

Tuesday 1st September 2020 – 8.30am virtual meeting

This meeting is open to members of the public.

If you wish to participate you must contact the Deputy Clerk at Parish Office via deputyclerk@hamblepc.org.uk to confirm any points you would like to raise and/or receive the link to the meeting no later than 10am on Friday 28th August 2020

1. Welcome

- a. Apologies for absence
- b. Declaration of interest and approved dispensations
- c. Approve minutes

2. Public Session

3. Project and works list – verbal updates:

- a. Refurbishment works to Roy Underdown Pavilion – update by Head of Grounds & Assets
- b. Southern Quay seating area – update by the Clerk
- c. Mount Pleasant – update by the Clerk
- d. Interpretation Boards – update by Cllr Cohen
- e. Tennis courts

4. Vandalism – verbal update by Head of Grounds & Assets

5. Textile Bank request from Air Ambulance Service

6. Notification of increased charges from:

- a. Opus – gas and electricity
- b. Domestic Darlings – cleaning contractors

7. Outdoor events

Update from Eastleigh Borough Council regarding new powers to top tier Authorities

Exempt Business

8. Leases

9. Hamble Aerospace Ltd Planning application and playing pitch mitigation

Dated: 26/08/2020

Signed: Jeanette Symes Deputy Clerk to Hamble Parish Council, Parish Office, 2 High Street, Hamble, Southampton SO31 4JE. 023 8045 3422.

UPCOMING PARISH COUNCIL MEETINGS

Full Council – 14th September 2020 – virtual meeting

Planning Committee - 28th September 2020 – virtual meeting

Minutes of the Asset Management Committee Meeting
Tuesday 2nd June 2020 at 08.30am
Held virtually due to coronavirus restrictions.

Those Present: Councillors: S. Schofield, (Chair - part), S Cohen, M. Cross, J. Dajka, S Hand, A. Thompson (Chair- part) and I Underdown, Deputy Clerk, Head Groundsman

Members of the Public: One joined the virtual meeting.

The minute reference for each item is 02.06.2020 + the agenda item number

1a. Apologies for Absence

The Clerk, Cllr Cross joined the meeting at 8:46

1b. Declarations of interest and approved dispensations

Cllr Underdown: Dinghy storage park

1c. To approve the Minutes of the previous Council Meeting.

IT WAS RESOLVED TO approve the Minutes of 3rd March 2020. The Chair will sign the Minutes at a later date.

2. Public Participation

The member of the public made representations regarding a wider vision for the foreshore and referred to earlier discussions. These were noted and will be taken forward as an agenda item for Council.

3. Election of Chair

Cllr Thompson was nominated as Chair and duly elected by all members. Cllr Schofield resigned the Chair and Cllr Thompson took over as Chair for the rest of the meeting

Cllr Thompson thanked Cllr Schofield for her hard work and support for the Council's Officers.

Cllr Cross joined the meeting

4. Schedule of Meetings

IT WAS RESOLVED TO hold the next meeting of the committee on 7 July 2020.

5. Officers Report

(a) Electronic Permits

The report was noted and **IT WAS RESOLVED TO:**

- (i) Adopt the draft PID with minor amendments
- (ii) authorise the Deputy Clerk to continue research and preparatory work taking into account concerns that all parishioners would continue having access to the permits; and
- (iii) set aside a budget of £2,500
- (iv) Maintain a small stock of paper clock permits for those unable or unwilling to use electronic ones.

(b) Updated Asset List

The Asset List was noted and approved and **IT WAS RESOLVED THAT** it be presented to Full Council.

6. Project and Works List

The Project and Works list were noted. It was also noted that due to the current pandemic priorities would have to change and some projects will have to be deferred and delayed. The Head Groundsman reported on the vandalism at the foreshore and the most - effective means of obtaining spare bench slats was discussed. He agreed to contact the suppliers of the slats to ascertain if individual slats could be purchased instead of full sets.

7. Exempt Business

IT WAS RESOLVED TO exclude the public and press in view of the confidential nature of the business to be discussed.

(a) Insurance claim update

The Deputy Clerk reported on the current situation regarding a claim against the Council.

(b) Vehicle Report

The Head Groundsman reported on the current situation with regard to the replacement of the truck. This was noted.

The Meeting closed at 09:15

Asset Management Committee – Projects

Project		Actions	Date agreed	Budget	Spend	Updates
Foreshore						<p>Working Group set up 07.05.2019 Cllrs Underdown, Cohen, Thompson and Cross</p> <ul style="list-style-type: none"> Landscaping in Area of Circular Bench <p>02/07/2019 discussed but no further decision was reached</p> <ul style="list-style-type: none"> Bin Storage Dinghy Storage Park Sin Bin Area Barrier behind the Lifeboat Station <p>DC highlighted pebble style seat for WG to consider</p>
Footpath 15 JS Priority	<p>Lead Officer(s) Clerk/DC/HoGA Lead Cllr(s) Cost Centres Due Date</p>	<p>Safety Audit Reinstate the barrier after consultation (AMC 07/05/1019)</p>	<p>AMC 7.01.2020 Cll 13.01.2020 Cll 13.05.2019</p>	£2,500		<p>02/07/2019 highlighted the ongoing concerns and issues especially in the light of the recent accident.</p> <p>03/09/2019 AMC asked decision not progressed until meeting with HRSC and Pink Ferry had taken place.</p> <p>Awaiting contact from HCC – to arrange site visit and safety audit</p>

