2018.
2. **Public Session**
3. **Application for Street Trading Application at the Public Hard, Hamble** (copy attached)
4. **Grant Applications:**
  - a. Hamble Conservation Volunteers; and
  - b. River Hamble Games.
5. **Matt Blythe – Eastleigh Borough Council Area Manager** (report attached)
6. **Borough Report –** (report attached)
7. **LAC Projects** (report/papers attached)
8. **Community Governance Update – Minutes from EBC**  
<http://meetings.eastleigh.gov.uk/ieListDocuments.aspx?MIId=6064&x=1>

9. **Hamble River Valley Forum & Hamble Estuary Partnership -** (report attached)
10. **Hamble Valley Trails Project –** (Correspondence attached)
11. **Clerk's Report**
12. **Hampshire County Council Consultation on proposals to change street lighting, supported passenger services and concessionary travel scheme**  
(see Hamble Parish Council website/ or  
<https://www.hants.gov.uk/aboutthecouncil/haveyoursay/consultations/publictransportandstreetlighting>)
13. **Clerk's report –** (report attached)

#### **COMMITTEES AND GOVERNANCE**

14. **Recommendations from the Asset Management Committee**
15. **Outcome of the Review Panel**

#### **FINANCE & PAYMENTS**

16. **Approve the following:**
  - a. Petty Cash and Bank reconciliations;
  - b. To authorise the schedule of Payments;
  - c. Income and expenditure schedule;
  - d. Authority to make payments in August; and
  - e. Payment of £40,000 to Eastleigh Borough Council from earmarked reserves when final confirmation received (see minutes).

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.

17. **Asset Management Committee: Leases**

**Dated:**

**Signed:** \_\_\_\_\_

Amanda Jobling,  
Clerk to Hamble Parish Council

## HAMBLE-LE-RICE PARISH COUNCIL

### MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON MONDAY, 14<sup>th</sup> MAY 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 Rolfe  
Cllr A Thompson  
Cllr I Underdown

#### **In Attendance**

Mrs A Jobling - Clerk  
Mrs J Symes, Deputy Clerk  
Mrs J Panakis – Minutes Secretary

#### **Minute's Silence for Mrs Beda Allwood**

The Clerk informed the meeting that Mrs Beda Allwood had died recently: she had been an active member of the Hamble community, serving on the Parish Council and at one point being its Chairman. A minute's silence was observed.

#### **Election of Chairman**

**116/51/18** Cllr Rolfe proposed, Cllr Schofield seconded, and **IT WAS RESOLVED** that Cllr Cohen be voted in as Chairman for the municipal year 2018 to 2019. Cllr Cohen accepted her election to Chairman, and said that during the last municipal year there had been a lot of changes to the way the Parish Council worked, particularly in relation to governance. The Council were now reaping the rewards of the changes. Cllr Cohen said she was happy to accept the position of Chairman for the next municipal year. Cllr Cohen thanked the staff for all their hard work for the Council.

#### **To Receive Apologies for Absence**

**117/51/18** Apologies for absence were received from Cllr M Cross, Cllr S Hand and Cllr G Woodall,

#### **Declaration of Interest**

**118/51/18** The Clerk informed the Council she had sought advice on their dispensations as the Auditor had queried this. NALC's new Model Standing Orders makes it clear that dispensations have to be granted at each meeting, according to the items on the agenda. In addition, dispensations are only granted if the Council is unable to conduct its business due to the number of Councillors who have to declare a personal or pecuniary interest in the matter to be discussed. It is advisable, therefore,

Chairman's Signature: ..... Date: .....

that the 4 year dispensations previously granted should be relinquished. Councillors were asked to contact the Clerk to confirm their position regarding their dispensations.

**To Accept the Minutes of the Council Meeting and the Exempt Minutes held on 9<sup>th</sup> April 2018**

**119/51/18** Cllr Underdown proposed, Cllr Schofield seconded and IT WAS RESOLVED that the Minutes of the Council meeting held on 9<sup>th</sup> April 2018 and the Exempt Minutes held on 9<sup>th</sup> April be accepted as a true record. Both sets of Minutes were then signed by the Chairman.

**Public Session**

**120/51/18** No members of the public were present at the meeting.

**Election of Vice Chairman**

**121/51/17** Cllr Rolfe proposed, Cllr Underdown seconded, all agreed and IT WAS RESOLVED that Cllr Schofield be voted in as Vice Chairman for the municipal year 2018 to 2019. Cllr Rolfe complimented Cllr Cohen and Cllr Schofield, in their respective roles as Chairman and Vice Chairman of the Council, for the excellent work they had done during the last municipal year.

**Governance Review**

**122/51/18 Membership of Committees, Working Parties and Nominees to External Organisations for the Municipal Year 2018-19**

A proposed Committee structure had been circulated with the meeting papers. A Review Panel is a newly proposed group which would deal with any complaints made to the Parish Council, which included decisions made regarding Burial's Policy. The Burial Committee would now cease to exist, its work taken up by the Asset Management Committee. The Review Panel would be completely separate from the work of the other groups and offer an independent assessment of decisions made.

Cllr Underdown proposed, Cllr James seconded, and IT WAS RESOLVED that the Council accepted the new structure of Committees, Working Parties and Groups as set out in the paper submitted to the meeting, with the inclusion of the Volunteer Hub and Community Relations Group, for the municipal year 2018-2019.

**CLERK**

**123/51/18 Appointment of Chairmen of Committees and Working Parties**  
These were agreed as follows:

- **Review Panel** - Cllr Thompson proposed, Cllr Rolfe seconded and IT WAS RESOLVED that Cllr A Thompson would Chair this Panel.
- **Resources Working Group** - Cllr Dajka proposed, Cllr Cohen seconded and IT WAS RESOLVED that Cllr S Schofield would Chair this Group.
- **Asset Management Committee** - Cllr Rolfe proposed, Cllr Dajka seconded and IT WAS RESOLVED that Cllr S Schofield would Chair this Group. In addition, membership of the group would be increased by one, but at present this was noted as a vacancy.

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- **Planning Committee** - Cllr Thompson proposed, Cllr Rolfe seconded and IT WAS RESOLVED that Cllr Underdown would Chair this Committee. In addition, membership of the group would be increased by two to support the work of the committee which would include Cllr Woodall and with a further vacancy.
- **Personnel Committee** - Cllr Schofield proposed, Cllr James seconded and IT WAS RESOLVED that Cllr P Beach would Chair this Committee, and that membership would increase from 3 to 5. New Members to include Cllrs Hand and James.
- **Dinghy Park Working Group** – The membership of this group was agreed, and Cllr Cohen volunteered to continue to Chair it.
- **Friends of Westfield Common** – The member for this group was agreed as Cllr M Cross.
- **Festive Lights** – Membership of this group was agreed as circulated.
- **Comms Task and Finish Group** – Membership of this group was agreed as circulated, plus Cllr J Dajka.
- **Volunteer Hub and Community Relations** – Membership of this group was agreed as circulated.

**124/51/18 Representatives on Outside Bodies** These were agreed as follows:

- **Henville Trust:** Cllr I Underdown  
This is for a term of 4 years, 2018-2022
- **Hamble Village Memorial Hall:** Cllr J Dajka
- **Hamble River Valley Forum:** Cllr I Underdown and Cllr S Cohen
- **Footpaths:** Cllr A Thompson and Cllr D Rolfe
- **Hamble River Estuary Partnership:** Cllr I Underdown
- **Youth Options:** Vacancy

Cllr Underdown proposed, Cllr James seconded and IT WAS RESOLVED that all the above appointments to Committees, Working Parties, Task and Finish Groups, external and partner groups were approved by the Council.

**CLERK**

**125/51/18 Dates and Times of Meetings to the Annual Council Meeting 2019**

Cllr Cohen proposed, Cllr Underdown seconded and IT WAS RESOLVED that the proposed meeting dates be accepted with the following approved amendments: August Planning Meeting – either the 13<sup>th</sup> or 20<sup>th</sup> August according to Planning Applications received; Personnel Committee's meeting in January 2019 was added as 24<sup>th</sup> of that month. The meetings projected for the Burial Committee to be deleted.

**CLERK**

**126/51/18 Media Policy** Cllr Underdown proposed, Cllr Cohen seconded and IT WAS RESOLVED that the Media Policy be adopted in principle with the following changes made: reference in 7.2 to "Town Clerk" and "Town Mayor" be altered to "Parish Clerk" and "Chairman of the Parish".

**CLERK**

Chairman's Signature: ..... Date: .....

**127/51/18 Customer Complaints Policy** Cllr Underdown proposed, Cllr Schofield seconded and IT WAS RESOLVED that this Policy be adopted in principle, with alterations made to: the title which would be called Customer Compliments and Complaints Policy; that general complaints are referred to the Review Panel and any complaints about Councillors are referred to the Standards Committee at Eastleigh Borough Council. Compliments about individual members of staff will be recorded in their personnel file (not personal file).  
**CLERK**

**128/51/18 Equality Statement** Cllr Underdown proposed, Cllr Cohen seconded and IT WAS RESOLVED that the Equality Statement be accepted.  
**CLERK**

**129/51/18 Asset Register** The Asset Register had been revised on recommendation from the Auditor, as the Council's insurance policy and asset figures did not match. Newly acquired assets have been added to the register. It is a requirement that the Register be presented with the Annual Return. The Council's insurance policy is due to be renewed shortly: renewal will be confirmed at the next Council meeting. A query was raised about the IT equipment on the register: the Council do not own their current IT equipment and these items listed on the register will have to be investigated. Cllr Cohen proposed, Cllr James seconded and IT WAS RESOLVED that the Asset Register be referred back to the Asset Management Committee for further consideration with regard to the IT equipment and future discussion with the insurance company with regard to renewal of the Council's policy.  
**CLERK**

**130/51/18 Insurance Cover** The Clerk confirmed that all the Council's Risk Assessments for all activities undertaken by Council staff were up to date and the financial risk assessment was completed in March this year. Further work will be done with the insurance company on the schedule and brought back to Council for approval.

**131/51/18 Standing Orders** The new model Standing Orders issued by NALC were discussed and the following decisions made:

- Page 6: Item 1 (t), penultimate line – insert 3 minutes
- Page 8: Item 3 (f), second line – insert 15 minutes
- Page 8: Item 3 (g), second line – insert 5 minutes for any one speaker
- Page 8: Item 3 (i), first two lines accepted – “A person shall stand when requesting to speak and when speaking (except when a person has a disability or is likely to suffer discomfort).”
- Page 11: Item 3 (x) – insert 2.5 hours
- Page 14: Item 6 (d) – revise the wording to reflect that if the calling of an extraordinary committee meeting is not acted on by the Chairman of that committee, that the issue is referred back to full Council
- Page 15: Item 9 (b) – insert “2 clear days before the meeting.”
- Page 15: Item 9 (d) – insert “1 clear day before the meeting.”
- Page 18: Item 13 (e) – select “by the Proper Officer”
- Page 19: Item 13 (g) – retain the paragraph
- Page 21: Item 15 (xiv) – replace with the sentence: “Ensure that electors can access a record of every planning application notified to the Council and the Council's response to the local planning authority.”

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- Page 24: Item 19 (b) – staff absences will be reported to the Personnel Committee, without identifying the individual member of staff unless there is a problem with a particular member of staff's sickness record.
- Page 27: Item 24 (a) and (b) – these items regarding inviting District and County Councillors to attend Parish Council meetings to be retained.

Cllr Cohen proposed, Cllr Underdown seconded, all agreed and IT WAS RESOLVED that the new NALC Standing Orders be adopted by the Council with the agreed changes and amendments as listed above.

**CLERK**

**132/51/18 Financial Regulations** The NALC Model Financial Regulations were discussed and the following amendments to this document proposed:

- Page 11: 6.18 (a) – the petty cash float to be £100
- Page 17: 15.2 – the item to read: "Following the annual risk assessment (per Regulation 17), the Clerk shall effect all insurances and negotiate all claims on the Council's insurers.
- Page 17: 15.2 – item to read: "The Clerk shall give prompt notification of all new risks, properties or vehicles which require to be insured and of any alterations affecting existing insurances to the Insurance Company".
- Page 17: 16.1 – delete [with the RFO]
- Page 17: 16.2 – delete [with the RFO]

Cllr Schofield proposed, Cllr Dajka seconded and IT WAS RESOLVED that the Council accepted the NALC Model Finance Regulations with the above agreed amendments.

**CLERK**

### **133/51/18 GDPR Issues and Time Table**

The Clerk explained that the main implications for the Council created by these new regulations were as follows:

1. The regulations applied to both paper and electronic records
2. Councillors could not forward e-mails to other organisations without the permission of the originator
3. All e-mail accounts of staff and Councillors were required to be official Parish Council e-mail addresses, rather than personal e-mail accounts.

The Clerk advised that Councillors that they had to sign a compliance statement to say that they understood the new regulations. If Councillors had concerns regarding their understanding, training could be arranged. The issues regarding the Data Controller and the Data Manager still had to be resolved. Cllr Cohen proposed, Cllr Schofield seconded and IT WAS RESOLVED that the way forward for preparing for the GDPR as outlined in the Clerk's report was agreed and that the Resources Working Group would be appointed to review progress with compliance. **CLERK**

**134/51/18 Parish Council's New Website** The contract with the current web site provider expires at the end of May 2018. Hugo Fox have been appointed as the new provider – they do not charge to host the web site. There are some disadvantages with the new site, for example the top headings are fixed and it does not work well with

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mobiles, however, there is an important advantage in that the Council can post information to it themselves. The report was noted.

**135/51/18 Clerk's Report** Council noted the Clerk's report, in particular the loss of £8,750 in income from the EE telecoms mast project, which was no longer going ahead. Cllr Cohen proposed, Cllr Underdown seconded and IT WAS RESOLVED that expenditure of up to the value of £500 for the purchase of new workstation equipment and the subscription to HALC of £829 was authorised.

**CLERK**

### **Resources**

**136/51/18 Asset Management Committee's Recommendations** Council noted the following resolution on expenditure: Item 10 – Parish OnLine – OS Tool – subscription to this service for 12 months at a cost of £240. Also noted was the approval of a request for a memorial tree at the Foreshore.  
**CLERK**

### **Finance and Payments**

**137/51/18 Petty Cash and Bank Reconciliation Statements** The Deputy Clerk reported that the Petty Cash Reconciliation amounted to £87.33 and the Bank Account reconciled to £196,646.19.

**138/51/18 Schedule of Payments** This was noted.

**139/51/18 Income and Expenditure Schedule** This was noted.

**140/51/18 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 Cohen proposed, Cllr Underdown 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: Office Accommodation

*The meeting closed at 9.10 pm.*

Chairman's Signature: ..... Date: .....



## HAMBLE-LE-RICE PARISH COUNCIL

<b>MEETING VENUE</b>	<b>FULL COUNCIL</b>
<b>DATE</b>	<b>Roy Underdown Pavilion, Hamble</b>
<b>TIME</b>	<b>Monday, 18th June 2018</b>
	<b>9 am</b>
<b>PRESENT</b>	Councillors: S Cohen (Chair); S Schofield (Vice Chair); M Cross; J Dajka; S Hand;; D Rolfe; A Thompson; I Underdown, P Beach, and T Ryan Mrs A Jobling (Clerk); Mrs J Symes (Deputy Clerk);
<b>160/62/18</b>	<b>Apologies for Absence</b> Cllrs Woodall and James
<b>161/62/18</b>	<b>Declaration of Interest and Approved Dispensations</b> None
<b>162/62/18</b>	<b>Minutes of the Full Council Meeting held on Monday, 11<sup>th</sup> June 2018</b> Proposed by Cllr Underdown    Seconded Cllr Hand The Minutes including Exempt Minutes were accepted and signed by The Chair
<b>163/62/18</b>	<b>Public Session</b> None present
<b>164/62/18</b>	<b>Finance &amp; Payments</b> <b>Annual Internal audit Report 2017/18</b> The internal auditor's recommendations and the Clerk's action plan were accepted and approved by the Council. Cllr Schofield proposed and Cllr Hand seconded, all agreed and <b>IT WAS RESOLVED</b> that the report and plan was approved by the Council.
<b>165/62/18</b>	<b>Annual Governance Statement Section 1</b> The Chair read out all the statements in Section 1 of the document concerning internal control's, all 8 items were agreed as correct, the 9 <sup>th</sup> is not applicable to Hamble le Rice Parish Council. Cllr Underdown proposed and Cllr Schofield seconded, all agreed and <b>IT WAS RESOLVED</b> that the statements in Section 1 of The Annual Governance Statement was a true record.  The Annual Governance Statement 1 was then signed by the Chair
<b>166/62/18</b>	<b>Accounting Statement Section 2</b> The Clerk read the statement and explained the supporting financial statements and the Variance Report Cllr Hand proposed and Cllr Beach seconded and all agreed that the statements in Section 2 of The Annual Governance Statement were a true record

*The meeting closed at 9.12am*

**LOCAL GOVERNMENT MISCELLANEOUS PROVISIONS ACT 1982:**  
**CONTROL OF STREET TRADING**

**APPLICATION FOR STREET TRADING CONSENT**

I (Full Name) ....

Of (Full Address) .....

Tel No... Date of Birth ...

Email: .....

Trading Name (if any) WINCHESTER VINTAGE CATERING

Apply to Eastleigh Borough Council for a consent to trade

In (Name of Street) CORNER OF ROPE WALK

At (Specify intended location) SAME LOCATION AS COFFEE BIKE  
(Please attach a map showing clearly the precise location where you are proposing to trade)

FOR THE RETAIL SALE OF (Type of goods) CREPES, TEA + COFFEE +  
SOFT DRINKS

ON THE FOLLOWING DAYS MON - SUN (7 DAYS)

BETWEEN THE HOURS OF 10AM and 8PM

PROPOSED METHOD OF TRADING (Give description of proposed barrow, stall, etc. including size and type of construction).

