



Hamble-le- Rice Parish Council

Memorial Hall, High Street, Hamble-le-Rice, Southampton SO31 4JE
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**Asset Management Committee of the Parish Council will be held on
Monday 19th June 2017 4.00pm at Hamble Village Memorial Hall, High
Street, Hamble-le-Rice
AGENDA**

1. Apologies for absence
2. Declaration of interest and approved dispensations
3. Public Session
4. Terms of reference for the Asset Management Committee – Paper Attached
5. Forward Plan and Working Groups/ Task and Finish
 - Signage in the village
 - Street furniture
 - Foreshore Users Group
6. Schedule of leases – to be tabled
7. Asset Register – Paper attached
8. Storage shed next steps – paper attached
9. Date of next meeting

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

Amanda Jobling
Clerk to the Parish Council

Date 14th June 2017

DEEDS HELD IN HPC OFFICE

BLUE STAR BOATS

Content	Date
Licence	09.03.1983
Court Order	22.02.1983
Blue Star Boats Licence) 2 Licenses (Stagg)) Counterpart Licence (Borrett)) Draft Agreement) Licence – (Downer Smith)) Licence – (Downer Smith)) Licence – (Clark)) Counterpart Licence (Campbell)) Licence) Lease	1953 06.03.1960 22.12.1972 1977 1981 01.06.1987 03.03.1999 03.03.1999
Blue Star Boats – Lease and Licence (originals sent to Bond Pearce on 07.11.00 re sale of business to Angelfish) N.B. When licence changes hands new Licensee's pay HPC's Solicitors fees	Effective from 1994
Agreement (HPC & Angelfish)	22.12.2009
Final Building Control Certificate	03.08.2010
Lease (Angelfish (Southampton) Limited	31.08.2010
Rent Deposit Deed (HPC & Angelfish)	31.08.2010
Letter re Kiosk Lease (Hedleys)	21.10.2010
Deed of Variation between HPC & Angelfish	23.09.2014
Official copy of Register of Title – Title No. HP730752	17.10.2014

DEEDS HELD IN HPC OFFICE

HAMBLE RIVER FORESHORE & PUBLIC TOILETS

Content	Date
Attested copy Conveyance from HM Commissioner to Winchester College	13.02.1868
Draft Agreement for Sale & Purchase	1939
Authorisation from Ministry of Agriculture & Fisheries re sale	18.05.1939
Receipts for Purchase of Foreshore Mudland from Winchester College	June/July 1939
Official Certificate to Search & Register of Local Land Charges	07.06.1939
Conveyance from College of Winchester to HPC	09.06.1939
Letter from Lloyds Bank detailing documents held by them	20.07.1939
Agreement defining Boundaries made between Wm. Cooper & Co. & Mr P.A. Waterlow of Mere House	05.09.1946
Letter from Charles F. Jones & Son rating Hamble Foreshore	23.11.1964
Letter from W.R.D.C. re Extension of Public Toilets	21.09.1965
Bye-laws	27.12.1966
S.W.A. Easement Agreement (Footpath 15) (Deed of Grant) & Conveyance (Pumping Station)	23.06.1983 20.03.1990
Engraved Plaques for Foreshore Seats	25.08.1988
Land Registry Title No. HP 725648	29.03.2010
Deed of Surrender of Foreshore Public Toilets	26.04.2010
Land Registry Title HP 725648 (Registration complete)	06.05.2010
Lease – HPC to Southern Electric Power Distribution (Pumping Station)	20.05.2010
S.W.A. Notice of Intention to lay a relevant Pipe (Namely a Sewer) (Pumping Station)	22.02.2011
Land Registry Title No. HP 725648 (Bank & Footpath 15 between Gardens of Ferry House, Ferryside & Ferry Side Cottage on the West, Hamble	10.03.2011

DEEDS HELD IN HPC OFFICE
HAMBLE WARSASH FERRY & MUDLAND RENTAL

Content	Date
Agreement (Charles Dibden Bedbrook/John F Bevis)	08.10.1935
Agreement (Alfred E. Dornom)	01.12.1946
Agreement (John F. Bevis)	20.12.1946
Agreement & Endorsement (Philip Birt Davies)	24.01.1949
Agreement (Raymond Sedgwisk)	01.01.1963
Letter (W.R.D.C.)	02.02.1967
1 Map	
Lease (M & A Lindsell)	28.03.2002

DEEDS HELD IN HPC OFFICE

LIFEBOAT STATION

PUBLIC LANDING

SOUTHERN TELESCOPES

PAY & DISPLAY CAR PARK/TROs

SHELL MEX PIER & RT OF WAY, SO'TON WATER/FORESHORE

SHELL MEX COAST CORROSION

PURCHASE OF SOUTHAMPTON WATER FORESHORE

TRANSFER OF PIPELINE SOUTHAMPTON WATER FORESHORE

Content	Date
LIFEBOAT STATION	
I.R.S. Boathouse Draft Licence	29.09.1971
I.R.S. Charity Ltd - Licence to Operate	24.07.1974
Building Agreement for Lease between HPC & HL Limited	12.05.2011
Further Agreement between HPC & HL Limited	12.01.2015
PUBLIC LANDING	
Lease (Landlords – HCC – Tenants – HPC)	10.01.1994
SOUTHERN TELESCOPES	
Licence Agreement	07.02.1992
Letters (3) re transferring balance of Licence to Mr & Mrs Fairman	18.05.1999 09.06.1999
PAY & DISPLAY CAR PARK	
Traffic Order re Hamble Foreshore Car Park (Copy)	1992
Metric Group Agreement (Pay and Display)	07.05.1993
EBC Traffic Order (Hamble Square Car Park) (Same as Fore Shore	1995
Letter EBC re Hamble Square Car Park	16.01.1996
Agreement (Pay & Display Foreshore Car Park) with covering letter from EBC 06.08.2009.	26.01.2009
SHELL MEX PIER & RT OF WAY, SOUTHAMPTON WATER FORESHORE	
Letter Directorate of Lands, Air Ministry	16.01.1920
Letter Directorate of Lands, Air Ministry	15.05.1920
Letter Directorate of Lands, Air Ministry	15.05.1920
Letter – Shell Mex	06.02.1922
Letter – Shell Mex	09.02.1922
Letter – Shell Mex	13.02.1922
Letter – A V Roe & Co. Limited	22.06.1923
Coast Erosion (various correspondence)	03.06.1954-14.09.1962