Project	Lead Officer(s) HoGA Lead Cllr(s)	Actions	Date agreed	Budget	Spend	Updates
Bench refurbishment and repair	Cost Centres 302 – 4392 (Transferred from EMR 302 – 6000) Due Date		09.09.2019	£17,000 from reserves	£10,976.88 (slats & materials)	Slats only - labour by the Grounds Team Completed March 2020 Additional slats purchased to replace slats as broken 20.08.2020

Project	Lead Officer(s) HoGA/Clerk (AA) Lead Cllr(s) Cost Centres Due Date	Actions	Date agreed	Budget	Spend	Updates
Southern Quay Working Group: <ul style="list-style-type: none"> • Benches • Contacting Donors • Specification • Public Consultation 	HoGA/Clerk (AA) Lead Cllr(s) Cost Centres Due Date April 2020	07/05/2019: WG set up - Officer supported and meetings would be arranged Lead Officer(s): HoGA	Cll 11.11.2019	£35,000 from reserves		Working Group set up 07.05.2019 Cllrs Schofield, Dajka and Underdown <ul style="list-style-type: none"> • Benches on Southern Quay • Contacting Donors • Specification • Public Consultation November 2019 – Invite to tender went live and 3 suppliers confirmed intention to tender December 2019 – none of the 3 suppliers submitted a final tender January 2020 – follow up with potential tenderers resulted in feedback on reasons for non-tender Scheme and potential tender agreed and discussions commenced but paused due to lockdown. Next steps to agree specification for the removal of the current seats and new concrete bases. Pending due to staff shortages.

Project	Lead Officer(s) DC (AA) Lead Cllr(s)	Actions	Date agreed	Budget	Spend	Updates
Electronic Parking/Dinghy Park Permits	Cost Centres Due Date			£2,500		In contact with Mi Permit Rough costings awaiting. EBC Traffic management contacted re TRO and costs PID and budget approved Council decided to postpone until 2021 Report by Andy McIndoe
Refurbish circular seat and Planting scheme	Lead Officer(s) Lead Cllr(s) Cost Centres Due Date	02/04/2019 WG set up with Cllrs Dajka, Schofield, Thompson and HoGA		£7,000		
Relocation of Beach Hut Café bins	Lead Officer(s) HoGA/Clerk Lead Cllr(s) Cost Centres Due Date	02/04/2019 WG set up with Cllrs Dajka, Schofield, Thompson and HoGA				02/07/2019 Details of the new bin store were pending from the Beach Hut Café 03/09/2019 – AMC agree legal position to be checked before decision made Verbal update to be given at meeting.
Cemetery Landscaping		New Pathway Bad weather shelter		£5,000 EMR	Water Butt	

Project		Actions	Date agreed	Budget	Spend	Updates
Cemetery Management Software JS Priority		Dedicated children's area			& Compost bins - £214.96	
		Birdbath				
		Garden of remembrance				
	Lead Officer(s) DC Lead Cllr(s) Cost Centres Due Date					Demonstrations by Pear and Rialtas Mobile connectivity queries to be raised with Rialtas. Contact Rialtas again end of 2020 as mobile implementation info should be available.
College Playing Fields Floodlights						
	Lead Officer(s) HoGA Lead Cllr(s) Cost Centres Due Date	Low energy replacement		£5,000		Initially approved installation of LED lights on 05.11.2019 –
Mount Pleasant Improve air quality and Car Park layout						
	Lead Officer(s) HoGA/Clerk Lead Cllr(s) Cost Centres Due Date	Changes to entrance area to be agreed Clerk/HoGA	10.02.2020			First three spaces to be removed due to tight access. Pending due to staff shortages.

Project	Lead Officer(s) Clerk Lead Cllr(s) Cost Centres Due Date	Actions Meeting with junior school	Date agreed	Budget	Spend	Updates
Renewal and redevelopment of Pavilion, play area and skatepark	Lead Officer(s) Clerk/HoGA Lead Cllr(s) Cost Centres Due Date			£30,000 EMR		Update on a way forward discussed at meeting on 2 nd September 2020
Mount Pleasant: Public consultation by Planning for Real	Lead Officer(s) Clerk Lead Cllr(s) Cost Centres Due Date		AMC 07.05.2019 Cll 13.05.2019	£10,000		Update on a way forward discussed at meeting on 2 nd September 2020
Skatepark maintenance	Lead Officer(s) Lead Cllr(s) Cost Centres Due Date		TBA?	Dev contributions LAC		

Project Allotments		Actions	Date agreed	Budget	Spend	Updates
Improve security	Lead Officer(s)	Meeting with allotment holders	10.02.2020			Invite to April Meeting April meeting cancelled due to Covid-19
	Lead Cllr(s)					
	Cost Centres	HoGA				Survey of users August 2020
	Due Date					
	Lead Officer(s)	Investigate closure of pathway	07.01.2020			HCC contacted for legal advice on the procedure for closure.
	Lead Cllr(s)					
	Cost Centres					Survey of users August 2020
	Due Date					
Heather Gardens Management Plan agreed	Lead Officer(s)			n/a		
	HoGA		AMC: 05.11.2019			
	Lead Cllr(s)					
	Cost Centres					
Roy Underdown Pavilion	Due Date					

Commented [HG-HPC1]: Safety tree work carried out 3/1/20 by Titchfield tree services, work plan to be agreed with conservation volunteers

Commented [HG-HPC2]: Whole new item under RUP provision of defibrillator I have quotes now ready except for install costs as this will depend on location.

