



Hamble-le- Rice Parish Council

Memorial Hall, High Street, Hamble-le-Rice, Southampton SO31 4JE
02380453422 clerk@hamblepc.org.uk 02380453422

**A meeting of the Parish Council will be held on Monday 26 June 2017
7.00pm at Roy Underdown Pavilion, Baron Road, Hamble-le-Rice**

AGENDA

1. Apologies for absence
2. Declaration of interest and approved dispensations
3. To approve minutes of the Full Council Meeting 12th June 2017
4. Public Session:

Community and Partnership

5. Hamble River Valley Forum AGM – Feedback report from Cllr Underdown
6. Local Area Committee Team Briefing – Feedback report from Cllr Schofield
7. Community consultation - verbal update

Planning

F/17/80476	2 EMMONS CLOSE, HAMBLE-LE-RICE, SOUTHAMPTON, SO31 4QF Two storey side extension, single storey rear extension, conversion of roof space to provide habitable accommodation and alterations to fenestration

Parish Council Assets

8. Beach Hut Café – request to vary the terms of the lease
9. Barclays Bank land transfer and project update
10. Recommendations from Asset Management Committee

Discussion topic:

11. Environmental strategy: including community orchard and changes to the grounds maintenance regime.

Clerks Report

12. Forward Plan (paper attached)

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.

13. Hamble Lifeboat terms

Amanda Jobling
Clerk to the Parish Council

Date 21st June 2017

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HAMBLE-LE-RICE PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING HELD ON
MONDAY 12th JUNE 2017 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 M Cross
Cllr S Hand
Cllr I James
Cllr D Rolfe
Cllr I Underdown
Cllr G Woodall

In Attendance

Mrs A Jobling – Clerk to the Council
Mrs J Panakis – Minutes Secretary
4 Representatives of GE Aviation

To Receive Apologies for Absence

227/61/17 Apologies had been received from Cllr T Hughes, Cllr D Phillips, Cllr C Palmer and Mrs J Symes, Assistant Clerk to the Council.

Declaration of Interest

228/61/17 Cllr Underdown declared dispensations relating to the Foreshore and Dinghy Park, and the River Hamble. Cllr Cross declared an interest in planning. Cllr Hand declared dispensations relating to the Foreshore and Dinghy Park and membership of the Royal Southern Yacht Club. Cllr Beach declared a dispensation regarding the Foreshore and Dinghy Park. Cllr Cohen declared a dispensation relating to membership of the Royal Southern Yacht Club. Cllr James declared a dispensation relating to membership of the Royal Southern Yacht Club. Cllr Woodall declared a dispensation relating to membership of the Royal Southern Yacht Club.

To Accept the Minutes of the Council Meeting held on 22nd May 2017

229/61/17 An amendment was agreed to Item 213/52/17 - this item was seconded by Cllr Phillips not Cllr Rolfe as recorded. The Minutes will be altered accordingly. **CLERK**

To Accept the Exempt Minutes of the Council Meeting held on 22nd May 2017

230/61/17 Cllr Underdown proposed, Cllr Schofield seconded and all agreed and IT WAS RESOLVED that the Exempt Minutes of the Council Meeting held on 22nd May were accepted as a true record and signed by the Chairman.

Chairman's signature

date.....

To Accept the Exempt Minutes of the Council Meeting held on 8th May 2017

231/61/17 Cllr Schofield proposed, Cllr Underdown seconded, Cllr Hand abstained as he was not present at this meeting, the majority agreed, and IT WAS RESOLVED that the Exempt Minutes of the Council Meeting held on 8th May were accepted as a true record and signed by the Chairman.

Public Session

232/61/17 There were no members of public present.

Community and Partnership

233/61/17 Relocation of GE Sports Facilities: Presentation by Darren Wright (GE Aviation and Site Investments Lead); Tom Burnage (Cushman and Wakefield, Sports Search Lead); Jamie Wallace CgMs, Planning Consultant); Andreas Markides (Markides Associates, Transport Consultants) and Philip Rowland (GE Aviation). A booklet was circulated to all Councillors prepared by Cushman and Wakefield. Following the presentation Councillors asked a range of questions about possible proposals and the impact of them on the community and the sports groups. With regard to finding new locations for current users of GE's sports facilities, the Council were concerned that the majority of alternative facilities earmarked were already used to capacity, and the Council's own facilities were insufficient for certain league players. GE would be consulting the public about their outline planning application, but as yet no dates have been set for this. When arranged, GE would notify the Parish Council.

234/61/17 Community Consultation: Cllr Woodall reported that the consultation would be launched on Monday 19th June and would run until 21st July. Copies of the questionnaire were circulated: this comprised of 20 questions and space for some free narrative. The form could also be completed via Facebook or the Web site. In addition to engaging with the Community, visitor comments would also be sought through interviews, to ascertain why people visit Hamble. Would be scheduled over a couple of weekends. A survey response of 10-15% was hoped for, covering a wide demographic of the local community of all ages, visitors and the business community. Results would be collated and presented to the Council in September. Cllr Schofield and James agreed to join the existing members of the Neighbourhood Plan Working Group to consider the findings during August.

To Consider any Planning Applications

235/61/17 *F/17/80469 26 Cirrus Gardens, Hamble-Le-Rice, Southampton SO31 4RH – two storey side extension.*

Cllr Underdown proposed, Cllr Woodall seconded, Cllr Cross abstained, the majority agreed and IT WAS RESOLVED that the decision be left to the officers. **CLERK**

236/61/17 *C/17/80613 Demolition of existing single storey commercial premises and replacement with two-storey mixed use building comprising of ground floor community facility and 2 No self-contained flats on first floor, St Andrews Buildings, High Street, Hamble-Le-Rice SO31 4JE.*

Cllr Hand proposed, Cllr Underdown seconded, Cllr Cross abstained, the majority agreed and IT WAS RESOLVED that Hamble-Le-Rice Parish Council supported the application but would

Chairman's signature

date.....

requested that the internal structure of the building maintained maximum flexibility to accommodate users requirements. **CLERK**

Parish Council Assets

237/61/17 Dinghy Park Breach of Regulations: This issue had been discussed at a previous Parish Council meeting. As instructed the owner of the dinghy had been contacted, but no response had been forthcoming. Cllr Schofield proposed, Cllr Rolfe seconded, all agreed and IT WAS RESOLVED that the Council would escalate and execute their disposal procedure. **CLERK**

Finance and Governance

238/61/17 Clerk's Report for the End of Year Return: This was noted.

239/61/17 Internal Audit Recommendation and Action Plan: Cllr Underdown proposed, Cllr Schofield seconded, all agreed and IT WAS RESOLVED that this Plan be approved. **CLERK**

240/61/17 Annual Governance Statement Section 1: The Chairman read out all the statements in Section 1 of the document concerning internal control, all 8 items were agreed as correct, the 9th is not applicable to Hamble-Le-Rice Parish Council. Cllr Underdown proposed, Cllr Schofield seconded, all agreed and IT WAS RESOLVED that the statements in Section 1 of the Annual Governance Statement were a true record. This was then signed by the Chairman. **CLERK**

241/61/17 Annual Governance Statement Section 2: The Clerk explained that this document had been prepared before the interest statement on the Loan Account at Eastleigh Borough Council had been received. As a consequence the figures had to be reproduced by the Auditor. Cllr Schofield proposed, Cllr Underdown seconded, all agreed and IT WAS RESOLVED that the statements in Section 2 of the Annual Governance Statement were a true record. **CLERK**

242/61/17 End of Year Return – Intermediate Review Questionnaire: This document is required as the Parish Council have income or expenditure in excess of £200,000 pa, and has to be published by 24th June. Cllr Schofield and the Clerk will complete this document and submit it as required.

243/61/17 Petty Cash Reconciliation Report: This had previously been reconciled and signed off by the Chairman. This was noted.

244/61/17 Bank Reconciliation Report: This was agreed and signed by the Chairman.

245/61/17 Orders for Payment: Cllr Cohen attended the office and cross referenced all invoices and direct debits: some accounting anomalies were identified and these were explained. The Clerk said that this had been a time consuming exercise and suggested that the Councillors rotated the job on a weekly, rather than monthly, basis. Cllr Schofield volunteered to attend the office on Monday 19th June and Cllr James on Monday 26th June for this. Cllr Underdown proposed, Cllr Woodall seconded, all agreed and IT WAS RESOLVED that the orders for payment were approved. **CLERK**

246/61/17 Budget Monitoring: Information would be presented to the next finance meeting of the Council on the 10th July 2017 **CLERK.**
Managing Council Business

247/61/17 Changes in the format of the Parish Council meetings have been advised by the new Auditor, in particular that full minuting of discussions on topics brought before the Council is unnecessary, especially now that fully researched reports on agenda topics are presented to meetings by the Clerk.

Cllr Hand proposed, Cllr James seconded, all agreed and IT WAS RESOLVED that the minutes would still contain a small summary of discussions along with any decision made. **CLERK**

Update Reports

248/61/17 Forward Plan: The forward plan is designed to inform all Councillors of upcoming topics for Council meetings. This will give Councillors the opportunity to request agenda items for meetings. In addition a number of working parties, committees and task and finish groups have now been set up and a complete record of their meetings is necessary. Forward plans can also be displayed on the Parish notice boards which will inform residents of subjects being dealt with by the Parish Council.

224/52/16 Coronation Parade: Inve4stigatory trial pits begin on Monday 19th June.

52/21/15 Hamble Lifeboat: The Clerk reported that correspondence was awaited. The toilets have opened without incident and arrangements established with staff to service them.

477/111/16 CPF Storage Building Project: The building has been taken over - further internal work is required to make it appropriate for use.

249/61/17 Correspondence from Eastleigh Borough Council – Planning Inquiry: This refers to Mallards Road, Bursledon. Although outside Hamble Parish Council boundary the development will have a significant impact on the village in terms of road congestion. Consequently it is important for Hamble Parish Council to make representation at the inquiry. The Council have already objected to the planning application. The inquiry is at 10 am on Tuesday, 20th June: the Clerk would attend. **CLERK**

250/61/17 Other Correspondence: This was noted.

The meeting closed at 9.29 pm

26th June 2017

Hamble Parish Council – Request to amend lease for the Beach Hut Cafe

RECOMMENDATIONS: TO APPROVE A VARIATION IN THE LEASE OF THE BEACH HUT CAFÉ TO ALLOW ALCOHOL TO BE SOLD AT THE PREMISES SUBJECT TO CONDITIONS IMPOSED VIA THE LEASE IN RELATION TO THE HOURS IN WHICH ALCOHOL CAN BE SERVED AND LIMITED TO SALES WITHIN THE DEMISE OF THE PREMISES

Introduction

1. On the 13th February Mr R Beach attended the Council meeting and requested that the current lease for the Beach Hut Café be varied to allow them to sell alcohol. The Council agreed in principle but requested that the license application should be completed and then submitted for further consideration. The application is attached to this report

Content

2. The lease for the Beach Hut Café was signed on the 31st August 2010 for a period of 99 years. Paragraph 4.8.1 states:

“Not at any time to use or permit or suffer to be used the Demised Premises for any immoral or illegal purpose, for sleeping, residential purposes or for the sale of any beer, wine or spirits liquors “
3. Mr. Richard Beach approached Hamble Parish Council to request a revision to the Lease to permit the sale of bottled wine and beer alongside the food menu with a tapas menu in the early evening with service finishing on or before 2100hrs.
4. At the time of the request there was discussion about the best mechanism for securing a limit to the hours when alcohol could be served. There was debate about whether there was a restriction within the lease or via the planning condition.
5. Having investigated further, the lease does not contain any such restriction however the Planning Approval (c/06/57132) does through a condition (8) limiting the hours of operation to 0730 – 2100hrs.
6. Following the last meeting residents from the local area made a series of objections ranging from anti-social behavior, noise and disruption to the over provision of license premises within the village.
7. Since then the manager of the premises Mr. Philip Beach (also serving Councillor) has applied for a personal license which is a mandatory step before applying for a premises

license. In addition a copy of the application that is to be submitted for a license to sell alcohol is attached for consideration.

Impact and risk

8. There is a view that the village currently has sufficient licensed premises. At the moment there are 17 licensed premises across the village, with a number licensed to sell up to until midnight and others beyond. Should the decision be to allow alcohol to be sold it would be prudent to ensure that there are safeguards to restrict the sale within set perimeters to limit the impact on the established night time economy.
9. It is recommended that the Council does not rely on the Planning Condition but seeks to agree a limitation of hours. Over the course of the 99 year lease the potential for change is significant. Failure to control activity through the title deed could lead to a lessening of the current conditions which could result in a negative effect on this important public facility. Not ensuring that these safeguards are made would result in potential reputational damage to the Council and should be avoided.
10. Although there are specific and local objections to the license application the Cafe provides an important facility on the foreshore to residents and visitors alike. The council should seek to use its assets for the widest good of the parish and approval within tight conditions would seem to be a reasonable balance. The wider issues about anti-social behavior etc. are issues for the licensing authority when considering the application.

Consultation

11. The item was highlighted in the Councils magazine and the Council is aware of representations made by residents at its meetings and in correspondence. In addition those residents that previously notified the Council of an interest have been notified of this evening's agenda and invited to attend once again.
12. Furthermore the licensing application process itself allows for representations to be made. The grounds for refusal as well as the process itself are set out on the following link: <https://www.gov.uk/guidance/alcohol-licensing>

Next steps

13. Currently there is an absolute prohibition on selling alcohol from the Beach Hut Café. Two options exist if the Council wishes to agree to the request; either a deed of variation to change the agreement in perpetuity or a variation to consent which can be withdrawn at a later stage. The latter gives more control and enables the council to manage its interest. If there were at some point in the future difficulties with the sale of alcohol the consent could be withdrawn. Changes in perpetuity cannot be undone.

14. For the purposes of this request it is recommended that the Council looks to amend the current lease as shown (new words are underlined)

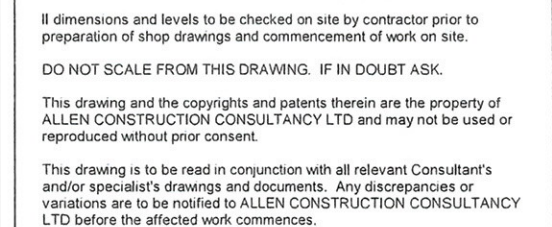
8.4.1 “Not at any time to use or permit or suffer to be used the Demised Premises for any immoral or illegal purpose, for sleeping, residential purposes or for the sale of any beer wine or spirits liquor without the consent of the landlord nor to do or permit or suffer to be done in the Demised Premises any act or thing which may be or grow to the annoyance or disturbance of the landlord or its tenants or the neighbourhood or which may render any increased or extra premium payable for the insurance of the Demised Premises or which may make void or voidable any policy for such insurance or result in the insurers declining to renew any such policy.”

