

Hamble Parish Council, Parish Office, 2 High Street, Hamble, Southampton SO31 4JE

**Monday 12<sup>th</sup> October 2020 – 7pm virtual meeting**

This meeting is open to members of the public.

If you wish to participate you must contact the Clerk at Parish Office via [clerk@hamblepc.org.uk](mailto:clerk@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 Monday 12th October 2020.

Minute reference for the meeting will follow the following format 12102020+item number.

1. Welcome
  - a. Apologies for absence
  - b. Declaration of interest and approved dispensations
  - c. Approve minutes of the emergency meeting of 14<sup>th</sup> September 2020
2. Public Session
3. Grant applications – Hamble Good Neighbours and Victim Support and report from Citizens Advice Eastleigh
4. Request for a small grant from Mercury Residents Association
5. Appointments to Committees
6. Recommendations from Committees
7. Community Investment Projects update
8. Budget Process and timetable
9. Financial
  - a. Payments
  - b. Income Shortfall

## **Exempt Business**

To consider passing a resolution under Section 100A(4) of the Local Government Act 1972 in respect of the following item(s) of business on the grounds that it is/they are likely to involve the disclosure of exempt information as defined in paragraphs 1, 2, 3 of 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.

10. Use of College Playing Fields for site storage – The Coop refit, The Square, Hamble

**Dated:** 5<sup>th</sup> October 2020

**Signed:** Amanda Jobling, Clerk, Hamble Parish Council, Parish Office, 2 High Street, Hamble, Southampton SO31 4JE. 023 8045 3422.

# Item 1

# **Minutes of the Council Meeting**

**Monday 14<sup>th</sup> September 2020 at 7.00pm**

**Held virtually due to coronavirus restrictions**

## **Present**

Councillors: S. Hand (Chair), T. Dann, S. Haywood, J. Nesbitt-Bell, S Schofield, A. Thompson, and I. Underdown

Cllrs Cohen (Vice Chair) and Rolfe joined the meeting part way through the public session.

Officers: The Clerk & Deputy Clerk

The minute reference for each item is 14092020 + the agenda item number

## **1 Welcome**

### **1a Apologies for absence**

Councillors: J Nesbitt-Bell and M Cross

### **1b Declarations of interest and approved dispensations**

No interests were declared.

### **1c To approve the minutes of previous meetings**

**IT WAS RESOLVED TO** approve the Minutes of 11th August 2020 as a true record of the meeting. The Minutes will be signed by the Chair at a later date.

## **2 Public Session**

Two members of the public were present. One wished to speak about vandalism issues at the allotments suggesting the pathway is closed and members of the public are directed to use the formal rail trail path instead. The other member of the public had applied to fill the councillor vacancy by co-option.

Cllrs Cohen and Rolfe joined the meeting part way through the public session.

## **3 Co-option for filling the vacancy**

The Clerk gave an update on the recent changes to the application process for prospective members.

The Council had received an application from Michelle Nicholson to fill the vacancy by co-option.

A copy of the application form had been circulated in the agenda pack and several Councillors asked Michelle questions.

**IT WAS RESOLVED** to co-opt Michelle Nicholson to serve on to the Council to serve until the next elections in May 2021.

## **4 Anti-social Behaviour Review**

There have been various issues this year and the pontoon at the Foreshore has again been the main focus of anti-social and dangerous behaviour such as swimming in the prohibited zone, jumping into the water and diving at the Foreshore. The Clerk asked how the Council wished to address the issues:

Cllr Dajka - A community meeting might be helpful.

Cllr Underdown agreed with the proposal to hold a public meeting but with the involvement of the Borough Councillors and the Harbour Master.

Cllr Cohen - The problems need to be clearly identified and consideration given to designing out issues but equally unintended consequences of any actions must be explored. e.g. if the car park is closed at night how might this affect the local businesses?

Cllr Schofield - Antisocial behaviour has been dreadful this year but everyone must recognise this isn't just an issue Hamble is facing in isolation. There have been problems across the country. As weather gets colder the issues may move to the Roy Underdown Pavilion. It would be helpful if some of the residents would look at setting up a Neighbourhood Watch Group like the SO19 Group however, perhaps the success of this particular group displaced issues to other areas.

The Clerk reported that recently a large group of young people in cars have been frequenting the car park at College Playing Fields. Youths have been climbing over the fence to access the tennis court to play football and not observing any social distancing.

The Clerk was asked to:

- draft a letter to the Harbour Board regarding the dangers posed by the pontoon.
- Look at working in partnership with other agencies to explore the implementation of a PSPO for next summer.

## **5 Newsletter Advertising**

**IT WAS RESOLVED** To approve the advertising fees set out in the appendix to the report including and the shape and form that advertising will take in future newsletters.

## **6 Telephone Box**

There have been some informal approaches from members of the community to paint or be involved in upkeep of the telephone box but no-one who is prepared to convert for a community use.

Cllr Heywood suggested the Council goes back to the community with a specified use or project and ask for volunteers or a community group to take it forward.

## **7 Coronavirus and business continuity**

**IT WAS RESOLVED** to adopt all the recommendations:

The parish office to be staffed each weekday to ensure the efficient operation of council business.