Project	Lead Officer(s) HoGA Lead Cllr(s) Cost Centres Due Date	Actions	Date agreed	Budget	Spend	Updates
Repair or replacement of windows		Obtain quotation				
External paintwork		Obtain quotation				
Replacement of boilers			03.09.2019			Electric showers investigated as possible alternative. 07/01/2020: HoGA to draw up PID for next AMC
Parish Wide Projects						
Replacement of Information Boards	Lead Officer(s) Clerk Lead Cllr(s) Cohen, Hayward Cost Centres EMR Due Date		09.12.2019	£10,000		Draft PID approved Contract let and initial design work completed. Need to establish how this fits in with the LAC waymarker project.

Commented [HG-HPC3]: PID ready

Project	Lead Officer(s)	Actions	Date agreed	Budget	Spend	Updates
Review of street signage	Lead Officer(s) Lead Cllr(s) Cost Centres Due Date	05/02/2019 (AMC) WG set up to review		£4,000 to review signage and information boards at Hamble Square		
Content of Information Boards	Lead Officer(s) Lead Cllr(s) Cost Centres Due Date	05/02/2019 (AMC) WG set up to review				
Disconnection of Water Meter at Hamble Halt	Lead Officer(s) HoGA (AA) Lead Cllr(s) Cost Centres Due Date	02/04/2019 HoGA investigate disconnect cost, reconnect cost and if permission needed from HCC (landowner)				12/11/2019 JEH been emailing to get clarification on disconnection and reconnection costs, but still pending as no clarification to this in responses received

Project	Lead Officer(s) HoGA Lead Cllr(s) Thompson Cost Centres Due Date	Actions	Date agreed	Budget	Spend	Updates
Tree Planting -Rewilding Project		Planting locations identified				<p>£2,000 allocated to extend Community Orchard</p> <p>Trees ordered from Woodland Trust. Key areas identified for planting including Foreshore, Woodpecker and RUP. Other sites might include Sydney Avenue. Article needed to go out in Newssheet for October seeking volunteers</p>
Wildflower & Bulb planting	Lead Officer(s) HoGA Lead Cllr(s) Cost Centres Trail 108 – 4382 Orchard 202 – 4388 WC 305 - 4382 Due Date		05.11.2019	£100 + vat	13/11/2019 £190 (seeds for trail) 12/02/2020 £189.16 (orchard) £251.57 (WC)	<p>Commented [HG-HPC4]: Tree application granted by woodland trust for 420 trees for foreshore and CPF planting day to be organised</p> <p>Commented [HG-HPC5]: Bulbs and seed planted around village inc. westfield common CPF woodpecker walk F/S</p>
		Extend Community Orchard				

Project	Lead Officer(s) HoGA Lead Cllr(s) Cllr Cross Cost Centres Due Date	Actions	Date agreed	Budget	Spend	Updates
Truck Replacement	Lead Officer(s) HoGA Lead Cllr(s) Cllr Cross Cost Centres Due Date	Purchase existing truck at end of contract	05.11.2019	£4,500 to £7,000		PID to be drawn up by RC and Cllr Cross Signage removed and delivery of new truck end of August/Start of September. delivery due 1/9/20
	Lead Officer(s) HoGA Lead Cllr(s) Thompson/Hand Cost Centres Due Date	Investigate sustainable alternatives	03.03.2020	£25,000		Consider additional electric vehicles for team
Leases review	Lead Officer(s) Lead Cllr(s) Cost Centres Due Date	Hamble Ferry		£11,000 EMR Valuation Advice		Legal advice from HCC at £80 per hour 02.07.2019
	Lead Officer(s) Lead Cllr(s) Cost Centres Due Date	Hamble Club FC				

Commented [HG-HPC6]: PID completed

Project	Lead Officer(s) Lead Cllr(s) Cost Centres Due Date	Actions	Date agreed	Budget	Spend	Updates
CCTV Replacement		WG set up 02/04/2020 w/support from experts outside the Council				07/05/2019 Following outside members joined WG Ross Ellison Alex Miller Mike James
Defibrillators at Pavilions	Lead Officer(s) Lead Cllr(s) Cost Centres Due Date			£1,200 EMR		
Support Public art project of environmental/climate benefit	Lead Officer(s) Lead Cllr(s) Cost Centres Due Date		13.01.2020	Dev contributions		
Review IT Contract, broadband and equipment	Lead Officer(s) Clerk Lead Cllr(s) Cost Centres Due Date			Costs TBA		Work agreed at Feb 2020 council and delivered by July 2020.

Project	Lead Officer(s)	Actions	Date agreed	Budget	Spend	Updates
Mudland Moorings	Lead Officer(s) Lead Cllr(s) Cost Centres Due Date	08/01/2019: The Committee considered the report and clarified some points with the members of the Working Group attending the meeting particularly around the laying of the chains. The Committee asked the Clerk to seek advice from the Harbour Master and report back.	02/04/2020: the mooring should be given over to a commercial operator			
Actions from Health and Safety Audit	Lead Officer(s) HoGA Lead Cllr(s) Cost Centres Due Date	Draft to AMC 03/09/2019				

Project	Lead Officer(s) HoGA/Clerk Lead Cllr(s) Cost Centres Due Date	Actions	Date agreed	Budget	Spend	Updates
Christmas Lights						Tendered contract with EBC and agreed to enter three year contract for the supply and install of lights. Agreed August 2020 meeting under delegation.
Use of Sub-Contractors			AMC 05/11/19 – deferred for further discussion			

Commented [HG-HPC7]: Details given to EBC for collaborative tender with other parishes