DEEDS HELD IN HPC OFFICE

Content	Date
PURCHASE OF SOUTHAMPTON WATER FORESHORE	
Deed of Grant Title No. HP384101 between Gapcontrol Limited & Southern Water Services Limited – easement over land to the South West of Hamble Lane, Hamble c/w Plans	05.06.1992
Land Registry Title No. HP444577 – Southampton Water Foreshore (Above MLW Mark) off BP Terminal c/w Plan	09.12.1997*
Land Registry Title No. HP481432 – Southampton Water Foreshore (below MLW Mark) off BP Terminal c/w Plan	09.12.1997*
Land Registry Title No. HP275148 – Southampton Water Foreshore (Slipway & Foreshore off Hamble Cliffe House) c/w Plan	08.07.2002*
Agreement (GapControl Ltd & HPC)	07.02.2003
Transfer of Title TR1 – GapControl Ltd to HPC	28.02.2003
Land Certificate HP384101	12.03.2003
Land Certificate HP499539	12.03.2003
Land Registry Title No. HP481432 – Southampton Water Foreshore (Land below MLW Mark off BP Terminal c/w Plan	14.08.2003*
Land Registry Title No. HP444577 – Southampton Water Foreshore (Above MLW Mark off BP Terminal) c/w Plan	15.08.2003*
Land Registry TR5 & Deed of Covenant relating to Pipeline laid in the foreshore of Southampton Water, Hamble & covering letter dated 20 January 2012.	14.12.2011

*Land NOT owned by HPC

DEEDS HELD IN HPC OFFICE

ALLOTMENTS

ASTRAL GARDENS

AVRO COURT

BARTLETT'S FIELD

Content	Date
ALLOTMENTS – Hamble Lane/Hamble Halt	
Agreement between A.S.T. & HPC	26.07.1935
Correspondence between A.S.T., Lomer & Grierson	17.07.1935
	22.07.1935
	29.07.1935
	09.08.1935
	16.08.1935
	27.08.1935
Agreement between A.S.T. & HPC	01.06.1953
Land Registry Official Copy of Register of Title HP 493546 & Plan	01.09.2010
Covering letter from HCC & updated plan showing Allotment land marked 'A' and 'B', together with a copy of the original Agreement between A.S.T. & HPC	02.12.2011
ASTRAL GARDENS	
Land Registry Certificate Title No. HP 541805 – Land at Astral Gardens & Official Copy of Register of Title	02.10.1997
Land Registry TR1 Title No. HP541805	01.07.2011
Land Registry Official Copy of Register of Title HP 541805	18.07.2011
Land Registry Completion of Registration of Title HP 541805 & Plan	26.07.2011
AVRO COURT (Open Space Land)	
Official Copy of Register of Title – HP 727404	28.05.2010
Letter from Hedleys to HPC re Asset Transfer	26.04.2011
Land Registry – TR1 – Title No. HP727404	10.05.2011
Land Registry TR1 Title No. HP 727404	01.07.2011
Land Registry Official Copy of Register of Title HP 727404	18.07.2011
Land Registry Completion of Registration of Title HP 727404	26.07.2011
BARTLETT'S FIELD	
Deed of Gift from A.S.T. to HPC	16.09.1949
Scout Hut - Copy of Lease	01.04.1957 (7yrs)
Scout Hut – Copy of Lease	1964
Scout Hut – Copy of Lease	16.03.1965
Letter from Longbourne, Stevens & Powell re Lease	09.03.1965
Letter from Hephherd Winstanley & Pugh re Lease	18.07.1985
Letter from J Gatland (Sec. Scouts & Guides) re Lease	13.03.1986
Letter from Hephherd Winstanley & Pugh re Lease	14.03.1986

DEEDS HELD IN HPC OFFICE

Content	Date
Scout Hut – Original of Lease	03.10.1986
Scout Hut – Original of Lease surrendered by Sea Scouts	03.10.1986
Scout Hut – Deed of Surrender & Release	24.10.2014
Copy of Licence re land South of Bartlett’s Field Recreation Ground, adjacent to 17 Hamble House Gardens (S. BAXTER)	24.01.2000
Deed of Grant (HPC & Barratt Homes)	18.03.2004
Deed of Grant (Barratt Homes/EBC/HPC & Southern Water)	22.02.2005
Copy of Licence re land South of Bartlett’s Field Recreation Ground, adjacent to 17 Hamble House Gardens (R. HUGHES)	09.02.2007
Land Registry Official Copy of Register Title No. HP725627 – Land lying to the West of Satchell Lane, Hamble.	29.03.2010
Completion of Land Registration – Title No. HP725627 & Plan Footpath 1	27.09.2010
Land Registry - TP1 – HP558596 & Plan	12.11.2012
Land Registry – TP1 – HP695477 & Plan	12.11.2012
Deed of Release by Satchell Lane Management Co. Ltd. & Bosun Construction Ltd in respect of land to the rear of 1 Capstan Court, 29 Satchell Lane, Hamble SO31 4BN	12.11.2012
Letter from Satchell Lane Management Co. Ltd. 5 Capstan Court, 29 Satchell Lane addressed to Mr D Bartholomew 1 Capstan Court, 39 Satchell Lane, Hamble and Hamble-le-Rice Parish Council re Sale of land to the rear of 1 Capstan Court, 29 Satchell Lane, Hamble SO31 4BN	12.11.2012
Official Copy of Register of Title – HP755919 & Plan	27.11.2012
Official Copy of Register of Title – HP755917 & Plan	14.01.2013

DEEDS HELD IN HPC OFFICE

B.P. GROUND (Formerly Shell Mex)