15. In addition the Council should consider attaching conditions to the consent by way of deed, to specify the hours of operation and restricting sales to the premises only. It is suggested that the Council restricts hours in which alcohol can be served from 0900 – 1800.

Appendix

1. Copy of planning consent dated 24 April 2017

Other background documents – Lease between HPC and Anglefish – copies available from Land Registry



REV	COMMENT	DATE
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allen 
construction consultancy ltd

6th Floor Equipoint,
1506 - 1508 Coventry Road,
Swan Yardley, Birmingham B25 8AD
Tel: +44 (0)121 765 2900
Fax: +44 (0)121 765 2901
Email: info@allen.uk.com

Client

Eastleigh
Borough Council

Project	
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Hamble Community Library
- New Building Project

Drawing Name	
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Proposed - Ground Floor
Option 3 - New Community Library
(extended to green space)

Project No.	6237
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Date	24/02/2017
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Drawn by LN

Checked by	PQ
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Drawing No.

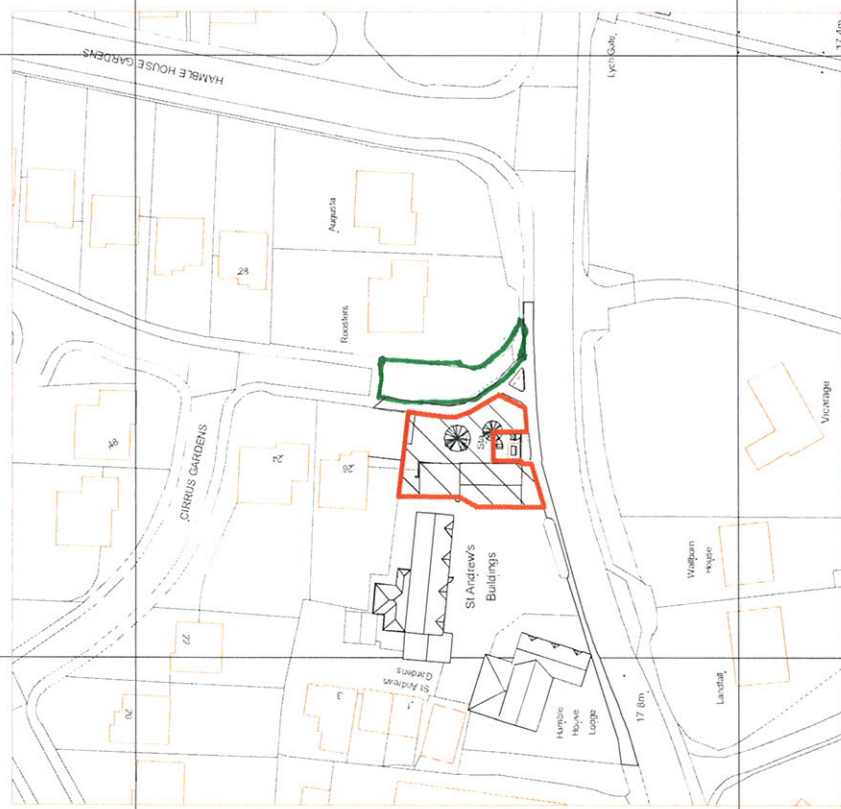
6237-ACC-ZZ-GF-DR-A-1110Op3

Scale 1 : 50	REV
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Gross Internal Area GF	
Library	125 m ²
Flats entrance	6 m ²
TOTAL	131 m²

ALBION ITEM 9 PLAN 2

REV	alle construc	6th Floor 1506 - 1 Swan Y Tel: +44 Fax: +44 Email: i	Client Bc	Project Hc Lib	Drawing	Project	Date	Drawn
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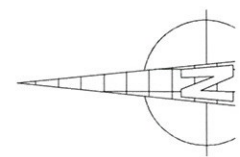
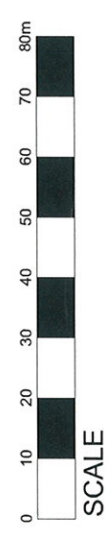


1069000m

1068000m

1 Location Plan

1 : 1250



26th June 2017

Hamble Parish Council – Clerks report

General

1. Coronation Parade – Trail pits have started at Coronation Parade. Once completed the specification can be completed and the procurement process commenced. No update on a Start on Site date.
2. Annual return, Governance statement and notice to electors on rights to scrutinise accounts – Cllr Schofield and the Clerk met to conclude the information in the intermediate questionnaire which has to be submitted by the 24th July along with the accounts. Form completed although a copy of the savings bank balance is needed. Further date scheduled for 11th July to ensure compliance. Additionally, the notice of elector's rights will have been posted by today's meeting for examination starting by the 27th June.
3. Barclays Bank – outstanding complaint with Barclays has now been closed with the mandate changes completed, bacs salary payments near conclusion and one debit card issued. Other debit cards require further changes to the mandate which are being considered. In recognition of the difficulties caused to the Council Barclays have agreed to pay £150 for the salary BACs set up cost that they charge alongside a goodwill payment of £300. These should show on the next bank statement.
4. Planning Appeal – Mallards Way, Bursledon. The Clerk attended the opening day of the appeal which seemed to be focused largely on the application being counter to the saved countryside policy. The hearing opened with an extensive discussion about a recent court judgement around the housing land supply policy within the National Planning Policy Framework and whether or not as a result of this judgement the Countryside policy retain weight in consideration of this application. Consequently, this required a discussion about Eastleigh's 5-year Housing land supply which they stated was 5.21 years with Persimmon countering stating it was 4.8 years. 2 residents from Bursledon address the hearing alongside Cllr Craig. Primarily they focused on impact of the development of the near locality with wider reference to the loss of countryside/strategic gap and road network. Cllr Craig suggested that HCC were no longer happy with the impact of the scheme on Hamble Lane despite having signed a statement of common ground with Persimmon within 3 weeks of the hearing. This needs further exploration with HCC.

The Clerk in her statement covered the number of recent applications in and around Hamble that were outside the village boundary and the potential impact of settlement coalescence if these applications were approved Furthermore the harm on local

character is settlements merged and the pressures to accommodate not only housing need identified for EBC but also the under provision from Southampton that could result in more development in Eastleigh and therefore to need to adhere to strategic gaps. Also highlighted the daily impacts of congestion on residents and businesses of the Hamble Lane, the fact that it is a single route for residents in Hamble and that the travel study conducted in 2014 was out of date given the additional development on Hamble Lane and the absence of real detail given the borough wide nature of the study and as such this should not be relied upon. It was expected that the hearing would last 4 days.

5. The HVMH held their AGM on Wednesday 21st June. As part of that meeting they considered the ongoing challenges facing them including the need for additional trustees. Consideration was given to the proposal of an operating agreement with Parish Council with a decision to explore the implication for the charity more fully over the summer.
6. Dinghy Park infringement – notice to dispose has been issued on the dinghy in sin bin. No contact from the owner.
7. Consultation – The consultation has now been launched and 500 copies of the application printed. Post cards and posters are being distributed and copies available at the meeting for members to take away. At least one person has come forward to answer the job advert and at the moment the weekend of the 15th July is being considered for the visitor survey (subject to weather).
8. Cllr Underdown undertook a recent inspection of the allotments and completed the normal checklist identifying infringements of the regulations. Contact has been made with two individuals regarding the condition of their plots and the situation will be monitored.

Events/ meetings

9. The Local Area Committee is due to meet on the 29th June 2017 and will consider the Dementia Care and the Barclays Bank Applications. Representation from HPC is needed to support their decision making.
10. Cllr Cohen and the Clerk will be meeting with Cllrs House and Craig in separate meetings on the 28th June 2017 to discuss a range of issues (agendas circulated prior to the meeting). Report will be brought back to the next cycle.
11. The Hamble River Authority met on the 23rd June 2017 after the agenda for this meeting was sent out so feedback/minutes will be made available at a future meeting.

Correspondence

12. Letter from resident's solicitor regarding an ongoing dispute/complaint with the Men's Shed. This letter request help in finding them alternative space. Response stated that the Chair and the Clerk had met with the Men's Shed and explored options that the council might have but concluded no assistance could be given due to the size of the operation.
13. Planning application – N/17/80205 The Village Tea Rooms and gift shop, High Street. This Planning application came in but was not included on the agenda due to an oversight. An extension was sought but not agreed as it forms part of the conservation area. The application relates to the removal of a single leyandii. A copy of the application has been forwarded to members and the application is live for comments to be made if required.
14. Email from a resident about the conditions in the dinghy park. Cllr Cross and Underdown have inspected the Park and the Foreshore more generally and found a significant number of dinghy's contravening the regulations as well as a number of problems more generally such as the still unrepaired edging to the area adjoining the Royal Southern Yacht Club which had been scheduled for repair in March. A series of actions will be followed up to address the issues found. Exercise has been a helpful and positive one and should be repeated at key times. A response will be made to the resident in accordance with this item.
15. Email from resident regarding the Councils Tree Policy. They had intended to attend this evening meeting but given the likely number of public contributions they have opted not to. Following an initial approach the Clerk has visited and looked at a number of localized issues which the tree specialist will be invited to comment on as well as a more general request for the Council to not undertake work or permit work to be done on trees and hedges when birds are nesting and to promote the concept of "Mow less, Grow more".
16. There has been a rash of discussion on social media and emails to the office about conversion of the dinghy park (of parts of) into car parking. It is not altogether clear where this has come from although recent discussions with a foreshore user focused on their wish to utilise space within the dinghy park which will come back for discussion at a later stage when discussions with all users of the dinghy park have taken place. During that discussion the user was told that there were competing interests around the foreshore including the need to review parking more generally given repeated issues raised by residents and businesses but that all requests would need to be considered in the round. Given this it is important that progress is made in convening the Foreshore Users Working Group. Establishing the group was discussed at the AMC when it met last week and it was agreed that the scope of the group should be agreed at its next meeting and a timetable agreed. Feedback from the WeRHamble should also help inform this discussion.

26th June 2017

Hamble Parish Council – Environmental Strategy

RECOMMENDATIONS: TO ADOPT AN INITIAL STRATEGY, AGREE A BUDGET AND PRIMARY ACTIONS.

Introduction

At present the Parish Council have no biodiversity strategy in place. A strategy would establish the Parish Council's objective to minimise negative effects on the environment and to work towards protecting wildlife, habitats and the general environment.

Legal Obligations.

The Water Act 2003. This Act places a duty on all public bodies to take into account, where relevant, the desirability of conserving water supplied or to be supplied to premises.

The Natural Environment and Rural Communities Act 2006. From 1 October 2006, every public authority must, in exercising its functions, have regard, so far as it is consistent with the proper exercise of those functions, to the purpose of conserving biodiversity.

Climate Change and Sustainable Energy Act 2006. This Act gives specific powers to town and parish councils to tackle climate change. The Act places an obligation on town and parish councils to improve their energy efficiency

Clean Neighbourhoods and Environment Act 2005. This Act extends the statutory offence of dropping litter and enables town and parish councils to authorise officers to serve fixed penalty notices for the litter offence. Section 88 of the 1990 Environmental Protection Act; gives town and parish councils the power to issue fixed penalty notices for graffiti and fly-posting offences; and allows town and parish councils to create offences relating to the control of dogs and replaces the Dogs(Fouling of Land) Act 1996.

Duty of Care (Waste). The Duty of Care covers any business that produces or disposes of waste and requires the business to ensure that any waste produced is handled safely and in accordance with the law.

Water Framework Directive. The purpose of the Water Framework Directive (WFD) is to establish a framework for the protection of inland surface waters, estuaries, coastal waters and groundwater.

Content

Eastleigh Borough Council has a published Biodiversity Action Plan 2012 – 2022, <https://www.eastleigh.gov.uk/media/60524/EastleighBAP2012-22-FINAL.pdf> but there is little mention of Hamble le Rice apart from the Airfield and railway line which are classed as 'Priority Biodiversity Links'. As the Airfield is privately owned there may be little the Parish Council can do to influence habitat and wildlife protection. However the railway line has already been highlighted by the Grounds Team as a wildlife corridor and it is suggested the grass bordering the line should be left uncut to enhance the habitat.

Specific Actions

Development - When considering planning applications the council could consider and comment on sustainability, environmental impact and biodiversity. Requiring replacement of felled trees, creation or restoration of habitats and wildlife features as part of development proposals as supported by the National Planning Policy Framework Section 11.

The council can also request the use of section 106 agreements to promote sustainable projects and mitigate the environmental impact of development. The council can request design features such as swift boxes, sustainable urban drainage systems, tree planting, small ponds, etc

Compiling a Parish Wildlife Map (Appendix 1) would create an invaluable tool to provide information regarding land within the parish and enable informed responses to development planning applications. (this option is covered in more depth under Wildlife & Habitat below)

Energy Conservation – Recent monitoring of the council's energy use have identified the inefficiency of the water heaters at the Roy Underdown Pavilion. The current 'Andrews commercial water heaters' were installed at the time of construction and could be replaced with more modern efficient water heaters, with additional small electric heaters for the mess room and committee room kitchen. These changes will result in considerable savings of energy and costs.

Water consumption at the Roy Underdown is very high, around 300 litres per day, this has been traced to the urinal flush system. This should be replaced with a PIR movement activated system. In future the council may wish to consider grey water harvesting for toilet flushing.

Consideration should be given to solar panels for the Roy Underdown Pavilion and there may be grant funding available for the energy saving projects.

When the Mount Pleasant Pavilion is refurbished the same energy and waste considerations should be included in the plans. The council may wish to consider engaging Groundwork.org (<https://www.groundwork.org.uk/Sites/south/Pages/local-authorities-south>) the Trust offer a service to lead the regeneration of parks and public spaces from consultation to design through to delivery.

The council may wish to consider applying for grant funding for the installation of charging points for electric/hybrid cars for the Foreshore car park and/or the car park at the Roy Underdown Pavilion.

Waste – The council already minimises its waste production by repairing and reusing resources. More can be achieved by selling obsolete or end of use items via the parish council website or Gumtree.

Recycling volumes could be improved by installing recycling bins so rubbish such as cans and bottles can be separated at the point of disposal.

The Borough Council has concerns regarding the decrease in recycling levels and the parish could work with parishioners and the schools to reinvigorate the recycling volumes.

The parish council may wish to investigate setting up community compost sites.

Parish Council information should be supplied electronically where appropriate. Great strides have been made in reviewing office processes to reduce paperwork and printing costs. It is expected the website will be upgraded to offer more information and forms for the council services.

Transport – The council can encourage sustainable transport, promoting cycling and walking. When commenting on planning applications the council can ensure cycle storage is provided and press for 106 agreements to provide cycle facilities at the railway station, large employment locations, health surgery, village square and foreshore.

Sustainable Procurement – The council could assess procurement for sustainability implications to ensure where possible renewable, recycled, environmentally low impact (vegetable based cleaning products such as Method or Ecover cleaning products) and recyclable materials are purchased. Fair Trade options should be explored where possible as long as the requirement for value for money and quality are met.

