



Hamble-le- Rice Parish Council

Memorial Hall, High Street, Hamble-le-Rice, Southampton SO31 4JE

02380453422

clerk@hamblepc.org.uk

A meeting of the Parish Council will be held on Monday 25th September 2017 7.00pm at Roy Underdown Pavilion, Baron Road, Hamble-le-Rice

AGENDA

- 1 a. Apologies for absence
b. Declaration of interest and approved dispensations
c. To approve minutes of the Full Council Meeting 11th September

2. Public Session

Community and Partnership

3. Community Grants – Carols in the Square and St Andrews maintenance grant
4. GE – sports clubs relocation – Tom Burnage from Cushfield and Wakeman.
5. Festive Lights – Working Group update
6. Forward plan and associated Work programme – paper attached

Planning

7. Planning applications

NC/17/81437	Notification of intent: Fell 1 no. Birch tree in rear garden 7 Crowsport, Hamble-Le-Rice, Southampton, SO31 4HG
H/17/81268	Single storey extension to rear elevation 2 St Andrews Gardens, High Street, Hamble-Le-Rice, SO31 4QA

Parish Council Assets

8. Recommendations from the Burial Committee

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.

9. Obstruction of the highway - verbal report

Amanda Jobling
Clerk to the Parish Council

Date 19.09.2017

HAMBLE-LE-RICE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY, 11th SEPTEMBER 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 D Rolfe
Cllr I Underdown
Cllr G Woodall

In Attendance

Mrs A Jobling – Clerk to the Council
Mrs J Symes – Assistant Clerk to the Council
Mrs J Panakis – Minutes Secretary
2 Members of the Public

To Receive Apologies for Absence

324/91/17 Apologies for absence were received from Cllr S Hand, Cllr T Hughes, Cllr I James, Cllr C Palmer and Cllr D Phillips.

Declaration of Interest

325/91/17 Cllr Cross declared an interest in planning; Cllr Underdown declared a dispensation regarding the Foreshore and Dinghy Park and the River Hamble; Cllr Cohen declared a dispensation relating to membership of the Royal Southern Yacht Club; Cllr Beach declared a dispensation relating to the Foreshore and Dinghy Park; Cllr Woodall declared a dispensation relating to membership of the Royal Southern Yacht Club.

To Accept the Minutes of the Council Meeting held on 24th July 2017

326/91/17 Cllr Underdown proposed, Cllr Rolfe seconded, all agreed, and IT WAS RESOLVED to accept the Minutes of the Council meeting held on 24th July 2017. The Minutes were then signed by the Chairman.

To Accept the Minutes of the Council Meeting held on 14th August 2017

327/91/17 Cllr Underdown proposed, Cllr Cross seconded, all agreed, and IT WAS RESOLVED to accept the Minutes of the Council meeting held on 14th August 2017. The Minutes were then signed by the Chairman.

Public Session

328/91/17 A resident spoke to the Council about British Telecom's intention to decommission some 20,000 telephone kiosks throughout the country: they were prepared to sell these for £1 each. There is a telephone kiosk in Hamble Square and she felt that it would be good if the Parish Council purchased the box and retained it, suggesting that it could be used to house a defibrillator. The defibrillator could be locked via a key code, or an access key kept by the Manager of the Co-

Chairman's Signature: Date:

Operative store (which was open from 6 am to 10 pm). The cost of purchasing a defibrillator was between £1,000 and £1,200.

Cllr Cohen thanked the resident for her presentation and the research she had done into the subject. The Council would consider her suggestion.

The resident left the meeting.

CLERK

Community and Partnership

329/91/17 Hamble River Harbour Authority Annual Report Mr Scott did not attend the meeting to give his annual report. This would have to be re-scheduled¹

CLERK

330/91/17 Highways Cllr Cohen reported that she had attended meetings, along with the Clerk, regarding highways issues, including a meeting with Cllr K House and a meeting with Cllr R Humby who is responsible for Transport at Hampshire County Council and a further meeting with Hound Parish Council and local businesses facilitated by Mims Davies MP with Highways England and HCC. A consultation will be launched shortly from Highways England which will be looking at Junctions 7, 8 (Windhover Roundabout) and 9 of the M27. Hampshire County Council will also be considering a potential consultation later in the autumn to look at issues along Hamble Lane.

Parish Council Assets

331/91/17 Dinghy Park Cllr Cohen proposed, Cllr Underdown seconded, all agreed, and IT WAS RESOLVED that the Dinghy Park Working Party would be re-convened to review the 2017 Terms and Conditions and to agree the content for a survey of users. Cllr Underdown requested that they be included in the Working Party; Cllr Cross as he was Chair of the Asset Management Committee would also wish to attend meetings. Cllr Phillips would be approached to ascertain whether she wished to remain on the Committee. A member of the public addressed council on this item and requested that he be considered for membership to the Working Party to represent the Foxers User group.

CLERK

Member of the public then left the meeting.