Asset Management Committee Task List

Task	Who	Officer Support	Deadline	Completed
Commence Refurbishments to RUP Budget £6,000	HoG			RUP main room refurb completed
Look into purchasing Truck Maximum £4,500 + vat EAR of £7,000 for 20/21 budget	HoG			Lease agreed for delivery 1/9/20
Purchase scramble net for Mount Pleasant £1791.52 plus vat	HoG			fitted
Southern Quay bench replacement Proceed with tender specification and shortlist 3 tenderers. £35,000 from earmarked reserves	Clerk/HoG			
Offer vacant mudland moorings to Hamble Ferry – agreed by AMC April 2019	Clerk			
Purchase of additional wildflower seed at £100 plus VAT	HoG			
Contact EBC about planting scheme for The Broadway	?			
HPC premises: Research possible training for local user groups All users to provide proof of Public Liability Insurance Charge all users of RUP a deposit from Jan 2020	Deputy Clerk Office Team Admin Asst		Immediate January 2020	Awaiting costs and dates from One Community. Level of cover referred back to AMC Jan 2020 Risk awareness Workshop will be presented by One Community on 13 Feb 2020. Deposits collected from most users except J Burrow and Flower Club.
AMC meeting 7 th Jan 2020				
Arrange site visit to consider moving HRSC Oppie rack to be moved along 4 spaces	Deputy Clerk		1 st March	Cllr Schofield to confirm availability first week of Feb 2020. Location reviewed after site meeting with

				HRSC on 19 th Feb 2020
Ask HRSC for more details of safety management arrangements	Clerk			Requested for second time verbally and email 19 th Feb 2020.
Safety Audit looking at access to the Foreshore/Dinghy Park and Footpath 15 Budget of £2,500 from 2020/21 budget for DSP	Deputy Clerk			HCC contacted 16 Jan 2020 Explained situation to HCC – will come back to us shortly.
Check slipway – any maintenance required	HoG		asap	
Approach HALC, SLCC and Assoc of British Insurers regarding adequate PL sum insured for users of premises and facilities Arrange Risk Awareness Workshop via One Community	Deputy Clerk Deputy Clerk		Arranged for 13 th Feb 2020	SLCC – up to HPC Risk Awareness Workshop held 13 th Feb 2020
Arrange a site visit with Father Graham to discuss memorial safety	AJ/JS/RC			Arranged for 5 th Feb. Completed – pressure test demonstrated and procedure advice given.
Arrange meeting with Allotment holders Check the legal status regarding the permissive footpath	HoG/Clerk Clerk		To be held prior to April 2020 Council meeting	Survey emailed and posted to all allotment holders 17 th August
Further refurbishment works at RUP PID for replacement boilers/electric showers Quotes for works to windows Quotes for external paintwork and maintenance Install USB sockets when electrician next carrying out other works for HPC	HoG - all			 Sockets fitted

[illegible]

vmag - Hamble Parish Council

From: Pritchard, Andrew <andrew.pritchard@hants.gov.uk>
Sent: 04 August 2020 17:42
To: Clerk - Hamble Parish Council
Cc: Matthews, Robert; Jackson, Colin; Wallbridge, Bob
Subject: Hamble Parish Council: Community Centre on Mount Pleasant Playing Field

FAO:
Amanda Jobling
Clerk to the Parish Council
Hamble Parish Council

Dear Amanda,

Hamble Parish Council: Community Centre on Mount Pleasant Playing Field

Thank you for the conversation yesterday afternoon with respect to Hamble Parish Council proposal to enhance the pavilion and play facilities at Mount Pleasant Playing Field. Apologies for delay in making contact and for the poor line during our call.

As discussed I thought that it would be useful, in the first instance, to play back a summary of the understanding of the question being posed/outline brief based on our brief conversation:

- **Ambition**

The Parish ambition is to redevelop, relocate and rebuild an existing Pavilion to create a Community Centre on an existing site south of Hamble Primary School. The site currently contains a community playing field, a car park (circa 40 spaces) used by the community and school parents at peak times, a play area (for 6-12 year olds) and a skateboard ramp (both poorly located for passive or other policing), a 1920's/30's pavilion and a youth shelter, and is one of a network of open spaces. We discussed potential access, parking and highways issues onto the B3397, Hamble Lane. Parking arrangements could potentially be changed, the school access is adjacent/shared.

The Community Centre might incorporate a community café, a pre-school and a Parish office. The aspiration is for the building to be carbon neutral, subject to funding.

The Parish would like assistance with commencing an engagement discussion with the community and potentially viability/feasibility and design work. The nature of the engagement is to be agreed together with who would need to be involved e.g. the public/community, school, Councillors, Children's Services etc. The Parish have already talked to the Headteacher.

A new building could potentially be located adjoining the school boundary.

- **Funding**

Public loans are being considered.

The Parish have been discussing the proposal with third parties/contribution from development.

A budget has been allocated for early stage work.

- **Programme**

The timeframe being considered is to start next year; we discussed that this was very ambitious, particularly given current circumstances. This will need more detail consideration, including the consultation timeframe, Covid-19 limitations and planning discussions.

- **Next Steps**

Detail consideration of the engagement discussion with the community.

A high level scoping/viability exercise including an indicative development plan to consider the various aspects of the brief and a sense check on cost to assist with funding. Perhaps a phased approach, based upon an overall plan.

Review of the Neighbourhood Plan, planning considerations and improvement corridor potential. Yu mentioned that there are planning applications locally including the adjoining land (sports club) at appeal for 150-180 homes.