Goods and materials should be sourced locally wherever possible to reduce carbon emissions. Plants and gardening tools could be purchased from local the community nursery at Mayfield Nursery, Woolston and plants or bird boxes from Hexagon Centre, Chandlers Ford.

<http://www.mayfieldnurseries.org.uk/>

When procuring services the parish council should ensure suppliers pay at least the minimum wage, preferably the national living wage.

Wildlife & Habitat - There is no central record of the wildlife species or habitats currently in the parish. A survey of the habitat could be completed by Hampshire and IOW Wildlife Trust. They can produce a biodiversity management plan for our sites, this will involve a walkover survey of the main green areas, to identify the biodiversity present and then written recommendations for how to conserve and enhance the sites for wildlife.

If Hamble is able to set up a community group Hants & IOW Wildlife Trust could also provide training to them on how do surveys. For example butterfly surveys, hedgerow surveys and bird surveys.

The estimated cost for the walkover survey and report approx. 2.5 days' work (£875) plus a background data search (£75) and mileage (£6) plus VAT.

This survey could be complemented with a Parish Wildlife Map involving many different community groups (conservation volunteers, school children, sea scouts, brownies, HYPE, dog walkers, sailors,) submitting information to build a detailed and constantly evolving picture of the wildlife. Local businesses could be approached for grants to fund the wildlife map.

The Hamble le Rice Village magazine could be a way to inform parishioners and encourage involvement by publishing record sheets for online data submission (Garden wildlife, Sustainable living, Annual Butterfly count, RSPB Big Garden Bird Watch etc) The Parish Wildlife Map information could be fed into the Eastleigh Biodiversity Record and Hampshire County Council Living Record

<https://www.hants.gov.uk/landplanningandenvironment/environment/biodiversity/informationcentre/speciesrecording/livingrecord>

The EBC biodiversity officer may be able to offer support with a parish survey or setting up a Parish Wildlife Map.

Another organization to for the council to consider linking with is Bird Aware Solent, an initiative to raise awareness of the birds that spend the winter on the Solent, so that people can enjoy the coast and its wildlife without disturbing the birds. The Parish Council could inform visitors and water users of the Bird Aware Coastal Code and take steps to protect habitats on parish council land. <http://www.birdaware.org/CHttpHandler.ashx?id=27438&p=0>

A project run by Blue Marine Foundation to restore the native oyster to local waters is being undertaken in the Solent. Cages filled with oysters have been placed in the water at Hamble Point, the project is being supported by MDL Marinas locally. Oysters provide many ecological benefits over the long term by helping to improve water quality. A single oyster can filter up to 200 litres of water a day. The Parish Council may wish to investigate opportunities to support this project, perhaps the council has sites suitable for oyster re-seeding?

<http://www.bluemarinefoundation.com/project/solent/>

To protect biodiversity the council should include management of invasive plants on its land such as Japanese knotweed and bamboo. The council should ensure that whenever possible new planting schemes use native, wildflower friendly species. Thought should also be given to drought resistant and native nectar rich species.

The current parish Tree Policy is out of date and should be replaced with a more detailed and robust policy. Replacement saplings could perhaps be planted in new locations, contributing to a community orchard or a new tree plantation. Consideration should also be given to only allowing works to be completed in Autumn/Winter when nesting and feeding have finished.

Next steps

Commission a wildlife and habitat survey - various options will be investigated however the expected total cost will be approx. £1500.00

Set up a working group to work with community groups such as Hamble Conservation Volunteers, Guides, Brownies, Sea Scouts and primary school to set up and populate a Parish Wildlife Map

Work with local land owners and tenants to improve habitats ie log piles and compost heap in cemetery, possible community compost sites.

Review waste management and recycling opportunities of the parish council and ensure parishioners are aware of all local recycling opportunities. Information is available at Waste & Resources Action Plan <http://www.wrap.org.uk/?gclid=CN786ZiLzNQCFae77QoduNkDvQ> and Recycle Now <https://www.recyclenow.com/?gclid=CKfayq-MzNQCFYi17Qod4BgFBQ>

Put in place a more detailed and robust Tree Policy requiring planting of replacement of felled mature trees with 2 or 3 saplings either in same position or another location in the Parish such as the community orchard.

Appendices

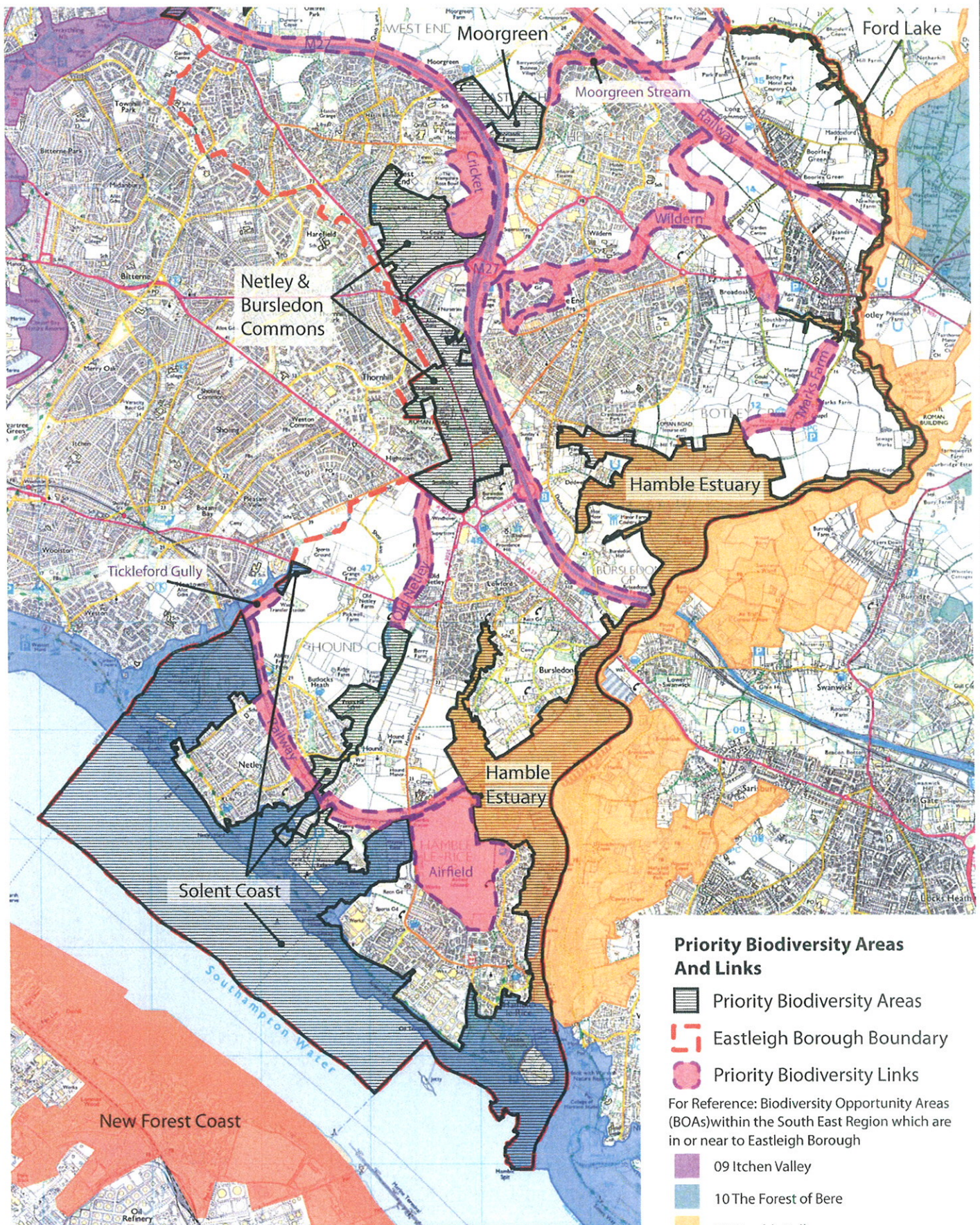
Wildlife Trust – The Parish Wildlife Map Toolkit – by email

Map detailing Priority Biodiversity Areas and Links

DEFRA – Biodiversity 2020 – progress update

Bird Aware leaflet

Email from EBC regarding Rural Communities Fund



The Parish Wildlife Map Toolkit



Illustrations by www.gregpoole.co.uk

How To Make A Wildlife Map

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1. Introduction

Thank you for considering making a Parish Wildlife Map.

We hope this **Parish Wildlife Map Toolkit** will inspire you into action, reaching to the great outdoors, meeting new people and learning more about the fantastic wildlife to be found in your parish.

In this booklet, you'll find simple instructions on how to make a Wildlife Map, what your survey and findings can accomplish and how your map can support the welfare of your local species and habitats.

Meadows, woodlands, hedgerows, ponds, rivers and other wetlands are constantly changing, year by year, decade by decade. With guidance from the Parish Wildlife Map Toolkit, you'll be able to make a lasting record of the wildlife that's around you today. By making a Parish Wildlife Map, your survey and research can be used as a reference not only for current conservation work but also as a lasting legacy for generations to come.



1. Introduction

What is a Parish Wildlife Map?

A Parish Wildlife Map is a graphical representation of some of the key habitats and species within your parish boundary, created from a combination of background materials and surveys.

How much information is shown on a Parish Wildlife Map and how detailed that information is will depend on the circumstances. You may have a limited amount of time, you may only want to focus on one area, for example woodlands, or you may have a specific purpose such as informing building and planning decision-makers. All these factors affect the final look of a Parish Wildlife Map.

Why make a Parish Wildlife Map?

Some areas of your parish may not have been mapped in specific detail and some areas may have been mapped several years ago but are now in need of an update. Some maps are prone to inaccuracies and human error, which may only be discovered through a new survey.

Though not always obvious, your environment is in constant change and the records you make could be invaluable in discovering transformations to your local area that are happening without

anyone realising – both good changes and bad!

There are different types of maps and surveys covering different aspects of the environment. Your parish may be missing key wildlife information in areas such as hedgerows, ponds and woodland or a particular wildlife species. You may also wish to use a Parish Wildlife Map as part of evidence collection within a Community Led Planning process.

Community Led Planning is a step-by-step structured process, taken on by local community activists, to create a vision for a community and an action plan to achieve it. The resulting vision covers the social, economic, environmental and cultural well-being of everyone in the community. Contact your local rural community council for advice and guidance through Action with Communities in Rural England (ACRE).

Some types of surveys are more difficult to complete than others and may need expert help, but for the purposes of this toolkit, a Parish Wildlife Map can be created by anyone with an enthusiasm to organise a small team, do some background research and most importantly have the willingness to get outdoors and start mapping!

What experience do I need to make a Wildlife Map?

Don't worry - you don't need to be a professional ecologist or an expert in wildlife identification. Neither do you have to be a trained Cartographer! The most important thing is to have an enthusiasm and interest in your local wildlife and environment. This Toolkit will show you how to go about creating a Parish Wildlife Map from start to finish as well as ideas for future conservation projects.

Who should be involved in the project?

We recommend you aim to bring together a group of six or more people. Each person can contribute at different levels but by spreading out the workload you'll be able to cover more ground in a shorter amount of time.

When is the best time to do a survey?

You can start planning your project at any time of the year, but some habitats and species are best studied during particular seasons. Hedgerows, grassland, ponds, rivers and lakes are

best studied during spring and summer. Woodlands can be studied in spring, summer and autumn. Garden surveys can be completed all year round.

How long will it take to complete a Wildlife Map?

The amount of time taken on the survey will depend on how many people you can get involved, how wide an area you want to cover and to what level of detail you plan to research. Why not figure out how much time people can give to the project first and then decide on the kind of map you'd like to produce? You'll need to plan time for doing the initial background research, and time surveying your chosen outdoor locations. Lastly you'll need time to compile all the gathered data together into a concise format.

After completing your first Parish Wildlife Map you or your colleagues may find yourself inspired to do other related wildlife activities and conservation work. You can read suggestions for future projects later on in the booklet.



2. How to make a Parish Wildlife Map

You'll find it easier with a team

Creating a Parish Wildlife Map will not only provide useful information to your community but it can also be an enjoyable get-together for members of your parish. The more people who join in will mean more types of skills are available to the project. Some people may be keen naturalists, good photographers or knowledgeable about the local area – all of which will be a great help. People without prior wildlife knowledge or experience can still take part – the most important thing is their enthusiasm to get involved.

Here are some suggested ways to gain support for your Wildlife Map.

- Word of mouth through friends and family
- Write to the local press or parish magazine
- Create leaflets and posters in a local shop, church or village hall
- Talk to people at events such as specialist wildlife talks, annual fetes and farmers markets
- Make a request at your next parish council meeting
- Write a simple questionnaire which you could door drop locally

Below is a list of groups you could consider contacting for help:

- The Parish Council
- Landowners and tenant farmers
- Parochial Church Council
- Recreation groups e.g. Walking or gardening
- Women's Institute
- Retirement clubs
- Local history group
- Local conservation volunteer group
- Local biodiversity society
- Scouts and guides or other youth groups
- Local Wildlife Trust
- Biodiversity Centres
- Schools

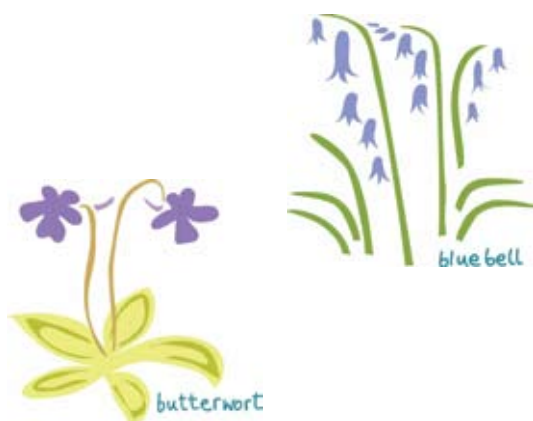
If you think the creation of your Wildlife Map will need funding or public liability insurance, you could try to link it in to an existing group such as the Parish Council, Women's Institute or Scouts. Their existing public liability insurance could cover your project at no extra cost. You may also find it easier to raise funds through an existing established group rather than on your own.

Delegating project tasks

In order to create interest in your project, try to be clear about your aims and objectives, what work would be involved and your desired outcomes. Try to keep it simple and interesting. You can always embark on more complicated surveys at a later date.

Here are some aspects of the project you may want to delegate to different members of your team:

- Organisation of group meetings
- Storage of data and records
- Background research
- Planning timelines
- Training in surveying and wildlife identification
- Creating the Record sheets
- Creating Identification keys
- Supervising the outdoor surveys
- Compiling the final Wildlife Map
- Displaying and publishing the Wildlife Map



Gathering background information

Before you jump headfirst into a new wildlife survey, you'll need to equip yourself with as much relevant background information as you think is necessary. This will save you from duplicating someone else's work, it will make your survey more useful and it may also provide you with ideas for surveys you hadn't previously considered.