Community and Partnership

332/91/17 Consultation Update An analysis of the Consultation had been made and all Councillors had a copy of this with the meeting papers. Cllr Woodall said that Councillors needed to consider how the Council takes forward the results of the Consultation, in particular the working Groups which needed to be formed to develop relevant policies to reflect the results. There was discussion about the merits of the Council developing a Neighbourhood Plan, Village Plan or a Village Design Statement. Eastleigh Borough Council's emerging Local Plan also needed to be taken into consideration.

Cllr Cohen proposed, Cllr Schofield seconded, all agreed, and IT WAS RESOLVED that the Council noted the final survey outcomes and the key themes arising from it, and would work with Eastleigh Borough Council in relation to their Local Plan. The issue of appointing champions to take forward the work on each of the identified themes emerging from the Consultation would be deferred to the next meeting to allow time for Cllr Cohen and the Clerk to work on the free form text. .

CLERK

333/91/17 Festive Lights There was discussion about the size of the tree proposed, the provision of lights and the need to install a new power source for the lights. Cllr Rolfe agreed to

¹ Mr Scott attended the Hamble Village Memorial Hall at the agreed time and asked this to be noted.

investigate the cost of professional contractors supplying and 'dressing' a tree and bring the information back to the next meeting. It was noted that if a community event was planned, this could also involve application to Eastleigh Borough Council for traffic control and necessitate production of a Risk Assessment.

Cllr Schofield proposed, Cllr Cross seconded, all agreed, and IT WAS RESOLVED that the Working Group be asked to prepare a detailed schedule of action for the next meeting including an event involving the community tree dressing and possible sponsorship. **FESTIVE LIGHTS**

WORKING GROUP

Planning

334/91/17 F/17/81246 *Replacement roof, wall cladding and roof lights to Building 11, GE Aviation, Kings Avenue, Hamble-Le-Rice, Southampton SO31 4NF.*

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

335/91/17 F/17/81151 *Siting of 1 no. 10m long floating pontoon attached to Pile G39. Pile mooring G39/40 River Hamble, Hamble-Le- Rice.*

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**

336/91/17 H/17/81335 *Single storey porch to the front elevation 35 Barton Drive, Hamble-Le-Rice, Southampton SO31 4RG.*

Cllr Cohen proposed, Cllr Underdown seconded, Cllr Cross abstained, the majority agreed, and IT WAS RESOLVED that the Parish Council asked that the Officers look into any covenants or planning conditions applying to the building or area. **CLERK**

337/91/17 O/17/81166 *Outline: erection of up to 200no dwellings, associated open space, landscaping, amenity areas and infrastructure means of access from Providence Hill. (All matters reserved except for access). Land off Providence Hill, Bursledon, Southampton SO31 8AU.*

Cllr Schofield proposed, Cllr Cohen seconded, Cllr Cross and Cllr Underdown abstained, the majority agreed, and IT WAS RESOLVED that the Parish Council objected to this Planning Application on the grounds that it would further contribute to the traffic congestion along Hamble Lane and negatively affect air quality in the area. The Council requested that any Developer Contributions for Highways should be used to improve congestion along Hamble Lane, should planning be granted. **CLERK**

338/91/17 **The Council's Planning Role** The Assistant Clerk spoke to a report she had prepared for the Council to consider. Following discussion, it was agreed that a Task and Finish Group would be convened to identify how other Local Authorities in the area dealt with this issue although membership was not agreed. In addition, that bespoke training on a Local Area Committee basis would be sought, so the training could be done alongside the other Parish Council's in the area. **CLERK**

Chairman's Signature: Date:

Parish Council Assets

339/91/17 Asset Management Committee Cllr Rolfe proposed, Cllr Cohen seconded, all agreed, and IT WAS RESOLVED that the two recommendations made by the Asset Management Committee Meeting of 29th August be approved. **CLERK**

340/91/17 Car Park Permits Cllr Cohen proposed, Cllr Rolfe seconded, all agreed, and IT WAS RESOLVED that the annual issue of the car park permits to residents would be moved to the month of December 2017, rather starting in January 2018. In addition reviews would be carried out on concessionary permits that were issued and charging when events were being held, either by the Asset Management Committee or by a special Working Party. It was agreed that the previously agreed increase to £8 per permit for 2018 would remain. Parishioners would be informed of the new car park permit arrangements. **CLERK**

341/91/17 Facilities Cleaning Contract Cllr Underdown proposed, Cllr Cohen seconded, all agreed, and IT WAS RESOLVED that the Council would appoint Alliance UK Cleaning Services as cleaning Contractor for the Parish Council's facilities. The Council noted the difficulties staff had experienced in obtaining 3 separate quotes for this work and acknowledged that they had departed from Financial Regulations in this resolution. **CLERK**

Finance and Governance

342/91/17 Payments A list of payments for August had been circulated via e-mail to all Councillors. These were noted.

343/91/17 Bank Reconciliation The bank reconciliation to the end of August reconciled to £101,242.25. This was noted. The Chairman signed off the reconciliation at the meeting.

344/91/17 Petty Cash Reconciliation At the end of August, the Petty Cash Account reconciled to £97.47: this had already been signed off by Cllr Rolfe. This was noted.