HCC Property Services have in house multi,-disciplinary expertise and would be very happy to provide a view on moving the project forward. Services can be offered from inception through to completion, or partial service, with associated staged fee.

I hope that the above is a reasonable record of our discussion. We would be delighted to assist with the Parish consideration of the way forward.

Please do get back to us when you have had time to consider and let me know if you have any queries.

Best Regards

Andy Pritchard

Delivery Manager

HCC Property Services

T: 0370 779 1074 E: andrew.pritchard@hants.gov.uk Tw: @HCC_Architects

<http://www3.hants.gov.uk/propertyservices/design/architectural-design.htm>

HCC Property Services, Three Minsters House, High Street, Winchester, Hampshire SO23 8UL

This e-mail may be confidential and should be read only by the intended recipient. If you are not the intended recipient, please notify the sender immediately by telephone and delete this message from your computer.

Clerk - Hamble Parish Council

From: Sheelagh de C Evans <sheelaghdecevans@gmail.com>
Sent: 30 July 2020 10:53
To: Clerk - Hamble Parish Council
Cc: Sharon Hayward; Sheelagh Cohen
Subject: Re: Job no. 12085 FW: Mapping

Hi Amanda

Apologies for not getting back sooner. Happy with your suggested approach.

I agree with most of Sharon's comments and have a few additional points. I am making them in the same order as Sharon for ease of consolidation.

Paths : Just wondering whether we should highlight the path across the airfield. I know that there are a number of paths used by walkers across the airfield (and have walked there) but am conscious that it is private land and has the potential for being closed by Persimmon.

Omissions

- The path that runs parallel to School Lane from Hamble Point
- Path across the field at the bottom of the Donkey Derby field
- Path across the Donkey Derby field
- Path that goes at from The Quay to Port Hamble

Parking

- All formal car parks should be included - Westfield Common, the top of School Lane, Mount Pleasant and RUP are missing.
- Query bottom of Ensign Way and Port Hamble (there are pay and display machines for visitors there)
- Not sure about highlighting parking areas
- should we highlight where there is Residents Parking?

Other

- should be some sort of indicator for shops (I not infrequently find stray souls from Hamble Point looking for the village!)
- Do we need the boundary in the sea and do we need so much water
- Currently agnostic about monuments - concerned that we might be trying to get too much on and it looking too busy but difficult to judge given scales
- woods seem a bit too dark a green for my taste

- at some point we need to cross check with the map in the square (you may recall Ian was very concerned about it)

Labelling

- Hamble Point Marina should be moved down
- should the Copse and the Donkey Derby Field be labelled
- Should the creek on Hamble Common be named
- there should be one sign for Hamble Port Marina - so far as I am aware MDL own all of it and HYS lease land.

Regards

Sheelagh

ps Still battling to install my parish council account on my desktop. Keep getting message saying "Unable to verify account name or password". Sorting the password should be relatively easy but I am stumped about the account name business.

On 30 Jul 2020, at 10:17, Sheelagh Cohen <sheelagh.cohen@hambleparishcouncil.gov.uk> wrote:

Sent from my iPhone

Begin forwarded message:

From: Clerk - Hamble Parish Council <clerk@hamblepc.org.uk>
Date: 30 July 2020 at 09:56:46 BST
To: Sheelagh Cohen <sheelagh.cohen@hambleparishcouncil.gov.uk>, Sharon Hayward <sharon.hayward@hambleparishcouncil.gov.uk>
Subject: FW: Job no. 12085 FW: Mapping

Morning

We have the feedback from Sharon already and Sheelagh you now have the hard copy. I would like to get back to them shortly so if I could have any suggestions by the end of this week, I can then get a redraft and we can take it from there. Happy with this approach?

Amanda Jobling
Clerk
Hamble Parish Council
The Memorial Hall
2 High Street

Interpretation Boards – Update information

Summary of notes from the BHH team meeting – 8th August 2020

BHH Healthy Arts Project – Roland to present

Concept project – Healthy Art Project. Developed around Bursledon's objectives. Started around the Lionheart way project to fix the landslip. Looking to enhance to project. Add little seats and carving. It's developed into a wider project. It would be quite nice to link all our open spaces. Proposal to develop a sculpture trail which allows people to move around the village. With the possibility to take it around the peninsular. Each area could have relevant sculpture.

Could add in tourism – Pubs / Bursledon Windmill. Sculptures £750 – £1500. Not prescriptive. Only link is developing a trail.

Scouts in Basingstoke have developed an orienteering trail. Identifying locations and public consultations. Link it up with the strawberry trail, or into Hedge End. Scope for a project which could grow slowly and be ongoing. No artistic licence.

TC - Doesn't have to be about artwork

CS – Can mesh well together. Create a palette which can be used across the area so the feedback we have from the Wayfinding project can be used. Build interesting elements from the different areas. Anything to get people out and in the borough.

TC – Geocaching is an option on the art project.

ACTION Cali and Roland work together

ACTION Bring back to September / October meeting

ACTION JW add to finance report for the LAC

ACTION BW to send out DC Public Art totals – Confirmed in these notes. Query with Amanda Coles HEWEB/BHH split.