Where to find useful resources

Background information can be gathered from each of the following areas:

1. Local Environmental Record Centres
2. Local Biodiversity Action Plans
3. Online Mapping
4. OS Maps
5. Old parish records
6. Photography
7. Access rights



How to make a Parish Wildlife Map

1. Local Environmental Record Centres

A Local Environmental Record Centre is the first and possibly the best place to get background information on local habitat, species and geological data. Many borough and county councils have specialised departments, such as landscape, conservation or countryside management departments, that collate and distribute biodiversity information. Local Environmental Record Centres, county councils and local authorities are all possible sources of local Wildlife information. Much of their biodiversity information can be accessed by the general public.

Here are some suggested questions you could ask your Local Environmental Record Centre officer:

- What surveys do you already have for our parish?
- Do you have any target-species distributions that may need cross-referencing?
- Can I take copies of relevant maps, surveys and other records that may be of use?
- Do you have any suggestions of ways I can contribute to your records?
- Does our parish have any 'Sites of Special Scientific Interest' or 'Local Wildlife Sites'?
- What is our parish's 'Landscape character' description?

Landscape Character is a distinct, recognisable and consistent pattern of elements in the landscape that makes one landscape different from another. Landscape character is that which makes an area unique. A **Landscape Character Assessment** (LCA) can serve as a framework for decision-making that respects local distinctiveness.

2. Local Biodiversity Action Plans

Most counties will have a Local Biodiversity Action Plan initiative available on the Internet. From this document you'll be able to see plans for many key habitats such as hedgerows and grasslands, and for species such as water vole.

Biodiversity Action Plan. (BAP) This is an internationally recognized programme addressing threatened species and habitats and is designed to protect and restore biological systems. Most counties will have a Local Biodiversity Action Plan showing local plans for key habitats and species. Contact your nearest Local Environmental Centre to find out more about your county's Biodiversity Action Plan.

3. Online Mapping

Natural England has produced a useful online database that can instantly show you Nature Reserves, Sites of Special Scientific Interest, Biodiversity Action Plan habitats and Agri-Environment schemes within your parish. Many Agri-Environment schemes encourage landowners to undertake conservation work, for example, maintaining species-rich hedgerows, and they may indicate areas of high ecological value that could be useful in planning your Wildlife Map.

Site of Special Scientific

Interest (SSSI). An SSSI is an area which is of special nature conservation value. SSSIs are designated across the UK by Natural England and they are given some protection by law. To find out where the SSSIs are in your area please visit www.naturalengland.org.uk.

Local Wildlife Site (LWS).

A Local Wildlife Site is considered to be of county significance for wildlife but these sites are not protected by law. A Local Wildlife Site will, however, be taken into account in the planning system. Contact your local authority to find out about possible Local Wildlife Sites in your area.

Agri-environment schemes

are government-funded programmes that reward farmers for environmentally sensitive land management. They provide funding to farmers and land managers to farm in a way that supports biodiversity, enhances the landscape, and improves the quality of water, air and soil.

Natural England's database of maps can be found at www.natureonthemap.org.uk

'**Magic**' is a web-based interactive map that brings together information on key environmental schemes and designations in one place. You can access Magic's interactive maps at www.magic.gov.uk

Google Earth is a free application that lets you view satellite imagery, maps, terrain and 3D buildings. The latest Google Earth features historical imagery from around the globe which allows users to traverse back in time and study earlier stages of a geographical place.

To download the latest Google Earth application go to: www.earth.google.co.uk

How to make a Parish Wildlife Map

An alternative to Google Earth is a computer application called **World Wind**. This is a free, open source global map developed by NASA and the open source community for use on personal computers.

To download the latest World Wind application go to:

www.worldwind.arc.nasa.gov

Please bear in mind copyright and licensing laws when using any of these online Mapping tools.

4. OS Maps

To find your parish's boundaries, you'll need to look on a 1:25,000 or 1:10,000 Ordnance Survey (OS) Map. The OS maps are particularly useful as they show key features such as field boundaries, rights of way and broad habitats. Some or all of these elements may be added to your Baseline map, though don't assume that all the features on the OS map are entirely correct. A part of your job in creating a Parish Wildlife Map will be to double-check (or 'ground-truth') the Ordnance Survey maps.

Please remember to obey copyright and licensing laws when using Ordnance Survey Maps.



5. Old parish records

In addition to modern OS maps, old parish maps and old OS maps (pre 1900) may provide valuable information. Old maps may show lost of key habitats once more prevalent in countryside such as ponds and hedge boundaries. Old records may show areas of relevance to the cultural identity of the parish, such as tumuli (burial mounds), medieval field systems or other historical sites.

6. Photography

A combination of old and new photography may also show up interesting changes to the environment. Why not take new photographs from the same spot as the originals and compare the differences? If you have the time and the patience you may want to do your own fixed point photography, visually documenting the seasonal changes to a wildlife site over one or two years.

Aerial photographs can also be very useful. You may be able to find survey photos that the County Council has taken, or if you need new aerial photographs why not see if a local flying club could be persuaded to take a photographer up for a flight around your parish?



7. Access rights

Before you set about doing any new surveys it's important to discover the local public rights of way network. Many of the areas you may wish to survey can be seen from roads and public paths. But if you need access to privately owned land, you must first get permission from the landowner – please don't go on to private land without permission. The 1:25,000 OS maps show the public rights of way, but if in doubt check with your local authority or ask the landowners permission.

Baseline Map. A Baseline Map, sometimes called a Base map or Outline map, shows the main outlines of roads, rights of way, field boundaries and key landscape features such as rocks, grassland, woodland, rivers and lakes.

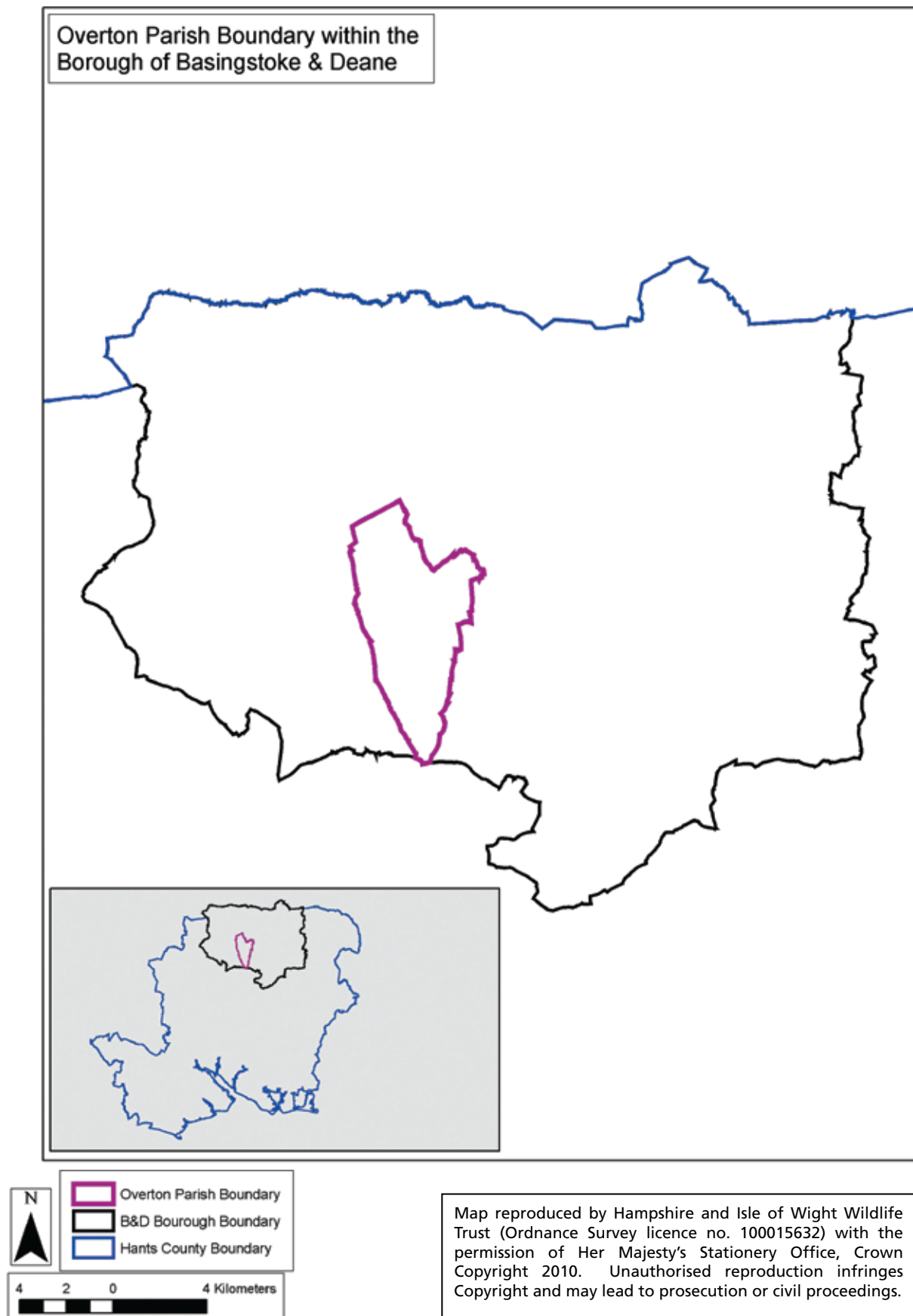
A **Parish Wildlife Map** is a graphical representation of some of the key habitats and species within your parish boundary, created from a combination of background materials and surveys.

Identification key. This is a printed or computer-aided device that aids the identification of biological entities, such as trees, plants, animals and insects.