345/91/17 Council's Mid-Year Budget Review The Clerk said that there were 2 aspects of the review. The first was in considering this year's budget and whether the projected estimates for income and expenditure matched the figures initially set. Chair and Deputy Chair have agreed to work on this with the Clerk and Assistant Clerk prior to reporting back.

The second part of the review was to identify spending priorities for next year and also determining a 3-5 year spending forecast. There were 3 Committees currently responsible for different activities which contributed budget information: the Personnel Committee – responsible for staff salaries; the Burial Committee who had responsibility for the charges made for burials, etc and the Allotments Committee. The Foreshore, Dinghy Park and Car Park is dealt with in other groups, or by full Council. Each Committee needs to decide what we need to spend money on and how much can the Council raise and where they are going to spend money next year. Each Committee needs to have meeting dates in place to do the work on this. The Health and Safety budget has sustained a considerable amount of unplanned additional expenditure. A budget for the new branding exercise needed to be established.

Cllr Cohen proposed, Cllr Underdown seconded, all agreed, and IT WAS RESOLVED that the Council approved the approach to the revised budget and the wider budget setting process for 2018/19 as set out in the Clerk's report. **CLERK**

Chairman's Signature: Date:

346/91/17 Members' Code of Conduct The Clerk informed the Council that she had circulated a copy of the National Code of Conduct with the papers, and suggested that the Council adopt this. The Clerk requested that Councillors considered Appendices A and B carefully to ensure that they have reported all relevant interests and dispensations. With regard to dispensations, the Clerk reported that she was unsure whether the regulations had been interpreted correctly: further advice on this matter would be sought.

Cllr Cohen proposed, Cllr Schofield seconded, all agreed, and IT WAS RESOLVED that the Council adopt the National Code of Conduct for Hamble-Le-Rice Parish Council and asked the Clerk to circulate the Register of Interests form to all Councillors to complete. **CLERK**

347/91/71 Health and Safety Audit. The Clerk outlined the findings from the recent audit which highlighted short comings in the Councils approach to Health and Safety. The Clerk reminded Councillors of their collective responsibility to ensure that there was a policy in place and that there was compliance with it. Staff were progressing through the significant list of urgent work which was requiring higher than budgeted for expenditure. This would be reported back at the next meeting.

Cllr Underdown proposed, Cllr Cohen seconded, all agreed, and IT WAS RESOLVED that the Council adopted the Health and Safety Statement; to adopt the Health and Safety responsibilities and the rules and arrangements that have been developed as a result of the audit, and to allocate £3,000 to undertake all the necessary remedial works and actions identified by the Audit. Cllr Cohen would be working with the Clerk, Assistant Clerk and Head Groundsman to progress the actions. Cllrs Schofield, Cross and Beach offered to assist. **CLERK**

348/91/71 Clerk's Report and Forward Plan The Clerk spoke to the report that she circulated to the Council. All points were noted, but further investigation and discussion was required with GE regarding the relocation of the football team to College Playing Fields..

Cllr Underdown proposed, Cllr Cohen seconded, all agreed, and IT WAS RESOLVED that the Council agreed the following proposals made in the Clerk's Report:

- (1) that a smaller provider for a card reader would be sought to supply this technology;
- (2) an office smart phone on a budget contract would be sought to facilitate the use of the card reader;
- (3) the Parish Council would convene a business forum to include GE and local business to consider a Hamble Travel Plan (this would be discussed further on 25th September);
- (4) to continue with the current pattern of opening up the office to the end of the year;
- (5) the Christmas office closing/opening period would run from 22nd December to 5th January (with facility to make appointments with staff if necessary from 2nd January);
- (6) additional provision of £3,000 in the staff budget for engagement of bank staff with a payment rate of £8.50 per hour;
- (7) agreement to the use of the Donkey Derby Field on 7th October for parking to support the Italian Market.

CLERK

The meeting closed at 9.30 pm

Chairman's Signature: Date:

24 AUG 2017

3 Fry Close
Hamble
Southampton
SO31 4PF

Clerk to Hamble Parish Council
Memorial Hall
Hamble-le-Rice

24th August 2017

Dear Amanda

HAMBLE CAROLS IN THE SQUARE - GRANT APPLICATION

Further to the decision at the last Council meeting regarding the above, I was asked to obtain details of the purchase of sound amplification equipment compared with hiring. Fr Graham, Jenny Fuller and I together form the Executive group for this event.

My role is the technical side – for more than 20 years until two years ago I provided my own PA gear and operated it at the event on a DIY volunteer basis.

As the event has grown in size – attendance is now 600 – 700 – my equipment is no longer fit for purpose – people at the far end of the car park had been complaining for some years they could not hear! Additionally, with health and safety aspects becoming more important as the event has grown, it has become necessary to have a professionally run PA (public address) service.

We have been fortunate to find a Southampton based audio event company prepared to do this at modest cost. Most such companies are more interested in big fairs, festivals, shows and concerts so our more modest event would not interest many of them.

Last Christmas they provided an excellent PA service, we could not have matched it. Avenue Audio use professional kit and supply an audio engineer to install and operate it on the day under my direction to meet our needs.