Customer and Communities Improvement Fund Application form

PROJECT DETAILS

What is the name of your project?	BHH History and Heritage wayfinding trail
What category best describes your project?	History and Heritage Also contribution to: Promotion / Information provision Cycling and Walking
What station on the SWR network is closest to your project?	Netley, Hamble and Bursledon Stations
Write a description of your project, setting out its objectives and scope of works proposed. <i>This description should not be longer than 100 words</i>	<p>This project aims to provide a public art wayfinding trail to improve passenger access to local railway station and to a number of tourist destinations within the vicinity of Stations in the Bursledon, Hamble and Hound Local Area, including Royal Victoria Country Park, Netley Abby and local village centres.</p> <p>This will be achieved through the development of a public art project in partnership with local Parish Councils, local history society, the friends of Royal Victoria Country Park and the SWR Station Ambassador for the area and will include community engagement and consultation.</p>
Set out how the project will benefit communities, including the community or social need it will address and how many people would benefit from the project, and other impacts for the community. <i>This should not be longer than 250 words</i>	<p>This project supports the Councils objectives to build a greener Borough through improving the local environment, encouraging the use of public transport, walking and cycling, improving health and wellbeing and reducing congestion</p> <p>This project aligns with the public art strategy for the Borough and will be managed by a team with a strong track record of delivering projects on time, in budget and with high levels of community satisfaction.</p> <p>The project will help residents and visitors to find their way around the local area by providing creatively designed signage and way markers which will be integrated into the environment through a variety of art forms including sculpture, textures, craft works (e.g. street furniture), environmental art (e.g. surface of pavements). This will give an opportunity to express what is special and unique</p>

	<p>about the local area, environment and history. This project will create artworks that will complement standard signage, helping people to navigate themselves around the local area.</p> <p>The local community will be engaged throughout the creative process including mapping workshops, which will help foster community identity and develop a sense of ownership of towns and villages, involving communities in the rediscovering and connecting to their local cultural heritage.</p> <p>Arts and health and well-being are intrinsically linked and the provision of high quality design in the built environment is a key factor that influences local perceptions, can improve quality of life, as well as providing an attraction to visitor, tourist and economic investors.</p> <p>This project will benefit a wide number of people including all local residents of the area, all existing and potential visitors and all rail passengers passing through the local stations.</p>
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PROJECT CONTACT DETAILS

Company or Organisation	Eastleigh Borough Council
Type of organisation	Local Authority
Postal Address	Eastleigh House, Upper Market Street
Postcode	SO50 9YN
Name of Project Contact	Cali Sparks
Email address	Cali.sparks@eastleigh.gov.uk
Phone Number	02380 688 486

PROJECT COSTS

What is the total cost of your project?	£85,000
What is the total amount of CCIF funding money you are seeking?	£65,000
How much match funding are you able to secure? <i>If you have any match funding please detail if it is already in place, when it will become available, or if its conditional?</i>	EBC currently hold S106 contributions for public art projects in the Bursledon, Hamble and Hound area which can be utilised to support the project, which will be allocated by the Local Area Committee.

In addition EBC will seek contributions from a number of partner organisations including Hampshire County Council, English Heritage and The Three Rivers Rail Partnership.

PROJECT PERMISSIONS AND PLANS

<p>Does your project occur on SWR land (i.e. station) or another bit of railway property?</p>	<p>Yes, The project will include the instillation of public art and signage in and around the local railway stations and as well as within the wider local area.</p>
<p>Are additional permissions, i.e. planning approval, statutory consents needed to undertake the project? <i>(this applies for all schemes, either on the railway or away from the railway)</i> If so, have such permissions been obtained or applied for, and please give details of any timescales</p>	<p>Netley Station is a grade listed building and planning permission may be required for the instillation of any artwork or information boards in the vicinity. At this stage of the project we are unable to progress a planning application however this requirement will be recorded as a risk and managed accordingly.</p> <p>Any works on the public highway will be carried out in line with the requirements of Hampshire County Council and in adherence to all required standards.</p> <p>The project will be carried out in partnership with the Three Rivers Rail Partnership and the Station Ambassador and any permissions required from private landowners will be sought at the appropriate stage.</p>
<p>When will the project be completed by? <i>Funding will be available from April 2020 and must be spent by March 2022.</i></p>	<p>The project will commence in 2020 and will be delivered by March 2022.</p>
<p>Please provide a brief project timetable/plan showing key dates and milestones, including details of when would expect to need and spend any funding? <i>This plan can be included in a</i></p>	<p>The project will be developed through the following stages,</p> <p>Define creative brief The Councils Landscape and Urban Design team will work with local groups to define the scope and extent of the project. This will also include early community engagement workshops to identify key destinations and raise awareness of the project with local residents and visitors.</p>

*separate document, of no more than
2 pages of A4 in length*

Commission a creative practitioner

EBC will commission a creative practitioner to develop ideas to fulfil the brief, this will be subject to a competitive process and will be assessed by a panel made up of local representatives

Community Engagement

Following the appointment of a creative practitioner a number of community engagement events and activities will be held to help build a level of local knowledge and to help inform the creative process.

Consultation and feedback

The creative practitioner will collate all feedback from local representatives and draw together conclusions to help shape the project. Feedback will be presented to the project board.

Development of ideas and detailed design

The creative practitioner will then take on board feedback and develop the ideas further to detailed design and the creation of a number of sample pieces. This will be presented to the project board and local Parish Councils and Area Committees for approval.

Site selection

Once the project has been developed to an appropriate stage a number of locations will be identified for installations. This will require support for a range of partners and landowners.

Fabrication

Once the designs have been selected the creative practitioner will source materials and fabricate a number of pieces

Installation

Delivery of art works and associated landscaping

Launch

As part of the project a launch event will be held to increase public awareness and promote the local area to potential visitors. This will increase the number of people who can benefit from the project.