Content	Date
Letter to serve notice on Farmer Bartlett together with plan (Hamble Installation to Messrs Drivers Jonas & Co	21.09.1951
Abstract of Title (Miss E A Chamberlayne)	1952
Land Charges Search 80470/52 (E A Chamberlayne)	12.02.1952
Enquiries before Contract	06.03.1952
Local Search	11.03.1952
Local Search	18.03.1952
Particulars Special Conditions & Contract and Particulars and Conditions of Sale (E A Chamberlayne(1) Shell Mex & BP Limited(2)	25.04.1952
Determination of Development Charge (Shell Mex, BP Oil, Hamble Installation and Drivers Jonas & Co.)	28.04.1952
Requisitions on Title	08.05.1952
Land Charges Search 299724/52 (E A Chamberlayne)	05.06.1952
Conveyance (E A Chamberlayne & Shell Mex & BP Limited)	10.06.1952
Letter – Receipt of £150.00 (Executors & Shell Mex & BP Ltd)	18.07.1953
Correspondence re: Tithe Redemption	Feb/Mar 1954
Deed of Grant of Right of Way (Sir G J Robertson Cooper(1) R.Rev. Bishop L Hamilton Lange(2) A E Ledger Hill(3) F H Powys Maurice(4) Trustees	22.11.1955
Agreement as to repair of a Right of Way (Hamble Installation Sports Ground, Sir G J R Cooper & others)	22.11.1955
Conveyance (Shell Mex & BP Limited & BP Marketing Limited)	27.11.1975
Conveyance (BP Marketing Limited & BP Oil Limited)	10.03.1976
Certificate of Incorporation on Change of Name No. 446915 (BP Oil)	01.02.1989
Letter – BP Oil UK Limited to HPC	17.07.1995
Consent and Court Order No. SA752434	31.07.1997
Requisition on Title (BP Oil & HPC)	30.10.1997
Lease – Sports Ground & Premises (BP Oil & HPC) Expires 2016	06.11.1997
Counterpart Lease – Sports Ground & Premises (BP Oil & HPC) Expires 2016	06.11.1997
Underlease – (HPC & C J Knights, K R Moore & N T Porter – Trustees Hamble FC)	2002
Counterpart Underlease (HPC & C J Knights, K R Moore & N T Porter – Trustees Hamble FC)	2002
Licence to Occupy Part & Carry out alterations relating to premises (HPC & C J Knights, K R Moore & N T Porter – Trustees Hamble FC)	30.09.2002
Counterpart Deed of Variation (BP Oil & HPC)	29.09.2003
Deed of Variation (BP Oil & HPC) c/w covering letter Bond Pearce dated 9.10.03.	29.09.2003
Land Registry for Title No.s HP333503, 384101, 508079, 595683, 598299, 607730	09.03.2011
Land Registry for Title No.s HP 333503, 607730, 483788	10.03.2011

DEEDS HELD IN HPC OFFICE

B.P GROUND (FORMERLY SHELL MEX)

LAND REGISTRY

SQUASH CLUB

SEA SCOUTS

BUGLE/OYSTER QUAY

BUS SHELTER (THE BROADWAY)

BYELAWS

Content	Date
Land Registry D1 Key No. 1006278 (BP Oil & Morgan Cole)	Undated
Land Charges Search No. V2301304	30.10.1997
Land Charges Search No. 04736155T	02.06.2004
Letter from Land Registry to Morgan Cole	04.06.2004
Land Charges Search No. 05131177T	24.06.2004
Land Registry DX (BP Oil & Morgan Cole) HP 647796 – land and buildings lying to west of Hamble Lane, Hamble c/w Plan.	02.09.2004
Application to Change the Register Form AP1 Title No. HP 647796 – land and buildings lying to the west of Hamble Lane, Hamble.	07.11.2005
Land Registry Title No. 647796 (Field Fisher Waterhouse) Completion of Registration – land and buildings lying to the west of Hamble Lane, Hamble.	08.11.2005
Land Registry TR1 Title No. HP647796 (BP & HPC) – Hamble Sports Ground being the land and buildings lying to the west of Hamble Lane, Hamble, Southampton together with Schedule of Deeds and Documents sent to Hedleys Solicitors	20.10.2010
Squash Club – Underlease (HPC & Trustees)	2004
Squash Club – Underlease (HPC & Trustees)	2004
Squash Club – Declaration Prior to Agreement Excluding Security of Tenure (LTBT2) between HPC & Trustees of the Hamble Squash Club	12.07.2013
Squash Club – Squash Club building on Hamble Parish Community Facilities Lease (between HPC & Trustees of Hamble Squash Club	01.08.2013
Hamble Sea Scouts – Declaration by Tenant of Agreement	14.04.2005
Hamble Sea Scouts – Underlease (HPC & A Dyke & B Hoey)	16.05.2005
Hamble Sea Scouts – Underlease (HPC & A Dyke & B Hoey)	16.05.2005
Hamble Sea Scouts – Scout Headquarters on Hamble Parish Community Facilities Lease (between HPC & Trustees of Hamble Sea Scout Group) <i>CDs filed with original lease.</i>	08.07.2013
Agreement – Developer Contributions – (EBC, Highclere Estates LLP, Linden Breamore & Nat West Bank, HPC & HCC) Bugle High Street/Oyster Quay Development, including footpath & public art.	25.02.2004
Bus Shelter (The Broadway) Draft Deed of Gift Deed of Gift	01.03.1968

DEEDS HELD IN HPC OFFICE

Abstract of Title	
<i>EBC has all other bus shelters</i>	
Byelaws – Canine Faeces Removal	15.06.1991
Byelaws – Recreation grounds & open spaces	30.09.2009

DEEDS HELD IN HPC OFFICE

COLLEGE PLAYING FIELDS

COMBINED POLICY FOR LOCAL COUNCILS

COMMONS DISPUTE

COPSE LANE

DONKEY DERBY FIELD

HAMBLE HOUSE GARDENS

HAMBLE PRIMARY SCHOOL

HAMPSHIRE CONSTABULARY

HENVILLE ENDOWMENT (Old Infant School)