I enclose a letter from Avenue Audio explaining why a purchase option is neither viable nor wise. As an experienced amateur I have run the PA at this event for a long time and I would not now take it back. The technical and compliance requirements are now too high.

It is important to note that obtaining high power PA kit is not enough. We need the professional sound engineer to safely install, operate and uninstall it.

I would be grateful if you could let Members have the attached letter and this letter also, in time to consider before the next Council meeting. We hope the grant can be confirmed so that we can again appoint Avenue Audio (Mr Limburn) to provide this service. Should you or your members have any queries either Fr Graham or I would be pleased to comment.

Yours sincerely



Simon Gardiner

simon@mercurymarsh.co.uk

07768 806128

S J Gardiner
3 Fry Close
Hamble
Southampton SO31 4PF

Hamble-le-Hatch Parish Council

Received

24 Aug 2017

Monday 21st August 2017

Dear Simon

HAMBLE CAROLS IN THE SQUARE

I am writing at your request to explain the costings, the service provided and your requirements in relation to Public Address (vocal and music) for this event.

Currently, we provide and operate the necessary equipment to meet your needs, and we are fully compliant with all electrical and safety requirements expected of a professional service.

I understand the Parish Council require clarification as to why equipment should not be purchased and operated by yourselves. As I understand it, you have until recently been doing just that on an amateur basis, and we have lately been appointed due to the size and complexity of the event.

There are a number of important factors to weigh up if you decided to revert to operating your own PA. The cost of our equipment used (amplifiers, speakers, microphones, mixers, and much other kit) is about £12,000. You would still need to pay an experienced engineer to set up and operate as unskilled engineers can ruin these events.

Operating equipment of this nature safely and competently requires expertise, otherwise there is risk of damage, ineffective amplification or worse still, danger to users and potentially public risk.

Storage for annual use of valuable kit may be a concern, and purchasing does not seem a viable cost for one hours' use a year!

Along with the purchase cost you would have the additional annual costs of:

Safe Secure Storage
PAT Testing
Equipment Insurance
Maintenance
Public Liability Insurance

We hired this equipment to you last year for £210 plus an experienced engineer for £150. For your once a year requirement, this is the most cost effective, efficient and safest method for your needs.

I hope this is of assistance.

Yours sincerely



Scott Limburn
Director
Avenue Audio Ltd

pa hire - bands - discos - events

Avenue Audio Limited Registered Address: 11 Bridge Road, Park Gate, Southampton, SO31 7GD
Company Number: 8014026. Director: Scott D Limburn



GRANT APPLICATION FORM

Deadline 31st March and 30th September each year
Please refer to Grants Procedure Notes before completing this form.



Name of organisation making the application: <i>St Andrews Church</i>	
Name of person to whom correspondence should be addressed: <i>Rev Graham Whiting</i> Position within the organisation?	Address for correspondence: <i>The Vicarage, High Street, Hamble, Southampton</i> Post Code: <i>SO3 14 5F</i>
Email: <i>graham.whiting@yahoo.com</i>	Daytime telephone number: <i>023 8045 2148</i>

Details of organisation and its aims or activities *St Andrews Church*
serves the people of Hamble through its
worship and witness. It runs a number of activities
that meet in the Priory Centre. It maintains the
Churchyard so it benefits the whole village.

Amount of grant requested £ *2,500.00* Total cost of project or item £ *2,500.00*

Details of staff employed: <i>The Vicar</i>	Salaries: £ £
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How many are:
Committee/Board Employees Members/Users Volunteers
13 Members of the Church Council.

What is the Grant for and who will benefit? (Give details of the specific project or item to be funded). *The maintenance of the Churchyard throughout*
the year; cutting the grass and strimming around
the graves and edges. 2. Maintaining the clock.
3. Maintaining the 'Comembrance plaque and area'.
How will the people of Hamble benefit from the grant? *The front of the*
Churchyard is an important location in the village.
It is important it looks well cared for; it is respectful
to those who visit their loved ones graves.

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

No.

Amounts already donated or granted by other bodies? None		
How else do you raise income? (Give details of subscriptions, fund-raising, contributions "in kind" etc)		
What age groups do you cater for? 0 - 90.	Total Membership: How many Hamble parishioners belong to the organisation? 100	Are you a registered charity, if yes please provide your number? The Church is an exempted charity

Cash in hand available £	Annual Income £ 65,602.
Total amount raised last financial year by fundraising? (other than grant applications) £ 8,477.	Level of reserves: Less than £10,000 Unallocated £ Allocated £

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

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

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

Signature of Responsible Adult (eg Chairman, President, Leader) Graham Whiting. Date: 6th September 2017	For Parish Council of Hamble-le-Rice use only
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You must attach the following to your application:

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

Annual Financial Statements

Parochial Church Council

The Paritory Church of St Andrew, Hambly, Southampton

Established 1109

For the Financial Year Ending 31 December 2016

A plea for a round of drinks!

Do you value having a church in Hamble? Even if you don't go to church very often, perhaps you come at Christmas, Easter or on Remembrance Sunday? Many of you will have held or attended family christenings, weddings and funerals at St. Andrew's. The church provides a focus for our community in good times and in bad, and many of us would be lost without it. But the church in Hamble is facing financial difficulties and needs your help.

