

## HAMBLE-LE-RICE PARISH COUNCIL

**MEETING** FULL COUNCIL  
**VENUE** Roy Underdown Pavilion, Hamble  
**DATE** Monday, 8<sup>th</sup> October 2018  
**TIME** 7 PM

**PRESENT** Councillors: S Cohen (Chair); S Schofield (Vice Chair); J Dajka; S Hand; I James; D Rolfe; A Ryan; A Thompson; I Underdown and G Woodall  
Mrs A Jobling (Clerk); Mrs J Symes (Deputy Clerk); Mrs J Panakis (Minutes Secretary).  
Member of the Public: Cllr D Airey (Eastleigh Borough Council)

**226/101/18** **Apologies for Absence**  
Apologies had been received from Cllr Beach and Cllr Cross.

**227/101/18** **Declaration of Interest and Approved Dispensations**  
The following Declarations of Interest were made: Cllr Underdown and Cllr Hand declared an interest in relation to item 14 a on the Agenda (Fees and Charges specifically relating to the Dinghy Park) and Cllr Rolfe declared an interest in Item 8 on the Agenda

**228/101/18** **Minutes of the Full Council Meeting held on Monday, 10<sup>th</sup> September 2018**  
**RESOLVED** that the minutes of these meetings, having been circulated, are approved and signed by the Chairman.  
Proposed: Cllr Underdown Seconded: Cllr Dajka

**229/101/18** **Public Session** There were no Parishioners present.

### Community

**230/101/18** **Recommendations from the Planning Committee**  
Cllr Cohen thanked the Planning Committee for their work on the Hamble Lane Consultation Response. The following comments were made, which were to be incorporated into the response document: (1) final paragraph, first line: "There is a concern about the far greater reliance ..."; (2) make reference to the hump-backed bridge on Hamble Lane and highlight that poor provision for pedestrians and cyclists at the cross point; (3) to raise concerns about air quality being compromised as a result of slow and standing traffic; (4) that the lack of car parking at Hamble Station which deters people from taking the train.  
**RESOLVED** that the Clerk would circulate the amended document to all Councillors before submitting the consultation response and write expressing the Parish Council's concerns to political representatives of Hampshire County Council, Eastleigh Borough Council, Southampton City Council and the MP for the area.  
**CLERK**  
Proposed Cllr Underdown Seconded: Cllr Dajka

**231/101/18** **Grant Application: Hamble Flower Club**  
**RESOLVED** that the Council in accordance with its powers under section 137 and 139 of the Local Government Act 1972, should incur the following expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure: approve a grant of £250 to the Flower Festival for activities over the Remembrance Weekend commemorating the centenary of the end of the First World War.  
Proposed: Cllr Hand Seconded: Cllr Thompson **CLERK**

**232/101/18 Grant Application: Carols in the Square Organising Committee**  
**RESOLVED** that the Council in accordance with its powers under section 137 and 139 of the Local Government Act 1972, should incur the following expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure: approves the £500 grant requested, on the provision that the Carols in the Square Committee identify the charities which will benefit from collections made at the event. The Clerk was instructed to write to the organisation to this effect, and this would be followed up by the Chairman meeting a representative of the organisation to explain the basis for the Parish Council's restrictions on providing a grant. **CLERK**  
Proposed: Cllr Hand Secoded: Cllr Woodall

**233/101/18 Bartlett's Field: Award of Tender and Grant**  
**RESOLVED** that the contract be awarded to Wicksteed Leisure for the provision of play equipment at Bartlett's Field at a cost of £50,000 plus VAT. The company to be requested to alter the proposed location of swings from 2 locations to one. That the Parish Council to request payment from Eastleigh Borough Council of £14,734 from developer's contributions. The Parish Clerk was authorised to pay the contractor 95% of the contract sum on completion of the contract with a 5% retention to be paid at the end of the warranty period  
**CLERK**  
Proposed: Cllr Underdown Secoded: Cllr Thompson

**234/101/18 The Mercury Library and Community Hub**  
The Deputy Clerk updated the Council on the present situation regarding the Hub. There was discussion induction training of volunteers, which was proposed to be via e-learning modules. All aspects of this training would be reinforced at team meetings and a volunteer handbook would be developed in due course.  
**RESOLVED** that a budget of £30 per volunteer is agreed to cover the cost of workshops and training for volunteers at the Mercury Library and Community Hub – the e-learning training would be reviewed after 3 months. A budget of £75 is agreed to purchase a hot water dispenser. Ongoing costs of book borrowing software at approx £10 per month, and possible cost of bar code readers is agreed. A budget of £300 is agreed for opening events. **CLERK**  
Proposed: Cllr Schofield Secoded Cllr Rolfe

**235/101/18 Exempt Business** To consider passing a resolution under Section 100A(4) of the Local Government Act 1972 in respect of the following items of business on the grounds that it is likely to involve the disclosure of exempt information as defined in paragraph 3 or Part 1, of Schedule 12A of the Act.

The Schedule 12A categories have been amended and are now subject to the public interest test, in accordance with the Freedom of Information Act 2000. This came into effect on 1<sup>st</sup> March 2006. It is considered that the following items are exempt from disclosure and that the public interest in not disclosing the information outweighs the public interest in disclosing the information.  
Proposed: Cllr Underdown Secoded: Cllr Schofield  
The matters to be discussed was as follows: (1) Approve Exempt Minutes of the Council Meeting of 10<sup>th</sup> September; (2) Proposals for the Roy Underdown Pavilion; (3) Update on Leases.