Content	Date
COLLEGE PLAYING FIELD	
Licence to Occupy relating to College Playing Fields, Baron Road, Hamble between Hamble Parish Council and The Airfields of Britain Conservation Trust	07.06.2014
Combined Policy for Local Councils & Endorsements Policy No. CLC-116001-3413	
COMMONS DISPUTE	
Plan of Parish of Hamble le Rice referred to in Scheme for Regulation of Hamble Common & Hamble Green under "Common Act 1899"	05.01.1962
W.R.D.C. Hamble Commons Lands – Advice	05.01.1962
W.R.D.C. Hamble Commons Lands – Instructions to Counsel to Advise	
Letter – Hephherd Winstanley & Pugh to N Robinson	09.01.1962
Letter – David Price, MP to N Robinson	02.07.1962
COPSE LANE	
Land Certificate Title No. HP 438589	09.01.1992
Land Registry TR1 Title No. HP 438589	15.04.2011
Land Registry Title No. HP 438589	27.04.2011
DONKEY DERBY FIELD	
Agreement – EBC & HPC – for the management of Public Open Space at Green Lane, Hamble	22.10.2004
HAMBLE HOUSE GARDENS	
Land Registry Certificate Title No. HP 521563 – Land North side of Hamble Lane (Hamble House Gardens) & Official Copy of register of title	21.08.1996
HAMBLE PRIMARY SCHOOL	
Enquiry form – HCC to HPC	31.12.1997
Proposed Agreement – HCC to HPC	01.06.1998
Requisitions on Title for additional car parking - HCC to HPC	16.06.1998

DEEDS HELD IN HPC OFFICE

Lease relating to land at Hamble Primary School – HCC to HPC	16.06.1998
Content	Date
HAMPSHIRE CONSTABULARY	
Agreement for the provision of Community Support Officer - Hamphire Constabulary & HPC together with Explanatory Notes	19.10.2006
HENVILLE ENDOWMENT	
W.R.D.C. – letter to HPC	28.03.1912
Hamble Vicarage to HPC	06.05.1912
Form 16 G – Board of Education to HPC	22.11.1939
Published Draft Scheme No. 4970 (2 copies)	Undated
Published Scheme No. 3330 E (5 copies)	Sealed 17.11.1939
Various correspondence	1954-1958
Charity Commission	Sealed 17.09.1996

DEEDS HELD IN HPC OFFICE

MEMORIAL HALL

Content	Date
Abstract of Title of H Sedgwick to land at Hamble, Hants	Undated
Land Search Official Certificate No. 558	October 1930
Proposed Village Hall, Hamble	June 1931
Continuation Abstract of Title of A Roe & Co to Land at Hamble, Hants	1932
Land Search Official Certificate No. 1327/33	02.01.1933
Conveyance A V Roe & Co. to HPC (piece of land, Hamble Lane)	02.01.1933
Schedule – HPC to The Mayor of the Borough of Southampton	29.08.1938
Land Search Official Certificate No. 103931/44	01.06.1944
Conveyance A.S.T. to HPC (land at rear of Memorial Hall)	05.06.1944
Supplemental Abstract of the Title – AST to HPC	1944
Counterpart Lease - HPC & St. Andrews Boys Club	07.05.1953
Lease – Management Council HVMH & Committee of The Hamble Players	01.01.1961
Comprehensive Policy – No. 61/109693	22.08.1961
Conveyance M Bailey, W.R.D.C. & HPC (piece of land, Hamble Lane)	25.11.1966
Land Search Official Certificates) No. F1690490) No. F2879366	16.12.1966 28.11.1967
Abstract of Title – M Bailey to Hamble House Lodge	1966
Abstract of Title – M Bailey to Hamble House Lodge	1967
Conveyance M Bailey, W.R.D.C. & HPC (piece of land, Hamble Lane)	19.12.1967
Hampshire Council of Social Service – Capital Grants for Voluntary Village Hall, Forms V.0.1. & V.0.2. & Check list for Grant applications	June 1973
Hampshire Council of Social Service – Policy & Procedure for Capital Grants for Voluntary Village Halls & Community Centres in Hampshire	1974-1975
Village Halls News Letter No. 1	June 1974
Lease – HPC & Messrs B J Packer & N. Norris (The tenants)	09.12.1982
Agreement – EBC & Ideal Homes Southern (Section 52 re former tennis court – parcel C)	26.03.1990
HM Land Registry – Title Absolute (HPC)	06.11.1992
Land Registry for title HP 422091 (Lincoln House (Old Tennis Courts))	18.01.1993
HVMH Past, Present & Future	September 1997
Licence for Car Parking adjacent to Memorial Hall (Parcel 5)	29.05.2001
Licence between Memorial Hall & HPC (use of offices)	May 2001
Land Registry for titles HP 414342 & HP 454353	17.07.2001
Lease of Premises at the rear of Memorial Hall (HPC & Trustees of the Hamble Players(2))	26.02.2003

DEEDS HELD IN HPC OFFICE

Land Registry for title HP 725557	27.09.2010
Content	Dated
Various Correspondence	
Various Drgs of Extension & Alterations	
Declaration Prior to Agreement Excluding Security of Tenure signed by Kay Baker & Beverley Oliver (Trustees of the Hamble Players)	15.02.2013
Lease of Premises at the rear of Memorial Hall between (HPC & Trustees of the Hamble Players	18.03.2013