HV VAN 3X3 IN SIZE

I ~~DO~~/DO NOT\* HAVE ANY CRIMINAL CONVICTIONS  
(If any please give full details)

I DECLARE THAT THE INFORMATION GIVEN ABOVE IS TRUE

SIGNED [Signature]

DATE 13/6/18

When completed this form should be sent to the Head of Environmental Health Service, Eastleigh Borough Council, Civic Offices, Leigh Road, Eastleigh, Hants SO50 9YN.

**NOTE** (a) If consent is granted a fee will be payable but do not send any money at this stage  
(b) It is the responsibility of the applicant to obtain permission from the landowner to trade on their land and to supply the Council with written proof of permission.



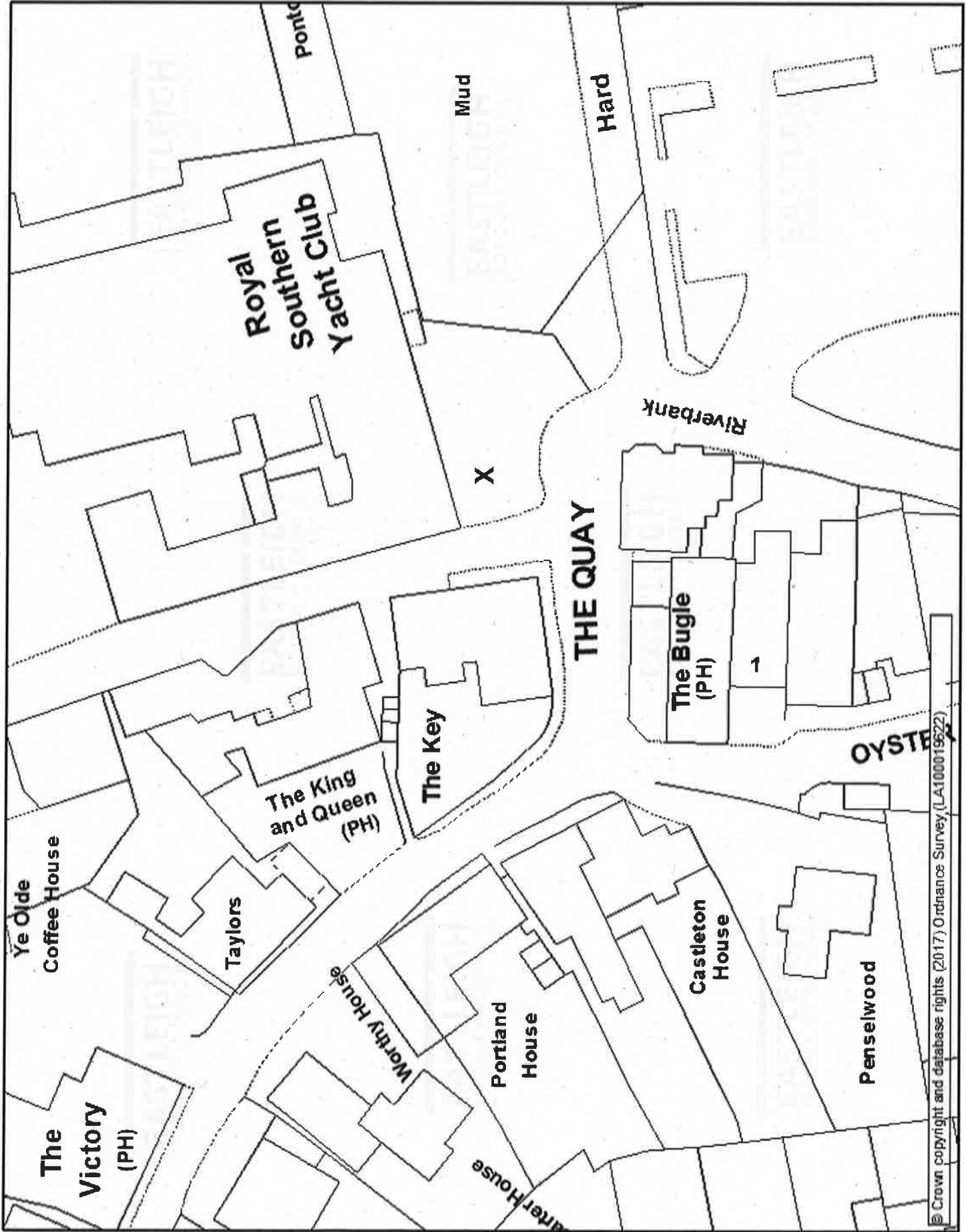
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**EASTLEIGH**  
BOROUGH COUNCIL





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# Local Government (Miscellaneous Provisions) Act 1982

1982 c. 30 SCHEDULE 4 Street trading licences

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**Changes to legislation:** There are outstanding changes not yet made by the legislation.gov.uk editorial team to Local Government (Miscellaneous Provisions) Act 1982. Any changes that have already been made by the team appear in the content and are referenced with annotations.

[View outstanding changes](#)

## Street trading licences

- 3
- (1) An application for a street trading licence or the renewal of such a licence shall be made in writing to the district council.
  - (2) The applicant shall state—
    - (a) his full name and address;
    - (b) the street in which, days on which and times between which he desires to trade;
    - (c) the description of articles in which he desires to trade and the description of any stall or container which he desires to use in connection with his trade in those articles; and
    - (d) such other particulars as the council may reasonably require.
  - (3) If the council so require, the applicant shall submit two photographs of himself with his application.
  - (4) A street trading licence shall not be granted—
    - (a) to a person under the age of 17 years; or
    - (b) for any trading in a highway in relation to which a control order under section 7 of the <sup>M1</sup> Local Government (Miscellaneous Provisions) Act 1976 (road-side sales) is in force, other than trading to which the control order does not apply.
  - (5) Subject to sub-paragraph (4) above, it shall be the duty of the council to grant an application for a street trading licence or the renewal of such a licence unless they consider that the application ought to be refused on one or more of the grounds specified in sub-paragraph (6) below.
  - (6) Subject to sub-paragraph (8) below, the council may refuse an application on any of the following grounds—
    - (a) that there is not enough space in the street for the applicant to engage in the trading in which he desires to engage without causing undue interference or inconvenience to persons using the street;
    - (b) that there are already enough traders trading in the street from shops or otherwise in the goods in which the applicant desires to trade;
    - (c) that the applicant desires to trade on fewer days than the minimum number specified in a resolution under paragraph 2(11) above;
    - (d) that the applicant is unsuitable to hold the licence by reason of having been convicted of an offence or for any other reason;
    - (e) that the applicant has at any time been granted a street trading licence by the council and has persistently refused or neglected to pay fees due to them for it or charges due to them under paragraph 9(6) below for services rendered by them to him in his capacity as licence-holder;
    - (f) that the applicant has at any time been granted a street trading consent by the council and has persistently refused or neglected to pay fees due to them for it;
    - (g) that the applicant has without reasonable excuse failed to avail himself to a reasonable extent of a previous street trading licence.
  - (7) If the council consider that grounds for refusal exist under sub-paragraph (6)(a), (b) or (g) above, they may grant the applicant a licence which permits him—
    - (a) to trade on fewer days or during a shorter period in each day than specified in the application; or
    - (b) to trade only in one or more of the descriptions of goods specified in the application.
  - (8) If—
    - (a) a person is licensed or otherwise authorised to trade in a street under the provisions of any local Act; and
    - (b) the street becomes a licence street; and
    - (c) he was trading from a fixed position in the street immediately before it became a licence street; and
    - (d) he applied for a street trading licence to trade in the street, his application shall not be refused on any of the grounds mentioned in sub-paragraph (6)(a) to (c) above.

### Annotations:

#### Marginal Citations

M1 1976 c. 57.

- 4
- (1) A street trading licence shall specify—
    - (a) the street in which, days on which and times between which the licence-holder is permitted to trade; and

- (b) the description of articles in which he is permitted to trade.
- (2) If the district council determine that a licence-holder is to confine his trading to a particular place in the street, his street trading licence shall specify that place.
- (3) Matters that fall to be specified in a street trading licence by virtue of sub-paragraph (1) or (2) above are referred to in this Schedule as the "principal terms" of the licence.
- (4) When granting or renewing a street trading licence, the council may attach such further conditions (in this Schedule referred to as the "subsidiary terms" of the licence) as appear to them to be reasonable.
- (5) Without prejudice to the generality of sub-paragraph (4) above, the subsidiary terms of a licence may include conditions—
  - (a) specifying the size and type of any stall or container which the licence-holder may use for trading;
  - (b) requiring that any stall or container so used shall carry the name of the licence-holder or the number of his licence or both; and
  - (c) prohibiting the leaving of refuse by the licence-holder or restricting the amount of refuse which he may leave or the places in which he may leave it.
- (6) A street trading licence shall, unless previously revoked or surrendered, remain valid for a period of 12 months from the date on which it is granted or, if a shorter period is specified in the licence, for that period.
- (7) If a district council resolve that the whole or part of a licence street shall be designated a prohibited street, then, on the designation taking effect, any street trading licence issued for trading in that street shall cease to be valid so far as it relates to the prohibited street.

- 5
- (1) A district council may at any time revoke a street trading licence if they consider—
    - (a) that, owing to circumstances which have arisen since the grant or renewal of the licence, there is not enough space in the street for the licence-holder to engage in the trading permitted by the licence without causing undue interference or inconvenience to persons using the street;
    - (b) that the licence-holder is unsuitable to hold the licence by reason of having been convicted of an offence or for any other reason;
    - (c) that, since the grant or renewal of the licence, the licence-holder has persistently refused or neglected to pay fees due to the council for it or charges due to them under paragraph 9(6) below for services rendered by them to him in his capacity as licence-holder; or
    - (d) that, since the grant or renewal of the licence, the licence-holder has without reasonable excuse failed to avail himself of the licence to a reasonable extent.
  - (2) If the council consider that they have ground for revoking a licence by virtue of sub-paragraph (1)(a) or (d) above, they may, instead of revoking it, vary its principal terms—
    - (a) by reducing the number of days or the period in any one day during which the licence-holder is permitted to trade; or
    - (b) by restricting the descriptions of goods in which he is permitted to trade.
  - (3) A licence-holder may at any time surrender his licence to the council and it shall then cease to be valid.

- 6
- (1) When a district council receive an application for the grant or renewal of a street trading licence, they shall within a reasonable time—
    - (a) grant a licence in the terms applied for; or
    - (b) serve notice on the applicant under sub-paragraph (2) below.
  - (2) If the council propose—
    - (a) to refuse an application for the grant or renewal of a licence; or
    - (b) to grant a licence on principal terms different from those specified in the application; or
    - (c) to grant a licence confining the applicant's trading to a particular place in a street; or
    - (d) to vary the principal terms of a licence; or
    - (e) to revoke a licence,
 they shall first serve a notice on the applicant or, as the case may be, the licence-holder—
    - (i) specifying the ground or grounds on which their decision would be based; and
    - (ii) stating that within 7 days of receiving the notice he may in writing require them to give him an opportunity to make representations to them concerning it.
  - (3) Where a notice has been served under sub-paragraph (2) above, the council shall not determine the matter until either—
    - (a) the person on whom it was served has made representations to them concerning their decision; or
    - (b) the period during which he could have required them to give him an opportunity to make representations has elapsed without his requiring them to give him such an opportunity; or
    - (c) the conditions specified in sub-paragraph (4) below are satisfied.
  - (4) The conditions mentioned in sub-paragraph (3)(c) above are—
    - (a) that the person on whom the notice under sub-paragraph (2) above was served has required the council to give him an opportunity to make representations to them concerning it, as provided by sub-paragraph (2)(ii) above;
    - (b) that the council have allowed him a reasonable period for making his representations; and
    - (c) that he has failed to make them within that period.
  - (5) A person aggrieved—
    - (a) by the refusal of a council to grant or renew a licence, where—
      - (i) they specified in their notice under sub-paragraph (2) above one of the grounds mentioned in paragraph 3(6)(d) to (g) above as the only ground on which their decision would be based; or
      - (ii) they specified more than one ground in that notice but all the specified grounds were grounds mentioned in those paragraphs; or
    - (b) by a decision of a council to grant him a licence with principal terms different from those of a licence which he previously held, where they specified in their notice under sub-paragraph (2) above the ground mentioned in paragraph 3(6)(g) above as the only ground on which their decision would be based; or
    - (c) by a decision of a council—
      - (i) to vary the principal terms of a licence; or
      - (ii) to revoke a licence,

in a case where they specified in their notice under sub-paragraph (2) above one of the grounds mentioned in paragraph 5(1)(b) to (d) above as the only ground on which their decision would be based or they specified more than one ground in that notice but all the specified grounds were grounds

mentioned in those paragraphs,

may, at any time before the expiration of the period of 21 days beginning with the date upon which he is notified of the refusal or decision, appeal to the magistrates' court acting for the petty sessions area in which the street is situated.

- (6) An appeal against the decisions of a magistrates' court under this paragraph may be brought to the Crown Court.
- (7) On an appeal to the magistrates' court or the Crown Court under this paragraph the court may make such order as it thinks fit.
- (8) Subject to sub-paragraphs (9) to (11) below, it shall be the duty of the council to give effect to an order of the magistrates' court or the Crown Court.
- (9) The council need not give effect to the order of the magistrates' court until the time for bringing an appeal under sub-paragraph (6) above has expired and, if such an appeal is duly brought, until the determination or abandonment of the appeal.
- (10) If a licence-holder applies for renewal of his licence before the date of its expiry, it shall remain valid—
  - (a) until the grant by the council of a new licence with the same principal terms; or
  - (b) if—
    - (i) the council refuse renewal of the licence or decide to grant a licence with principal terms different from those of the existing licence, and
    - (ii) he has a right of appeal under this paragraph,until the time for bringing an appeal has expired or, where an appeal is duly brought, until the determination or abandonment of the appeal; or
  - (c) if he has no right of appeal under this paragraph, until the council either grant him a new licence with principal terms different from those of the existing licence or notify him of their decision to refuse his application.
- (11) Where—
  - (a) a council decide—
    - (i) to vary the principal terms of a licence; or
    - (ii) to revoke a licence; and
  - (b) a right of appeal is available to the licence-holder under this paragraph,the variation or revocation shall not take effect until the time for bringing an appeal has expired or, where an appeal is duly brought, until the determination or abandonment of the appeal.

[Previous: Crossheading](#) | [Next: Crossheading](#)

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# GRANT APPLICATION FORM

Deadline 31<sup>st</sup> March and 30<sup>th</sup> September each year

Please refer to Grants Procedure Notes before completing this form.



Name of organisation making the application:

HAMBLE CONSERVATION VOLUNTEERS.

Name of person to whom correspondence should be addressed:

Philip Rawlinson

Position within the organisation?

Chairman.

Address for correspondence:

38 BARN ROAD  
HAMBLE.

Post Code:

SO31 4RN.

Email:

philiprawlinson123@btinternet.com.

Daytime telephone number:

Details of organisation and its aims or activities

We are a voluntary group who regularly meet to primarily look after the area around Hamble common. We carry out scrub clearing, footpath repairs & fortnightly beach cleans. A lot of our activities regularly involve staff from local businesses.

Amount of grant requested £

500

Total cost of project or item £

/

Details of staff employed:

NIL

Salaries:

NIL.

£  
£

How many are:

Committee/Board

Employees

Members/Users

Volunteers

5.

/

/

12 - 15.

What is the Grant for and who will benefit? (Give details of the specific project or item to be funded)

This grant would help towards the running of H.C.V. that would include covering insurance Gsts & membership of T.C.V. The money would also be used to replenish & purchase new equipment.

How will the people of Hamble benefit from the grant?

Everyone who uses Hamble Common and its beaches.

Have you applied to any other body for a grant towards this project? (If yes, please give details)

No.





Amounts already donated or granted by other bodies? <b>NIL</b>		
How else do you raise income? (Give details of subscriptions, fund-raising, contributions "in kind" etc) <b>We sometimes receive a contribution from local companies &amp; businesses.</b>		
What age groups do you cater for? <b>All age groups. Younger persons would need to be accompanied by an adult.</b>	Total Membership: <b>15.</b> How many Hamble parishioners belong to the organisation? <b>15.</b>	Are you a registered charity, if yes please provide your number? <b>NO.</b>

Cash in hand available £ <b>1792.</b>	Annual Income £ <b>Any grants plus donations to tea fund.</b>
Total amount raised last financial year by fundraising? (other than grant applications) <b>£ 553.12p inc. Bal 250 Acc. 303.12</b>	Level of reserves: <b>£ 1750.</b> Unallocated £ <b>800.</b> Allocated £ <b>950.</b>

(\*) To pay for puller bear equipment.

Is anyone in your organisation (Senior staff/ Trustees/Directors) related to any councillor or employee of Hamble le Rice Parish Council?
<input checked="" type="radio"/> No / Yes If yes, please provide name(s) and state relationship

I declare that any grant awarded will be used solely for the purposes outlined in this application. I understand if the grant is not used for the specified purpose Hamble le Rice Parish Council reserve the right to reclaim the grant funds.

I will ensure a report detailing the disbursement of the grant funds will be send to Hamble le Rice Parish Council within 12 months of the awarding of any successful grant funding.