**239/101/18 Donkey Derby Field – Allocation of Days for 2019**

The Clerk explained that there had been problems with cars being in the field past the midnight cut off, compromising other potential users later in the year. Proposed to meet with regular users to ascertain what could be improvements could be made.

**RESOLVED** that the approach to the allocation of the Donkey Derby Field parking days for 2019 be agreed as per the Clerk's report to the Council namely 9 days for community events and a further 10 for other events.

Proposed: Cllr Underdown    Seconded: Cllr Dajka

**CLERK**

**240/101/18      Brocante/Flea Market Proposal on the Foreshore**

**RESOLVED:** that the proposal to develop a brocante/flea market event as part of the programme of activities on the foreshore is agreed; that 2 days from the Donkey Derby Field annual allocation is approved to support this event on the 2 proposed dates identified in the report and the use of Southern Quay is approved for additional stalls.

**CLERK.**

Proposed: Cllr Underdown    Seconded: Cllr Rolfe

*9.15 pm Cllr Rolfe left the meeting*

**241/101/18      Street Trading Renewal Application**

**RESOLVED:** that the Council objected to this application on the grounds of Health and Safety issues created by the trader's use of a gas bottle; there was also concern that the days trading was proposed could clash with events organised in the High Street.

**CLERK**

Proposed: Schofield                      Seconded: Ryan

*9.22 pm Cllr Rolfe returned to the meeting*

**242/101/18      Vision for the Foreshore**

This item was deferred to the next meeting.

**CLERK**

**243/101/18      Dinghy Park Working Group Recommendations**

These minutes were noted.

**244/101/18      Hamble River Valley Forum – Report from Representative.**

This report was noted.

**245/101/18      Clerk's Report**

Item 1 – Youth Theatre

**RESOLVED:** that the use of the Roy Underdown Pavilion be offered to the Youth Theatre on the basis of a reduced daily charge of £35 which would reflect the actual cost of use.

Proposed: Cllr Underdown    Seconded: Cllr Cohen

**CLERK**

Item 2 – Office Accommodation

**RESOLVED:** that the Council noted the changes to the office and reception arrangements which will take effect from January 2019, and noted the cost associated with the new furniture which will not exceed £1,000.

**CLERK**

Proposed: Cllr Underdown    Seconded: Cllr Woodall

Item 3 – Christmas Closure

**RESOLVED** that the office would close to the public from 21<sup>st</sup> December to 2<sup>nd</sup> January 2019.

**CLERK**

Proposed: Cllr Underdown    Seconded: Cllr Woodall

Item 4 – Christmas Lunch

**RESOLVED** that a contribution of no more than £240 towards the cost of the staff Christmas meal is approved, to be held on 14<sup>th</sup> December 2018.

Proposed: Cllr Underdown    Seconded: Cllr Woodall

**CLERK**

Item 5 – Signage Competition

**RESOLVED:** that a brief be developed for Hamble Primary School to develop a range of signs to be used in the village to promote positive behaviour aimed at keeping the environment clean and that Debbie Phillips would be asked to work in a Task and Finish Group, along with the Clerk, for this project.

**CLERK**

Proposed: Cllr Cohen    Seconded: Cllr Ryan

Item 6 – Parking Permits.

**RESOLVED:** that the production of 300 parking permits at a cost of £580; the use of on-line sales and an increase in the cost of the permit to £10 for the next 2 years is agreed.

**CLERK**

Proposed: Cllr Underdown    Seconded: Cllr Cohen

Item 7 – Revision to Bank Mandate

**RESOLVED:** agreed that the Council's bank mandate be altered to include the Deputy Clerk for view only activities.

**CLERK**

Proposed: Cllr Underdown    Seconded: Cllr Cohen

Item 8 – Mobile Phones

**RESOLVED:** that the Council enter into a contract with EE for 4 new sim-only contracts at a cost of £648 plus Vat for a full year. To also buy 3 handsets at no more than £80 per unit.

**CLERK**

Proposed: Cllr Underdown    Seconded: Cllr Cohen

**246/101/18    Suspension of Standings Orders**

**RESOLVED:** to suspend Standing Orders and extend the length of the meeting by 10 minutes in order to deal with the remaining items on the Agenda.

Proposed: Cllr Underdown    Seconded: Cllr Hand.

**Finance and Payments**

**247/101/18    Report from the Resources Working Group – Fees and Charges & Budget Monitoring**

All new increases in charges were not uniform increases, but are recommended as a result of bench-marking exercises undertaken by the staff. Rises in fees are designed to avoid an increase in the Parish Council's precept and also take into consideration the loss of a substantial grant to the Parish from the Borough Council. The Clerk requested that if any Councillor had any particular concerns about these increases that they contact her direct.

**248/101/18    External Audit – Report on the Annual Governance and Account Return**

The Clerk reported that the Council had received an 'exception' notice on the Return and apologised for this.

**RESOLVED** that the External Audit Report is noted by the Council.

Proposed: Cllr Underdown    Seconded: Cllr Woodall

**249/101/18    Approval of Petty Cash and Bank Reconciliations**

The account reconciliations for September were as follows: Main Bank Account £185,856.76; Reserve Account £141,155.44; Petty Cash £67.16. The reconciliation statements were noted and signed off by Cllr Rolfe.

**250/101/18    Schedule of Payments**

The Schedule of Payments presented were Agreed and approved for payment.

**251/101/18    Income and Expenditure Schedule**

This was Agreed

Proposed: Cllr Underdown    Seconded: Cllr Cohen

*Meeting ended at 9.35 pm*

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

Date: \_\_\_\_\_