DEEDS HELD IN HPC OFFICE

Content	Date
OTHER OPEN SPACES – FILE 1	
Land Registry Title No. HP 166092 – Land East Side of Satchell Lane from Windsock Corner Northwards & Plan + copy letter.....	07.07.1999 20.12.2002
Land Registry Title No. HP 166092 – Land East Side of Satchell Lane from Windsock Corner Northwards & Plan + copy letter.....	07.07.1999 23.07.2004
Land Registry Title No. HP 264747 – Land at Hamble Common & Hamble Village Green + Title Plan & covering letter.....	10.08.2000 06.07.2001
Land Registry Title No. HP 264747 – Land at Hamble Common & Hamble Village Green + Title Plan & covering letter.....	10.08.2000 20.12.2002
Land Registry Title No. HP 264747 – Land at Hamble Common & Hamble Village Green + Title Plan & covering letter.....	10.08.2000 23.07.2004
Land Registry TP1 – Title No. HP 264747 – Land at Hamble Common & Hamble Village Green + Title Plan	18.07.2011
Land Registry Official Copy of Register of Title No. HP 739479 – Land at Hamble Green, Green Lane	28.07.2011
Land Registry – Completion of Registration Title No. HP 739479 – Land at Hamble Green, Green Lane	12.08.2011
Land Registry – Official Copy of Register of Title No. HP 258802 & Title Plan – The Amenity Land to the East of Satchell Lane	01.06.2010
Land Registry Title No. HP 258802 – The Amenity Land to the East of Satchell Lane (8 parcels of land)	11.05.2010
Document on Open space land at Pegasus Close, College Close, Aquila Way, Barton Drive and Baron Road – Title no.s HP 633945 and HP 699946	Undated
) Lease between College of Air Training & Southern Electricity Board	25.09.1961
) Transfer of Part & Surrender Title No. HP 341276 (HP 405753) between Ideal Homes Southern Ltd & Southern Electric Plc	11.05.1990
) Deed of Grant (JET Fuel Pipeline) Ideal Homes & Esso Title No.s HP 341276; HP567406; HP217998	25.04.2003
) Memorandum Notice of Completion of Transfer of Open Space Land to EBC from Ideal Homes (Southern) Ltd.	18.09.2003
) Office Copy of Register Entries – Land Registry Title Plan No. HP633946	23.09.2003
) Letter from Weymouth District Land Registry to EBC Reference Title Plan No. HP633945 Open Space land at form Airfield site, Hamble Lane.	10.01.2004
) Official Copy of Register Entries – Land Registry Title Plan No. HP633945	12.01.2004
) Letter from Fisher German to EBC re Notice of Entry	19.09.2006
) Land Registry Title No. HP 633946	02.09.2009
) Land Registry Official Copy of Title Plan No. HP 633946	Undated
) Land Registry Title No. HP 633945	29.07.2009
) Land Registry Official Copy of Title Plan No. HP 633945	Undated
) EBC Disposal Plan	13.10.2010
) Copy letter – EBC & SSE Services Plc	13.04.2011

DEEDS HELD IN HPC OFFICE

Content	Date
J TR1 Title No.s HP 633945 and HP 633946	10.05.2011
J TR1 Title No.s HP 633945 and HP 633946	01.07.2011
J Completion of Registration Title No. 633945	26.07.2011
J Completion of Registration Title No. 633946	26.07.2011
Document on Transfer of Hamble College Playing Fields (also known as Hamble Airfield Playing Ground) – Title No. HP 537119	Undated
J Deed of Grant College of Air Training Properties & Esso Petroleum	18.05.1970
J Lease – Ideal Homes Southern & EBC	08.09.1995
J Land Registry Ordnance Survey Plan Title No. HP537119	00.07.1997
J Correspondence from Fisher German to EBC re Government Pipelines & Storage System Notice of Entry – Planned works c/w plan	11.01.2002
J Deed of Grant Wayleave No. E.15 Fawley to London Jet Fuel Pipeline between EBC(1) and Esso Petroleum Company Ltd(2)	30.05.2003
J Land Certificate Title No. HP537119	08.07.2003
J Land Registry TP1 – Title No. HP341276 c/w Plan Transfer of part of registered titles between Ideal Homes Southern Ltd & EBC	18.09.2003
J Land Registry TP1 – Title No. HP217998 & HP567406 c/w Plan Transfer of part of registered titles between Ideal Homes Southern Ltd & EBC	18.09.2003
J Correspondence from Fisher German to EBC re Government Pipelines & Storage Systems Notice of Entry – Planned works c/w plan	19.09.2006
J Land Registry Official copy of Register of Title No. HP537119	15.02.2007
J Land Registry SIMR Form Title No. HP 537119 and HP217998	15.03.2011
J Draft letter between Persimmon Homes & EBC Re: Consent to Lease Assignment c/w plan	25.07.2011
J Correspondence between Persimmon Homes & EBC Re: Consent to Lease Assignment	28.05.2012
J Land Registry Draft TR1 Title No. HP 537119	26.07.2012
J Land Registry Official copy of Register of Title No. HP537119	07.08.2012
J Land Registry TP1 Title No. HP341276 c/w plan	18.09.2003
J Land Registry Form 94B WDLR Title No. HP217998 between Ideal Homes Southern Ltd. & EBC c/w Plan	28.01.1997
J Land Registry Title No. HP217998	30.12.1997
J Land Registry Form E645 Title No. HP217998	31.12.1997
J Land Registry TP1 Title No. HP217998 and HP567406	18.09.2003
J Land Registry Official copy of Register of Title No. HP217998	12.12.2008
J Land Registry TR1 Title No. HP 661390 (Land lying to the South of Meadow Lane)	18.04.2011
J Official Copy of Register Title No. HP 661390	27.04.2011
Land at South Point, Ensign Way	26.05.2010
Land Registry TP1 Title No. HP 631776 (part of land registered)	
Land Registry Title No. HP 534277 (Field between Footpath 1 and	08.05.1997

DEEDS HELD IN HPC OFFICE

Satchell Lane & land North of Hamble Halt) + covering letter dated 20.12.2002 & Title Plan HP 534277