Signature of Responsible Adult (eg Chairman, President, Leader) <b>P. J. Rawlin</b> Date: <b>28/06/18</b>	<b>For Parish Council of Hamble-le-Rice use only</b>
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**You must attach the following to your application:**

- Copy of last year's audited accounts ✓
- Estimate or costings for project or item(s) to be financed by the grant ✓
- Minutes of your last AGM
- Current Constitution or Rules. ✓
- Equality Policy

# **Hamble Conservation Volunteers** **Accounts for 2016/17**

**Start Balance £312.09**

<b>Income</b>	<b>Expenditure</b>
<b>2016</b>	<b>2016</b>
Sept nil	Sept £180.35 TCV & Liability Ins.
Oct £400	Oct nil
Nov £250 (BP)	Nov £39.98 Flasks
Dec nil	Dec £286.92 Beach clean equip.
<b>2017</b>	<b>2017</b>
Jan £478.80 (HCC)	Jan £35.90 Two loppers
Feb nil	Feb £142.75 Bird box materials
Mar nil	Mar nil
April nil	April nil
May £292 (PD)	May nil
June £741 (PD)	June nil
July nil	July nil
Aug nil	Aug £303.12 Puller bears
Sept. nil	Sept nil

<b>Total £312.09 original balance</b>	<b>Total Expenditure £989.02</b>
<b>£2161.70 New income</b>	<b>£2473.79</b>
<b>£2473.79</b>	<b>Bank balance £1484.77</b>

1. The group shall be called: Hamble Conservation Volunteers
2. The aims of the group are to preserve and maintain the habitat and amenity of Hamble Common to the benefit of the environment and community.
  - i) To promote practical conservation through volunteers for the benefit of the public and wildlife on Hamble Common
  - ii) To educate the volunteers in the principles and practice of conservation, this will involve both informal workday maintenance and tool care training and formal training by specialists when funds permit this possible.
3. To fulfil these aims:
  - i) The group will undertake practical conservation work
  - ii) Other activities which are of benefit to the group and help it to meet its aims shall be undertaken from time to time.
  - iii) Money shall be raised when necessary for carrying out the aims of the group.
  - iv) Training will be integral to the work programme of the group.
4. The area principally worked on is Hamble Common but projects and activities may be undertaken elsewhere as is seen fit by the members.
5. All practical work shall be agreed in advance with the site landowner. All work at Hamble Common will be planned in consultation with Eastleigh Borough Council.
6. The group shall apply for affiliation to BTCV.
7. Membership is open to anyone upon completion of membership form which will provide details for future communication. Children under 16 must be accompanied by a suitable adult or Carer. Any person found disruptive to the group, the committee reserves the right to withdraw their association.
8. The group shall hold regular meetings (at least quarterly) to discuss its affairs which will be open to all members. This will be fully publicised especially to the members. At meetings each member will have one vote. A minimum of 3 members will form a quorum to make decisions about the groups affairs.
9. Officers can be appointed to allow the administration to be carried out. These can include Chairperson, treasurer, secretary social sec. etc) They will be in charge of the day to day running of the organisation, but will be answerable to the members. (In other words they carry out responsibilities which have been decided democratically by the members.)
10. Accounts shall be kept by the treasurer and submitted for an independent inspection and approved at a members meeting.
11. The group shall maintain insurance for volunteers on its projects, and for injuries to third persons and damage to property.
12. If the group should fold any of the remaining assets should be donated to BTCV
13. The constitution shall only be altered by consent of a majority of the members of the organisation.

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APPROVED

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## **Hamble Conservation Volunteers**

Hamble Conservation Volunteers have permission from Eastleigh Borough Council to carry out practical conservation work agreed with the authorising officer on land owned and/or managed by the Borough. Eastleigh Borough Council will ensure that any permissions required for agreed work are in place.

**Kevin Young**  
**Countryside Officer**

# GRANT APPLICATION FORM

Deadline 31<sup>st</sup> March and 30<sup>th</sup> September each year

Please refer to Grants Procedure Notes before completing this form.



Name of organisation making the application: River Hamble Games			
Name of person to whom correspondence should be addressed:  Susie Tomson Position within the organisation? Director		Address for correspondence: River Hamble Games, 6 Copse Lane Hamble SO31 4QH  Post Code: SO31 4QH	
Email: susie.tomson@pcsg.co.uk		Daytime telephone number: 07803502577	
Details of organisation and its aims or activities Community sporting event run every other year to align to Olympics and Commonwealth Games - legacy event from London 2012 - comprises of 7 sporting events on and around the River and usually around 300 participants take part as well as plenty of shoreside activities for families and children			
Amount of grant requested £250		Total cost of project or item £7,000 across the total event and £1500 for foreshore activities	
Details of staff employed: Entirely run by volunteers		Salaries:  £ £	
How many are: Committee/Board 15 individuals	Employees	Members/Users	Volunteers >100 on the day
What is the Grant for and who will benefit? (Give details of the specific project or item to be funded)  We are requesting a grant towards the foreshore activities including the Rollapullza cycling event, the penalty shoot out football and the surf simulator. All of which were open to adults and kids visiting the day.  How will the people of Hamble benefit from the grant? The Hamble River Games was set up to inspire sport on and around the River. It has encouraged people to take part in activities they might not otherwise have done - open water swimming a 5k or 10k run, paddleboarding, etc.			
Have you applied to any other body for a grant towards this project? (If yes, please give details) We have applied to Eastleigh Borough Council, Harbour Authority and a number of local businesses. We rely on the grants to keep the entry fees for the events to a minimum - we only charge £7/ event - this could be compared to £30+ for other triathlon events			

Amounts already donated or granted by other bodies?  
To date we have £2800 in grants with some outstanding commitments to be paid

How else do you raise income? (Give details of subscriptions, fund-raising, contributions "in kind" etc)  
We charge entry fees to competitors - T-shirts are sold at cost

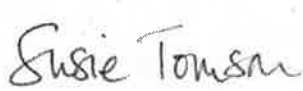
What age groups do you cater for? Main events are 12 years and upwards Foreshore activities largely for younger audience under 12's	Total Membership:  How many Hamble parishioners belong to the organisation? Majority are from Hamble - volunteers and participants	Are you a registered charity, if yes please provide your number?  we are a company limited by guarantee - not for profit.
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Cash in hand available £	Annual Income £ -
Total amount raised last financial year by fundraising? (other than grant applications)  £0 - event held biannually - previous year £3500 raised	Level of reserves:  Unallocated £2000  Allocated £

Is anyone in your organisation (Senior staff/ Trustees/Directors) related to any councillor or employee of Hamble le Rice Parish Council?  
No

I declare that any grant awarded will be used solely for the purposes outlined in this application. I understand if the grant is not used for the specified purpose Hamble le Rice Parish Council reserve the right to reclaim the grant funds.

I will ensure a report detailing the disbursement of the grant funds will be send to Hamble le Rice Parish Council within 12 months of the awarding of any successful grant funding.

Signature of Responsible Adult (eg Chairman, President, Leader)    Date: 03/07/18	<b>For Parish Council of Hamble-le-Rice use only</b>
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**You must attach the following to your application:**

- Copy of last year's audited accounts ✓
- Estimate or costings for project or item(s) to be financed by the grant
- Minutes of your last AGM - copy available on request.
- Current Constitution or Rules.
- Equality Policy

**RIVER HAMBLE GAMES LTD**

**Company limited by guarantee**

**Company Registration Number:  
08881819 (England and Wales)**

**Unaudited micro entity accounts for the year ended 28 February 2017**

**Period of accounts**

**Start date: 29 February 2016**

**End date: 28 February 2017**



# **RIVER HAMBLE GAMES LTD**

**Company limited by guarantee**

## **Contents of the Financial Statements**

**for the Period Ended 28 February 2017**

**Company Information - 3**

**Income and Expenditure Account - 4**

**Balance sheet - 5**

# **RIVER HAMBLE GAMES LTD**

**Company limited by guarantee**

## **Company Information**

**for the Period Ended 28 February 2017**

**Director:**

Rachel Tomson

**Registered office:**

6  
Copse Lane  
Hamble Le Rice  
Southampton  
Hampshire  
SO31 4QH

**Company Registration Number:**

08881819 (England and Wales)

# **RIVER HAMBLE GAMES LTD**

**Company limited by guarantee**

## **Income and Expenditure Account**

**for the Period Ended 28 February 2017**

	<b>2017</b>	<b>2016</b>
	<b>£</b>	<b>£</b>
Turnover	<b>7,977</b>	325
Other Income	<b>0</b>	-
Cost of Materials	<b>(5,259)</b>	(500)
Staff Costs	<b>(0)</b>	(0)
Depreciation and Writeoffs	<b>(0)</b>	(0)
Other charges	<b>(2,453)</b>	(1,161)
Tax on surplus	-	(0)
Surplus or (Deficit) for Period	<b>265</b>	(1,336)

# RIVER HAMBLE GAMES LTD

Company limited by guarantee

## Balance sheet

As at 28 February 2017

	2017 £	2016 £
FixedAssets:	0	0
Current assets:	4,558	5,140
Prepayments and accrued income:	0	0
Creditors: amounts falling due within one year:	( 0 )	( 0 )
<b>Net current assets (liabilities):</b>	<b>4,558</b>	<b>5,140</b>
Total assets less current liabilities:	4,558	5,140
<b>Total net assets (liabilities):</b>	<b>4,558</b>	<b>5,140</b>
<b>Reserves:</b>	<b>4,558</b>	<b>5,140</b>

# **RIVER HAMBLE GAMES LTD**

## **Company limited by guarantee**

### **Balance sheet continued**

For the year ending 28 February 2017 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared and delivered in accordance with the provisions of the small companies regime applicable to micro-entities.

**This report was approved by the board of directors on 10 September 2017**

**And Signed On Behalf Of The Board By:**

Name: Rachel Tomson

Status: Director

The notes form part of these financial statements

**Recommendation to convene a meeting over the summer to review and prioritise projects in the LAC list and feedback to Eastleigh before their next meeting.**

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Eastleigh Local Area Committee has a list of capital projects which it reviews and updates every 6 months or so. The projects are identified by EBC, local organisations and community groups and the Parish Councils. We were asked to update our priorities last year but due to the We R Hamble Survey we didn't conclude the exercise.

The LAC use a scoring method which considers priority x timescale x cost. We will need to adopt this approach when we review the list.

Given the number of projects involved it is not feasible to do this work in a public meeting. It is recommended that we hold a separate meeting to go through the list ahead of the next LAC meeting in September. I would recommend that we find a date during August and hope as many members as possible will be able to attend and to invite the Borough Council reps along as well. The list is used by Development Management staff when they are talking about developers contributions so it is therefore important that we conclude it as soon as possible.

	B	C	D	E	F	G	H
1							
2	<b>LOCAL AREA COMMITTEE</b>	<b>2018/19</b>	<b>2018/19</b>	<b>May</b>	<b>Budget</b>	<b>Transfer to</b>	<b>Comments</b>
3	<b>BURSLEDON, HAMBLE-LE-RICE &amp; HOUND</b>	<b>Budget</b>	<b>Rolling</b>	<b>Actual</b>	<b>Left</b>	<b>Reserve</b>	
4		<b>£</b>					
5	<b>Direct Costs</b>						
6	Committee Costs	171,260	171,260	10,966.51	160,293.49		
7	Area Co-ordination Team	10	10	0.00	10.00		
8		<b>171,270</b>	<b>171,270</b>	<b>10,967</b>	<b>160,303</b>		
9	<b>Project Costs</b>						
10	Bursledon Windmill	28,060	28,060	18,136.00	9,924.00		
11	Bursledon Community Centre	(58,250)	(58,250)	0.00	(58,250.00)		
12	Pavilion on the Park	46,440	46,440	0.00	46,440.00		
13	Bursledon Green	120	120	0.00	120.00		
14	Youth Drop in at Hype	2,400	2,400	2,400.00	0.00		
15	Pilands Wood PWCA	12,500	12,500	0.00	12,500.00		
16	Solent Sea Rescue	1,500	1,500	0.00	1,500.00		
17	Engineering Small Works	3,000	3,000	130.00	2,870.00		
18	Community Grants	3,500	3,500	0.00	3,500.00		
19	Eastleigh's Mens Shed - DC	0	0	6,000.00	(6,000.00)		Funded from DC
20	Youth Work Support / Outreach	20,000	20,000	0.00	20,000.00		
21	BHH Signs	0	0	7.11	(7.11)		
22	Parent Support Advisor	6,000	6,000	0.00	6,000.00		
23	Bursledon Heights	20	20	0.00	20.00		
24	Leaf Clearance	4,500	4,500	0.00	4,500.00		
25	Community Sports Project	1,000	1,000	0.00	1,000.00		
26	Contingency	830	830	809.00	21.00		
27	<b>TOTAL COSTS</b>	<b>71,620</b>	<b>71,620</b>	<b>27,482</b>	<b>44,138</b>		
28	<b>Reserve Funds</b>						
29	<b>Total Direct &amp; Project Costs</b>	<b>242,890</b>	<b>242,890</b>	<b>38,449</b>	<b>204,441</b>		
30	<b>Devolved Budgets</b>						
31							
32	<b>Non-Discretionary</b>						
33	<b>Resources</b>						
34	Development Control	61,750	61,750	(2,367.55)	64,117.55		
35	Democratic Services	0	0	0.00	0.00		
36	<b>Leisure</b>						
37	Countryside Management	18,500	18,500	0.00	18,500.00		
38	Open Spaces, Parks and Recreation Grounds	110,720	110,720	0.00	110,720.00		
39	Trees	6,300	6,300	0.00	6,300.00		
40	Burial Of Poor Persons	0	0	0.00	0.00		
41	<b>Transport &amp; Infrastructure</b>						
42	Bus Shelters	2,310	2,310	0.00	2,310.00		
43	Decriminalised Parking	(9,290)	(9,290)	0.00	(9,290.00)		
44	Footpaths	290	290	0.00	290.00		
45	Streetcare	108,230	108,230	0.00	108,230.00		
46	Street Name Plates	4,600	4,600	0.00	4,600.00		
47	Street Number & Naming	370	370	0.00	370.00		
48	Traffic Issues & Orders	7,000	7,000	0.00	7,000.00		
49	SLR	0	0	0.00	0.00		
50	Coast Protection	0	7,510	0.00	7,510.00		
51	Car Parks	13,030	13,030	0.00	13,030.00		
52							
53							
54	<b>Health</b>						
55	Footway Lighting	220	220	0.00	220.00		
56	<b>Total Non Discretionary</b>	<b>324,030</b>	<b>331,540</b>	<b>(2,368)</b>	<b>333,908</b>		
57							
58	<b>Discretionary</b>						
59	<b>Resources</b>						
60	Democratic Services	1,840	1,840	0.00	1,840.00		
61							
62	<b>Leisure</b>						
63	Countryside Management	3,170	3,170	0.00	3,170.00		
64	Open Spaces	740	740	0.00	740.00		
65	Open Spaces Income	(200)	(200)	0.00	(200.00)		
66	Trees	2,710	2,710	0.00	2,710.00		
67	<b>COUNTRYSIDE INCOME</b>	<b>(2,850)</b>	<b>(2,850)</b>	<b>0.00</b>	<b>(2,850.00)</b>		
68	<b>Transport &amp; Infrastructure</b>						
69	Bus Shelters	620	620	0.00	620.00		
70	Coast Protection	0	0	0.00	0.00		
71	Footpaths	0	1,000	0.00	1,000.00		
72	SLR	1,800	1,800	0.00	1,800.00		
73							
74	Car Parks	10,880	10,880	0.00	10,880.00		
75	Car Parks Income	(33,080)	(33,080)	0.00	(33,080.00)		
76	<b>Health</b>						
77	Footway Lighting	13,270	13,270	0.00	13,270.00		
78	Community Safety (Crime Prevention)	170	170	0.00	170.00		
79							
80							
81	Maintenance of Grounds						
82							
83	<b>Total Discretionary</b>	<b>(930)</b>	<b>70</b>	<b>0</b>	<b>70</b>		
84							
85	<b>TOTAL DEVOLVED BUDGET</b>	<b>323,100</b>	<b>331,610</b>	<b>(2,368)</b>	<b>333,977.55</b>		
86							
87							
88	<b>TOTAL FOR BHH AREA COMMITTEE</b>	<b>565,990</b>	<b>574,500</b>	<b>36,081</b>	<b>538,418.93</b>		