What it costs

Each year the church needs about £17,000 for day to day running costs such as electricity and gas, repairs and maintenance, insurance etc. In addition, every year the diocese of Winchester requires each parish to pay it a substantial sum to fund the costs of ministry - clergy pay and pensions, housing, training etc. In 2016 Hamble had to pay £36,953 and in 2017 we have been asked for £39,753. In 2018 the amount will be increased to £41,101. That's an increase of 11% over three years. Whilst in the past we have just been managing to pay our way, our reserves are now nearly empty and we anticipate a shortfall of at least £6,000 on the almost £60,000 we shall need in 2018.

Who pays?

The Anglican Church receives no government funding. Parishes have to raise the money themselves, mainly through what local people give, but also through fund raising events and some from fees for weddings and funerals. The people who give are mainly from the regular congregation of less than 100 people. Some contribute monthly via a bank standing order; some commit to give a regular amount weekly in cash, and others put what they can each week into the collection plate. We will be asking these people (many of whom are pensioners) to commit to giving more if they can, but



they have been asked many times before, and several generous donors have either passed away or moved from Hamble. We now need to ask more people in the wider community in Hamble to contribute.

What you can do

If you value the continuing life and activity of the church in Hamble, you could help by committing to donate a small amount each month. Even if it's only £10 a month, if enough people did so, imagine the difference it would make! Hamble has a population of approximately 4,000 of whom less than 2.5% are currently contributing regularly to the running costs of the village church. Come on folks, think of the money many of us spend in the pubs and restaurants, marinas and yacht clubs! Could you afford to give the church an amount less than the cost of a round of drinks each month?!

What happens next?

More regular income is essential if the church in Hamble is to continue in its present form. We will carry on working hard at fund-raising events but there is only so much we can do and it's unlikely we can squeeze out much more income by this means.

Please help if you can. Thank you.

To set up a standing order to St Andrew's Church, please contact our Treasurer, Charles Aspinell, for the appropriate forms:
Email: caspinell@worldsouthampton.com
Tel: 01489 571636.

Alternatively set up a standing order using internet banking to: Hamble Parochial Church Council,
Sort code 55 50 26 Account number 01070754

An Altar Server's Personal Recollections

My earliest introduction in life to anything remotely ecumenical was as a tiny child (yes, really!) when my mother had me dedicated to the Salvation Army.

I still have the Dedication Certificate.

Unsurprisingly, I have no recollection of this.

Rather later, I took a somewhat more conscious action, by responding to an invitation from a then contemporary school friend, to join the local church choir. This was driven less by the need to demonstrate my vocal skills than by the incentive of the annual coach trip (charabanc?) to Bognor, clutching a pack of banana sandwiches, which always turned brown before arrival – but we ate them anyway. My singing career with that choir came to an abrupt end when the church was knocked down to enable the building of “executive homes”. Not the first time (and probably not the last) that worship of the Lord had to give way to the worship of Mammon.

Regrettably, school and college then redirected my attention: the next time I entered a church was to get married, in North London. My particular recollection of that day, with regard to the church, was that after the ceremony, due to a re-building phase, all of the guests had to balance outside on individual paving slabs loosely thrown onto demolition materials scattered around the church exterior.

Out of the ashes?

If that wasn't enough, the photographer insisted on travelling in the bridal car, because his motor had broken down – and we would want him to be there for our arrival at the reception, wouldn't we?

I could see some logic in this, but my wife was furious.

Many years on, I encountered a set of circumstances which caused me to consider more seriously the Christian teachings – of which, like many people, I had been generally aware, but had not taken on board personally. I talked all this over in some depth with my good friend Fr. Bill Whitfield, who many of you will know, and he brought me to meet the good people of St. Andrew's. I felt genuinely uplifted by the welcome I received, and the services I witnessed.

In short order (Autumn 2008) Fr. John Travers “detailed me off” as a junior Altar server – and here I still am.

I would like to share with you (as the popular saying goes) my reactions to this, and my lines of thought and motivation.

First of all I felt honoured to be asked to hold this Altar server position, but I very soon realised that the point of it was not me and my feelings, but that I was now, with others, a catalyst in conveying the essence of the service and its messages to the congregation. However, the ‘bonus’ for me was very much that I could (can) witness at first hand the important elements and actions of the service, with the peace and strength it brings me personally, and I hope and believe that this calm and unity pervades through to all of the participants seated in the Church.

I have also found that I have been helped greatly in the matter of my personal prayers. Previously I had felt an awkwardness in praying, but gradually as I have tried to immerse myself in the teachings and messages that I hear during our services, I feel much more at ease with this. I find that my prayers, both in church and without, have become

Hamble Parish Council – 25th September 2017

Agenda Item 4 – Documents from Cushman and Wakefield regarding playing field standards – College Playing Fields

We have set out below our interpretation of the minimum requirements for the provision of playing facilities for Folland FC as set out in the governing bodies documentation.