Content	Date
OTHER OPEN SPACES – FILE 2	
Open Space land at Spitfire Way –	
) Agreement between EBC and Ideal Homes Southern Ltd.	26.03.1990
) Transfer of Open Space between Ideal Homes Southern Ltd. & EBC – Title No. HP549422	19.01.1998
) Land Registry Title No. HP549422 c/w Plan	27.02.1998
) Land Registry Certificate Title No. HP549422 c/w Plan	12.01.2001
) Correspondence between WDLR & EBC – Completion of Registration Title No. HP549422	27.02.2001
) Land Registry TR1 Title No. HP549422 – between EBC & Hamble Parish Council – transfer of land North West side of Hamble House Gardens, Hamble	11.05.2010
) Official Copy of Register of Title – Title No. HP549422	28.05.2010
Open Space land at Avro Court –	
) Land Registry between WDLR & EBC – Completion of Registration Title No. HP727404 c/w Plan – Land at Avro Court, Hamble	27.05.2010
) Land Registry TR1 Title No. HP727404 – between EBC & Hamble Parish Council – transfer of Open space land at Avro Court, Hamble	01.07.2011
Open Space land at Astral Gardens –	
) HM Land Registry Title No. HP541805 c/w Plan – between John Maunders Group PLC & Eastleigh Borough Council – transfer of Open space land at Astral Gardens, Hamble	17.09.1997
) Official Copy of Register of title – Title No. HP541805	02.10.1997
) Land Registry TR1 Title No. HP541805 – between EBC & Hamble Parish Council – transfer of land on the west side of Astral Gardens, Hamble	01.07.2011
Open Space land at Cirrus Gardens –	
) HM Land Registry Form 94B Official Certificate of Search – Title No. HP414342 c/w Plan– land lying on the North side of Hamble Lane, Hamble	05.08.1996
) HM Land Registry Title No. HP521563 c/w Plan – between EBC & McLean Homes South West Limited – transfer of open space land at “Hambledene” Hamble Lane, Hamble	20.08.1996
) Land Registry TR1 Title No. HP521563 between EBC & Hamble Parish Council – transfer of land on the north side of Hamble Lane, around old CAT Sports field gate, off Cirrus Gardens, Hamble	01.07.2011

DEEDS HELD IN HPC OFFICE

Content	Date
Open Space land at Meadow Lane	
) Land Registry TP1 (Untitled) c/w Plan – Transfer of part registered title between Seaward Properties Limited & EBC of land lying to the South side of Meadow Lane, Hamble	17.08.2005
) Official Copy of Register of Title c/w Plan – Title No. HP661390	19.08.2005
) Land Registry – Title Information Document – Title No. HP661390 c/w Plan	19.08.2005
) Land Registry TR1 – Title No. HP661390 between EBC & Hamble Parish Council – transfer of land lying to the South of Meadow Lane	18.04.2011
Open Space at Sylvan Lane	
) Official Copy of Register of Title c/w Plan – Title No. HP438589	23.07.1992
) Land Registry TR1 – Title No. HP438589 between EBC & Hamble Parish Council – transfer of land on the South East side of Sylvan Lane, Hamble	15.04.2011

DEEDS HELD IN HPC OFFICE

Content	Date
OTHER OPEN SPACES – FILE 3	
Open Space at Mercury Gardens & St. Agatha's Road	
) Land Certificate Title No. HP258802 c/w Plan – Land lying to the East of Satchell Lane, Hamble	09.07.1984
) Land Registry TR1 Title No. HP258802 between EBC & Hamble Parish Council – transfer of amenity land to the East of Satchell Lane, Hamble	11.05.2010
Open Space at Westfield Common – Public Conveniences	
) Copy of Plan – Land at Coach Road Hamble (Proposed Public Conveniences)	Undated
) Official Copy of Register of Title – Title No. HP735248 c/w Plan – land on the South West side of Westfield Common, Hamble	28.02.2011
Open Space at Westfield Common	
) Epitome of Title relating to freehold property known as land at Westfield Common, Hamble	21.03.1936
) Conveyance C J Goldman Esq. to British Marine Aircraft Ltd.	21.02.1936
) Certificate of Change of Name (No. 304047) from British Marine Aircraft Limited to Folland Aircraft Limited.	24.12.1937
) Application for Registration of a Land Charge	24.12.1937
) Form LCII - Application for an Official Search of land at Westfield Common & Official Certificate No. A746228	27.11.1961
) Form LCII - Application for an Official Search of land at Westfield Common & Official Certificate No. B59403	04.04.1962
) Conveyance Folland Aircraft Limited & Winchester Rural District Council	26.04.1962
) HCC – Register No. CL86 - Copy entry of Register of Common Land 8.207 acres called Westfield Common, Hamble – c/w Plan	23.01.1968
) HCC – Register No. CL270 - Copy entry of Register of Common Land 0.34 acres part of Westfield Common, Hamble – c/w Plan	16.10.1968
) Land Certificate Title No. HP155295 c/w Plan – land at Westfield Common, Hamble	30.07.1979
) Conveyance between Hawker Siddeley Properties Limited & EBC of land at Westfield Common, Hamble	1979
) Tenancy Agreement between Hawker Siddeley Properties Limited & William Allen & Barrie Desmond Jordan for the Boat House at Westfield Common, Hamble	01.02.1979
) Certificate of the Result of Search – Certificate No. V5210075	16.03.1979
) Conveyance between Hawker Siddeley Properties Limited & EBC of land at Westfield Common, Hamble	31.03.1979
) Requisition on Title between Hawker Siddeley Properties Ltd & EBC – Westfield Common, Hamble	03.04.1979
) Letter from Hawker Siddeley Group Limited to EBC re: Westfield Common	17.04.1979