	B	D	E	F	G
1					
2	<b>LOCAL AREA COMMITTEE</b>	<b>2017/18</b>	<b>2017/18</b>	<b>Budget</b>	<b>TRANSFER</b>
3	<b>BURSLEDON, HAMBLE-LE-RICE &amp; HOUND</b>	<b>Rolling</b>	<b>Provisional</b>	<b>Left</b>	<b>TO RESERVE</b>
4			<b>Outturn</b>		
5	<b>Direct Costs</b>				
6	Committee Costs	86,280	83,246	3,034	
7	Area Co-ordination Team	90,810	75,214	15,596	
8		<b>177,090</b>	<b>158,460</b>	<b>18,630</b>	
9	<b>Project Costs</b>				
10	Bursledon Windmill	29,090	21,638	7,452	7,452
11	Bursledon Community Centre	(57,890)	(55,291)	(2,599)	(2,599)
12	Youth Drop in at Hype	2,400	2,400	0	0
13	Pilands Wood PWCA	12,500	12,500	0	0
14	Solent Sea Rescue	1,500	0	1,500	1,500
15	Engineering Small Works	3,000	603	2,397	2,397
16	Community Grants	3,500	(2,158)	5,658	5,658
17	Youth Work Support / Outreach	20,000	10,000	10,000	10,000
18	Parent Support Advisor	6,000	0	6,000	6,000
19	Leaf Clearance	4,500	4,500	0	0
20	Community Sports Project	1,000	2,000	(1,000)	(1,000)
21	Legal Fees	0	125	(125)	(125)
22	Signs	0	1,289	(1,289)	(1,289)
23	Reserve	0	1,690	(1,690)	(1,690)
24	Grant Netley History	0	3,000	(3,000)	(3,000)
25	Hamble Food	0	500	(500)	(500)
26	Demenlia Café	0	(1,000)	1,000	1,000
27	Cunningham Gardens	0	180	(180)	(180)
28	The Bunney	0	200	(200)	(200)
29	Bursledon Heights Printing	20	0	20	20
30	Contingency	830	0	830	830
31	<b>TOTAL COSTS</b>	<b>26,450</b>	<b>2,177</b>	<b>24,273</b>	<b>24,273.32</b>
32					
33	<b>Total Direct &amp; Project Costs</b>	<b>203,540</b>	<b>160,637</b>	<b>42,903</b>	<b>24,273.32</b>
34	<b>Devolved Budgets</b>				
35					
36	<b>Non-Discretionary</b>				
37	<b>Resources</b>				
38	Development Control	467,510	465,723	1,787	
39	Democratic Services	7,840	2,531	5,309	
40	<b>Leisure</b>			0	
41	Countryside Management	52,300	52,582	(282)	
42	Open Spaces, Parks and Recreation Grounds	114,130	116,260	(2,130)	
43	Trees	7,290	7,523	(233)	
44					
45	<b>Transport &amp; Infrastructure</b>				
46	Bus Shelters	930	421	509	
47	Decriminalised Parking	86,290	87,010	(720)	
48	Footpaths	400	400	0	
49	Streetcare	108,230	108,230	0	
50	Street Name Plates	5,020	2,083	2,937	
51	Street Number & Naming	520	520	0	
52	Traffic Issues & Orders	9,220	8,980	240	
53	SLR	0		0	
54	Coast Protection	18,950	7,449	11,501	
55	Car Parks	15,320	16,629	(1,309)	
56					
57					
58	<b>Health</b>				
59	Footway Lighting	930	300	630	
60	<b>Total Non Discretionary</b>	<b>894,880</b>	<b>876,641</b>	<b>18,239</b>	
61					
62	<b>Discretionary</b>				
63	<b>Resources</b>				
64	Democratic Services	1,840	2,991	(1,151)	-1,151.04
65					
66	<b>Leisure</b>				
67	Countryside Management	7,030	7,260	(230)	-230.48
68	Open Spaces	740	0	740	740.00
69	Open Spaces Income	(200)	(66)	(134)	
70	Trees	2,710	1,695	1,015	1,015.00
71	Countryside Income	(6,590)	(6,599)	9	
72	<b>Transport &amp; Infrastructure</b>				
73	Bus Shelters	2,000	2,310	(310)	-310.00
74	Coast Protection	1,040	599	441	441.18
75	Footpaths	0	0	0	0.00
76	SLR	1,800	646	1,154	1,154.00
77	Crime Prevention	170	0	170	170.00
78	Car Parks	10,880	6,181	4,699	4,699.00
79	Car Parks Income	(33,080)	(28,773)	(4,307)	
80	<b>Health</b>				
81	Footway Lighting	12,640	8,827	3,813	3,813.00
82					
83					
84					
85					
86	<b>Total Discretionary</b>	<b>980</b>	<b>(4,929)</b>	<b>5,909</b>	<b>10,340.66</b>
87					
88	<b>TOTAL DEVOLVED BUDGET</b>	<b>895,860</b>	<b>871,712</b>	<b>24,148</b>	<b>10,340.66</b>
89					
90					
91	<b>TOTAL FOR BHH AREA COMMITTEE</b>	<b>1,099,400</b>	<b>1,032,349</b>	<b>67,051</b>	<b>34,613.98</b>
92					
93					
94					
95					
96					
97					
98					
99					
100					
101					



New fencing around Dinghy Park	£3,000	Medium
Station Approach Car Park	Cost not known	High
Renovation of the RUP to include Rewire New plant Reconfiguration of rooms Replacement of windows Installation of balcony to first floor Redecorate	£90,000	High
Redevelopment of Mount Pleasant Including Rebuild of pavilion to include a community centre and café Relocation and renewal of Skate Park Renewal of play area	£250,000+  £80,000 £100,000	High
Improve parking at the allotments	Not known	Medium
Develop and design a Z plan directory for residents and visitors to promote key attractions and businesses	£2,000	Medium/low
Funding for Hamble Parish Wildlife Map and footpath trails . (resurrect/update the Strawberry Trail material)	£3,000	Medium/High
Review and replace street signage in the Square and Foreshore to reflect heritage nature of the area (iron finger posts)	Not known	Medium
Improvements to Heather Gardens – removal of non native species, removal of undergrowth, creation of habitat piles and improvements to paths and signage. Likely to be support to voluntary groups to do the work by way of a grant.	£500	Medium/low
Provision of bird and bat nesting boxes	£300	High
Community Orchard Phase 2 (25 trees)	£1500	High
Wild flower meadow planting – funding for seeds and specialist equipment Programme of bulb planting including EBC sites at Sydney Gardens, Coach Road (entrance and central area), Hamble Lane, Oakwood Way and other verge areas Replacement of Bartletts Field Play area including resurfacing and fencing Replacement benches in key locations – Southern Quay and College Playing Fields (20 in total)	  £500 towards cost of bulbs and consent to plant  £50,000 £30,000	Medium  High  High High

BHH CIP LIST - Hamble



Cost Allocation		Priority	When	Size	Project Score	Priority x When x Size		Corporate/Local Objective
	Longer term aspiration	1=Low	1 = Long	1 = Small	£0-£50k	1,2,3		Green Borough
	Medium term priority, dependent on adequate funding	2 = Medium	2 = Medium	2= Medium	£50-£99k	4,6,8,9		Healthy Community
	Short-term priority for future allocation - subject to LAC approval	3 = High	3 = Short	3 = -Large	£100k+	12,18,19		Prosperous Place
	Already allocated							Local First
	To be scored							
Project/location	Proposal	Priority	When	Size	Project Score	Project Cost	Justification/comment	Corporate/Local Objective
New library	Old Barclays Bank Building, High St, Hamble to be demolished and replaced by library with flats above. Library to be combined with community facilities	3	3	3	27	£750,000.00	Identified as a priority - currently being delivered	Healthy Community, Prosperous Place
Coronation parade local centre improvements	A range of street furniture and other measures to create an improved pedestrian zone to mitigate impact of increased population. e.g. resurfacing/paving £20k bins£5k, bollards£5k, planters£5k, trees£5k,barriers£5k, seating £5k, cycle parking £5k, traffic improvements e.g. changes to parking, kerbing £30k <36m	3	3	3	27	£150,000.00	Identified as a priority - currently being delivered	Healthy Community, Prosperous Place
Coach Road estate open spaces	Protection of open spaces and verges from increases in car parking i.e. jnctn Coach Rd/Westfield Common, Grantham Avenue, Norbury Gdns	3	2	3	18	£200,000.00		Green Borough
Hamble Gun Emplacement	To repair and protect the WW2 gun emplacement that forms part of the scheduled monument at Hamble Point	3	2	2	12	£50,000.00	Significant local land mark and historic structure.	Local First
Hamble Common improvements	Point car park bins (H) height barrier and fencing. Fencing (L)150m of Knee rail around Hamble Copse opposite surgery (L)Clearance of invasive Rhododendron from Hamble copse (L)Improved interpretation of the Archaeological features of the common. New footway along School Lane from existing to small car park	3	2	2	12	£63,000.00		Green Borough
Hamble Point car park	Due to coastal erosion the car park needs repair and long term protection. Protection will benefit the Marina, public highway and Hamble Common. An attractive amenity location of benefit to all three parishes. Repair works to small section £2500. Feasibility works for long term measures £1500. Small repair costed at £43k.	3	2	2	12	£50,000.00		Green Borough, Healthy Community
Hamble Square car park	Upgrades of infrastructure: lighting £5k, signage £5k, ticket machines £30k, seating £5k, bollards £5k	2	2	2	8	£50,000.00		Local First
Hamble Foreshore and Dinghy Park	Provision of parking bays west of the access road (e.g. hardstanding £10k, bollards £5k) and provision of more dinghy spaces by reducing hedge/shrub bed between grass open area and existing dinghy park (hardstanding £15k, planting £5k, railings£5k).	2	2	2	8	£75,000.00		Prosperous Place
Improvements to Village Green	Improvements e.g. picnic benches. Owned by Hamble PC.	3	2	1	6	£5,000.00		Local First
Westfield Common	Car park improvements – height barriers £5k and resurfacing £15k Re routing footpath in area subject to erosion (possible inclusion in Solent Way) Picnic benches (to reduce space for antisocial camping)	3	2	1	6	£22,000.00		Green Borough
Satchell Lane	Extension of existing footpath required from Satchell Lane at the Halyards along to Mercury Marina and Riverside Caravan Park. This short stretch of road has no footpath. Used heavily by pedestrians April-October. Increased need associated with Hotel proposal in Local Plan.	2	1	3	6	£100,000.00		Healthy Community
Mt Pleasant recreation ground (District Park)	Renovation iof the pavillion. Play equipment 3x£6k 4x£4k. fencing £10k, surfacing £5k, skate ramp	2	1	3	6	£250,000.00		Healthy Community



Car park at Hamble Station south of the station	Parking could be provided on land south of the Station to improve access to rail travel, with improved access from north and south for pedestrians and cyclists and to improve bus connectivity. Policy HA1 in former EBC draft Local Plan. <48m	2	1	3	6	£200,000.00		Green Borough, Prosperous Place, Healthy Community
Location tbc – possibly Mt Pleasant Recreation Ground	Exercise equipment for adults / older people - 'outdoor gym'. 6 x £5k, surfacing £5k, fencing £8k	2	2	1	4	£43,000.00		Healthy Community
Bartletts Field play area	Improvements to play facilities. 4 x £5k fencing £10k, surfacing £4k	2	2	1	4	£35,000.00		Healthy Community
Seating at Ensign Way	Seating could be decorative reflecting maritime and aeronautical heritage	2	2	1	4	£15,000.00		Local First
Mercury Marshes	Protection of open space from car and boat parking	2	2	1	4	£2,000.00		Local First
Vicinity of Hamble station	Increases in population will generate need for new and improved facilities in the vicinity of stations (signage£3k, surfacing£10k)	2	2	1	4	£13,000.00		Local First
Hamble River Rowing Club	Storage facilities and racking for oars, boats, rudders etc. Facilitates access to the river	2	2	1	4	£1,000.00		Local First, Healthy Community
College Playing fields (District Park)	Play equipment. 6x£6k. fencing £10k, surfacing £4k	1	1	2	2	£50,000.00		Healthy Community
The Hamble School	Infrastructure relating to increases in youth and community use of the site.	2	1	1	2	£50,000.00		Local First
Copse Lane surgery open space	Identified as 'poor quality' in Public Open Space/ PPG17 study. Awaiting details of need. Clearance of brambles and overgrowth.	1	1	1	1	£1,000.00		Green Borough
Avro court wetpour surface around multiplay unit	Identified in Play areas audit (Priority B). HPC audit to be undertaken	1	1	1	1	£5,000.00		Healthy Community
	New fencing around Dinghy Park							
	Provision of Natural Burial Ground.							
	New boiler(s) and solar panels for Roy Underdown Pavilion							
	Extension to the first floor of the Roy Underdown Pavilion creating a veranda (increasing size and attracting new users)							
	Replacement windows at Roy Underdown Pavilion.							
	Repairs and improvements to skate ramp at Mount Pleasant							
	Tourist information point in Community hub							
	Improve parking at the allotments -							
	Funding for Hamble Parish Wildlife Map .							
	'You are Here' notice boards detailing attractions and retailers at Square and Foreshore car parks.							
	Clearance of non- native species – Japanese knotweed, bamboo and rhododendrons from parish open spaces							
	Regeneration of Heather Gardens – recreate historical planting or planting to new design							
	Provision of bird and bat nesting boxes							
	Community orchard							
	Wild flower meadow planting – funding for seeds and specialist equipment							
TOTAL						£2,180,000.00		

# BHH CIP LIST - Area Issues

Cost Allocation		Priority	When	Size	Project Score		Priority x When x Size		Corporate/Local Objective
	Longer term aspiration	1=Low	1 = Long	1 = Small	£0-£50k	1,2,3			Green Borough
	Medium term priority, dependent on adequate funding	2 = Medium	2 = Medium	2= Medium	£50-£99k	4,6,8,9			Healthy Community
	Short-term priority for future allocation - subject to LAC approval	3 = High	3 = Short	3 = -Large	£100k+	12,18,19			Prosperous Place
	Already allocated								Local First
	To be scored								
Project/location	Proposal	Priority	When	Size	Project Score	Project Cost	Justification/comment	Corporate/Local Objective	
Air Quality	Prepare strategy for BHH and implement priority actions	3	3	3	27	£200,000	Actions and timeline to be agreed by end June 2018. Likely to include modelling and work with transportation initially.	Green Borough; Excellent Environment for All. Tackling Congestion	
Infrastructure required at any housing sites identified in the forthcoming Local Plan	A range of projects will be required including new and improved signage, bins, seats, dragons teeth, play equipment, exercise equipment, public art. - how identified?	3	3	2*	18	£50,000.00	*The overall size is likely to be medium even though individual works will be small.	Green Borough: Excellent Environment for All.	
Public transport	Provision of, or a contribution towards the cost of providing, sustainable transport measures, to include new provision of, or improvements to existing, footway and cycleway infrastructure and public transport infrastructure and services.	3	2	3	18				
Community development	3 years at £30k per year. Project to provide community safety projects, life-long learning projects, cultural activities, extended schools initiatives.	3	3	2	18	90,000			
Youthwork initiatives	Youth work project for new communities 3 years at £50k per year	3	2	3	18	150,000			
Hamble Rail Station Car Park (south of railway)	Parking to be provided on land south of the Station. Likely to be mix of parking and drop off facilities. why not higher.	2	2	3	12	£200,000	whole peninsula. Improved access to rail travel, with improved access from north and south for pedestrians and cyclists and to improve bus connectivity. Policy HA1 in former EBC draft Local Plan.	Green Borough: Excellent Environment for All. Tackling Congestion	
Mobile CCTV	2 mobile CCTV cameras for enviro-crime enforcement	3	2	1	6	£20,000.00	Perceived risk of fly-tipping on the peninsula and difficulties catching offenders.	Green Borough: Excellent Environment for All.	



Locations include;Oakhill triangle at junction with Portsmouth Road , Junction Long Lane /A27 - Maintenance costs to be agreed, Junction of Long Lane and School Road, Kingsfield at top of steep hill from Portsmouth, Open space at Pilands Wood, Pilands Wood Woodland Park, Hamble Lane Boundary Road, Dodwell Pond	Vandalproof seating to encourage new residents to take exercise.	2	3	1	6	£20,000.00	encourage new residents to take exercise.	
Hamble Ln	Pull in bus stops along Hamble Lane – reduce congestion						Encourage sustainable transport	Green Borough: Excellent Environment for All.
Area	Electric car charging points in car parks						Encourage sustainable transport	Green Borough: Excellent Environment for All.

n.b. Current and Future provision of open space and facilities  
The Council’s Planning Policy Guidance (PPG) 17 study 2011 indicates that parts of BHH do not meet the Council’s standard of 3.1 hectare of Public Open Space Provision per 1,000 population. (This Guidance is currently under review.) Therefore the following are needed: (Figures in brackets indicate predicted needs in 2029; shading indicates an overall need across the BHH area.)

	Bursledon	Hamble	Hound
Amenity Space	5.2 (5.6) ha		
Outdoor Sports Facilities	5.8 (6.3) ha		
Allotments	1.4 (1.5) ha	1.2 (1.1) ha	0.8 (0.8) ha
Play Areas 0 to 12yrs		0.01 ha	
Play Areas 13 to 18yrs	0.01 (0.02) ha	0.03 (0.02) ha	
Indoor Sports Facilities - Swimming Pools	73 (77) m <sup>2</sup>		84 (84) m <sup>2</sup>
Indoor Sports Facilities - Gyms	22 (22) stations	24 (24) stations	
Indoor Sports Facilities - Sports Halls	24 (447) m <sup>2</sup>		487 (490) m <sup>2</sup>

## ADMINISTRATION COMMITTEE

Monday, 25 June 2018 (6:15 pm – 7:08 pm)

### PRESENT:

Councillor Clarke (Chair); Councillors House, Airey, Corben, Grajewski, Groves, Tidridge and Tyson-Payne

Apologies for absence were received from Councillor Couldrey

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### RESOLVED ITEMS (SUBJECT TO QUESTIONS ONLY)

#### THANK YOU AND WELCOME

The Chair opened the meeting and began by thanking former Borough Councillor and Deputy Leader Anne Winstanley who had served on the Council for over twenty years and had been the Chair of this committee until May 2018. He then welcomed newly elected councillors Tim Groves, Gin Tidridge and Sara Tyson-Payne, and Councillor Nick Couldrey, although absent, was also new to this particular Committee.

#### 1. PUBLIC PARTICIPATION

There was no public participation on this occasion

#### 2. MINUTES

#### **RESOLVED -**

**That the Minutes of the meeting held on 20 February 2018 be confirmed and signed by the Chair as a correct record.**

#### 3. DECLARATIONS OF INTEREST

There were no declarations of interest in relation to items of business on the agenda.

#### 4. COMMUNITY GOVERNANCE REVIEW

This item was taken first on the agenda.

Consideration was given to the report of the Performance and Governance Manager that considers the responses to the second stage of the public consultation carried out as part of the Community Governance Review, having regard to the law and the guidance issued by the Department for Communities and Local Government, and the Local Government Boundary Commission.

It was noted that out of the total 212 responses to the consultation were received just thirteen responded to all seven proposals. The level of response did not constitute a statistically significant sample and therefore all results had to be treated with extreme caution.

Councillors considered the evidence and debated the recommendations in the report in order to move forward in providing clarity and transparency to the areas that parish councils represent.