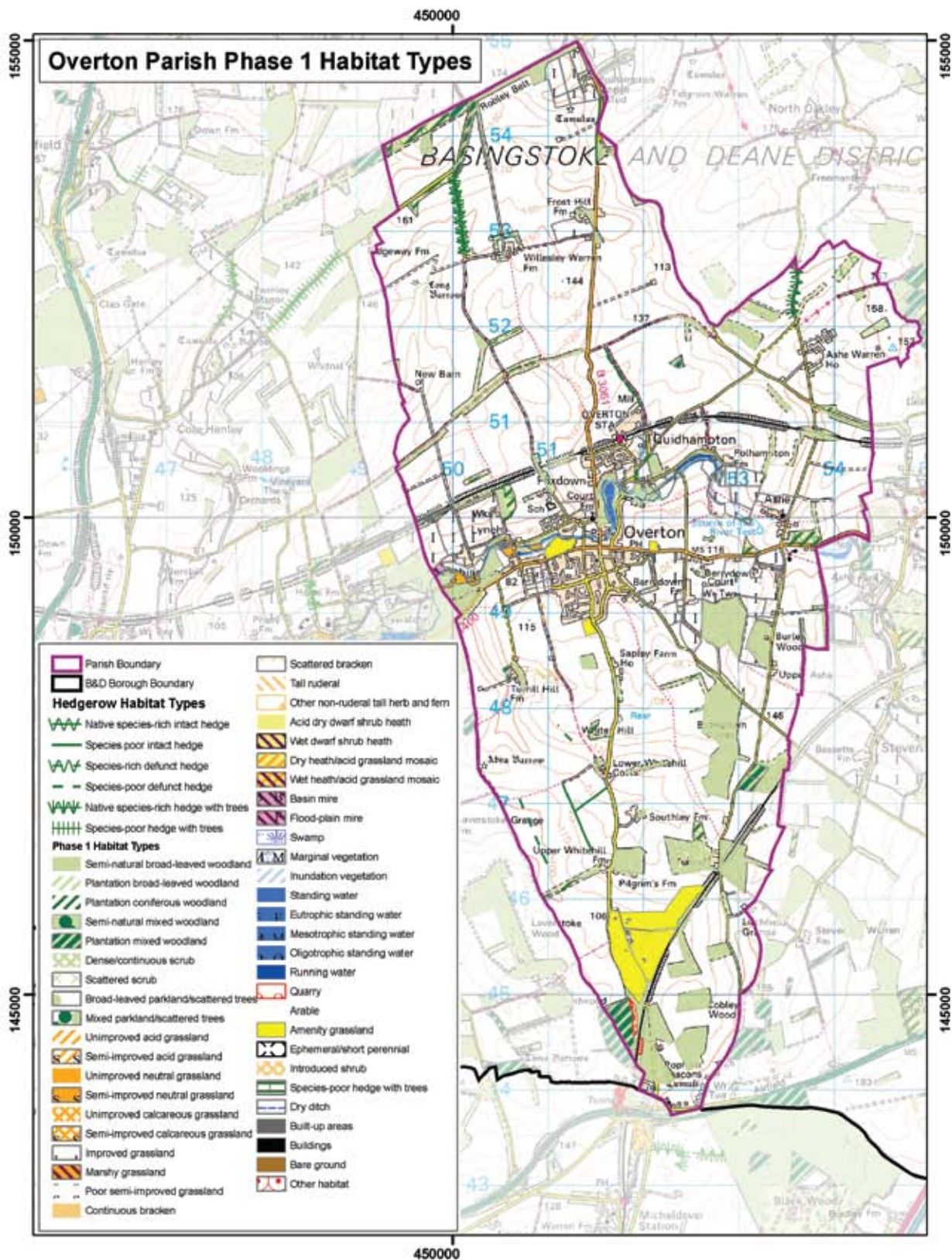


How to make a Parish Wildlife Map

Example Parish Boundary Map



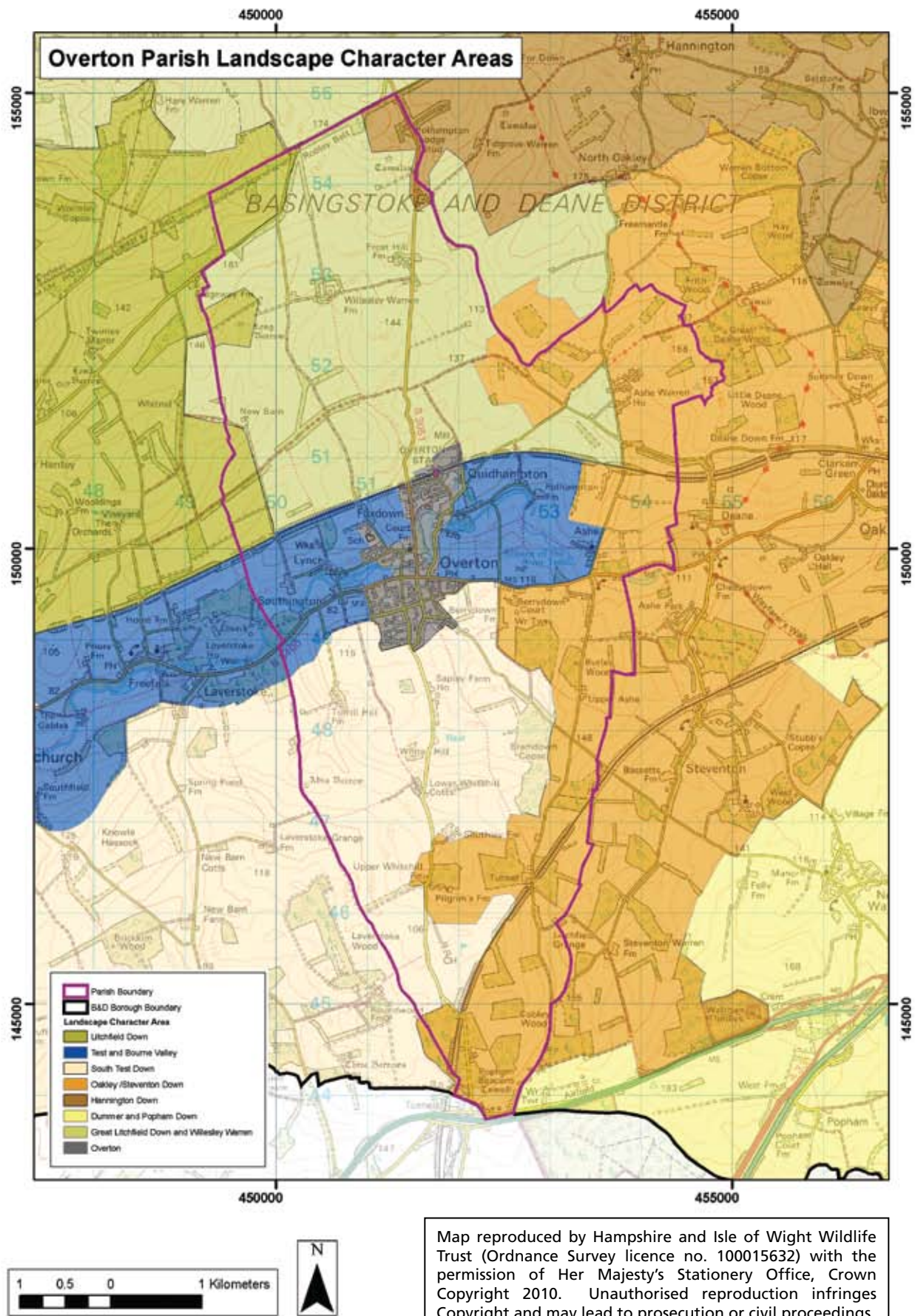
Example Parish Habitat Types Map



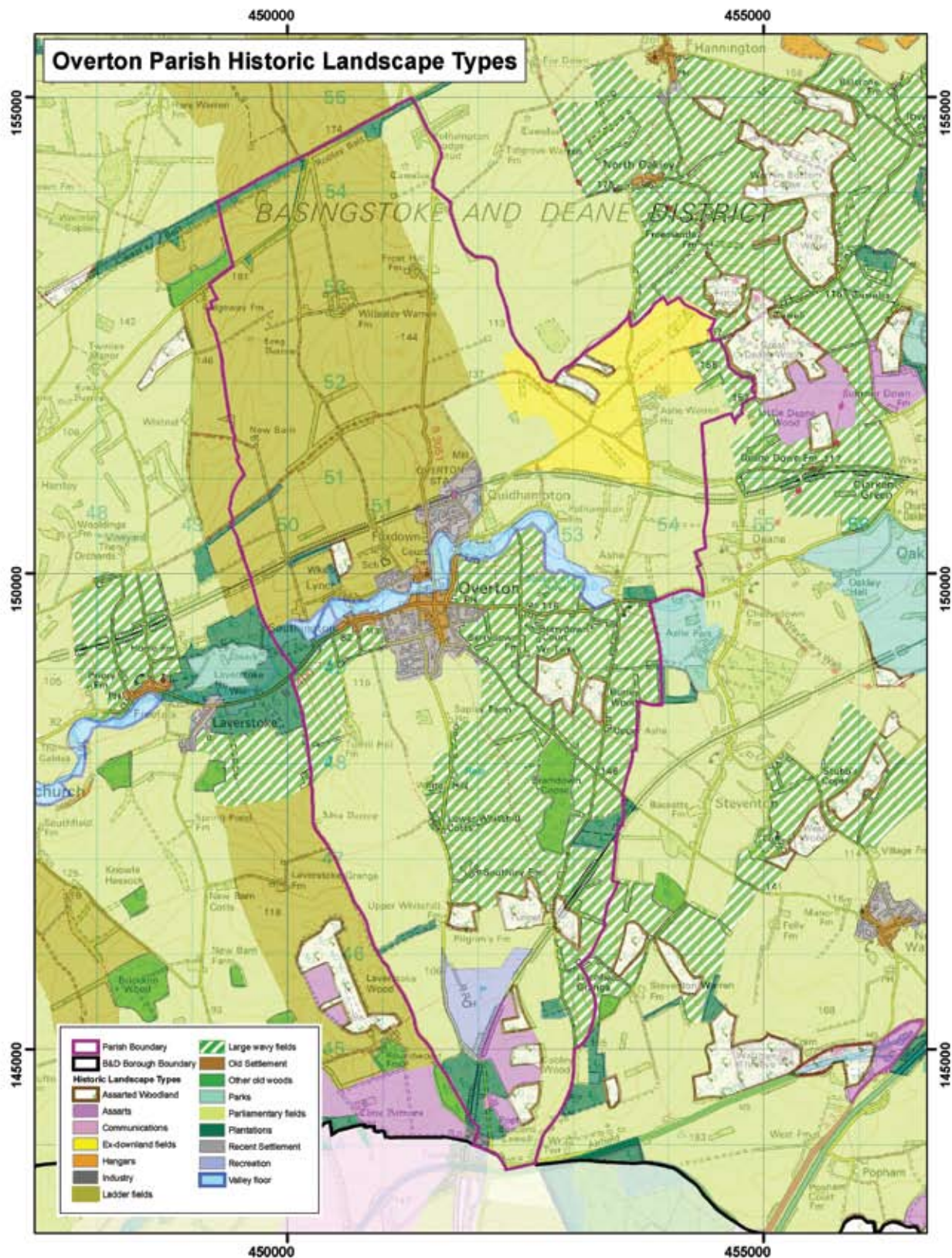
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How to make a Parish Wildlife Map

Example Parish Landscape Character Map



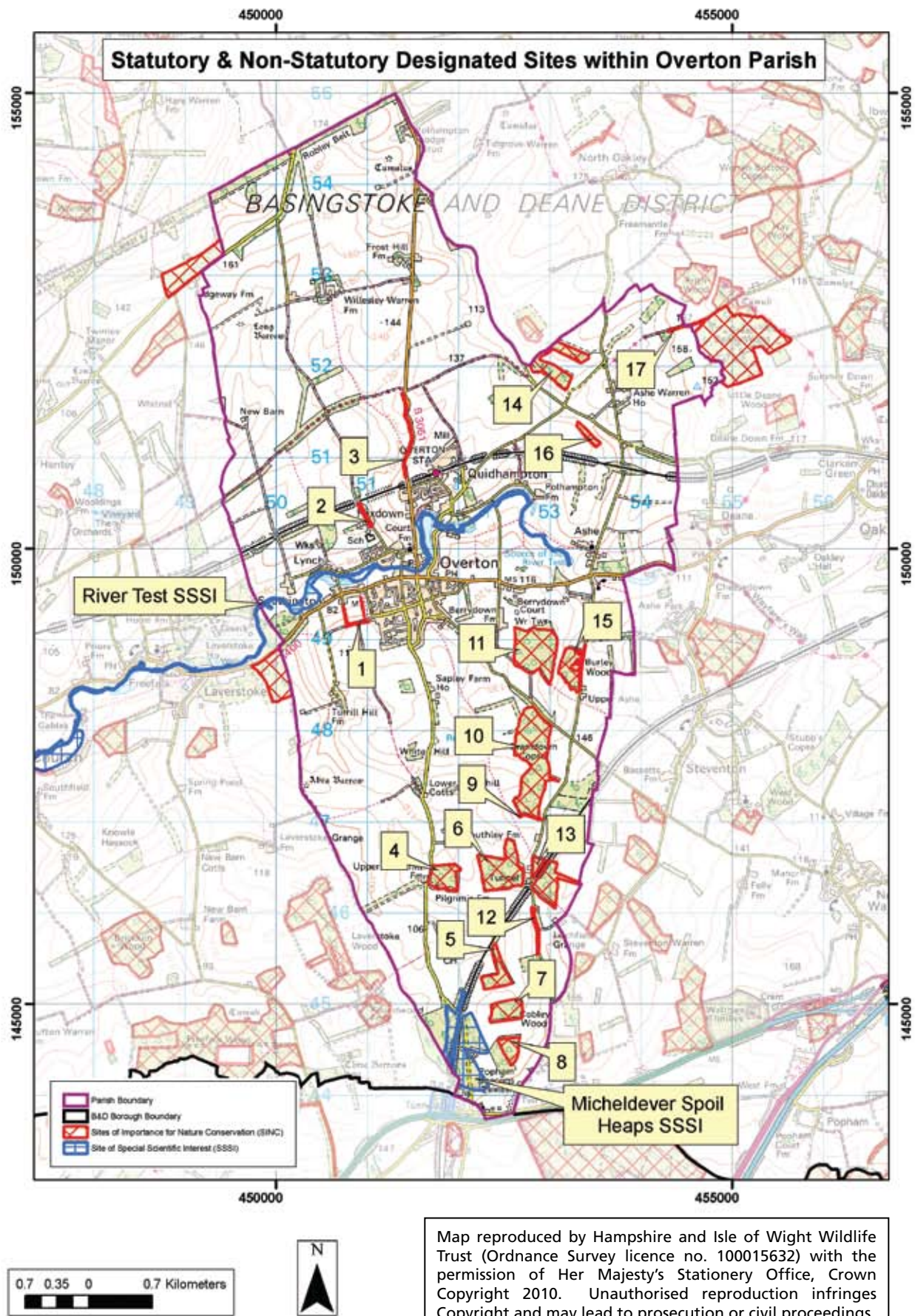
Example Parish Historic Landscape Types Map



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How to make a Parish Wildlife Map

Example Designated Wildlife Sites Map



Creating a Baseline map

You should contact your local library, local biodiversity officer or local wildlife trust to see if you can obtain a copy of a Baseline map that could become the starting point for your Parish Wildlife Map.

Alternatively, you can create a Baseline map from information found on a 1:25,000 Ordnance Survey map. It is advisable to make a Baseline map from a copy or part-copy of the OS Map rather than the original. This will be useful if you need to enlarge the map and focus in on a particular area of interest. It also gives you the chance to draw only the features you require, such as roads, rights of way and field boundaries.

Creating Identification Keys

Not everyone in your team will be a wildlife expert, so it will be helpful to hand out Identification keys relevant to the tasks at hand. There are lots of Identification books available to purchase as well as plenty of illustrated Identification keys on the Internet. To make things easier for your team, you may want to compile a simpler and more condensed Identification key for your particular survey.

The following page shows an example of the sort of Identification key that could be photocopied and distributed to the members of your group.

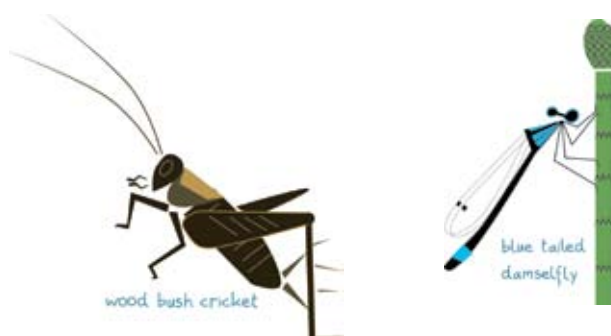
Don't forget that if someone in your group is unsure of a particular finding they can always take a snapshot photograph for identification at a later date.

Creating record sheets

Record sheets help people in the field to record their findings in a structured way. When all the data from the surveys are collated together it will be easier to create meaningful statistics.

Record sheets can cover specific areas like garden wildlife, grassland, wetland, hedgerows or woodland. They can also cover personal questionnaires such as a 'Sustainable Living' survey, which can be used to collect information from local residents.

At the back of this Toolkit you'll find some example record sheets, which you can photocopy for your own surveys or use as a guide for creating questionnaires better suited to your project's aims.



How to make a Parish Wildlife Map

Making a survey

You've done all your background reading, prepared your Baseline map, photocopied record sheets and collated Identification keys. All that's left to do now is to get outdoors and start your new survey!

Here's a quick checklist of items you may need while making a survey.

- Record Sheets
- Baseline maps
- OS Map 1:25,000
- Identification keys
- Camera
- Clipboards
- Pens and coloured pencils

If you need to walk across privately-owned land, don't forget to get permission from the Landowner.

Please follow the Country Code at all times. Keep dogs under control and always make sure gates are closed behind you. Please do not pick wildflowers or drop any litter.

And last but not least – remember to have fun!



Drawing the final map

The finished map or maps should clearly show all the habitats and species you have discovered, and include a symbol identification key. You'll want to identify the main habitats within the parish such as woodland, grassland, hedgerows and rivers. You can add information from the environmental surveys and background material you collected in any way you feel is appropriate.

You may also want to show on the map which habitats and species are of local interest and which of regional interest. If you are creating more than one map then try to keep the mapping scheme consistent throughout.

For the final Parish Wildlife Map you and your team members can choose from a range of formats. Some suggested ways to display your findings are:

- A standard OS-outline A3 map of habitats and species
- A series of larger maps that indicate habitats and species, for use on display boards
- A series of smaller scale outline A4 maps that provide high-level detail
- A website with images, information, links and downloadable documents

We've made a Parish Wildlife Map – what now?

You should submit a copy of your final Parish Wildlife Map to the your local Wildlife Trust and your local biodiversity officer. After this you could organise any of the following activities:

- Put up a special display, such as at your local library, church or community centre.
- Publish your finished work onto a website.
- Hold an event to invite residents to hear about your project
- Give a presentation at neighbouring parishes.
- Start a series of talks from visiting experts that link to any protected species found during the surveys.
- Link the map to a parish plan or village design statement.
- Develop an action plan to follow up new ideas that have sprung up during the production of the wildlife map.
- Approach the Parish Council for additional funding.
- Make plans to improve biodiversity. For example, mapped hedges could help identify where new hedge planting could link habitats.