Football Minimum Requirements

The requirements set out below are a summary of the relevant regulations set out by the FA relating specifically to the level at which the club is currently playing in the Wessex league division I.

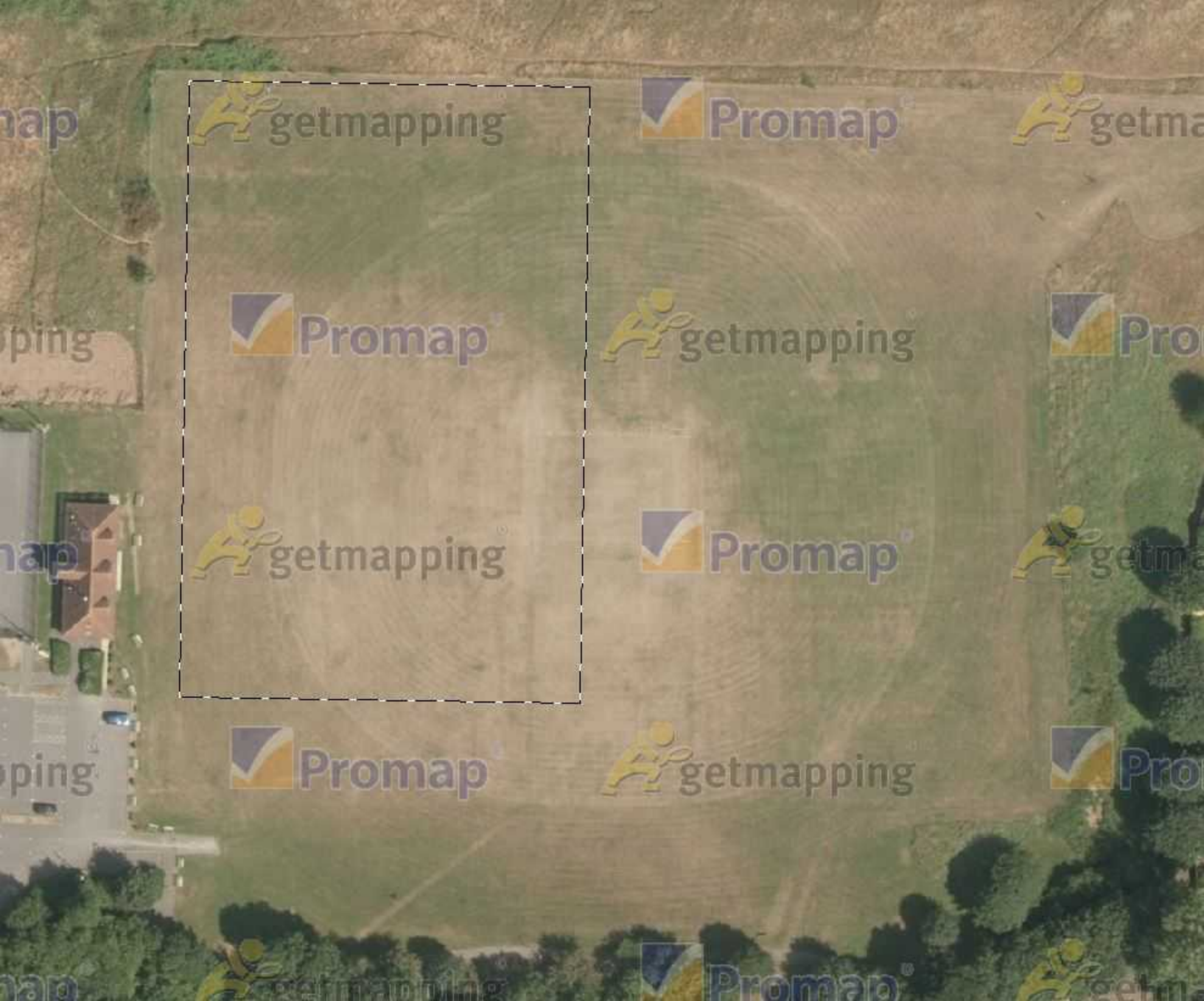
We have set out the minimum requirements for the football club facilities as set out in the FA regulations below;

-) The club must demonstrate security of tenure as required by The Football Association and the league of which it is a member.
-) The ground has been enclosed by a permanent boundary with a minimum height of 1.83 m
-) There should be some form of clubhouse facility on or adjacent to the ground open on match days to provide refreshments to spectators
-) There must be adequate car parking facilities on or adjacent to the ground.
-) There must be a permanent fixed barrier with the minimum height of 1.1 m surrounding the pitch
-) The pitch must be flat level must be constructive with reference to the FA performance quality standard.
-) The playing area must be a minimum of 100 m x 64 m and must conform to the requirements of the laws of the game
-) Two covered trainers boxes must be provided with specific requirements for size and location
-) There must be a safe, unimpeded passage for players and match officials between their dressing rooms and the pitch.
-) Floodlighting must be provided to an average lux reading of at least 120.
-) There must be at least 1 fully operational turnstile (which must be of the revolving type) or a pay box where a charge for entry to the ground can be taken. In both cases a grille or similar for the payment window and a lock that can be operated from inside must be incorporated.
-) Lighting
-) Access must be provided for the emergency services and maintained free from obstruction. Spectator accommodation - a minimum of 100 covered seats with at least 50 seated and located in one stand, bench seating is permitted
-) The following minimum toilet facilities must be provided:
 -) Male: 2 urinals or equivalent and 1 WC
 -) Female: 2 WC's
 -) Dressing room facilities (for players and officials)