#### **RECOMMENDED -**

**That it be recommended to Council to approve recommendations (1 - 5) below:**

- (1) The parish boundary change between Bursledon and Hedge End, with new boundary following M27;**
- (2) The parish boundary change between Hound and Hamble-le-Rice, with new boundary along tributary to River Hamble;**
- (3) The parish boundary change between West End and Fair Oak and Horton Heath, with the new parish boundary to be along the railway / stream;**
- (4) Change parish wards of Bishopstoke parish, in line with proposal; and**
- (5) Change parish wards of Hedge End parish, in line with proposal and take account of additional area, as set out in recommendation (1)**

#### **RESOLVED –**

- (1) That residents of Old Netley be given the final decision by means of a ballot to every registered elector within each affected household; and**
- (2) That the proposed polling district changes in West End parish as part of a wider polling district review in the Borough in autumn 2018 be noted.**

(NOTE: Councillor Roberts, Chair, Councillor Queen, Vice Chair; and Councillor Guillen, Hound Parish Council; Councillor Rich, Chair and Councillor Penn (speaking as a resident), Bursledon Parish Council; and Councillor Cohen, Chair, Hamble-le-Rice Parish Council, all spoke citing various issues of the consultation including: validity of Hound result; the Government Review procedure; that it did not make sense to separate the parishes of Netley and Old Netley; the loss and gains of precept charges; that the natural divide of Hamble Lane had been ignored; that it was more natural to be part of a community where there were facilities; the

consultation lacked detail and information and would be more helpful to include FAQs (frequently asked questions); and the consultation needed to ensure it was filled in by residents in the area it related to.

## 5. COUNCILLORS' ALLOWANCES REPORT

Consideration was given to the report of the Performance and Governance Manager that outlined the findings of the Independent Remuneration Panel who had conducted a full review of councillors' allowances for Eastleigh Borough Council. It made recommendations as to the level of the Basic Allowance and of Special Responsibility Allowances for the year 2018/2019 and beyond, for a maximum four year period. The report also outlined that the Panel also considered recommendations in respect of the Dependants' Carers' Allowance and the scheme for travel and subsistence.

The Vice Chair tabled an amendment to the findings of the Independent Remuneration Panel, and sought the Committees agreement to recommend to Council on 19 July 2018.

### **RECOMMENDED –**

**That it be recommended to Council:**

- (1) That no changes be made to Special Responsibility Allowances, making a saving of £17,293 against costs before May 2018;**
- (2) That it be noted that average ward sizes had increased by thirteen percent with the reduction in councillors in May 2018, and that projected ward electorates for each councillor would have grown by 35% from 2002 to 2021, the Basic Allowance be increased by eight percent, making a saving of £11,700 against costs before May 2018;**
- (3) That the Independent Panel's recommendations on Carers' Allowances, Travel and Subsistence and Indexation be agreed;**
- (4) That the new arrangements take effect from 1 August 2018 with no back-dating; and**
- (5) That the Independent Panel be thanked for their report.**



### **Hamble River Valley Forum - to receive a report from Cllr Underdown**

The recent meeting was the AGM when the Annual Report was presented as well as the election of officers and confirming organisational arrangements.

It was pleasing that representatives of Whiteley Parish Council have joined the Forum, particularly giving better representation of the east side of the river. Due to the proposed boundary changes Hound Parish Council has withdrawn from the Forum with the expected loss of its waterfront and land in the adjacent valley. The officers were re-elected including myself as Chairman. The Annual Report is attached separately.

The speaker for the meeting was David Jobson who spoke about his role as a member of the River Hamble Harbour Board. The main items from the following ordinary meeting were a follow up on plastic pollution in the river and a request from Botley Parish Council for support on a planning issue relating to the river.

At its last meeting the Forum's main agenda item was 'What could be done to reduce plastics in the river' and it was decided that a course of action could not be agreed until it had identified the exact problem regarding plastic pollution and other general litter relating to the river and its banks. A comprehensive report was given what was found by members of the Forum including our Parish Council and actions were agreed to be taken forward.

These included contacting local councils and organisations to request improvements on a number of items regarding the provision for plastic waste collection and to write to local MPs to request them to ask the government what it was doing on a number of matters to reduce plastics. From the Forum's survey it was found that many local volunteer groups were already doing very good work on litter and plastic collection in the river valley and it was agreed to map where this is being undertaken and to encourage other people/groups to do it in their own areas.

The Chairman of Botley Parish Council attended the meeting in place of its representative to request the Forum's and local parish councils support on a planning matter that could impact on the river. The Boorley Green development plans were approved with sewerage and waste water being connected up with the existing system. To reduce costs the developers are now asking for a variation in the planning permission to have an onsite biological treatment plant that has not been proven in a similar sole use role. Botley Council's concern is the river being used as an experimental site and although of an approved design that if there was a problem/emergency waste could be discharged into the river. Although this maybe a once in 10 or 20 years occasion, once is too often.

As one of the reasons for the formation of the Forum was for local Parish Councils to work together and support one another in improving and protecting the river and its valley, all but one of the Parish Councils voted that the Forum should support Botley Parish Council on this matter in opposing a variation and to retain the system in the original plans.

As usual there were reports and updates on other recent meetings and issues relating to the river and its valley.

## **Hamble Estuary Partnership meeting - to receive a report from Cllr Underdown**

It was announced that this would be the last meeting that Prof Anthony Gallagher would chair due to change in his circumstances and he was thanked for his work. It was agreed to seek a similar academic replacement who could provide a neutral position regarding proceedings.

Marine litter and plastic pollution in the Solent was the main agenda item with a presentation by the Solent Forum on its new project 'Clean Solent Seas and Shores'. It said there were a lot of similar projects now ongoing and at present it is not sure how the project would be taken forward but Solent Forum would work with current initiatives and not go it alone. Everything is moving fast so the Solent Forum will be undertaking a scoping report before identifying what actions it will take forward. 80% of litter in the marine environment comes from the land and 80% is plastic.

There were updates on various projects. Hampshire & IOW Wildlife Trust 'Secrets of the Solent' project is working with other organisations to help improve the Solent environment, in particular to provide sustainable Solent seafood. The Blue Marine Foundation 'Solent Oyster Restoration' project in the Hamble River is progressing well and it is now identifying a site in the river for the first restoration oyster bed.

The Solent Forum stated it was most likely the 'Beneficial Reuse of Dredgings' project will start by the marshes off Lymington. Details were given of the Solent University's 'Port Energy & Carbon Savings' project and an update on the 'Sacrificial Anodes' project. The Environmental Agency is undertaking a 'Ecological Enhancements to Hard Defences on the Shoreline' project which will involve the greening up of sea walls alongside its 'Sea View' project.

Under the 'Planning and Development' agenda item the Boorley Green development and its water being introduced into the upper river was raised as a matter of concern particularly as a private company was responsible for this rather than SWA.

For more details about HEP and its minutes see:

<http://www3.hants.gov.uk/hambleestuarypartnership/hep-members.htm>.

# ***HAMBLE RIVER VALLEY FORUM (HRVF)***

## **ANNUAL REPORT 2017/18**



*Chris Hand*

*High jinks on the Hamble at Fairthorne Manor*

The Hamble River Valley Forum came into existence in June 2013, with the express intention of giving a voice to the estuarine parish and town councils and their residents about all matters pertaining to the River Hamble and the river valley.

Five estuarine parish councils appointed representatives as Forum members: Curdrige (Winchester City Council) and Hamble le Rice, Bursledon, Botley and Hound (Eastleigh Borough Council). Fareham Borough Council is not parished and is therefore not represented by voting members of the Forum.

Forum Officers for 2017/18 were Cllr Ian Underdown (Chair) - Hamble, Cllr Lynne Newton (Vice-chair) - Curdrige, Cllr Diane Andrewes (Hon. Secretary) - Bursledon. Other Members representing parish councils were Cllr Rory Kemp (Curdrige), Cllr Neil Lewis (Hound) and Cllr Sheelagh Cohen (Hamble).

Three non-voting, co-opted members: were re-appointed: Jeremy Clark (Solent Protection Society), Robert Hughes (Warsash Sailing Club) and Cllr Jane Rich, the BHH LAC representative on the Hamble River Management Committee.

The Forum held 4 Ordinary Meetings, this year, in addition to the 2017 AGM. The average attendance was 15 including Members, co-opted members and members of the public. Meetings were held at Pilands Wood Centre; thanks are to Pilands Wood Community Association.

Warm thanks are also due to members of the public who attend our meetings and prompt us to continue to work on issues that are important to them. Both sides of the river are represented by individuals and members of community organisations and the Forum has a mailing list of 34 addresses.

During the year, a range of speakers has delivered excellent presentations about the river and surrounding areas which were very well received. The speaker at the 2017 AGM was Andy Cunningham, who spoke about the **Hamble River Raid**. Speakers at other meetings gave illustrated talks on the **River Hamble Rowing Club** - Jim Chadwick Williams; **Topical River Issues, including swimming in the river**, - Jason Scott, Harbour Master/Marine Director; **Fairthorne Manor** - Chris Hand CEO. At the January meeting a lively discussion on **Plastic in the River Hamble** followed an introduction by Cllr Diane Andrewes.

The Forum monitors river matters by attending and reporting on River Authority meetings. Estuarine parish councils also send representatives to the Hamble Estuary Partnership. In addition, the Forum communicates with the Harbour Master on issues that concern members.

The Forum has continued to be active in river planning matters. In particular, it objected to the Fairport application for Harbour Works Consent for a new jetty, supporting representations made by members of the public and groups. The application was later withdrawn.

An Exhibition was held in Hamble to inform the public about a proposal by MDL to develop its site comprehensively to include housing. Forum members asked that their strong feelings about the proposal should be communicated to parish councils.

The recent Deacon's Boatyard application enabled Bursledon Planning Committee to witness the Forum in action, when two Bursledon residents, who attend Forum meetings came to its meeting to speak against the application. The Planning Committee's unanimous objection was reported to the Forum, which objected. The Bursledon, Hamble & Hound Local Area Committee refused the application. An appeal is rumoured.

The Forum has monitored progress of the Hamble Lifeboat Station, participated in the Environment Agency's Seaview Project to assess the value of structures in the Hamble and continued to support a project, in conjunction with Curdrige Parish Council, to improve the landing station in the Upper Hamble at the Horse and Jockey.

The Forum's Public Rights of Way Working Party, was established in 2015 and includes footpath representatives of estuarine parish councils, our representative at the HCC Coastal Access sub-group of the Countryside Access Forum, local residents' associations, and representatives from Eastleigh, Gosport and Bishop's Waltham Ramblers.

It hopes to share information, add to the network of public rights of way in the Hamble River Valley, improve signage, and produce leaflets to advertise the public footpaths. Everyone is aware of the importance of ensuring that new rights of way that link to the green network are introduced into new housing areas.

The Working Party's first main project was to identify and gain support for a proposal to Natural England to extend the England Coast Path to Bursledon Bridge as the first crossing point in all weathers. Unfortunately, the officers have been delayed in Dorset, but negotiations are about to begin in our area. However, we are pleased to report that recent correspondence with EBC's Chief Executive encourages us to believe that HRVF's proposal will be supported by the Borough Council.

Efforts to improve the footpath network in the north of the river valley in Curbridge and provide a link with the proposed North Whiteley footway/cycleway have included a meeting with a National Trust ranger.

A successful project made possible by the networking of the working party has been the contribution made by Eastleigh Ramblers to solving an ongoing problem with a public right of way across Hamble Common that was in poor condition and water-logged. The Eastleigh Ramblers negotiated with the relevant authorities to renovate the footpath in association with Hamble Conservation Volunteers. The Eastleigh Ramblers have also been active with advice and negotiations in Hound, Curdrige and Bursledon

The Forum expresses its appreciation of the contribution made by the Clerks of the Estuarine Parish and Town Councils in support of the Forum, especially in the advertising of meetings on community notice boards. Information about the Forum was also published in the *River Hamble Directory* this year.

**Diane Andrewes**  
**Hon. Secretary**  
**June 2018**





### *Plastic in the Hamble*

*Ian Underwood*

11 May 2018

The, Rt. Hon James Brokenshire, MP  
Secretary of State for Housing, Communities and Local Government  
Department for Communities and Local Government  
Planning Casework Unit  
5 St Phillips Place  
Colemore Road  
Birmingham  
B3 2AP

Dear Secretary of State,

**REQUEST FOR A SECTION 77 OF THE TOWN & COUNTRY PLANNING ACT 1990, AND  
ARTICLE 14 OF THE TOWN & COUNTRY PLANNING (GENERAL DEVELOPMENT  
PROCEDURE) ORDER 1995**

**TOWN AND COUNTRY PLANNING ACTS  
LOCALISM ACT 2011**

**TOWN AND COUNTRY PLANNING (THE NEIGHBOURHOOD PLANNING  
(GENERAL REGULATIONS 2012 (AS AMENDED))**

**EASTLEIGH BOROUGH COUNCIL PLANNING APPLICATION**

**Reference:** X/18/82986

**Site Address:** Land to the north west of Boorley Green, Winchester Road, Boorley Green Eastleigh, Hampshire SO32 2BX

**Description:** Variation of Condition 12 of outline planning permission (O/15/75953) to enable foul drainage to be carried out in accordance with either the approved Flood Risk Assessment (Dec 2014) or details set out in the Foul Sewerage Assessment (March 2018 ref M380-Doc 05).

Botley Parish Council respectfully requests that you consider exercising your discretionary powers under section 77 of the Town and Country Planning Act 1990, and article 14 of the Town and Country Planning (General Development Procedure) Order 1995, in the context of the above application.

Specifically, we ask, that you give a direction restricting the grant of variation by Eastleigh Borough Council.

In December 2016, following a planning enquiry appeal, outline planning permission was granted for a housing development of 680 homes on land to the north west of Boorley Green, Hampshire SO32 2BX.

*(Appeal reference: APP/W1715/W/15/3130073*

*Proposal: Outline application for up to 680 residential units, mixed use comprising of retail and/or community/healthcare use, land for two-form entry primary school,*

*formal and informal open space and sports pitches. New access off Winchester Road, associated on-site roads, infrastructure and footpaths/cycleways. Detailed matters for determination access (all other matters reserved - scale, appearance, landscaping and layout). This application is the subject of an Environmental Impact Assessment, is a departure from the Development Plan, is Major Development and affects the setting of a Right of Way.)*

The application site is within the parish of Botley and the applicant is now seeking a variation of the Outline Planning Permission in order to construct a sewage treatment plant within the housing development.

During the Planning Enquiry much emphasis was placed upon the fact that Southern Water are legally obliged to provide a sewerage connection when presented with a Sewer Requisition under Section 98 of the Water Industry Act 1991. This was a factor commented on in the decision made by the planning inspector. The Parish Council considers that the substance of the revised application represents a significant and material change which could have affected the outcome of the appeal if the proposal had been known at the time.

The developer appears to have been unable to secure a satisfactory sewerage connection from Southern Water Ltd into the existing local infrastructure because it lacks sufficient capacity for a development of this size. An application has now been submitted to vary the planning conditions to permit an on-site sewage processing plant to be managed and operated by Icosa Water.

The sewage treatment process proposed for the site is still experimental and appears to be only in use as a secondary processing method installed to aid the capacity of conventional processing sites.

Members of the Parish Council are aware that the operation of all such plants is licensed by the Environment Agency but remain deeply concerned about the viability and effectiveness of local processing when it will involve so many houses.

The Parish Council has been unable to locate any site nationally where on-site processing technology has been used for a housing development of more than 300 homes. The developer has also been unable to provide evidence of the experimental processing treatment being used on a similar sized development.

It is the opinion of the Parish Council that a housing estate is not a suitable location for an industrial plant of the size proposed.

Botley is a rural community loved and valued by its residents. The Parish Council does not want a residential area within Botley to be used as an experimental site for the processing of sewerage when no evidence has been provided by the developer that the proposed processing method is suitable for a large housing development.

The supporting documents with the application indicate that the nearest available sewerage connection is 7km from the application site. Members of the Parish Council



feel that the developer should be required to issue a Section 68 notice to Southern Water and to make use of conventional sewerage disposal arrangements.

Members are also deeply concerned that the danger of polluting the River Hamble is not being taken seriously enough because the effluent from the proposed plant will be discharged into the Moorgreen Stream which is a tributary of the River Hamble. The catchment of the River Hamble drains into a number of designated sites of national and international importance for nature conservation, such as the Solent and Southampton Special Protection Area and Ramsar site and the Solent Maritime Special Area of Conservation.

Under the terms of current legislation sewerage disposal arrangements are not within the direct control of the Local Planning Authority. For this reason the Parish Council respectfully requests the support and assistance of the Department of Housing, Communities and Local Government to prevent the construction of a sewage treatment plant on a residential housing estate in Botley.

Yours Sincerely

Mrs Janet Morgan  
Parish Clerk  
On behalf of Botley Parish Council

Cc:

**Eastleigh Borough Council**, Eastleigh House, Upper Market Street, Eastleigh SO50 9YN  
Andy Grandfield, Lead Specialist for Housing and Development Management;  
Julia Birt HEWEB Local Area Manager

**Application Agent:** Thomas Southgate, Terence O'Rourke, Everdene House, Deansleigh Road, Bournemouth, BH7 7DU

## Clerk - Hamble Parish Council

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**From:** Katy Roberts <katy.roberts@tcv.org.uk>  
**Sent:** 21 June 2018 14:44  
**To:** Clerk - Hamble Parish Council  
**Subject:** RE: Hamble Valley Trails Project - request for letter of support  
**Attachments:** Project area map.png

Hi Amanda

Thank you.

The project area hasn't been formally marked out as yet, the exact limits of the project will be decided during the development phase as we audit the paths and discover the strategic links they make. However the corners of the proposed area are roughly marked out on the attached map for guidance. In preliminary discussions it has been suggested that the project area should not extend far beyond Royal Victoria country park. I have also contacted Hound, Botley and Bursledon Parish Councils.