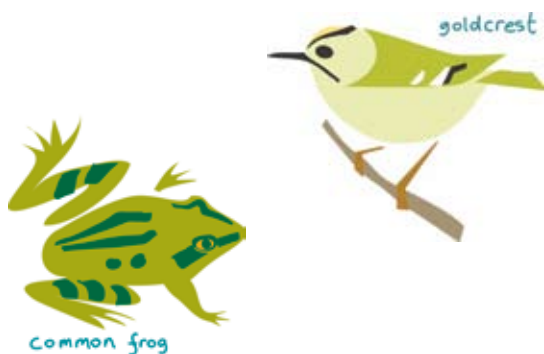
3. Optional future projects

After completing your first Parish Wildlife Map you and your team may find yourself inspired to do other wildlife activities or conservation work. Here are a few ideas for what you can do next.

Wildlife garden survey

Gardens can provide important sources of food and shelter for wildlife, especially in urban areas and in areas of arable farmland. Your group may find it interesting to undertake a garden wildlife study to see which species are visiting which gardens in your area and at what times of the year. A garden survey could also be a good way of involving lots of people in your project since a record sheet can be filled in without even leaving the house!

There is a template for a garden wildlife record sheet at the back of this toolkit. You can photocopy it and give it to everyone in your community who would like to take part.



'Sustainable Living' survey

A Sustainable Living survey could help encourage your community to live in a more environmentally friendly way. This survey can not only provide statistical data about your community but may also help people to think more carefully about their own energy usage, transport arrangements, water usage, waste disposal and recycling.

A Sustainable Living Record sheet can be found at the back of this booklet. You can photocopy it and give a copy to everyone in your community who may be interested in taking part.

Specific species survey

The following protected species are often associated with conservation sites and usually require special surveys:

- Bats
- Great Crested Newts
- Reptiles
- Badgers
- Water Voles
- Otters
- White-clawed Crayfish

Protected species surveys usually require professional expertise and special training. Please ask your local Wildlife Trust if you are interested in any of these specific species surveys.

Specific habitat survey

If you're inspired to engage in more complex habitat surveys then you may want to know how to do detailed surveys on Woodland, Hedgerows, Grasslands, Wetland and Orchard habitats. These surveys usually require professional help and special training. Please ask your local Wildlife Trust for more information about specific habitat surveys.

Churchyard survey

Churchyards have many habitats that can be managed sympathetically for wildlife, such as:

- Areas of managed grass cutting for wildflowers and insects
- Walls and gravestones with lichens and mosses
- Patches of woodland, hedges and shrubs
- Introduction of log piles and compost heaps
- Nesting boxes erected for birds and bats

The national 'Living Churchyards and Cemeteries' scheme encourages local communities to get involved in the management of their churchyards for the benefit of wildlife and visitors. Why not find out if a churchyard in your area has a wildlife scheme already in place? For more details see www.ecen.org/oldsite/ch&cons.htm

Improve a recreation ground

Some local authorities are becoming interested in managing their parks and recreation grounds in a more wildlife-friendly way. Why not find out what your local council is doing for wildlife in parks, and perhaps make some recommendations?

Litter clean-ups

Litter and other debris frequently tarnish beautiful stretches of countryside. As well as being an eye-sore, litter can also cause harm to local wildlife. Partaking in organised clean-ups is a fun way to explore the countryside and eradicate litter in the process. Please remember that any litter clean-ups should be done in co-operation with the countryside service and approval from your local authority.

GARDEN WILDLIFE RECORD SHEET

Quarter in which you are recording (please tick)

Jan - Mar ☐

Jul - Sep ☐

Apr - Jun ☐

Oct - Dec ☐

Is your garden small, medium or large? _____

Which of the following features do you have in your garden (please tick):

trees ☐ pond ☐ hedge ☐ compost heap ☐ flowerbed ☐ lawn ☐

other ☐ please state here _____

Do you use any chemicals (like pesticides or weed killers) in your garden? _____

If you buy compost, do you make sure it is peat-free? _____

Which of the following have you seen in your garden (during this quarter)

frogs ☐ grass snakes ☐ bats ☐ newts ☐ slow worms ☐ hedgehog ☐
toads ☐ badgers ☐ foxes ☐

Please list any butterflies, or other insects, that you have seen:

Other wildlife (N.B. turn over for list of birds)

Tick any of the following that you provide for birds in your garden:

food ☐ water ☐ nestboxes ☐

Are there any birds nesting in your garden? (please say which species)

Recording the wildlife you see and providing us with the information allows the continual monitoring of species found in our parish.

Species: _____

Number seen: _____

Location name: _____

Grid reference (or postcode): _____

Date: _____

Comments/description: _____

SUSTAINABLE LIVING RECORD SHEET

How sustainable is your lifestyle?

Have you fitted any low-energy light bulbs in your house? Yes ☐ No ☐

Does your house have double-glazing? Yes ☐ No ☐

Do you leave your TV or other appliances on stand-by for long periods of time? Yes ☐ No ☐

Is your loft insulated? Yes ☐ No ☐

How many cars are there belonging to your household?					
How often do you (please tick)	every day	several times a week	once or twice a week	occasionally	never
make a journey by car?					
make a journey of less than a mile by car?					
make a journey by public transport?					
make a journey on foot?					
make a journey by bike?					

Are there any changes that could be made that would encourage you to use public transport, cycle or walk more?

Do you have a water-butt or container to collect rainwater for use in the garden? Yes ☐ No ☐

Which of the following materials do you recycle on a regular basis? (please tick)
 paper ☐ glass ☐ textiles ☐ aluminium cans ☐ steel cans ☐ plastic ☐

Do you make your own compost? Yes ☐ No ☐

If not, is there a reason? (e.g. lack of space)

Useful Contacts for Parish Conservation Planning

Subject	Organisation	Reference/Contact
Amphibians and reptiles.	The Herpetological Conservation Trust	www.narrs.org.uk
Amphibians and reptiles.	Froglife	www.froglife.org
Archaeology	Council for British Archaeology	www.britarch.ac.uk Local group - CBA Wessex - cbawessex@britarch.ac.uk
Area of Outstanding Natural Beauty – North Wessex.	North Wessex Downs AONB	www.northwessexdowns.org.uk
Bees	The bumblebee conservation Trust	www.bumblebeeconservation.org.uk
Biodiversity Conservation	The Berkshire Nature Conservation Forum	www.berksbap.org
Biodiversity Conservation, national and local.	UK Biodiversity Action Plans (BAPs).	www.ukbap.org.uk
Birds	The British Trust for Ornithology Plus Bird Atlas	www.bto.org www.bto.org/birdatlas
Birds	RSPB	www.rspb.org.uk
Breathing Places	BBC	www.bbc.co.uk/breathingplaces
Bugs	Buglife	www.buglife.org.uk
Butterflies and Moths	Butterfly Conservation	www.upperthames-butterflies.org.uk
Canals and Rivers	British Waterways – South West division	www.britishwaterways.co.uk 01452 318000 enquiries.southwest@britishwaterways.co.uk

Conservation in Berkshire.	British Trust for Conservation Volunteers (BTCV)	www2.btcv.org.uk/display/btcv_home
Designated sites	English Heritage	www.english-heritage.org.uk/server/show/nav.19322
English Heritage	English Heritage	www.english-heritage.org.uk southeast@english-heritage.org.uk
Common Ground	Common Ground	www.commonground.org.uk
Environment	The Environment Agency	www.environment-agency.gov.uk General Enquiries: 08708 506506
Environmental education	Field Studies Council	www.field-studies-council.org
Fungus	The Association of British Fungus Groups	www.abfg.org
Geology	RIGS	www.ukrigs.org.uk Contact for local group: 01993 814147 Lesley Dunlop uk.geocities.com/ldunlop@btinternet.com
Hampshire	Hampshire Biodiversity Information Centre	www.hampshirebiodiversity.org.uk
Hampshire	The Environment Centre, Southampton	www.environmentcentre.com
Hampshire	Hampshire CC Countryside Service	www.hants.gov.uk/countryside
Hedgerows	UK Biodiversity Action Plan	www.ukbap.org.uk
Historic Environment Local Management (HELM)		www.helm.org.uk comments@helm.org.uk
Mammals	The Mammal Society	www.abdn.ac.uk/mammal

Useful Contacts

Mapping	Multi-Agency Geographic Information for the Countryside (MAGIC)	www.magic.gov.uk
Maps of natural features	Nature on the Map	www.natureonthemap.org.uk
National Trust	National Trust	www.nationaltrust.org.uk
Natural England	Natural England. Berkshire Office, Reading	www.naturalengland.org.uk Tel: 0118 958 1222 enquiries.southeast@naturalengland.org.uk
Orchards	Common Ground	www.england-in-particular.info/orchards/o-index.html
Plants	Flora locale	www.floralocale.org
Plants	Flower Farms	www.flowerfarms.co.uk
Plants	Plantlife	www.plantlife.org.uk
Records	Berkshire Records Office	www.berkshirerecordoffice.org.uk
Records	Thames Valley Environment Records Centre	www.tverc.org
Sustainable Communities	Groundwork South East	www.groundwork-se.org.uk
Sustainable energy	Energy Savings Trust	www.energysavingtrust.org.uk
Sustainable energy	TV Energy	www.tvenergy.org
Sustainable Technology	Centre for sustainable technology	www.cat.org.uk
Trees	The Tree Council	www.treecouncil.org.uk

Trees	Ancient Tree Forum	www.woodland-trust.org.uk/ancient-tree-forum
Volunteering	BTCV	www.btcv.org.uk
Wildlife	Wild About Britain	www.wildaboutbritain.co.uk
Wildlife	Wildfile	www.mylinkspage.com/wildfile.html
Woodlands	Forestry Commission	www.forestry.gov.uk
Woodlands	The Woodland Trust	www.woodland-trust.org.uk

Inside this Toolkit you'll find everything you need to know to about making a Parish Wildlife Map. We'll show you how to gather support for your project, where to find useful resources, how to make a survey and how to create and display your finished Wildlife Map.

A pdf version of the toolkit is available from the following organisations.

North Wessex Downs Area of Outstanding Natural Beauty

Denford Manor, Lower Denford, Hungerford
Berkshire RG17 0UN

Tel: 01488 685440

info@northwessexdowns.org.uk
www.northwessexdowns.org.uk

Hampshire and Isle of Wight Wildlife Trust
Beechcroft House, Vicarage Lane, Curdridge,
Hampshire SO32 2DP

Tel: 01489 774400

feedback@hwt.org.uk
www.hwt.org.uk

**Berkshire, Buckinghamshire
and Oxfordshire Wildlife Trust**

The Lodge, 1 Armstrong Road, Littlemore,
Oxford, OX4 4XT

Tel: 01865 775476

info@bbowt.org.uk
www.bbowt.org.uk

Wiltshire Wildlife Trust

Elm Tree Court, Long Street
Devizes, Wiltshire SN10 1NJ

Tel: 01380 725670

www.wiltshirewildlife.org

Community Council for Berkshire

27 Eldon Square
Reading, Berkshire RG1 4DP

Tel: 0118 9612000

www.actionforall.org.uk/com-plan

Community First

Wyndhams, St. Joseph's Place
Devizes, Wiltshire SN10 1DD

Tel: 01380 722475

enquiries@communityfirst.org.uk
www.communityfirst.org.uk

Community Action Hampshire

Beaconsfield House
Andover Road
Winchester SO22 6AT

Tel: 01962 854971

www.action.hants.org.uk

ACRE - Action with Communities in Rural England

Somerford Court, Somerford Road
Cirencester, Gloucestershire GL7 1TW

Tel: 01285 653477

acre@acre.org.uk
www.acre.org.uk

Oxfordshire community council

Jericho Farm, Worton
Witney OX29 4SZ

Tel: 01865 883488

www.oxonrcc.org.uk



**Hampshire &
Isle of Wight**



Hampshire
County Council



**Basingstoke
and Deane**

Illustrations by www.gregpoole.co.uk - not to be used or copied without permission.

Thanks to North Wessex Downs AONB Sustainable Development Fund, Hampshire County Council and Basingstoke and Deane Borough Council for funding the production of this toolkit. Thanks to Overton Biodiversity Society for piloting the toolkit and their helpful comments in making it as user-friendly as possible.

A simple guide to Biodiversity 2020 and progress update

July 2013

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What is Biodiversity 2020?

Biodiversity 2020 is a national strategy for England's wildlife and ecosystem services; it was published in summer 2011. It sets out the Government's ambition to halt overall loss of England's biodiversity by 2020, support healthy well functioning ecosystems and establish coherent ecological networks, with more and better places for nature for the benefit of wildlife and people.

What does it say?

The strategy describes what is needed to halt overall biodiversity loss by 2020 and sets ambitious goals about:

- better wildlife habitats – quality goals for priority habitat and Sites of Special Scientific Interest (SSSIs)
- more, bigger and less fragmented areas for wildlife – an increase in priority habitats by at least 200,000ha
- the restoration of 15% of degraded ecosystems – as a contribution to climate change mitigation and adaptation
- establishing a Marine Protected Area network
- managing and harvesting fish sustainably
- marine plans in place by 2022
- an overall improvement in status of our wildlife and prevention of further human-induced extinctions of known threatened species
- significantly more people engaged in biodiversity issues, aware of its value and taking positive action

How is Biodiversity 2020 different from the Government's previous approach under the UK Biodiversity Action Plan?

The UK Biodiversity Action Plan focused on the conservation of priority habitats and species. The valuable work of Biodiversity Action Plan groups across the country helped to ensure that some of our most important species and habitats were maintained and enhanced. However, biodiversity was still declining and two key reports suggested that we needed a new approach if we wanted to halt biodiversity loss:

- *Making Space for Nature* report chaired by Sir John Lawton
- *The UK National Ecosystem Assessment*

These reports concluded that focussing on individual species and sites remained important, but that this needed to happen at a larger scale so our habitats were better able to support more species and that our conservation action should focus on whole natural systems.

How is Biodiversity 2020 being delivered?

Making Space for Nature was clear that achieving our ambitions for biodiversity and nature cannot be a job for Government alone. Government will play its part and Defra has recently updated the *Biodiversity 2020 Delivery Plan*¹ which sets out the actions Government is taking, including:

- funding a network of Nature Improvement Areas
- setting the legislative framework furthering the evidence base; and
- direct contributions from our delivery bodies such as Natural England the Environment Agency, and the Forestry Commission

Defra and Natural England are working closely with a wide range of stakeholders to drive the delivery of the strategy's outcomes on the ground. This work has identified the need to provide people involved in local conservation work with more information about what they can do to contribute to delivering the strategy.

What progress has been made so far?

Progress has been made against each of the strategy's ambitious goals (see annex A for details) but it is clear that a concerted effort from all partners is needed if we are to halt overall biodiversity loss. This is backed-up by the *Biodiversity 2020 indicators*², which show a mixed picture, and the recent *State of Nature report* which saw the UK's wildlife organisations join forces to undertake a health check of nature in the UK and its Overseas Territories.

How can local conservation projects contribute to delivering the strategy's outcomes?

Biodiversity 2020 deliberately avoids setting specific targets and actions for local areas because Government believes that local people and organisations are best placed to decide how to implement the strategy in the most appropriate way for their area or situation.