Appendix

2x photographic plans with possible field locations A & B





25th September 2017

Hamble Parish Council – Forward Plan and associated work programme

RECOMMENDATIONS: TO AGREE THE COUNCILS WORK PRIORITIES GOING FORWARD FOR THE NEXT 6 MONTHS AND TO UNDERSTAND THE RESOURCE IMPLICATIONS OF IT. TO ENSURE THAT THE PRIORITIES ARE REFLECTED IN THE FORWARD PLAN FOR PUBLICATION.

Introduction.

Set out in the table are the work streams that either the Council has said it wants to undertake work on or needs too, to ensure the efficient running of the Council. Some work streams are urgent and essential such as the health and safety whilst others are highly desirable and time limited such as the consultations. In addition some aspects of work are interlinked and necessitate work on one activity to enable another to happen.

Some of the work streams are more complex and detailed than others.

Members are asked to consider the table, to decide whether the assessment of importance where given is correct and where needed for Members or groups to be set up to take work forward. This then can be translated into the Forward Plan which tells residents when we expect to discuss or debate certain items of business. Without this people won't know when they are able to contribute or influence our work.

The table also helps Members to understand the breadth of work we are involved with at any one time and the extent of the staff team to support areas of work.

Workstream	Priorit y	Who	Start	End	Status (red, amber green)	Commentary
Health and Safety Audit	1	Clerk and staff	23 rd July	Phase 1 – 17 th September Phase 2 – Phase 3 -		This is urgent and essential

Employment handbook	1	Personnel Committee, Clerk and Staff	July	October		This is urgent and essential.
Restructure of roles titles and job evaluation	2	As above	September/ November	Prior to Budget setting		This is essential and needs conclusion for budget setting
Environmental strategy: Biodiversity strategy including tree management and community orchard Renewable and recycling	2	Ass Clerk with appointed consultants – Hampshire Wildlife Trust and Paula Sanderson	July 2017	TBA		Strong theme emerging from the consultation exercise. Important that we start on key aspects. The biodiversity aspects have been commissioned and work on phase 1 of the Orchard is scheduled for no later than the end of November. Other work on recycling etc needs discussion with EBC
Branding and communication	2	Cllrs Woodall, Cohen, Philips, Hughes and Beach	September	January 2018		Other areas of work are dependent on this especially renewals of street furniture and signage.
Festive Lights and events	2	Cllrs Hughes, Philips and Rolfe? + Clerk and Grounds team	July	November 30 th 2017		Relocate current tree and seek consent Secure electric supply or source alternative lighting without need for power
Local Plan Consultation	2	Council	Autumn but no further information			High priority
M27 and Junction 8 Consultation	2	Council + Task and Finish Group	September 19 th	31 st October		High Priority

Hamble Lane Consultation		Council + Task and Finish Group	December 2017	May 2018		High Priority
Transparency code	2	Clerk	Overdue			Compliance issue so high priority to complete
Budget setting	1	All	September 2017	By Dec 2017		Legal requirement
Dinghy Park	2	Working Group + Ass Clerk	October	November		High priority given value of income
Foreshore Users Group	3					Commitment given to form and engage group
Burial Committee	2	Committee + Ass Clerk				Should widen to include cemetery more generally. Need to evaluate the fees and charges and to redesign the ashed area. Plus taking over the front area of churchyard.
RUP	1/2	Clerk, Ass Clerk and Groundsman	17 th September	December 2017		FRA and associated works need to be urgently completed. Legionella recommendations also need to be embedded. Replacement boilers needed to reduce overheads and electric points installed for cleaners.
Mount Pleasant and playground redevelopment	3	All				No capacity at the moment. To reconsider in new financial year
Business Forum	2	TBA	TBA			Set up and run a business forum to address issues for community with an initial focus on a integrated travel plan.
GE and Playing fields		Clerk/ Council				Pressure from GE to advance to enable

						application to be submitted
Financial upgrades	3	Ass Clerk and Clerk				Training needed on system to ensure efficient management of council's finances both on current system and new purchase ledger system.
Office upgrades	2	Clerk, Ass Clerk, Groundsman				Work to office environment to create more space for additional staff and facilitate team working and improve customer service. Photocopier and phones should be done by end of September. Additional electrics and data points to enable DSE assessments to be carried out. Acoustic works being done by landlord end of October along with the removal of the worktop and shelving in office to allow for a new kitchen area and a hatch to be created as a new service point for customers.
Consultation feedback and village plan	1/2	Council/Champions				Appoint champions for each work stream to enable policies to be developed to address community priorities. Investigate links to the Local Plan and SPG. Limited window due to consultation period on Local