Best wishes

Katy



**Katy Roberts**  
Business Development Manager  
**My usual working days are Wednesday and Thursday**  
T: 02380 402 593  
M: 07740 899 540

**The Conservation Volunteers**  
Ranger Depot, River Hamble Country Park, Pylands Lane, Bursledon, Hampshire  
SO31 1BH

Join in, feel good

### Royal Society of Public health - Health and Wellbeing Award winners

Registered in England as a limited company (976410) and  
as a charity in England (261009) and Scotland (SCO39302)  
Registered Office: Sedum House, Mallard Way, Doncaster DN4 8DB

#### The Community Volunteering Charity

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**From:** Clerk - Hamble Parish Council <clerk@hamblepc.org.uk>  
**Sent:** 21 June 2018 14:33  
**To:** Katy Roberts <katy.roberts@tcv.org.uk>  
**Subject:** RE: Hamble Valley Trails Project - request for letter of support

Hi Katy

This sounds like a great project and one that is desperately needed. Can I check though where it will start and end. Will it round around to Netley and the Royal Victoria CP?

I will ask members to consider it at their next meeting which is on the 9<sup>th</sup> July and let you know there after.

Best wishes

Amanda  
Clerk to Hamble PC

**From:** Katy Roberts <[katy.roberts@tcv.org.uk](mailto:katy.roberts@tcv.org.uk)>  
**Sent:** 21 June 2018 14:18  
**To:** Clerk - Hamble Parish Council <[clerk@hamblepc.org.uk](mailto:clerk@hamblepc.org.uk)>  
**Subject:** Hamble Valley Trails Project - request for letter of support

---

## Hamble Valley Trails Project

Dear Sirs

I am writing to let you know about an exciting new project idea, and to request the support of Hamble-le-Rice Parish Council in taking the project forward.

TCV, the community volunteering charity, work to connect people with green spaces to deliver lasting outcomes for both. We are currently in the process of developing a project focussed on the paths and trails within the Lower Hamble Valley, and their importance both historically, and for communities and nature today. We intend to apply to the Heritage Lottery Fund for funding to make this project a reality. We would like to invite you to collaborate with us on this scheme.

As I'm sure you're aware the Lower Hamble Valley has a rich cultural and natural heritage. It also has a network of paths and trails, many of which have historic significance in themselves. The concept of the project is based on developing, and engaging people with, this network of permissive paths, Rights of Way and paths on common land. We would like to create and promote a more integrated trail network linking important heritage sites in the area and improving access for visitors and local people. This will include selected physical improvement works where required, including improvements to the existing promoted walking trails in the area and creation of a new promoted route. Alongside these capital works educational events, public engagement activities, interpretation, and promotion of the network and its trails will encourage people to use and enjoy the trails more, while learning about their heritage.

If the bid is successful, the project will be managed by a partnership between TCV and Hampshire County Council's Countryside and Access Team. In addition, we plan to set up a steering group to help guide the project and its priorities, and will invite key stakeholders to sit on this group. It is currently planned that the steering group will meet quarterly throughout the development and delivery phases of the project. The development phase of the project would start in early 2019. We would spend approximately 12 months researching, planning and developing the project in consultation with potential audiences and partner organisations. During this time we would also conduct an access audit of the trails themselves, and identify any capital works needed, along with opportunities for interpretation and engagement. A stage 2 application would then be submitted for a 2 year delivery phase of the project, when the project outcomes and activities would be delivered.

If you would like any further information about the project I would be most happy to meet with you or provide information as required.

Please would you be willing to assist our application by providing a letter indicating your initial support of the project? If you would be interested in nominating a representative to participate in the steering group please also indicate this. We are planning to submit the initial application to the Heritage Lottery Fund in August 2018, and

therefore would need any letters of support by the end of July, addressed to me at the address below or via email. I apologise for this short notice of this request, please don't hesitate to contact me if you have any questions.

Yours Sincerely

Katy Roberts



**Katy Roberts**

Business Development Manager

**My usual working days are Wednesday and Thursday**

T: 02380 402 593

M: 07740 899 540

**The Conservation Volunteers**

Ranger Depot, River Hamble Country Park, Pylands Lane, Bursledon, Hampshire  
SO31 1BH

Join in, feel good

## **Royal Society of Public health - Health and Wellbeing Award winners**

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**Recommendation**

- 1 To delegate to Planning Committee the Councils response to EBC's Pre Submission Local Plan by the 6<sup>th</sup> August.**
  - 2. To authorise the Clerk to take over operational responsibility for the Mercury on practical completion.**
  - 3. Approve the works to the entrance area of car park 1 at Westfield Common. Cost will be confirmed in the meeting. To also recommend steps to reduce the potential fire risk there.**
  - 4. To approve the additional measures to replace/relocate ladders on the Foreshore at a cost of £4925 + VAT which will come from the ear marked reserve for bench replacement**
- 

1. Planning Committee met on the day that EBC's Pre Submission Local Plan Regulation 19 consultation started. Feedback from the Chair who attended was that there was no new detail just an over view of the process. Whilst there she raised concerns about the reliance on e consultation in terms of responses and the documents. Copies of some of the documents are available in the office as are forms that people can use instead of the e forms.
2. Given the time limitations it is proposed that a working Group comprising Cllrs Underdown, Woodall and James will form a working Group to review key policies as they effect HPC and report back to the next Planning Committee with its draft comments. As there is no further chance to take these to Council it is recommended that Council delegates HPC response to the Pre Submission Consultation on behalf of the Council. All Members will be able to see the response prior to submission (it will be circulated to all members) and if people have comments can they let the Clerk know ahead of the Planning Committee on the 24<sup>th</sup> July.
3. Anti-social behavior – With the hot weather there have been problems at the Foreshore with large groups of young people and anti-social behaviour. There have been incidents where the bye law has been breached and issues of young people climbing onto the pontoon and boats.
4. In addition there have been reports related to mopeds and cars being driven dangerously and at speed in the Foreshore Car Park in the evening and on the one way system. Residents have been advised to ring 101 and the issue has been raised with the local team.
5. There continues to be a Water Safety Plan issued regularly by Hampshire Police and a further meeting will be arranged to see what else can be done to help address the issue. HPC have looked at the effectiveness of a bye law prosecution but given the sanction is a fine this is unlikely to be a suitable remedy given the perpetrators are under 16 years of age. Sgt Matt Moss will attend the meeting to talk about the issue in more detail.
6. A range of anti-social behavior and enforcement issues continue to be a priority within the village including some of the following: dog fouling, anti-social parking and obstruction, fly tipping, ASB more generally. EBC are undertaking a review of enforcement and the resources they have. It could be a timely opportunity to see whether a model of community wardens could be considered or whether this is the premise of the community engagement

teams. Council may wish to write to EBC more formally to contribute to the enforcement review.

7. The Mercury – Community Hub and Library. The Deputy Clerk has been working closely with colleagues at EBC to conclude the details for the fit out of the building. Members of the Working Group have been kept in touch where possible.
8. Work has also taken place on a Community Agreement for the building which members have had sight of previously in draft form. A final version from EBC is still awaited and once received will be reviewed by our solicitor. In the absence of another Council meeting before the building is handed over EBC have been asked to provide a document that will enable us to occupy the facility ahead of the Agreement being signed off in September. Assuming this is available by the meeting Members are asked to confirm that they are prepared to take over operational responsibility for the building ahead of the formal agreement being agreed.
9. On a practical level we are receiving support and advice from One Community who have specialist experience in working and running services with volunteers. It would be beneficial to become an associate of One Community which costs £25 per year. Details are attached.
10. Friends of Westfield Common have met again and nearly concluded work on the constitution and work plan. A number of options have been considered to improve site security and the Head Grounds and Assets has suggested as a remedial measure we consider importing soil to the site and creating a bund around the entrance reducing access to a single route in and out. This would make it more difficult for vehicles to fly tip at the entrance to the car park as the turning head would be removed. This has not been via the AMC but we are keen to minimize the potential for further incidents over the summer.
11. There are also concerns about the number of portable BBQ's that are being used on the Common and with the dry spell the potential for fire. The Grounds Team are looking at whether stands could be bought to site relatively quickly to ensure they are off the ground and minimizing the risk of fire. Putting signs out about the fire hazard could prompt the wrong sort of behavior. Members are asked to advise.
12. Work to replace the two ladders at the Southern Quay is due to start next week and have already been approved. In addition the Clerk has authorized work to remove the current ladder in the area next to the public hard (which is in poor repair) and the one within the no swim zone as this is making enforcement of the area more difficult. There are additional costs in replacing the fixed ladder that is recessed into the wall. The work has been added to the contract for the other ladders (should be fitted within the next week or so). Details including costs are attached. The work is urgent in nature and from a health and safety perspective needs to be completed. This work was not budgeted for. Additional money was included in the benches replacement programme and it is recommended that money is moved from this ear marked reserve to the budget to cover these additional costs.



**Community**  
*together we make a difference*

One Community  
16 Emsay Road, Basingstoke  
Hampshire SO15 0 9AL

Telephone 023 8099 7400  
Facsimile 023 8039 2413  
Textphone 023 8090 7401  
Email [info@community.org.uk](mailto:info@community.org.uk)  
[www.1community.org.uk](http://www.1community.org.uk)

20 June 2018

Dear Jeanette

**Associate Membership of One Community**

Thank you for your interest in becoming an Associate Member of One Community, which was established in 1978 to improve the quality of life for residents in the Borough of Eastleigh and beyond by supporting voluntary sector organisations and activities.

Associate Membership of One Community allows you:

- Access to the services of the Volunteer Centre to recruit volunteers
- Support from our team of Development Workers to help with governance issues, funding applications, fundraising events and general advice & guidance
- DBS Services and support
- Access to One Community Mini Bus hire , for which there is a scale of fees
- Invitation to networking opportunities
- Competitively priced photocopying service
- Use of the Board Room and Small Meeting Room (when available) – for which there is a scale of charges
- Use of Multimedia, display boards, flipchart stand OHP & screen – for which there is a hire charge

One Community is here to help you, and we will be happy to discuss matters of concern to your organisation and offer practical assistance and support.



Registered Charity Number 1052978  
Registered in England as a company limited by guarantee  
Registered Number 3132524  
Registered office: as above

We would be grateful if you could notify us of any changes within your organisation in order to ensure that the information on our databases is as accurate as possible.

We have pleasure in enclosing an Application Form, Associate Membership Rules and a Leaflet outlining our projects and services.

Please return your completed application form, together with a cheque for £25, made payable to One Community, to the above address. Please note that we will contact you about renewal of your membership on the anniversary of joining, each year.

We look forward to working with you and welcoming you to One Community.

Yours sincerely

Jean Roberts-Jones

**Chief Executive**

Enc.





## ASSOCIATE MEMBERSHIP APPLICATION FORM

### Section 1: Organisation details

<b>Organisation name</b>	
<b>Website</b>	
<b>Type of organisation</b>	Registered Charity CIO Voluntary/community organisation Self-help or user group Not for profit organisation Faith group Company Limited by Guarantee CIC Statutory Parish Council Other (please state)
<b>Charity number</b>	
<b>Company number</b>	
<b>CIO number</b>	
<b>Venue where organisation meets</b>	
<b>Days/times when organisation meets</b>	
<b>Areas in which organisation provides services</b>	Eastleigh Borough Fareham Borough Hampshire Nationally
<b>Can residents of Eastleigh Borough access your services?</b>	
<b>Organisation background</b>	
<b>Purpose of organisation</b>	
<b>How many members/service users does your organisation have?</b>	

--	--

## Section 2: Contact details

<b><u>Main contact</u></b>	(for publications, governance information etc)
<b>Name</b>	
<b>Position</b>	
<b>Address</b>	
<b>Telephone number</b>	
<b>Mobile</b>	
<b>Email</b>	

<b><u>Invoice contact</u></b>	(finance)
<b>Name</b>	
<b>Position</b>	
<b>Address</b>	
<b>Telephone number</b>	
<b>Mobile</b>	
<b>Email</b>	

**Please let us know if there is a particular reason why you wish to become a member of One Community**

--

### Section 3: Governance

**What governing document does your organisation have?**

Constitution

Formal Agreement

Memorandum of Articles

Partnership Agreement

Terms of Reference

**What policies do you have?**

**When is your next AGM?**

**One Community can provide you with information and advice on running your organisation. If there is any information that you particularly need, please use this space to tell us:**

**Do you have any paid members of staff? YES/NO If yes, how many?**

**Do you have any volunteers? YES/NO If yes, how many?**

## Section 4: Data Protection Statement

Our database is maintained for the purpose of retaining information about the organisations with which we work and information about any volunteering opportunities those organisations have to offer. By registering your organisation with One Community you grant us permission to store the information included on this form in paper and/or electronic form and to pass on information about the services you provide and/or the volunteering opportunities you offer to individuals or organisations to whom it may be of benefit.

One Community will not sell or give out mailing lists to a third party. We may compile statistical data from time to time but this will not include references to particular individuals. You have the right to see any information about your organisation that is held on our database at any time. We may include you in our mailing list or email list in order to keep you up to date with information and events.

### The Do-it Website

Our database is linked to the [www.do-it.org](http://www.do-it.org) website, the national volunteering website commissioned by the government. A brief profile of all organisations registered with One Community will appear on the do-it website, including:

The name of the organisation

The purpose (or mission statement) of the organisation

The organisation's website and social media links, where provided to us

The organisation's logo and a banner photograph, where provided to us

See One Community's page on the website as an example of how your profile will appear:

<https://do-it.org/organisations/one-community-eastleigh>

Volunteering opportunities – we upload details of current volunteering opportunities from our database so that they are available to the public from the do-it website ([www.do-it.org](http://www.do-it.org)). The public can search the database to find opportunities that match their interests. The contact details provided online for the volunteering opportunities are those of Volunteer Centre One Community and all enquiries via the website come to the Volunteer Centre.

While limited details of every organisation registered with One Community will appear on the do-it website (as outlined above), it is possible for us to retain information on our database about volunteering opportunities and not upload them to the website, for whatever reason, if this is your preference.

**N.B:** Please sign below to acknowledge that you have read and understood our Data Protection Statement and information regarding the Do-it Website:

Sign/print name here please:

Name:

Organisation:

Title/Role in organisation:

Date:

**Approved by Jean Roberts-Jones**  
**Chief Executive**

**Date:**

\_\_\_\_\_

### **ONE COMMUNITY ASSOCIATE MEMBERSHIP RULES**

1. Members are entitled to use the facilities and resources One Community provide, for which a small charge may be levied. These include:
  - Access to the services of the Volunteer Centre to recruit volunteers
  - Support from our team of Development Workers to help with governance issues, funding applications, fundraising events and general advice & guidance
  - DBS Services and support
  - Access to One Community Mini Bus hire
  - Monthly E-news updates – full of useful information
  - Access to One Community tailored workshops, networking opportunities and training opportunities
  - Competitively priced photocopying service
  - Use of the Board Room and Small Meeting Room – for which there is a scale of charges
  - Use of Multimedia, display boards, flipchart stand OHP & screen – for which there is a hire charge
  - Access to our list of entertainers
2. Membership is subject to an annual fee as determined by the Board of Trustees from time to time.
3. Membership is open to statutory organisations serving the residents of Eastleigh Borough.
4. Members have a limited liability of £1 (One Pound) in the event of One Community ceasing to operate.
5. Membership entitles an organisation the right to book One Community buses for their use and for which there is a scale of charges.
6. Membership entitles an organisation to a free copy of our quarterly newsletter, *Network*. Further copies may be obtained on request from the Admin Office at a cost of £2.00 per copy.
7. Members have the right to access staff for advice and information e.g. volunteering issues, constitutions, fund-raising, management and committee issues.
8. Members have the right to participate in any consultation exercise run by One Community.
9. It is expected that members will play a part in the running of One Community, attend the AGM and keep the organisation informed of issues affecting the voluntary sector locally.
10. One Community reserves the right to reject an application for membership if the Board of Trustees is not convinced that the organisation's aims and objectives are consistent with those of One Community.
11. One Community reserves the right not to renew membership of a group if circumstances change and the group no longer fulfils the criteria on which original membership was granted.

NOTE: In the event of 11 and 12 occurring, One Community will inform the applicant of the reasons for its decision.

At the present time our hire charge, which includes fuel and voluntary driver, is £1.30 per mile. If your journey exceeds 100 miles round trip, then we would suggest our daily rate which is £90 which still includes your voluntary driver but you put in your own fuel; we will explain how that works when applicable. We can offer 12/14 and 15 seater minibuses with either a ramp or tail-lift.

Obviously we have a booking system and it's always best to phone or email our Transport Co-ordinator, Pete Spacagna, to enquire as to what buses we have available on any given day and with that in mind a choice of days is always beneficial. Pete's contact details are 02380 902414 or [pspacagna@1community.org.uk](mailto:pspacagna@1community.org.uk).

## Clerk - Hamble Parish Council

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**From:** Head Groundsman - Hamble Parish Council  
**Sent:** 04 July 2018 07:51  
**To:** Clerk - Hamble Parish Council  
**Subject:** Quay ladders

Hi Amanda,

Price below from mike for northern quay by pontoon.

Is this still ok to go ahead?

Many Thanks  
Richard

---

**From:** Mike [<mailto:mike@hambleferry.co.uk>]  
**Sent:** 03 July 2018 15:09  
**To:** Head Groundsman - Hamble Parish Council  
**Subject:** Re: Quay ladders

Hi Rich. Good to talk earlier. The following is a quote for works required on Hamble Quay based on the information you gave me:

- \* Remove ladder 1 (most down stream) completely from 5m no swim area. Sutter and fill recess with concrete to make safe. Grind all rungs flat for safety.
- \* Install new ladder down stream of No swim zone. To incorporate extended hand rails up onto the quay wall to re enforce the ladders and reduce the potential for vandalism.
- \* Remove Ladder 2 and replace with new ladder as per ladder 1. Also fill in recess and make good.
- \* Remove Ladder 3 (most upstream ladder) completely, Fill recess and make good.