However, local projects are particularly likely to be making a key contribution to the strategy if they involve:

- improving the quality of existing habitats so they are able to better support biodiversity
- creating new areas of priority habitat.
- identifying and managing ways for habitats to be linked together to create new networks for wildlife
- managing biodiversity at the scale of whole natural systems and landscapes.

¹ Email us at biodiversity@defra.gsi.gov.uk if you would like us to email you a copy of the Delivery Plan.

² The Biodiversity 2020 indicators will be updated in October 2013

- engaging people in new ways that increases the number of people who understand and value nature.

Resources to help local projects to contribute

More information about the ways in which local projects can contribute and record their contributions can be found on the [Biodiversity 2020 Google+ page](#) including:

- [a breakdown of priority habitats to assist partners in planning habitat creation projects](#)
- [a guide to potential funding sources to help partners deliver Biodiversity 2020](#)
- [a simple guide explaining how you can record your conservation work so it contributes to the delivery of the national strategy and info of what is happening in your area](#)
- [10 Components of Excellence in Local Delivery Approaches](#)
- [Biodiversity 2020 publications and products](#)

The best way to keep-in-touch with all the Biodiversity 2020 latest news and information is to follow <https://twitter.com/DefraNature>. We'll also work with Local Nature Partnerships and Natural England's place-based teams to make sure advice and messages are tailored according to local needs.

Annex A: Biodiversity 2020 - progress so far

Biodiversity 2020 Outcome		Commentary on progress
1.A	90% of priority habitats in favourable or recovering condition	Whilst there has been an improvement overall, for some priority habitats there has been a decline in condition; some habitats remain particularly difficult to target for positive action. We are working with a range of partners to address this and have published a breakdown of the types of priority habitat we want conservation projects to create.
	50% of SSSIs in favourable condition	37.55% of SSSIs in favourable condition as at 31 March 2013. This is 0.5% below the trajectory to 2020. These risks are being managed through Natural England's work with the Major Landowners Group and other partners so that partner's contributions can be better understood.
	Maintain at least 95% of SSSIs in favourable or recovering condition	96.11% of SSIs in favourable or recovering condition as at 31 March 2013
1.B	No net loss of priority habitat and an increase in the overall extent of priority habitats by at least 200,000 ha	Currently below the required trajectory and significant reliance on Agri-Environment Schemes. Limited detail of Partner's contributions outside Agri-Environment Schemes remains a key issue and we are working to address this through the Terrestrial Biodiversity Group and the Biodiversity Action Recording System
1.C	At least 17% of land and inland water conserved through effective and integrated approaches – including through management of our existing systems of protected areas and NIAs	Work in refining outcome 1C was completed during the year. This confirmed the adoption of the 'Ecosystem Approach' as the means by which the outcome will be achieved, building on principles published by the Convention on Biological Diversity and Defra. A suite of criteria are currently being trialled with a range of partnerships (AONBs, National Parks and NIAs) to test the use of 'effective, integrated and joined up approaches' before rolling out the approach to other partnerships so a trajectory towards the outcome can be established.
1.D	Restoring at least 15% of degraded ecosystems as a	Confirmation of which priority habitats will support this outcome has been agreed during the year, and work

Biodiversity 2020 Outcome		Commentary on progress
	contribution to climate change mitigation and adaptation	scoped to establish a baseline of 'degraded ecosystems' from which to measure future progress. This work is being developed so that it contributes towards the European Biodiversity Plan target for degraded habitat. Further work to improve our understanding of the relationship between habitat condition and key ecosystem functions, such as carbon sequestration and storage, are being considered with links to the UK NEA
2.A	By the end of 2016 in excess of 25% of English waters will be contained in a well-managed Marine Protected Area network that helps deliver ecological coherence by conserving representative marine habitats	Good progress has been made in achieving this target. Just over 23% of English waters are covered by European Marine Sites, with the identification Special Protection Areas for birds to be completed by end 2015. Consultation on the first tranche of Marine Conservation Zones ended on 31 March 2013, with designations planned before the end of the year.
2.B	By 2020 we will be managing and harvesting fish sustainably	Revised approach to fisheries management being implemented and on time to ensure effective management of European sites by 2016.
2.C	By 2020 we will have marine plans in place covering the whole of England's marine area, ensuring the sustainable development of our seas, integrating economic growth, social need and ecosystem management	<p>Subject to Cabinet Clearance, the Marine Management Organisation will commence the public consultation on the Draft East Inshore and East Offshore Marine Plans in July 2013 for a 12 week period; with the intention of adopting the plans before the end of 2013 in line with the Natural Environment White paper commitment.</p> <p>Plans will be in place for the whole of the English marine area by 2022. The MMO has, however, committed in its 2013-2016 Corporate Plan to deliver the 10 marine plans for England by 2021.</p>
3	Overall improvement in the status of our wildlife and prevent further human-induced extinctions of known threatened species	Progress against Outcome 3 continues to be made with a range of projects delivered in direct support of improving the conservation status of threatened species, including prioritising those of most urgent need. A joint plan of action with NGO partners is in development.

Biodiversity 2020 Outcome		Commentary on progress
4	By 2020, significantly more people will be engaged in biodiversity issues, aware of its value and taking positive action.	We are facilitating a group of environmental NGOs and independent engagement experts to help them to identify how the sector can be more effective in its engagement work.

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This document/publication is also available on our website at:

<https://www.gov.uk/government/policies/protecting-biodiversity-and-ecosystems-at-home-and-abroad/supporting-pages/stopping-the-loss-of-biodiversity-in-the-uk>

Any enquiries regarding this document/publication should be sent to us at:

biodiversity@defra.gsi.gov.uk

PB 14009

Amanda Jobling
Clerk to the Council
Hamble-le-Rice
Parish Council Office
Memorial Hall
Hable-le-Rice
Southampton
SO31 4JE

Strategy Unit

Our Ref: mpb/hamblibrary/190617
Your Ref: 1257-F1
Contact: Matt Blythe
Direct Dial: 023 8068 8311
Email: matt.blythe@eastleigh.gov.uk
Date: 19 June 2017

Dear Amanda

Re: Hamble Library and Community Hub

I write in response to your letter of 13 February 2017 regarding the above matter. Specifically the transfer of land east of the site from the Parish to the Borough Council to facilitate its development.

In your letter you state that it is the Parishes intention to transfer the land at nil consideration provided the following conditions were met:

- The Parish Council's costs of transfer being met in full.
- The continuation of the footway from Cirrus Gardens through to the High Street.
- Detailed consultation on its proposed usage.
- Option of an overage clause if there are further disposals.

In addition at the recent Project meeting it was agreed that the land transfer should include land on the other side of the footpath up to the boundary with Roosters and to the back of the footway with Cirrus Gardens. Can you please confirm this is acceptable?

We are now in a position where we need to arrange transfer of the land. I can confirm that the Borough Council agrees to all above points. The only limitation to this agreement is that we would request that the overage clause is reasonably time limited to allow for future change. In addition it has been proposed that a 'user group' be set up to ensure best use of the facility into the future.

Hopefully the Parish Council will now be able to confirm transfer of the land as agreed.

Yours sincerely



Matt Blythe

Local Area Manager, Bursledon, Hamble-le-Rice and Hound.

Amanda Jobling
Clerk to the Council
Hamble-le-Rice
Parish Council Office
Memorial Hall
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Yours sincerely



Matt Blythe

Local Area Manager, Bursledon, Hamble-le-Rice and Hound.

From: 3D Nexus Ltd [mailto:cordesign_3dnexus@yahoo.co.uk]

Sent: 26 June 2017 08:14

To: Clerk - Hamble Parish Council

Subject: RE: Licence application for the Beach Hut Cafe

Dear Mrs Jobling,

Please include my objections to the Beach Hut Café requesting a change of lease so they can sell alcohol.

- The Beach Hut Café (previously Blue Star Kiosk) 100 year lease was agreed by the Council about 10 years ago. It was and is still clear in it that there would be no alcohol sale. What does make the Council accept to look into a change when fundamentally nothing major has changed in the village, especially on the number of pubs, clubs and restaurants in the vicinity?

- The way things have happened to the café in the past and this time seems to show been a Councillor helps to achieve business improvements. On this ground only, Councillors should not accept a change of lease as there is a conflict of interest in this process. Even if Mr Beach does not have a vote and is presented as the "operator" or manager: he co-owns the business with his brother. So it is just which name is put on each title! A Councillor should not ask for business deal at least while he is on the Council Committee.

- The Foreshore Users Group is a great idea and should have an important voice in the lease. At least the lease change request can be postponed until the Group is set up and everyone interested in the foreshore development and activities. I am sure the Group would have great ideas which will develop the café business, as well as other businesses in Hamble, without bringing alcohol availability on a public foreshore premise.

- Alcohol consumption brings misbehaviour which cannot be controlled on the foreshore as well as in a pub, a closed restaurant or a yacht club. There are more exits and tables on the beach which can't be properly controlled by the café owner and staff, so problems will occur and there will not be available security/Police to secure or help. Additionally, proximity of the tidal water can be a major extra risk.

- The dinghy park states that it is at the owner's risks. At the moment, theft and deterioration is rare. Alcohol misbehaviour will put an end to the safety of the dinghy park and surely deteriorate some fragile boats and covers (as I have seen/heard in the past, it will increase the risk of a boat been taken for a ride or a swim which consequently either requested Police services or even lifeboat action)

- The foreshore is a family friendly zone where kids and adults enjoy in a calm environment the river view, walks and activities. If someone wishes to drink alcohol on the foreshore, they can come with it from their house or the local shop and sit on a bench (and may be have a take away from the café if it is opened). Therefore the actual foreshore is a safer and quieter environment which we all enjoy and bringing more alcohol will deteriorate its appeal for locals and visitors.

- We already experience around the Square the consequences of the alcohol consumption. Do we want to expand the area where we find empty and broken bottles and glasses?

- Risk of broken glass will massively increase. Kids, teenagers play on the beach and foreshore sometimes bare feet in the summer when swimming or sailing. Do we want to increase the risk of one of our kids (and also dogs) to be injured because there is more broken glass due to increased alcohol activities?

- We are all aware of the law about drink driving; unfortunately some still take their chances. The drive up Green Lane has seen few crashes into house corners. Alcohol sale on the foreshore will increase evening and night traffic up the hill so increase the risk of accident to pedestrians and into houses.

- We have already made several email regarding the Beach Hut van and sometimes personal car parking for extended period to make a small delivery in the dinghy park (note this has greatly improved, thank you). Will we now get a beer and wine delivery truck allowed into the dinghy park, potentially damaging properties in the dinghy park and our houses as it has happened several time and not long ago again?

- In either cases of the Council agrees or not to a new lease, would the Council be ready to make clear with the lease that no change can be applied for a period of time to bring certainty that business owners and neighbourhood is aware of what can happen or not to the kiosk lease.

I hope the Council will hear these arguments, as well as the others presented tomorrow at the meeting, and refuse to change the lease for the café as it is an unfair way to improve its business while on the Council. I am all for businesses to thrive but not at the expense of eliminating a secure and calm family friendly area we all enjoy. There is already enough pubs/restaurant in the village so the Council should safeguard the foreshore from likely alcohol related misbehaviour and incidents.

Please read, record and publish these arguments against the lease change.

Yours sincerely,

Coriolan Rousselle

3D NEXUS Ltd

Ferryside Cottage

Green Lane

HAMBLE

SO31 4JB

Tel/fax: +44 (0)2380 456 182

cordesign_3dnexus@yahoo.co.uk



Hamble-le- Rice Parish Council

Memorial Hall, High Street, Hamble-le-Rice, Southampton SO31 4JE
02380453422 clerk@hamblepc.org.uk 02380453422

**A meeting of the Parish Council will be held on Monday 26 June 2017
7.00pm at Roy Underdown Pavilion, Baron Road, Hamble-le-Rice**

AGENDA

1. Apologies for absence
2. Declaration of interest and approved dispensations
3. To approve minutes of the Full Council Meeting 22nd May 2017
4. Public Session:

Community and Partnership

5. Hamble River Valley Forum AGM – Feedback report from Cllr Underdown
6. Local Area Committee Team Briefing – Feedback report from Cllr Schofield
7. Community consultation - verbal update

Planning

F/17/80476	2 EMMONS CLOSE, HAMBLE-LE-RICE, SOUTHAMPTON, SO31 4QF Two storey side extension, single storey rear extension, conversion of roof space to provide habitable accommodation and alterations to fenestration

Parish Council Assets

8. Beach Hut Café – request to vary the terms of the lease
9. Barclays Bank land transfer and project update
10. Recommendations from Asset Management Committee

Discussion topic:

12. Environmental strategy: including community orchard and changes to the grounds maintenance regime.

Clerks Report

11. Forward Plan (paper attached)

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.

12. Hamble Lifeboat terms

Amanda Jobling
Clerk to the Parish Council

Date 21st June 2017

.



HAMBLE-LE-RICE PARISH COUNCIL

FORWARD PLAN FOR COUNCIL MEETINGS

Meeting date	Council, Committee, Working Group	Scheduled items for discussion
8 th MAY		ANNUAL PARISH COUNCIL meeting
22 nd MAY		COUNCIL meeting
12 JUNE	Council	Options for relocating sports clubs from GE Annual return Audit recommendations and action list Quarterly financial report including: <ul style="list-style-type: none"> • Orders for payment • Reconciliation • Bank statements • Balance sheet • Budget monitoring Tree removal at Satchell Lane (to be confirmed) Topics to go to Committees/Working Groups/Task and Finish (from Forward Plan)
26 JUNE	Council	Environmental strategy and actions – report and discussion Beach Hut café license application Feedback from LAC team meeting – Feedback report Hamble River Valley Forum AGM – Feedback report Community consultation – update (verbal or clerks report) Recommendations from Asset Management Committee Barclays Bank land transfer and project update

		Mount Pleasant – agreeing a way forward. <u>Hamble Lifeboat terms</u> <u>Appointment of legal advice</u> Taking forward our planning role – discussion
10 JULY	Council	Annual Sports Representatives Meeting 6.30pm Quarterly review of HYPE Passenger transport forum – Feedback Report Feedback from HVMH trustees. Consultation up date <u>Mount Pleasant – agreeing a way forward</u> <u>Grant request</u> Magazine review
24 JULY	Council	Council Brand – T&F? Festive Lights Project update – Barclays Bank and Coronation Parade <u>Taking forward our planning role - discussion</u>
11 SEPTEMBER	Council	Mid-year budget monitoring Grant Applications Review of the Dinghy Park Terms and Conditions and fees
25 SEPTEMBER	Council	
9 OCTOBER	Council	Annual Allotment Holders meeting 6.30pm Budget priorities for 2018/9
23 OCTOBER	Council	
13 NOVEMBER	Council	Annual Foreshore Users Meeting 6.30pm Draft budget for 2018/19
27 NOVEMBER	Council	Review of projects HLB public facilities and the Storage Shed
11 DECEMBER	Council	Set Budget and precept for 2018/19
8 JANUARY	Council	
22 JANUARY	Council	
12	Council	

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FEBRUARY		
26 FEBRUARY	Council	
12 MARCH	Council	
26 MARCH	Council	
9 APRIL	Council	
18 APRIL	Council	ANNUAL PARISH MEETING
23 APRIL	Council	COUNCIL meeting
14 MAY	Council	ANNUAL COUNCIL meeting
28 MAY	Council	COUNCIL meeting
TBA	AMC/	Users Foreshore meeting
TBA	AMC/T&F	Renewal of street signage – priority. Design and format
TBA	AMC/T&F	Renewal of Street Furniture – developing common brand
TBA	AMC	Foreshore Pay and Display – card and mobile payments
TBA	BC	Review of the ashes internment area
TBA	BC	Closure process and implications at St Andrewes
TBA	PC	Hand book and Health and Safety update Pay policy

AMC – Asset Management Committee

T&F – Task and Finish

BC – Burial Committee

PC – Personnel Committee

**Asset Management Committee of the Parish Council will be held on
Monday 19th June 2017 4.00pm
MINUTES**

1. Apologies for absence – Cllr Mrs. Philips and Cllr S Hand
2. Declaration of interest and approved dispensations – Those published in the register.
3. Public Session – none
4. Terms of reference for the Asset Management Committee – Members considered the proposed terms of reference and accepted them with the revisions shown in the attached version.
5. Forward Plan and Working Groups/ Task and Finish – the following Members were appointed to the groups identified. Council would be invited to nominate other interested members.