						Plan.
Asset renewal programme	1	Committees				Identify new resources for 2018/19 budget and beyond
MDL public consultation	2	Council or task and Finish Group				
Review of Storage Shed	3	Asset Management Committee	Jan 2018	Feb 2018		Deferred until new year
Review of HLB						
Website upgrade			Feb 2018	April 2018		Redesign on back of branding exercise
Lease reviews and renewals starting with the Beach Hut Café.	2	Asset management Committee	October 2017	October 2017		To amend the lease and then review rental.
Planning working group	2/3					To lead on consultations and advise on options for
Procurement strategy for renewal assets						
Partnership priorities and developers contributions list						



HAMBLE-LE-RICE PARISH COUNCIL - FORWARD PLAN of MEETINGS

Notes to the public – the Council has published a list of topics/agenda items for the year. The list is reviewed at each meeting and updated. This sometimes means items are moved around so it is worth checking with the Parish Office if you want to know about a particular item.

If you want to add an item to the list you should come along to a meeting and address the Council and identifying the issue you want considering. It might require a formal item to be scheduled or we might be able to help outside the meeting. Contact the office via the following clerk@hamblepc.org.uk or 0238045 3422

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)

		<p>report)</p> <p>Recommendations from Asset Management Committee</p> <p>Barclays Bank land transfer and project update</p> <p>Hamble Lifeboat terms</p>
10 JULY	Council	<p>Annual Sports Representatives Meeting 6.30pm</p> <p>Passenger transport forum – Feedback Report</p> <p>Consultation up date</p> <p>Mount Pleasant – agreeing a way forward</p> <p>Grant request for carols in the Square 2017</p> <p>Magazine review</p> <p>Appointment of legal advisor</p> <p>Quarterly budget review</p> <p>Payments</p> <p>Local Area Plan priorities</p>
24 JULY	Council	<p>Consultation</p> <p>Council Brand – T&F?</p> <p>Festive Lights</p> <p>Telephony</p> <p>Foreshore parking – machines and permits</p> <p>Taking forward our planning role - discussion</p>
11 SEPTEMBER	Council	<p>Partnership discussions – Cllr Humby</p> <p>Taking forward our planning role</p> <p>Health and safety report</p> <p>Payments and any actions that need reporting</p> <p>Recommendations from the Asset Management Committee</p> <p>Update on Festive lighting</p> <p>Meeting with the Hamble River Harbour Master</p> <p>Process for budget review and setting Next steps from the consultation exercise.</p> <p>Review of the Dinghy Park Terms and Conditions and fees</p> <p>Appointment of cleaning contractors</p> <p>Code of conduct</p>
25 SEPTEMBER	Council	<p>Grant Application process</p> <p>GE sports clubs</p> <p>Festive lights</p> <p>Feedback from Cllr Cross on LAC</p>
9 OCTOBER	Council	<p>Annual Allotment Holders meeting 6.30pm</p> <p>Highways information and consultation on Junction 8 – Councils response</p> <p>Consultation – themes and progress</p> <p>Feedback from the LAC</p> <p>Update on Health and Safety work</p> <p>Quarterly Budget information</p> <p>Revised budget for 2017/8</p> <p>Budget priorities for 2018/9</p>

23 OCTOBER	Council	EBC's Local Plan. Adopt the Phone box – response to the request Update from the Planning Working Group
13 NOVEMBER	Council	Annual Foreshore Users Meeting 6.30pm Draft budget for 2018/19
27 NOVEMBER	Council	Usage of Donkey Derby Field 2018
11 DECEMBER	Council	Set Budget and precept for 2018/19
8 JANUARY	Council	
22 JANUARY	Council	
12 FEBRUARY	Council	
26 FEBRUARY	Council	
12 MARCH	Council	
26 MARCH	Council	
9 APRIL	Council	Review of projects HLB public facilities and the Storage Shed
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

Updated 21.09.17

10th July 2017

Hamble Parish Council – Burial Ground Committee

DECISION: TO APPROVE RECOMMENDATIONS PROPOSED BY THE BURIAL GROUND COMMITTEE

INTRODUCTION

1. The Burial Ground Committee met on 19th September to:
 -) Review Charges and fees
 -) Review Guidelines and Rules
 -) Agree process to ensure ongoing adherence to rules
 -) Agree scope of task and finish group to review layout of the burial ground

CONTENT

2. The Committee recommends these fee changes with immediate effect:

	Current	Recommendation
Interment of person over 12 years	£125	£150
All Cremations	£125	£150
Exclusive Right of Burial for 75 years		
Child under 12 years of age	£125	£150
Person over 12 years of age	£225	£250
Cremation Plot	0	To be considered by working party

3. These fees may be reviewed again before the start of the 2018/19 financial year.
4. It is also recommended that reference to a small wooden cross and small vase are removed from the fee table.
5. Whilst a thorough in depth review is required it was agreed that small headstones should no longer be permitted on the ashes plots with immediate effect.
6. The application forms should also be amended to include a specific reference to ensure families are made fully aware of the potential to request double or treble depth burials by funeral directors.

ACTIONS

7. It was agreed a working group should be set up to include Father Graham and the Church Warden, Kay Baker

Appendices

Fee comparison table