Notes: Ladder 1 will need to be fixed to the seabed with concrete. This may require additional consents from English Nature. I can find out for you and will arrange.

**TOAL PRICEFOR ALL MATERIALS, WORKS AND LABOUR IS:**

**£4925 + VAT**

An Example of the ladder system to be fitted.





Any questions please feel free to contact me.

Kind Regards

*Mike Lindsell*

Proprietor  
Hamble Warsash Ferry  
The Ferry Hard  
Hamble le Rice  
Southampton  
Hampshire  
SO31 4JB

07720 438402  
02380 454512

On 3 Jul 2018, at 09:27, Mike <[mike@hambleferry.co.uk](mailto:mike@hambleferry.co.uk)> wrote:

Hi Rich. Not actually sure what the council require. Could we have a chat when you're next down? I'm here all week!

Kind Regards

Mike Lindsell  
Proprietor  
Hamble Ferry  
07720 438402

On 3 Jul 2018, at 08:01, Head Groundsman - Hamble Parish Council <[HeadGroundsman@hamblepc.org.uk](mailto:HeadGroundsman@hamblepc.org.uk)> wrote:

Hi Mike,

I have been asked to see if you would be able to price for the replacement of the ladders at the other quay by the pontoon, this is to move them out of the no swim zone around the pontoon and provide a safer route out of the water.

Typical council not to think of the whole at the same time but there you go!

The new ladders would be identical to the ones you have ordered for the southern quay but The existing ones by the pontoon are a different design so may need alternative fixings.

Let me know your thoughts or if you would like to meet to discuss.

Many Thanks  
Richard

## HAMBLE PARISH COUNCIL

**MEETING**     **ASSET MANAGEMENT COMMITTEE**  
**VENUE**       **Roy Underdown Pavilion, Hamble**  
**DATE**         **Tuesday 03.07 2018**  
**TIME**          **8.30 am**

**PRESENT**       Councillors; Schofield (Chair), Cross, and Dajka  
Clerk and Head Grounds and Assets  
Members of the public 0

- 1            Apologies for absence  
             Cllrs Cohen and Thompson
- 2            Declarations of Interest in items on the agenda  
             None were declared
3.           Requests for dispensations  
             None were required
4.           Minutes of Asset Management Committee 05.06.2018, 30.10.2017 and 19.06.2017  
             Proposed:     Cllr Dajka            Seconded:     Cllr Cross  
             **RESOLVED:** that the minutes of the meetings were approved and signed by the Chair.
5.           Public Participation  
             None
6.           Meeting with Hamble Village Memorial Hall Trustees  
             Trustees were welcomed to the meeting and the Chair invited the Clerk to introduce the paper that was circulated prior to the meeting. The discussion focused initially on the timing and outcome of discussions between HPC and HVMH Trustees on a variety of issues over the last year. They then focused on the key points in the paper as follows:
  - Car Park - HPC would look to reissue a license for the car park (area known as Parcel 5) this would include the provision for users and volunteers of the Mercury to use the space.
  - Portakabin – ownership of the structure is not clear but HPC would look to confirm it had no interest in the building and had removed its items from there. The license for the Car Park would need to reflect the Portakabins.
  - License for the Office – Previous discussions had taken place and some terms agreed. Needs to be confirmed and issued.
  - Rental subsidy – Both parties recognised that the rent reflected the contribution that HPC had made to the build contract and that the rent was not subsidised.
  - Committee Room – It was agreed that HPC could use the upstairs room. Current arrangement for not invoicing for use of other facilities (AGM at HVMH and the use of RUP) would cease and we would invoice on a use basis.
  - Utility costs – Agreed to maintain status quo for the moment as calculation was based on a 3 year cycle and costs might be recovered by HVMH over the remainder of the term.
  - Events – that there needed to be improved communication between parties and as a minimum a copy of the events schedule would be provided to the Parish Office. The previous advice stood that HPC should NOT admit hirers or users unless requested to do so, due to insurance issues.

- Customer enquiries – HPC agreed to continue to deal with people coming into the building but wanted it recorded that the current arrangement offered a poor service to people which reflected badly on HPC as the party on site and managing the situation.
- Parish Office signage – Agreed to work together to improve signage at the Hall.

Meeting concluded with the Clerk highlighting the feasibility work to be carried out as part of the redevelopment of Mount Pleasant which would look at creating a new building with the potential to include a number of facilities. HPC saw the trustees as important stakeholders in this process. Also agreed that both parties were motivated to work on behalf of the local community and this was a common objective

The Trustees were thanked for their time and they left.

7. **Donkey Derby Deposit – Hamble Games**  
The Committee talked through the need to maintain the policy on hirers managing the security of the DDF but recognised that the over staying in the field on this occasion was beyond the reasonable control of the organisers. Notwithstanding this the Council would retain the deposit but invite a grant application from the Hamble Games Management Committee towards the cost of the games  
Proposed: Cllr Cross                      Seconded: Cllr Schofield  
**RESOLVED:** to retain the deposit for the breach of the DDF conditions
  
8. **Terms of Reference - Asset Management Committee**  
Agreed subject to the change in membership numbers and reference to incorporating the former Burial Committee.  
  
Proposed: Cllr Schofield                      Seconded Cllr Dajka  
**RECOMMENDATION TO COUNCIL:** to approve the amended terms of reference for the Asset Management Committee.
  
9. **Bartletts Field PID**  
The revised PID was welcomed and the timescales noted. Progress against key milestones will be reported back at future meetings.  
Proposed: Cllr Dajka                      Seconded: Cllr Cross  
**RESOLVED:** to approve the PID for Bartletts Field play area replacement.
  
10. **Insurance Schedule**  
Clerk confirmed that a meeting had taken place with the Insurance Relationship Manager and that work was pending to update the schedule. When completed it would report back to the Committee.
  
11. **Your Park Activities**  
Members noted the dates for the activities due to take place at Mount Pleasant over the summer as part of the Your Park activities programme.
  
12. **Burial Working Group Minutes**  
Members were appraised that a Review Panel meeting was due on 5<sup>th</sup> July 2018 regarding a recent case. The minutes were not available and will come to the next meeting.

**13. Items for Sale**

A bid was opened by the Chair for the Tower. The offer of £60 was substantially below what was expected. Agreed to notify the individual that we would market for a further 2 weeks and if no further bid came in we would sell at that price. The values of other items were agreed as per the schedule for publication on local sites.

Proposed: Cllr Schofield

Seconded: Cllr Dajka

**RESOLVED:** To advertise the list of items for sale including the Tower on local sites. If no improved offer is received for the Tower to accept the £60 bid. Clerk to be delegated the authority to negotiate with potential purchasers up to a 10% reduction on the values agreed.

**14. Schedule of items for future meetings**

Agreed

- 15. 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.

Proposed Cllr Cross Seconded Cllr Schofield

**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: Leases

Signed  
Chairman

Date

## HAMBLE PARISH COUNCIL

**MEETING**      **REVIEW PANEL**  
**VENUE**      **Roy Underdown Pavilion, Hamble**  
**DATE**        **05. 07 2018**  
**TIME**        **9.15 am**

**PRESENT**            Councillors: Thompson (Chair), Rolfe and Woodall  
                         Schofield Chair of Burial Working Group  
                         Clerk  
                         Members of the public 2

- 1            **a. Apologies for absence**  
                 None
- b. Declarations of Interest/requests for dispensations**  
                 None were required/declared
- c. Inaugural meeting of the Review Panel therefore no minutes to approve.**

2.            **Confirm Terms of Reference**  
                 Proposed: Cllr Rolfe                      Seconded: Cllr Woodall

RECOMMEND TO COUNCIL: Terms of reference for the Review Panel

3.            **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.  
                 Proposed            Cllr Woodall            Seconded Cllr Rolfe

**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: Interment of Ashes

Signed  
Chairman

Date

## **TERMS OF REFERENCE**

### **REVIEW PANEL**

#### **Membership**

The Review Panel will consist of 4 members which are usually appointed at the Annual Council Meeting. The chair will be appointed at the same meeting.

To be Quorate no less than three members need to be present.

The Review Panel members should be totally impartial and should not be members of a Committee dealing with an ongoing complaint. If this is the case they will be asked not to serve on the Panel and if the Panel is not Quorate an alternative member will be sought.

#### **Aims**

To provide a mechanism for dealing with complaints and appeals in a fair, consistent and timely manner.

#### **Objectives**

The purpose of the Review Panel is to examine all the written and oral evidence presented by relevant parties before making a decision.

#### **Meetings**

The Clerk will call meetings of the Review Panel as and when necessary. Members will be asked to attend meetings in accordance with Schedule 12, Para 10(2) of the Local Government Act 1972.

#### **Documentation**

Minutes of all meetings will be recorded and recommendations referred to Council and the relevant Committee where appropriate meetings

#### **Accountability**

The Review Panel has delegated powers to act on behalf of the full council in accordance with these terms of reference and any decision(s) made by the Review Panel will be final.

#### **Formal Complaints and Appeals**

The Review Panel will consider where a decision or action has taken place, it has been reviewed by the Clerk (or members of her team) and there remains an outstanding issue that cannot be resolved. In particular it will consider whether the complaint has been dealt with fully and correctly, in part, not at all or incorrectly.

Complaints or those wishing to have a decision reviewed should be made aware of the Review Panel and be consulted on the date and time of the meeting to enable them to attend if they express a wish to do so.

Where the complaint or appeal refers to personal or confidential information consideration will be given to the exclusion of the public and press when the meeting is held.

#### **Procedure for the meeting**

- Chairman to introduce everyone and the procedure for the meeting.
- Move to exclude the public and press if needed.



- The person will be invited to outline their case and the grounds for Complaint or Appeal.
- The Clerk and/or the Chair of the relevant Committee will explain the Councils policy, the factors that were considered (and those that were dismissed) and the basis for the decision.
- Panel members can ask questions of both parties
- Clerk/Committee Chair and/or complainant will be offered the opportunity of the last word (in this order) and will then leave the meeting.
- The Review Panel will then deliberate. Should they need further advice on the Councils policy or procedure or the impact of the decision they can seek advice from the Clerk.
- Decision will be confirmed in writing within seven working days together with details of any action to be taken.
- Where the decision requires a change to the Councils policy this will be referred to Council and the Chair of the Committee will be advised of the proposed changes.
- Decisions that exceed £500 in value will need to be formally approved by the Council.
- The letter will normally be prepared by the Clerk and signed by the Chair of the Panel.

### **Resolution**

The aim in dealing with all complaints or appeals is to reach a resolution whether it is the resolution they were originally seeking or not. Where a complaint or an appeal is found upheld the Panel will be asked to identify an appropriate remedy, learning points and a recommendation to Council that incorporates both.

### **Disciplinary And Grievance Appeals - refer to the Councils disciplinary policy.**

An employee has a right of appeal under the Councils disciplinary and grievance policy.

An employee who wishes to appeal against a disciplinary or a grievance decision should inform the Chair of the Personnel Committee within five working days of them receiving notification of a decision or action. This should be in writing and giving reasons for the appeal. An Appeal may be raised if:

- The employee thinks the finding or penalty is unfair
- New evidence has come to light
- The employee thinks that the procedure was not applied properly

Where possible the Appeal will be heard by a separate panel of elected members who have not been involved in the original disciplinary or grievance hearing to ensure impartiality. The employee will have the right to be accompanied by an advocate at the Review Panel. The outcome of the appeal and reasons for it will be advised to the employee as soon as possible after the meeting and be confirmed in writing.

At the Review Panel any disciplinary penalty imposed will be reviewed but it cannot be increased. The decision taken at the Appeal hearing will be final.

**Hamble Parish Council**  
**Regular Payments for Approval During July and August**

<b>Payee</b>	<b>Month</b>	<b>Description</b>	<b>Amount £</b>
Allstar	July	Petrol for truck and machinery	Variable
Alliance UK	July	RUP, MP & Office Cleaning	509.90
Hamble Village Memorial Hall	July-Sept	Rent for Office	2196.00
Barclays	July/Aug	Bank Charges	Variable
Business Stream	May-July	Water @ RUP	Variable
Business Stream	May-July	Water @ Foreshore	Variable
BT	July	Alarm telephone line	Variable
Carerra UK	July	Boradband/Telephone	152.40
Carerra UK	July	IT Leases / Staff Emails	386.38
Southampton Design & Print	July	Vmag Printing	840.00
J Panakis	July	Meeting Minutes	Variable
SHB	July	Truck Hire	390.04
T-Mobile	July	Office & GT Mobiles	Variable
Eastleigh Borough Council	July	Bin Emptying	Variable
LocalEyes	July	Vmag Design & Distribution	600.00
Opus Energy	July	RUP Gas Supply	Variable
Opus Energy	July	Foreshore Electricity	Variable
Opus Energy	July	RUP Electricity	Variable
Tucker & Munday	June-July	Slipway Cleaning	Variable
Vision ICT	June-July	Website Support	58.99
Canon	April-June	Printer hire & Printing	93.95

The payment list above may be amnded but will be agreed between the Clerk and the Chair, with the Vice-Chair countersigning the payments and reporting back the payment to the next meeting.

## HAMBLE-LE-RICE PARISH COUNCIL

### MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY 28TH NOVEMBER 2016 AT THE ROY UNDERDOWN PAVILION, COLLEGE PLAYING FIELDS, BARON ROAD, HAMBLE-LE-RICE AT 7.00 PM

#### **Present**

Cllr S Hand – Chairman  
Cllr S Cohen – Vice Chairman (from 7.35pm)  
Cllr P Beach  
Cllr M Cross  
Cllr I James  
Cllr C Palmer  
Cllr D Phillips  
Cllr D Rolfe  
Cllr S Schofield  
Cllr I Underdown  
Cllr G Woodall

#### **In Attendance**

B Gibbs – Clerk to the Council  
J Symes – Assistant Clerk to the Council

#### **To Receive Apologies for Absence**

**486/112/16** Apologies had been received from Cllr Hughes and Cllr Cohen for her late arrival.

#### **Declaration of Interest**

**487/112/16** Cllr Underdown declared dispensations relating to the Foreshore and Dinghy Park, and the River Hamble. Cllr Hand declared a dispensation relating to the Foreshore and Dinghy Park, and membership of the Royal Southern Yacht Club. Cllr Cohen declared a dispensation regarding membership of the Royal Southern Yacht Club. Cllr Cross declared an interest in Planning. Cllr Beach declared a dispensation relating to the Foreshore and Dinghy Park.

Cllrs James and Woodall declared membership of the Royal Southern Yacht Club and that they would be seeking dispensations.

#### **To Accept the Minutes of the Council Meeting held on 14<sup>th</sup> November 2016**

**488/112/16** Cllr Underdown proposed and Cllr Cohen seconded and all agreed and IT WAS RESOLVED that the minutes of the meeting held on 14th November 2016 was a correct record and was then signed by the Chairman. For the avoidance of doubt it was recorded that although the meeting entered exempt business during the co-option process no business was transacted at that time.

#### **To Accept the Minutes of the Personnel Committee Meeting held on 3<sup>rd</sup> November 2016**

**489/112/16** Cllr Underdown proposed and Cllr Cohen seconded and all agreed and IT WAS RESOLVED that the minutes of the meeting held on 3<sup>rd</sup> November 2016 was a correct record and was then signed by Cllr Cohen as Chair of the Personnel Committee.

Chairman's signature .....

date.....

**To Accept the Minutes of the Burial Ground Committee Meeting held on 14<sup>th</sup> November 2016**

**490/112/16** Cllr Schofield asked for the wording to be clarified regarding the status of parishioners who are admitted to nursing homes shortly before their death. The Clerk clarified that this meant that they had the same status as Hamble residents regarding the right to be interred.

The Clerk said the correct minutes would be presented to the next meeting for its approval.

**To Accept the Minutes of the Allotment Holders Meeting held on 10<sup>th</sup> October 2016**

**491/112/16** Cllr Underdown proposed and Cllr Cross seconded and all agreed and **IT WAS RESOLVED** that the minutes of the Allotments Holders Meeting held on 10<sup>th</sup> October 2016 was a correct record and was then signed by the Chairman.

**To Accept the Minutes of the Foreshore Users Meeting held on 14<sup>th</sup> November 2016**

**492/112/16** Cllr Underdown proposed and Cllr Cross seconded and all agreed and **IT WAS RESOLVED** that the minutes of the Foreshore Users Meeting held on 14<sup>th</sup> November 2016 was a correct record and was then signed by the Chairman.

**To Accept the Minutes of the Sports Users Meeting held on 11<sup>th</sup> July 2016**

**493/112/16** Cllr Underdown proposed and Cllr Cross seconded and all agreed and **IT WAS RESOLVED** that the minutes of the Foreshore Users Meeting held on 11<sup>th</sup> July 2016 was a correct record and was then signed by the Chairman.

**Public Session**

**494/112/16** There were three members of the public in attendance and one spoke to the council regarding a recent note in the Hamble le Rice Village Magazine advising everyone about the Foreman Homes Ltd option on land between Satchell Lane and the Airfield. The Chairman advised there is no planning application at present and Foreman Homes had sent to representatives to the previous Parish Council meeting to introduce themselves with no details being discussed. The Council were asked when local residents should make representations to the Local Planning Authority. Cllr Hand and the Clerk explained the process to follow including the need to provide material planning considerations when objecting and the need to ensure each objector submits their own representation. It was stressed that petitions in response to a planning application would be treated in the same way as one objection.