Maintenance and evaluation

The project includes a maintenance period to ensure that any issues can be addressed on site. During this time the project will be evaluated to gain insight into how local people respond to the pieces and assess the scheme against its aims. This will include

	comparisons of the number of rail passengers into the area and the number of people accessing local attractions on foot or by bike.
Please set out the key risks for your project? (minimum of three)	<p>A risk register will be used to manage and mitigate risks to the project which will include:</p> <p>Risk that the project cannot be delivered within budget.</p> <p>Risk that the project cannot be completed with the required timeframe</p> <p>Risk that permissions cannot be sought from partners and landowners</p>
Please set out how you intend to mitigate your key risks?	<p>Risk that the project cannot be delivered within budget. The scale of the project and the number of art installations can be tailored to ensure that the project is delivered within budget. Regular budget reviews will be used to keep the project within the budget and the commissioning process that EBC follow will help to ensure that value for money is achieved.</p> <p>Risk that the project cannot be completed with the required timeframe. The project brief will set out a clear timeline for delivery. The project manager, from within the Councils landscape and urban design team, will ensure that the project meets the required milestones.</p> <p>Risk that permissions cannot be sought from partners and landowners. The Council will continue to work alongside partners to secure permission for the use of private land. Many of the locations considered will be within the public highway and will be subject to the permission of HCC. Eastleigh has a long running partnership with Hampshire County Council and this will aid in this process. Advice on any requirements for planning permission will be sought from the Councils Planning team and will be progressed at an early stage.</p>

Please confirm you wish to submit this application for SWRs Customer & Communities Improvement Fund. To submit, save this application and click the Submit button, or directly email it to ccif@swrailway.com

Submit

First Group PLC and its subsidiaries are committed to processing information in accordance with the General Data Protection Regulation ("GDPR"). The personal data collected on this form will be held in accordance with the GDPR. If you have any questions about this form or the use made of the data in this form please contact:

The Data Protection Officer of First Group, c/o Group Legal, The Point, 8th Floor, 37 North Wharf Road, London, W2 1AF

21 JUL 2020



children's
air ambulance

their life above all

The Children's Air Ambulance
Unit 31 Limberline Spur
Portsmouth
PO3 5DX
02392 177360

charley.francis@theairambulance.org.uk

Could your Public spaces help to save lives?

17th July 2020

Dear Sir/Madam,

I am contacting you on behalf of Children's Air Ambulance, the UK's first and only dedicated helicopter pediatric transfer service. We fly critically ill children to the urgent and specialist care they need around four times faster than if the journey was made by road; in many cases time saved is a life saved.

We receive no government funding, so we are always looking for ways to raise money. Textile recycling is a great way to fundraise, the charity makes money from donations whilst also diverting clothing away from land fill, helping the environment in the process.

I am writing ask if there is a possibility of gaining permission to place textile banks around the Parish of Hamble-le-Rice?

Sites such as roadsides and car parks would be ideal? The public can donate various used textiles, helping us to raise money and keep doing what we do as well as doing something positive for the environment,

If you can do this for us, we will deliver the bank to the agreed site(s) and come to collect donations on a fortnightly basis. Our contact details are on the bank so should it fill to capacity prior to our next visit, once we are made aware, we empty within 48 hours preventing any bags collecting outside the bank.

They are very safe to use, made by professional UK-based companies to high industry standards. The measurements for the bank are 120cm wide, 100cm deep & 176cm in height.

We can provide you with full tonnage reports, highlighting the revenue generated for the charity by each clothing bank. Your location will also be placed onto our interactive clothing bank search site, which will highlight the area as a location for a donation point.

If for some reason the textile bank needs to be removed, removal will take a place within 2 weeks from when we receive notice from you.

I hope you would like to discuss this opportunity further and look forward to hearing from you.

Yours Faithfully,

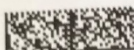
Charley Francis
The Reuse Team

30 JUL 2020



09005_1618509020<10505>_S5249-PK3192/1L 8

Mr Emerson-heaney
Hamble-Le-Rice Parish Council
Memorial Hall
2 High Street
Southampton
SO31 4JE



25 Jul 2020
AccountID: 1073828
SiteID: 884690

Electricity rates are increasing on the 1 August 2020

Dear Mr Emerson-heaney,

We understand a rates increase is not the kind of news you want to receive right now. However, there has been an increase in the third-party charges that support the improvement of the energy networks and achieving a more sustainable energy future. These improvements, and the associated charges, are managed by other energy organisations and Government bodies.

Suppliers pass these charges through in different ways. At Opus we include them in your electricity rates (see clause 8.3 in your terms and conditions). Unlike other suppliers we don't add a premium to cover the possibility of future changes to third-party charges. You only pay more if these charges do increase. Which is what's happened.

We have delayed the subsequent increase to your electricity rates by 4 months because of COVID-19 and while the country was in lockdown. Instead of increasing rates on 1st April, we have moved it to 1st August (see the table attached for the detail of the changes).

We have also put new payment plan options in place to help businesses who may be struggling. To find out more about how we can help please contact us on **01604 797308** or early.arrears@opusenergy.com.