DEEDS HELD IN HPC OFFICE

Content	Date
) Letter from Simmons & Simmon to B.D. Jordan, Follands S&SC re: The Boat House	23.04.1979
) Letter from EBC to Messrs. W. Allen & B.D. Jordan, Follands S&SC Re: Conveyance of Westfield Common	31.05.1979
) Letter from The Law Agency to EBC with attachments re: Hawker Siddeley Aviation Limited in respect of land at Westfield Common, Hamble	01.06.1979
) Land Registry – List of Documents sent to HM Land Registry – Title No. HP155295 – land at Westfield Common, Hamble	23.07.1979
) Letter from Commons Commissioners to EBC re: The tract of land called Westfield Common, Hamble. Register No. CL86	09.11.1979
) Letter from Commons Commissioners to EBC re: Notice to the Registration Authority (copy attached)	02.05.1980
) Copy of letter from EBC to WDLR re: Land adjoining Westfield Common, Hamble with attachment & Plan	16.09.1980
) Copy of letter from Coffin Mew & Clover to EBC re: The Foreshore at Hamble (Westfield Common) c/w Plan & letter from EBC to Coffin Mew & Clover	17.03.1987
) Correspondence between Mr W N Ison, Sir David Price MP & EBC re: Storm Damage, Westfield Common, Hamble	15.04.1987
) Correspondence between Mr D J Smart & EBC re: Storm Damage, Westfield Common, Hamble	27.10.1987
) Correspondence between Mr D J Smart & EBC re: Storm Damage, Westfield Common, Hamble	05.11.1987
) Land Registry TR1 – Title No. 155295 – between EBC & Hamble Parish Council – transfer of land at Westfield Common, Hamble	11.05.2010
) Official Copy of Register of Title – Title No. HP155295 – land where it abuts on Southampton Water, Westfield Common, Hamble c/w Plan	01.06.2010
) Land Registry TR1 between EBC & Hamble Parish Council – transfer of land at Westfield Common, Hamble shown coloured pink on the plan attached to the Conveyance dated 26.04.62.	16.02.2011
) Official Copy of Register of Title – Title No. HP170301 – land and buildings on the west side of Hamble Lane (Westfield Common) Hamble c/w Plan	13.01.2014

DEEDS HELD IN HPC OFFICE
REGISTER OF H.P.C. MORTGAGES & CHARGES
ROYAL AIR FORCE YACHT CLUB
SERVICE LEVEL AGREEMENT
ORDNANCE SURVEY PAPER MAP COPYING LICENCE
STATEMENT OF RIGHTS OF WAY RELATING TO THE PARISH
OF HAMBLE
ST. ANDREWS CEMETERY
WESTFIELD COMMON LOZENGE
WOODPECKER WALK (Formerly the BUFFER ZONE)

Content	Date
Register of H.P.C. Mortgages & Charges	02.09.1969- 04.02.1981
RAF YACHT CLUB, Rope Walk	
Letter – A V Roe & Co. to W J Green (Right of way alongside railway line through CAT)	18.05.1931
Agreement – Section 106 between EBC & MDL and Messrs D M Scrimgeour & A H Vaughan and Barclays Bank (land at RAF YC, Rope Walk)	21.01.1998
COUNTRYSIDE MANAGEMENT	
Service Level Agreement – Countryside Management – between EBC (Countryside & Trees Unit) and H.P.C.	August 2010- March 2011
NATIONAL PARKS & ACCESS TO THE COUNTRYSIDE ACT 1949	
Statement of Rights of Way relating to the Parish of Hamble c/w Plans	01.01.1964
ORDNANCE SURVEY – Paper Map Copying Licence No. 100044843 Certificate issued on 1 st November 2005.	01.11.2005
ST. ANDREWS CEMETERY	
Schedule of Deeds & Documents relating to land at Hamble	Signed by K Cullen & dated 29.05.86.
Conveyance – K C Barnaby & Parochial Church Council, Hamble	10.01.1957
Declaration of Consecration of additional Burial Ground – HPC & Diocese of Winchester	07.07.1959
Land Registry Title No. HP250935	23.02.1984
Draft Conveyance between Vicar & Churchwardens of H.P. in the Diocese of Winchester & John B S Attlee & Mr & Mrs R G R Haggard (Land & Buildings former School House, School Lane	24.07.1984
Conveyance between Vicar & Churchwardens of H.P. in the Diocese of Winchester & John B S Attlee & Mr & Mrs R G R Haggard (Land & Buildings former School House, School Lane	24.07.1984
Pastoral Scheme Schedule	09.07.1985
Land Search Certificate No. X4405073	14.03.1986
Conveyance between Winchester Diocesan Board of Finance to HPC	19.03.1986

DEEDS HELD IN HPC OFFICE

Content	Date
Deed between Winchester Diocesan Board of Finance to HPC	14.04.1986
Request for Consecration of part of Burial Ground between Diocese of Winchester & Parish of Hamble-le-Rice	05.08.2001
Sentence of Consecration of part of Burial Ground between Diocese of Winchester & Parish of Hamble-le-Rice	05.08.2001
Land Registry Title No. HP 725590	26.03.2010
WESTFIELD COMMON LOZENGE	
Conveyance from British Marine Aircraft Ltd & Solent Land Investment Ltd	28.08.1936
Photocopy of Mortgage document – Solent Land Investment Ltd & Martins Bank Ltd	28.08.1936
Copy full Council Minutes	17.12.1974
Conveyance from Solent Land Investment Ltd & HPC	22.01.1975
Certificate of Result of Search No. 0379744 under Land Charges Act 1972	26.02.1975
Land Registry Application to enter a restriction Title No. HP 155295	Undated
Land Registry Title No. HP 725577	26.03.2010
Completion of Land Registration Title No. HP 725577 c/w Plan	29.03.2010
Official Copy of Register of Title – Title No. HP725577 c/w Plan – land at Westfield Common, Hamble	29.03.2010
WOODPECKER WALK (Formerly the BUFFER ZONE – land between Cirrus Gardens & Spitfire Way)	
Deed of Grant relating to Glover Webb site c/w Plan – Buffer Zone between Cirrus Gardens & Spitfire Way (Barratt Homes, EBC & HPC)	22.02.2005
Official Copy of Register of Title – Title No. 549422 c/w Plan - land on the North West side of Hamble House Gardens, Hamble	03.03.2005
Land Registry TR1 Title No. HP 549422 & Application to enter a restriction RX1 – Buffer Zone - transfer of land at North West side of Hamble House Gardens, Hamble	11.05.2010
Official Copy of Register of Title – Title No. 549422 c/w Plan - land on the North West side of Hamble House Gardens, Hamble	28.05.2010



Hamble-le-Rice Parish Council Asset Management Committee Terms of Reference.

1. INTRODUCTION

Asset Management Committee (AMC) has been established by the Council in order to provide proper scrutiny and due diligence regarding the oversight and management of the councils many assets. These include: land and buildings, equipment and vehicles, as well as leases and income generating options. Excluded from the group are issues related to staff and to the cemetery. These are covered by other committees.

The group will also be expected to review projects on completion that take place within its remit and to make recommendations for change to improve practice and learning across the council.