Mr Matthew Blythe, Eastleigh Borough Council Local Area Manager, spoke to the Council regarding HYPE. He began by commenting that the Hamble School will withdraw use of the on-site facility from 1<sup>st</sup> April 2017. Various alternative options are being considered at present however the YMCA are keen to continue involvement and would appreciate an indication the Council will, in principle, be willing to continue funding at the present level for up to three years.

Cllr Schofield said she had made some enquiries and the Roy Underdown Pavilion is available on Tuesday evenings suggested HYPE could meet there. Some other venues under consideration were not local and may involve transport provision.

Cllr Hand said that the Parish Council had been very supportive of HYPE and there was no reason to think that this should not continue.

Chairman's signature .....

date.....

Cllr Cross suggested the Roy Underdown could offer other facilities such as the MUGA, sports fields and opportunities to join the sports clubs using these facilities.

It was agreed the £10,000 provision would be reserved in the budget and further discussions regarding the venue would take place at the next Council meeting.

**226/52/16** The Parish Council had received a letter from the Chair of the BHH Local Area Committee regarding the proposed improvements to Coronation Parade requesting a funding contribution of £40,000. The Clerk pointed out the letter confirms, in the event of a costing over-run, that the Borough Council will take responsibility for any contingency funding and would not seek a further contribution from the Parish Council.

Cllr Hand said that the Parish Council should give the project its full support. Cllr Phillips asked Matthew Blythe if the final proposal was subject to public consultation. Mr Blythe explained there were three elements to the plan: visual amenity, on-street parking and the raised highway tables and that a focused consultation of local residents is planned.

Cllr Hand proposed and Cllr Cohen seconded and all agreed and IT WAS RESOLVED that the Parish Council allocates a sum of £40,000 from its general reserve for the project.

Matthew Blythe left the meeting at 7.45pm

### **Planning and Development Control**

#### **To consider any Planning Applications**

**495/112/16** There were no planning applications for consideration.

#### **To receive any Planning Decisions and Matters at Appeal**

**496/112/16** The Clerk had circulated the recently received decision by the Secretary of State regarding the Hallam Land appeal and wanted to bring certain paragraphs to the Councillors attention. Paragraphs 13 to 36 explain how the decision was reached. The Secretary of State has commented that the saved Eastleigh Borough Council Planning Policy 1.CO (protection of the countryside) is considered out of date.

The Clerk pointed out this could be cited by future applications from developers.

### **Finance**

**497/112/16** The Clerk had circulated the bank reconciliation and petty cash reconciliation but had omitted the bank statement. The bank statement will be presented at the next council meeting.

**498/112/16** The salary journal had also been circulated and Cllr Underdown proposed and Cllr Hand seconded and all agreed and IT WAS RESOLVED to accept the salary journal.

**499/112/16** The circulated Income and Expenditure reports for the 2<sup>nd</sup> Quarter of 2016-17 were reviewed and the councillors asked if they had any queries.

Cllr Underdown proposed and Cllr Cohen seconded and all agreed and IT WAS RESOLVED to accept the Income and Expenditure reports for the 2<sup>nd</sup> Quarter of 2016-17.

Chairman's signature .....

date.....

**500/112/16** The Clerk had circulated the Financial Risk Assessment for 2015-16 and he brought everyone's attention to the recommendations on the last page and the steps that need to be taken if approved.

Cllr Hand proposed and Cllr Schofield seconded and all were in favour and IT WAS RESOLVED to accept the Financial Risk Assessment for 2015-16.

The Clerk suggested that a group of Councillors get involved in future risk assessments to ensure a spread of knowledge of the procedure.

**472/111/16** Budget and Charges 2017-18. The Clerk had circulated a report and ran through the income headings.

**Allotments** The Clerk recommended no increase in charges. However as any increase agreed now would not come into effect until Sept 2018 an increase of 50p per rod was suggested.

Cllr Phillips proposed and Cllr Schofield seconded and IT WAS RESOLVED that an increase of 50p per rod would be notified to the allotment holders in time for this increase to take place in September 2018.

**Burial Ground** the Clerk had circulated a copy of the Burial Committee minutes and proposed charge increases. Cllr Underdown advised the Burial Committee had carried out a review of charges compared against other local Parish Councils and found the charges should be increased in line with local charges and to also take in to account special circumstances. Parishioners who moved from the Parish to a Nursing Home would continue to be at the discretion of the Parish Council.

Cllr Underdown proposed and Cllr Schofield seconded and all agreed and IT WAS RESOLVED to increase burial charges as proposed.

**Committee Room** the Clerk advised the charges had not been increased since September 2011 however the income had only begun to increase over the last six months due to a change in advertising and promotion approach. Cllr Underdown advised previously the Council had taken the decision not to compete with the Memorial Hall. Cllr Underdown also asked the Council to consider continuing support of the Hamble Local History Society by accepting ad hoc donations when funds allowed rather than charging for the committee room.

Cllr Hand proposed Cllr Phillips seconded and all agreed and IT WAS RESOLVED to maintain the charges at the current rate.

**Dinghy Park** the Clerk had circulated the recommendations of the Dinghy Park Working Party concerning changes to the fee structure.

Cllr Cohen proposed and Cllr Schofield seconded and IT WAS RESOLVED to increase the fees as recommended by the Dingy Park Working Party.

Cllrs Underdown and Hand abstained from voting as per the terms of their dispensation

For the year commencing 1 March 2017 the following charges (inclusive of VAT) will apply:-

Dinghy space - £288

Hamble residents and children aged 5-16 attending Hamble Schools will receive a discount of 50%. This discount is restricted to one boat per household.

Chairman's signature .....

date.....

Replacement of permits - £10

Change of boat - £10

**Mudland Moorings** the Clerk advised there are 18 moorings owned by the Parish Council and of those 14 are let to Hamble-Warsash Ferry. The four vacant moorings in the Parish Council's control could either be advertised for letting or offered to the Hamble-Warsash Ferry as recommended by the Working Party. Cllr Underdown pointed out the moorings are let to Hamble Warsash Ferry at a preferential rate as a way of subsidising the ferry operation to ensure this continues through the winter as a service to the community and visitors.

Cllr Hand proposed and Cllr Cohen seconded and IT WAS RESOLVED that the mooring rates should be immediately rounded up to £120 per annum.

**Pay & Display** the Clerk has circulated a comparison with the Eastleigh Borough Council pay and display charges for The Square car park and recommended the charges remained at the present level.

Previously the Council had agreed the resident clock permits for the Foreshore would increase by £1 per year until this fee was raised to £10. The permits have increased from £6 to £7 for 2017.

**Photocopying** the Clerk's report had recommended no change to this charge.

**Pitch Hire** the Clerk has been advised one of the regular cricket teams is withdrawing next season and the other team will only use 9 out of the 17 available weekends.

Football charges have already been amended to take in to account VAT. Quite a few teams had opted to block book ten or more in advance whilst others were now incurring VAT and therefore the Clerk recommended no change to pitch charges.

**Helicopter Landing Fees** the Clerk recommended no change to present fees

**Village Magazine** the Clerk recommended no change to present advertisement charges.

The Clerk advised the budget will be worked on further and presented to council at a future meeting before his departure.

### **Hamble Lifeboat Construction Project**

**52/21/15** The Clerk has not received any update regarding works to complete the toilets and Cllr Hand confirmed he has not had any update either.

Cllr Underdown suggested the council need to take firm action as at present there is no pressure on the Hamble Life Boat Trustees to complete the works so the public toilets can open. In July the Council sent a letter to the Trustees with a bill and he asked that this is sent again. Cllr Underdown also advised as the Parish Council has incurred expenses of around £34,000 in connection with the Lifeboat Project on top of the original grant of £70,000 that this should be detailed to the Hamble Lifeboat Trustees in order for them to include these sums to their dispute with the contractor. There is also the continuing bill for temporary toilets and the Council should remind the Lifeboat Trustees of the original agreement and expectations.

Cllr Breach agreed and added the Parish Council should advise the Hamble Lifeboat Trustees that legal avenues will be pursued. Cllr Rolfe said the Hamble Lifeboat Trust did not seem to be without funds and

Chairman's signature .....

date.....



had recently received a donation of £2,000 from McCarthy and Stone. Cllr Hand agreed the lack of progress at the public toilets was not due to lack of Hamble Lifeboat Trust's lack of finance.

Cllr Underdown stressed the amount of public money being spent as a result of the project is continually increasing. The Clerk advised the Parish Council were under no legal duty to provide temporary toilets and the Council should consider whether it wanted to continue this provision.

The Clerk was asked to send a letter to each of the Hamble Lifeboat Trustees enclosing the original letter addressed to Mr Harding detailing the costs incurred by the Parish Council to date and stating legal action is possible if there were no meaningful actions to complete the public toilets and repay the public money.

The Council also noted a letter had been received from a Parishioner regarding the ongoing issues with the lack of public toilets.

### **Neighbourhood Plan**

**233/52/16** Cllr Cohen reported draft letters were with the Chairman of the Council for approval.

### **Foreshore Waste Bins**

**360/91/16** Cllr Phillips had previously circulated a report and confirmed she supported the Clerk's previous recommendation to remove the euro bins as the Parish Council was not meeting its recycling requirements and that the Parish Council should consider upgrading most of its bins to include a recycling option.

Cllr Underdown raised a concern regarding as to how visiting yachtsmen would dispose of their waste.

Cllr Phillips said this should not be the Parish Council's responsibility as visiting yachtsmen used the public jetty administered by the Harbour Master or had private arrangements with the two yacht clubs and all the marinas. Therefore facilities should not be provided by them by the Parish Council. She also said that some local businesses are fly-tipping their trade waste in the Parish Council bins.

Cllr Cohen suggested an amendment to the proposal – the euro bins should be removed and the Harbour Master advised of the new arrangements. The Parish Council will monitor the situation and if issues arise relating to rubbish from visiting yachtsmen will advise the Harbour Master.

Cllr Phillips proposed and Cllr Cohen seconded, all agreed and IT WAS RESOLVED to remove the euro bins from the foreshore as soon as possible.

### **Dinghy Park Working Party**

**428/101/16** The working party had completed a review of the fees and had produced a draft document containing the new terms and conditions of the use. It was recognised that a plan of the dinghy park detailing the spaces was required and options were being explored. There is no written agreement in place with HRSC and it is proposed the Parish Council consider formulating an agreement.

Cllr Phillips proposed and Cllr Cohen seconded, all agreed and IT WAS RESOLVED to adopt the new Terms and Conditions of use.

More work needed to be done in order to effectively manage the mudland moorings.

Chairman's signature .....

date.....

Cllr Underdown asked for the opportunity to brief all councillors regarding the history of the mudland moorings and their importance in supporting the Hamble-Warsash ferry.

### **Donkey Derby Field**

475/111/16 Cllr Hand advised the Royal Southern Yacht Club had withdrawn their request for fourteen days to cover the J20 and J80 events. Other parking options are being explored by them and the Clerk is assisting them in this task.

The Clerk had circulated draft terms and conditions of use for the Donkey Derby Field. Cllr Underdown suggested clarification regarding the overnight locking was needed to take in to account occasions of consecutive days use. All councillors agreed the deposit amount and other draft terms and conditions.

The dates requested by various local organisations as circulated by the Clerk were accepted.

Cllr Hand proposed and Cllr Cohen seconded the proposal that the draft terms and conditions were accepted and all agreed and IT WAS RESOLVED to accept the draft terms and conditions and to agree the requested dates for use of the Donkey Derby Field.

### **Storage Shed**

477/111/16 A cheque had been sent to Building Control. The Clerk was due to meet the building control officer in due course.

### **Village Magazine**

501/112/16 Jackie Bevis has resigned as the editor of the Village Magazine.

The Chairman expressed his thanks on behalf of the Parish Council for the work by Jackie Bevis.

Cllr Cohen said that now was the time for the Parish Council to review its entire communications strategy. Cllr Woodall was asked if he could undertake this task. He agreed and a meeting with the Clerk had already been arranged.

### **To Authorise the Clerk to Deal with Correspondence relating to Council Matters, including**

None to be considered at this meeting

### **Other correspondence**

502/112/16 Cllr Hand confirmed the Council had received a letter of resignation from the Clerk to the Council Brendan Gibbs, who has been offered a position with another Parish Council.

Cllr Hand wished him well on behalf of the Council and thanked him for all his years of service.

***The meeting closed at 9.25 pm.***

## Clerk - Hamble Parish Council

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**From:** Vincent Liu <vincent.liu@zurichtogether.co.uk>  
**Sent:** 05 July 2018 15:48  
**To:** Clerk - Hamble Parish Council  
**Subject:** RE: Payment

Hi Amanda,

That is absolutely fine, I have actually made the appropriate actions to ensure that the cover will not lapse.

With regards to the increase, I am able to confirm that the increase is due to any changes made throughout the year and also due to the index linking added on the insured sums of Part c all risk, contents and buildings.

Kind regards,

Vincent

Vincent Liu  
Customer Account Manager (Cert CII)

Direct: 01243 832134  
Mobile: 07884667430  
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**From:** Clerk - Hamble Parish Council <[clerk@hamblepc.org.uk](mailto:clerk@hamblepc.org.uk)>  
**Sent:** 05 July 2018 15:41  
**To:** Vincent Liu <[Vincent.Liu@zurichtogether.co.uk](mailto:Vincent.Liu@zurichtogether.co.uk)>  
**Subject:** Payment

Hi Vincent

First off apologies for not having sorted the payment out. It was just one of those things that slipped through the net. Having now looked at the renewal though I am not clear why the cost has changed given it was a 3 year fixed price contract (excepting the taxes) Can you have a look back at Justine's quote against yours and explain the differences.

Sorry to be a pain. We hope to comeback on the other items next week.

Hope Durham went well!

Best wishes.

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

Tel (023) 8045 3422

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Items marked with a \* are disputed invoices.

Date	Invoice	Supplier	Account	Net Value	VAT	Invoice Total	Balance
09/04/18	02411288	EBC	E02	898.97	0.00	898.97	898.97
01/05/18	11492	J HUMPHRY ASSOC	HU01	170.00	34.00	204.00	204.00
03/05/18	31601635	ZURICH	Z01	596.08	119.22	715.30	715.30
03/05/18	31601635B	ZURICH	Z01	5,055.65	0.00	5,055.65	5,055.65
11/05/18	137018/G	WYBONE	W03	511.90	102.38	614.28	614.28
14/05/18	981	SURREY HILLS	SH01	644.00	128.80	772.80	772.80
18/05/18	58080092	HCC	H04	34.13	6.83	40.96	17.32
21/05/18	0883969939	TRADE UK (B&Q)	T02	35.50	7.10	42.60	42.60
31/05/18	130473	LOCAL EYES	LE01	500.00	100.00	600.00	600.00
01/06/18	4036555	ALLIANCE UK	AL01	424.92	84.98	509.90	509.90
04/06/18	V01498861364	TMOBILE	T06	42.53	8.51	51.04	51.04
05/06/18	02425092	EBC	E02	35.04	7.01	42.05	42.05
06/06/18	HPC060618	ANGELFISH	AF01	365.23	73.05	438.28	438.28
09/06/18	770661415	CANON	C07	126.00	25.20	151.20	151.20
11/06/18	11649	J HUMPHRY ASSOC	HU01	950.00	190.00	1,140.00	1,140.00
13/06/18	9912922	EMO	E08	235.75	11.79	247.54	247.54
15/06/18	130482	CARRERA	C010	321.98	64.40	386.38	386.38
15/06/18	130387	CARRERA	C010	127.00	25.40	152.40	152.40
15/06/18	58083088	HCC	H04	40.74	8.15	48.89	48.89
18/06/18	5755	SOLENT GARDEN	S013	206.00	41.20	247.20	247.20
19/06/18	190618	BARCLAYS BANK	BB01	70.20	0.00	70.20	70.20
20/06/18	DDE2009866313	ALLSTAR	A05	34.68	6.94	41.62	41.62
23/06/18	130482	LOCAL EYES	LE01	455.00	91.00	546.00	546.00
25/06/18	2067	J HUMPHRY ASSOC	HU01	30.00	6.00	36.00	36.00
25/06/18	23409778	OPUS	O010	8.41	0.42	8.83	8.83
26/06/18	6-18/19	JACKIE PANAKIS	J02	99.66	0.00	99.66	99.66
26/06/18	02430070	EBC	E02	35.04	7.01	42.05	42.05
26/06/18	18042990	CLEANSING SER	CL01	186.00	0.00	186.00	186.00
27/06/18	E2009886507	ALLSTAR	A05	75.33	15.07	90.40	90.40
28/06/18	402006464	CANON	C07	78.29	15.66	93.95	93.95
29/06/18	10967139	SHB	S012	325.03	65.01	390.04	390.04
29/06/18	58085023	HCC	H04	37.10	7.42	44.52	44.52
29/06/18	754110	GLASDON	G09	259.56	51.91	311.47	311.47
30/06/18	1806/018	DESIGN & PRINT	D04	840.00	0.00	840.00	840.00
				<b>13,855.72</b>	<b>1,304.46</b>	<b>15,160.18</b>	<b>15,136.54</b>

## Finance Overview - June 2018

Bank Balance – main account	£163,682.12
Money in	£13,621.81
Money Out	£23115.56
Debit card payments	£31.99
Total salaries	£9019.42
Employer Nat Insurance	£3394.54
Employer Pension Contributions	£3214.16
Petty cash balance	£82.16
Balance – reserve account	£141,072.73

## Debit Card Payments

[illegible]

Petty cash at 9th July 2018		Voucher	
£20	20.00	1	1.40 Postage
£10	40.00	2	2.00 Postage
£5	-	3	
£2	-	4	
£1	7.00	5	
50p	4.00	6	
20p	5.40	7	
10p	0.20	8	
5p	4.50	9	
2p	0.62	10	
1p	0.44	11	
		12	
82.16			
82.16			