COUNCIL TO APPROVE

- Signage in the village – Brand identity – Cllr Woodall, Hughes and Philips
- Signage in the village – responsibility and replacement – Groundstaff to feedback their assessment + Cllr Underdown.
- Foreshore Users Group – schedule a discussion for the next meeting on what the issues might be, stakeholders and interested parties and timescale.

COUNCIL TO NOMINATE

6. Schedule of leases – list of leases was considered and it was agreed that it needed updating. Would be updated **CLERK.**
7. Asset Register – Agreed that the list needed to be reviewed and update but was a useful source document. **CLERK**
8. Storage shed next steps – The Committee considered the paper regarding the request for a fuel container to be installed in the new shed. The committee expression concern and reservations about the safety aspects and wanted a further dialogue with Hampshire Fire and Rescue, more detail on other types of design that would minimize the footprint of the tank and also to confirm the usage of fuel over a month to ensure the correct size tank is purchased. **CLERK TO REPORT BACK**
9. Date of next meeting – TBA



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~~

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

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 than 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

finish groups as appropriate. It will undertake matters or work referred from other committees or council. Will produce Regular 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

17 June 2017

Hamble Parish Council – Improving the wildlife value of council sites

RECOMMENDATIONS: TO LOOK AT WAYS TO IMPROVE THE WILDLIFE VALUE OF SITES AROUND THE VILLAGE, TO SET A BUDGET FOR THE STARTING OF A COMMUNITY ORCHARD AT COLLEGE PLAYING FIELDS.

Introduction

Historically the council's estate has been managed mainly for people and their recreation. As a major landowner in the locality there is the opportunity to widen this view and consider the potential of using our land and assets in a more sustainable way to reduce our carbon footprint, save resources, reduce cost and diversify habitats to support wildlife.

Simple changes to our current maintenance could provide helpful steps in achieving this. Other suggestions would be welcome.

Content

Community orchard,

Following the removal of the sycamore trees at Satchell Lane discussions have taken place with the residents about the replacement trees that need to be provided. To increase the value of these trees both for the environmental impact and for parishioners using the facility these trees could form the starting point for a community orchard at CPF along the bottom of the field and the airfield boundary side. Trees could include apple and crab apple, damson, elderflower, plum and hawthorn.

Having investigated the idea we would be able to plant a maximum of forty trees around the site in the space available (this is determined by the eventual size of the trees)

To add to the trees provided by the Satchell Lane parishioners we could ask other parishioners and businesses to sponsor a tree for planting, this would provide a way for local businesses to offset their carbon footprint. Initial discussions with some businesses suggest a willingness to assist if the project can be widened to include other community groups such as school children, conservation groups etc. If there is general support for the idea then further work can be done to develop this project for an autumn implementation.

Cost implications,

The cost of a tree varies from £25.00 upwards depending on size at purchase and whether it is pot grown or bare root. The cheaper bare root option is only available in the autumn/winter period.

To provide a post and wire fence around each tree as protection would cost £18 per tree. Options also exist via the woodland trust who provide trees for community use including some fruiting trees.

In the first instance it is proposed that a budget of £500 is agreed for the purchase of trees and supports and as the idea develops to approach other organisations for contributions. If agreed we can also confirm the arrangement to the residents at Satchell Lane.

Longer grass areas,

It is also proposed that areas of grass across the village are left to grow longer which supports a greater variety and number of insects which form the base of the food chain. Other areas could include CPF, Barnaby's field, Donkey Derby Field, Rail Trail and the Community Orchard if agreed.

Wildlife homes,

Last winter we had half a dozen bird boxes donated by a children's home in Swanwick which were put up at Westfield common, as we have a lot of trees around the village it would be good if we could encourage others to make and donate boxes to be put up in our trees.

Other ways in which we are trying to improve habitats.

In certain areas such as Westfield common, Heather gardens we are being slightly less tidy by leaving some branches and logs around to provide cover and to rot down this will help to encourage wildlife on the ground as well.

Last autumn around 2500 spring flowering bulbs were planted around the village this was a cost effective way of increasing the flower stock around Hamble.

Consultation

Any other practical ideas that we can use and encourage others to help with around the village would be great.

What is the intended outcome of the decision?

To start a community orchard at CPF and to gain support and backing for further wildlife enhancements for around the village. To look into the possibility of building partnerships with other organisations to help with the overall environment of the village and to see these measures forming part of a wider strategy that looks to enhance the Council's environmental credentials.

HAMBLE PARISH COUNCIL MEETING 26TH JUNE 2017

Item 8 Beach Hut Café – request to vary the terms of the Lease

APPLICATION TO THE PARISH COUNCIL TO AMEND BEACH HUT CAFÉ LEASE TO SERVE ALCOHOL AND EXTEND OPENING HOURS

REPRESENTATION FROM SANDIE LLEWELLIN

I would like to raise three points for the Committee to consider

- the first about the existing Lease for the Beach Hut café
- the second about the responsibilities of the Parish Council to all Hamble parishoners
- the third concerning health and safety

POINT ONE

The Minutes of the Parish Council Meeting in September 2009* show that a decision to award a Lease for a Foreshore café was controversial and required the Chair's casting vote to pass. Councillors wanted their opposition to be recorded in the Minutes because they were concerned that matters discussed would arise again in the future. The Lease** signed in 2010 limits the use of the premises to only 'Class 3 and 5 uses' (café and restaurant) and states that "Not at any time to use or permit or suffer to be usedthe sale of any beer wine or spirits liquors".

Question - WHAT HAS CHANGED IN 7 YEARS THAT CAN POSSIBLY CAUSE THE COUNCIL TO CONSIDER A CHANGE IN THE LEASE AND OPERATING AGREEMENT GIVEN THE ORIGINAL CONTROVERSIAL DECISION TO AWARD THE LEASE ?

POINT TWO

Hamble is extremely well served by public licensed premises and they do have a significant impact on the local environment - especially in good weather when the enjoyment of alcoholic drinks spreads out of the licensed premises into the surrounding streets. At the moment the public shore itself is largely clear of public licensed premises and there are good social reasons why that should remain the case. The shore area is for the enjoyment of people of all ages and a notable part of its character and attraction is the simple timeless pleasure of viewing the scenery and the activity around the water's edge.

The Beach Hut Café has its own integrity and currently offers such enjoyment. It is a popular and successful establishment and most importantly is one of only two 'cafes' in the village.

Question - CAN PARISHONERS EXPECT OUR COUNCIL TO MAINTAIN A COMMITMENT TO ENSURING A BALANCE OF ENTERTAINMENT FACILITIES IN THE VILLAGE AND IMPORTANTLY FAIRNESS IN PROVIDING FOR THE NEEDS OF PARISHONERS OF ALL AGES?

POINT THREE

The position of the Café is precisely the point where most public water based activities take place. Anyone observing this area in the warmer months cannot fail to absorb the atmosphere of excitement of families, some with very young children, participating in some way or another in a water-based activity whether it be crabbing, paddling or launching small craft. This activity continues well into the evening. The introduction of the sale of alcohol into this setting will at one level threaten the enjoyment of families as inevitably it will draw in a different age group and at another level it creates the toxic health and safety risk of alcohol and water. While it can be argued that yacht clubs are licenced to sell alcohol to members, theirs is a controlled environment, whereas the Café will have no control over the subsequent behaviour of their customers in what are public areas.

Question – IS THE COUNCIL PREPARED TO COUNTENANCE TAKING A STEP WHICH WILL BE DETRIMENTAL TO THE ENJOYMENT OF FAMILIES AND RAISE THE RISK OF A TRAGIC ACCIDENT?

** Minutes Monday 14th September 2009 Ref 2220*

***SCHEDULE 1A LAND REGISTRY 31 AUGUST 2010 LEASE between Hamble le Rice PC and Angelfish (Southampton) Ltd*

David and Pat Aspinall
Shingle Quay
The Green
Green Lane
Hamble
Southampton
SO31 4GB

Tel. 023 8045 5904

F.A.O. Amanda Jobling
Clerk to Hamble-Le-Rice Parish council

Dear Madam,

**Re: Parish Council Meeting – 26 June 2017
Agenda Item 8**

I am aware that the tenant of the Beach Hut Café has requested a variation to his lease and I further understand that this is in connection with his wish to sell alcohol, subject to appropriate licences being obtained. I wish to object to this and would be grateful if you would put my views to your councillors.

I have had the opportunity of reading the lease which has a very specific User clause in which the tenant covenanted not to permit or suffer the premises to be used for the sale of any beer, wine or spirits liquors nor to do or permit or suffer to be done any act or thing which may be or grow to be an annoyance or disturbance..... to the neighbourhood.

This was a new 99 year granted in 2010 following the surrender of the existing 25 year lease. According to the report of the Hamble Local History Society in the March edition of the Village Magazine this lease was concluded "after much negotiation". Rightly so, as the area of foreshore taken up by the new lease was increased and the terms were to cover a much longer period of time. This point about a prohibition on alcohol must have been considered in detail because the possibility of a licensed premises on the foreshore was likely to have a profound effect on the atmosphere of the area and the surrounding neighbourhood, all of which is also conservation area.

This decision was only made 7 years ago and nothing has changed, except for the erection of the lifeboat station. The foreshore can be very busy during the day especially during the summer months. The Beach Hut Café seems to be well used by all our visitors and locals alike. However, in the evenings the foreshore is calm and peaceful, a different place altogether, and that diversity is very much part of its charm.

Our property is adjacent to the foreshore and we have objections also from an environmental point of view based on what we have already experienced.

1. There are occasional events on the foreshore carpark which are licensed. These are usually very well attended, and well-run, but because they are basically outdoor events we find plastic glasses and rubbish that have been thrown into our garden. It stands to reason that there must be other such rubbish on the foreshore as well. This is because it is impossible to "police" everyone and ensure that all rubbish is properly disposed of. As far as occasional events go, we accept this.
2. The Beach Hut Café has outdoor areas and users of these areas could cause the same problems on the foreshore. Also, the terrace area is close to the water and places where children and dogs play. Broken glass could become a problem.
3. Some or all of the licensed premises in the High Street have difficulties at times with glasses being taken away from the premises. I have seen half-drunk glasses of beer on the ground on the corner of School Lane and the High Street, on garden walls on the High Street and on the ground in the



road at the corner of High Street and the Quay. I am sure that everyone is doing their best but these things happen and they are likely to happen on the foreshore too if we have licensed premises there.

The Beach Hut Café is doing a good job as one of only two cafes in Hamble, please leave it like that.

Yours sincerely,
Pat Aspinall

To Whom it may concern at Hamble Parish Council,

I believe the Parish Council will be considering a request to alter the terms of the lease at the Beach Hut Café in Hamble in favour of the leaseholder to be able to apply for an alcohol license.

On behalf of myself as a local resident of Hamble and as the owner of The Bugle Public house I would like to register my objection to this.


It was always my understanding that the intention has always been for a simple tea & coffee café to be present at this location and believe any deviation from this towards the sale of alcohol could increase the potential for loss of amenity to local residents with increased noise and disruption from patrons. I am also concerned that this could be the first step in many that could lead to a full blown public house positioned on the foreshore, a location that is wholly unsuitable in my opinion for this type of operation.

As a local business owner I would strongly resist any attempts to increase the number of licensed premises in the village which in my opinion has already reached saturation point with a rough count of over 17 licensed establishments already in a concentrated area. Any increase in this number would undoubtedly put further strains on existing licensed businesses whom have already seen a number of issues effect trade in recent years jeopardising their own longevity and survival.

I can only assume that in its wisdom the council initially deemed it necessary to restrict the lease for these very reasons and can see no good reason why they should deviate from this conclusion now. So therefore would strongly urge the council to resist this application based on its initial conclusion and not rely on the fact the applicant still needs to apply to EBC. The council has a duty of care to its parishioners to act in their best interests and as such I believe they must refuse this application in order to do this.

Yours sincerely,

Matthew Boyle
Owner The Bugle, High Street Hamble
Resident at Lukes Close, Hamble

From: Steve Hughes steve@deliciousdining.co.uk 
Subject: Alcohol License application Beach Hut Cafe
Date: 19 June 2017 at 16:42
To: Clerk - Hamble Parish Council clerk@hamblepc.org.uk

SH

Dear Amanda,

I believe the Parish Council will be considering a request to change the terms of the lease at the Beach Hut Café in Hamble this week in favour of the leaseholder applying for an alcohol license.

On behalf of Banana Wharf at Port Hamble I would like to register my objection to this please. I understand the intention has always been for a simple tea & coffee café to be present at this location & believe any deviation from this towards the sale of alcohol will have the end result of a fully blown Public House on the river bank. Surely there are enough Pubs & restaurants in Hamble High Street to offer a wide & varied choice, the village has reached saturation point for licensed bars!

Whilst most of the venues in Hamble enjoy a busy few summer months with an influx of visitors, the majority suffer through the long hard winter with a total lack of footfall & paying rent & rates through the whole year becomes a serious burden.

I ask please that you consider the livelihoods of all licensees in the village when making your decision.

Yours Sincerely,

Steve Hughes

Director

Banana Wharf



Endeavour Court,
Ocean Village,
Southampton,
SO14 3GD

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