Your new electricity rates

MPAN: 2000023682139	Current rates	New rates
	(Until 31 July 2020)	(Starting 1 August 2020)
Unit Rate	13.92p per kWh	14.941p per kWh
Standing Charge	25p per day	25p per day

Both of these rates (current and new) assume you pay by Direct Debit. If you don't currently pay or you stop paying by Direct Debit the rates on your bill will be higher by 7.5%.

w: www.opusenergy.com t: 0843 227 2377 e: contactus@opusenergy.com

Opus Energy and Opus Energy Gas are trading names of Opus Energy Limited (Registered No: 4382246), Opus Energy (Corporate) Limited (Registered No: 05199937), Opus Gas Supply Limited (Registered No: 09874709) and Opus Energy Renewables Limited (Registered No: 7126582). Registered in England & Wales with Registered Offices at Drax Power Station, Selby, North Yorkshire, United Kingdom, YO8 8PH



30 JUL 2020

09005_1618509020<7453>_S3723-PK2181/1L

Mr Emerson - Heaney
Hamble-Le-Rice Parish Council
Memorial Hall
2 High Street
Southampton
SO31 4JE



25 Jul 2020
AccountID: 496811
SiteID: 1213715

Electricity rates are increasing on the 1 August 2020

Dear Mr Emerson - Heaney,

We understand a rates increase is not the kind of news you want to receive right now. However, there has been an increase in the third-party charges that support the improvement of the energy networks and achieving a more sustainable energy future. These improvements, and the associated charges, are managed by other energy organisations and Government bodies.

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Your new electricity rates

MPAN: 2000056643817	Current rates (Until 31 July 2020)	New rates (Starting 1 August 2020)
Unit Rate	13.65p per kWh	14.671p per kWh
Standing Charge	25p per day	25p per day

Both of these rates (current and new) assume you pay by Direct Debit. If you don't currently pay or you stop paying by Direct Debit the rates on your bill will be higher by 7.5%.

w: www.opusenergy.com t: 0843 227 2377 e: contactus@opusenergy.com

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vmag - Hamble Parish Council

From: Head Groundsman - Hamble Parish Council
Sent: 12 August 2020 09:21
To: Hamble Parish Council - Office
Subject: FW: PRICE UPDATE

Hi Jack,

Should this go to AMC as notice of the increase?

It looks like an increase of £1.25 per hr +vat if my sums are correct.

Many Thanks,

Richard Clarke

Head of Grounds and Assets.

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

From: Sue Meheux <sue@domesticdarlings.co.uk>
Sent: 12 August 2020 08:00
To: Head Groundsman - Hamble Parish Council <HeadGroundsman@hamblepc.org.uk>
Subject: PRICE UPDATE

Dear Customer

Since lockdown the last few months have been a challenging trading period for our company.

Therefore due to the impact of the COVID-19 virus on our business we will have to increase our pricing with effect from 1st September 2020.

So therefore your new hourly rate will be £16.25 + £3.25 vat = £19.50 per hour (inclusive VAT) with effect from 1st September 2020.

Many thanks for your continued support.

Kind regards

Sue Meheux

m 07894 167842

t 02380 455012

e sue@domesticdarlings.co.uk

6 Satchell Lane, Hamble,
Southampton, SO31 4HE

domesticdarlings.co.uk

Clerk - Hamble Parish Council

From: Hartley, Melvin <Melvin.Hartley@eastleigh.gov.uk>
Sent: 19 August 2020 11:21
To: All Parish Councils
Cc: Blythe, Matthew
Subject: FW: Outdoor Events: New powers

Dear colleagues

Further to a meeting which Public Health at Hampshire CC I attended last week we wanted to bring to your attention some new powers which have been granted under the Coronavirus legislation with regards to outdoor events.

Currently any meeting outdoors is restricted to no more than 30 people.

The exception is that the following organisations: businesses, charities and public bodies can run outdoor events for more than 30 people where they have carried out a thorough risk assessment and taken all reasonable steps to mitigate the risk of transmission in line with COVID-19 Secure guidance (see guidance published for performing arts and sports and recreation), except for a limited set of circumstances set out in law.

The new regulations grant a power to the top tier authority (Hampshire County Council in our case) to restrict access, or close premises or outdoor places as well as prohibit events where "there is a serious or imminent threat of transmission of coronavirus".

The decision rests with the Chief Executive of HCC on advice from the Director of Public Health.

In order to prevent the PH team being swamped by event applications, a process across Hampshire has been agreed as follows:

Where events are planned for between 31 and 499 people, the normal SAG and permission processes will be gone through and the organisers will be required to submit a full Covid19 secure Risk assessment. If they authorities are not happy with the submitted documents, then the event can be referred to the Public Health team at HCC.

For all events attracting more than 500 people or obviously inherently risky, PH team should be notified immediately for their involvement in the permission process.

We are however not always aware of events that are happening across the Borough especially if they are on private property.

So as a result we are asking yourselves and staff colleagues & councillors here at EBC, that if you hear of any outdoor event being planned across the Borough, on land **not belonging to the Councils** (Parish, Borough, County) to please notify Matt Blythe and myself as Chair of Eastleigh Safety Advisory Group, so we can determine that the organisers fit the criteria, and that they are complying with the legislation.

If you are holding events on your own land please make sure that event organisers contact the SAG through me whatever the size of event.

Any events which have a licensing element (TENS application) will be reminded of the need to provide their secure Covid Risk assessments by the licensing team as well.

LGA useful guidance summary:

<https://www.local.gov.uk/covid-19-outdoor-events-guidance>

Any questions please do ask either myself or Matt.

Cheers

Melvin

Melvin Hartley

Safety and Resilience - Designated Safeguarding Lead
Strategy

**As staff are currently working from home, email is the best way to contact us.
A direct phone call may not be answered.**

023 8068 8149
07850 753730



Eastleigh Borough Council | Eastleigh House | Upper Market Street | Eastleigh | SO50 9YN