Where appropriate it will respond to issues raised by audit checks where they are related to assets.

2. MEMBERSHIP

Members and Chairman of the AMC will be appointed by the Council at its Annual Council Meeting. Additional councillors with relevant professional experience may be co-opted as needed and elements of work will be subject to either a short term working party such as the foreshore or a task and finish group that will look at specific issues. An example of this could be the fees and charges set for our various buildings with a view to the budget setting process.

Where appropriate the contribution of expert witnesses or services will be sought by the Committee on an as and when basis.

The Chairman of the Council is an ex officio member but may also be a member in his or her own right

3. CONFIDENTIALITY

~~As a committee business will be conducted in public and subject to the council's standing orders. Wherever possible the Council will publish information relating to its assets as required of the Council and will seek to ensure that third parties are aware that information should be published. Where information is confidential~~

[Type text]

~~members must not share information with third parties without prior agreement from the Clerk.~~**3Confidentiality**

All members must preserve confidentiality of personnel discussions held at meetings, and particularly that of 'exempt business', when the committee decides that "publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution and arising from the nature of that business or of the proceedings."

34. DELEGATED POWERS

The AMC has no delegated powers. It will provide evidence, reports and recommendations for Council to consider and approve. Where possible it will seek approval from Council in advance of decisions needing to be made.

45. REMIT OF THE COMMITTEE

AMC will consider the following

-) Issue, review and renewals of leases and requests for land disposals
-) Undertake reviews and evaluations of capital projects with recommendation for learning
-) Seek expert advice and guidance on matters related to valuations, asset transfer and other land negotiations to ensure compliance with financial regulations and to ensure that best consideration is secured in commercial transactions.
-) Upkeep of the asset register
-) Creation of a renewals programme for assets with costs identified for budgeting purposes
-) Use of land assets to meet community needs and generate income for reinvestment Reviewing draft leases and recommending their acceptance to the Council.
-) Ensure that user groups are established linked to key council assets including: allotments, playing pitches and foreshore Consider fees and charges for the use of council facilities and assets
-) Project management for small building projects. For larger projects separate groups may be needed
-) Identify budget requirements for assets as part of the budget setting round and to review spending on key assets and projects no less that quarterly.

56. WAYS OF WORKING

The Committee will produce an annual work plan for consideration by Council. Based on this a programme of meetings will be agreed to deliver the work programme. The Council will identify opportunities for working groups and task and

[Type text]

finish groups as appropriate. It will undertake matters or work referred from other committees or council. Will produce Rregular updates ~~will be provided~~ to Council on progress with the delivery of the work programme.

67. RECORDING OF DECISIONS.

All meetings will have proper minutes taken and other records kept, as required.

Amendment Record

Version 1: Initial Issue

13th June 2017

Hamble Parish Council - Fuel Storage Report

RECOMMENDATIONS: TO APPROVE THE PURCHASE AND INSTALLATION OF A FUEL DISPENSING UNIT TO ENABLE THE CO-LOCATION OF PLANT AND MACHINERY FROM SOUTHERN TANK SERVICES.

Introduction

The council commissioned a new storage building to centralise storage, reduce travel time and enable the existing buildings to be reviewed. To improve the safety of staff and reduce the risks involved in fueling our larger machines it is now intended to install a fuel dispensing unit in the new storage building at College Playing Fields. Currently fuel is stored at Mount Pleasant. Due to its design the facility presents risks around manual handling and spillage. The new proposal reduces this.

Content

The design of the new tank would include a fully compliant integral bunded tank with forecourt style fuel dispensing nozzle of 1300L capacity. A tanker would deliver the diesel fuel which would be pumped directly into the tank.

In future the machines could be parked near the tank and fueled with the hose and nozzle exactly as you would fill your car at the petrol station. This will remove the manual handling and spillage possibilities of filling cans from a drum then pouring from the can into the machine.

Having one large delivery will also be cheaper than having multiple small deliveries thus also making a financial saving for the council.

A concrete block wall would need building around the tank to protect the tank from fire and to meet fire regulations. This will be best built after the tank is installed and before it is filled. A fire door will be fitted to provide access.

Cost implications

The cost for staff to build the wall would be £92 for a pallet of concrete blocks sand and cement is currently kept in sufficient stock for the work.

Prices for fuel dispensing tanks

Prices for fuel tanks are broadly similar although Southern offers a discount making it the most competitive.

-) Southern Tank Services £1134 inc VAT DesoV1340CDD available with a £40 discount not included in price shown Inc delivery
-) SG Tanks £1134 inc VAT Deso V1340CDD + delivery
-) KD tank supplies £1134 inc VAT Deso 1340CDD +£50 delivery

Wider implications,

This work will take no more than 16hrs split between two staff members and will be carried over two or three days. This work can be programmed into the time allowed each week for non-routine work.

Other measure to be resolved

There will be a need for some shelving/racking the amount of which will be determined as existing storage cupboards etc. are moved into the new building. Once this is complete an assessment will be carried out and a further report brought back to the AMC for consideration.

LIST OF LAND NOW OWNED BY HPC

Foreshore toilets

Land around Mercury Estate

Donkey Derby Field

Village Green

Heather Gardens

College Playing Fields

Woodland north of Copse Lane (next to Dental Surgery)

Avro Court (Open Space/Play area)

Open space Barton Drive/Baron Road

Open space along Aquila Way/Barton Drive

Open space Pegasus Close/College Close

Open space off Astral Gardens

Open space off Meadow Lane

School Lane/Sylvan Lane Footpath

Amenity Land East side of Satchell Lane

Hamble Common

Hamble Green

Land at South Point, Ensign Way

Field between Footpath 1 & Satchell Lane & Land North of Hamble Halt

Open Space at Spitfire Way

Open Space at Cirrus Gardens

Open Space at Sylvan Lane

Open Space at Mercury Gardens & St. Agatha's Road

Open Space at Westfield Common

Westfield Common (Lozenge)

Westfield Common (Public Convenience)

Woodpecker Walk (Formerly Buffer Zone)