Arrangements for members of the public needing to access services should be widely publicised, promoting the use of telephone and email as the preferred method, but with the arrangements set out for face to face appointments where necessary.

That Committees should undertake an urgent review of their priorities for the next six months so that a programme of work can be agreed with the Clerk and the staff team. If possible, the temporary member of staff should be retained and should support the Clerk in addressing the priorities agreed by Committees and the Council.

Appoint a consultant to work with the Personnel Committee to undertake a survey of staff and members which will report back to the November meeting. The costs will be confirmed at the October meeting.

## **8 Covid-19 Health and Safety Policy**

**IT WAS RESOLVED** to adopt the draft Covid-19 Health and Safety Policy

## **9 Financial Reports**

a. Reconciliations from May, June, July and August:

Current Account:

May	Income £1,536.07	Expenditure £30,836.28	End of month balance £160,302.92
June	Income £5,544.32	Expenditure £28,725.97	End of month balance £107,821.06
July	Income £10,090.69	Expenditure £32,045.15	End of month balance £85,866.60
August	Income £12,408.03	Expenditure £29,291.45	End of month balance £68,983.18

Petty cash - There's been no spend and the balance remains at £10.75.

Reserve Account – Interest of £76.13 was credited on 8th June 2020. The current balance is £141,845.25.

b. Payments - The list of payments for approval was circulated by email to all Councillors before the meeting.

c. Income Shortfall - The report was not available for the meeting but will be circulated shortly.

d. Earmarked Reserves - There are some queries to be resolved and this will be brought back to the Council at its next meeting.

e. There are no delegated decisions for the Council to consider

**IT WAS RESOLVED** to accept the reconciliations detailed in a. and b. the payments list circulated prior to the meeting. The Income Shortfall report will follow at a later date and some queries on the earmarked reserves will be resolved and brought back to the next Council meeting.

## **10 Accessibility Regulations**

The Council noted progress with the work, what remains outstanding and the process for completing the work.

The Clerk was asked to make further enquiries and report at the October meeting on the specific requirements regarding compliance of retrospective documents.

## **Exempt Business**

**IT WAS RESOLVED** that under Section 100A(4) of the Local Government Act 1972 in respect of the following item(s) of business on the grounds that it is/they are likely to involve the disclosure of exempt information as defined in paragraphs 1, 2, 3 of 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 1st 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.

**11 Recommendations from Asset Management Committee** Hamble Aerospace Ltd (HAL formerly GE Aviation) Planning Application.

The Clerk gave an update on the proposed Heads of Terms for the playing pitch mitigation. HAL has not responded to the Clerk's last email so the Heads of Terms have not been agreed or signed.

The proposed additional package of works and improvements for the Roy Underdown Pavilion has not been agreed. HAL did come back with a lower counter offer but this has not been accepted by the AMC.

**IT WAS RESOLVED** to approve the recommendations.

*The meeting closed at 20:46*

## Item 3



## GRANT APPLICATION FORM

Deadline 31<sup>st</sup> March and 30<sup>th</sup> September each year

Please refer to Grants Procedure Notes before completing this form.



Name of organisation making the application: Hamble Good Neighbours (HGN)	
Name of person to whom correspondence should be addressed: Nin Williams Position within the organisation? Treasurer	Address for correspondence: Gatmore 88 Hamble Lane Hamble  Post Code: SO31 4HU
Email: treasurerhgn@gmail.com	Daytime telephone number: 07900 246234

Details of organisation and its aims or activities: HGN is a volunteer run group who primarily provides transport to health-related appointments for residents in need within the parish of Hamble. Additionally, the group undertakes activities to enhance the health and wellbeing of its clients where it has capacity to do so, for example prior to lockdown we had been running a café club when resources allowed.

Amount of grant requested £ 1500      Total cost of project or item £ 1500  
Based on approx. spend of £70 per week for treats, mileage Nov-March and additional over the Xmas period.

Details of staff employed: None - HGN is managed and run entirely by volunteers.      Salaries: N/A

How many are:	Employees	Members/Users	Volunteers
Committee/Board	0	114	21

What is the Grant for and who will benefit? (Give details of the specific project or item to be funded) The grant is to continue a service we started to provide at the end of the lockdown period this year. We have a significant number of clients who live alone, many of whom have very little support locally. Some of our clients have no support other than that provided by statutory and voluntary services. A significant number of our clients were also shielding. We started a "Fun Friday" programme which involved delivering a treat to our most isolated clients. A phone call to clients was also made to chat about their week and tell them the details of the treat for the week. The treats included cakes, fruit, fish and chips. The grant would be to help towards paying for treats and a very small amount of mileage in order that we could continue this programme throughout the winter and xmas period and into the new year. Going into winter we do not know what will happen in relation to the pandemic, however we do know that we are not able to re-start our usual social meetings and we are aware that many of our vulnerable clients remain very anxious about going out other than for essential health appointments. This means we will still have a group of clients who remain isolated, alone and stuck indoors.

How will the people of Hamble benefit from the grant? We found the "Fun Friday" programme to be hugely popular because it helped to reduce the social isolation. Feedback from our clients told us that the phone calls really helped people feel like they hadn't been forgotten and the treat at the end of the week gave people something to look forward to. Additionally we have been able to support local businesses for example the chip shop at Coronation Parade.

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

NO

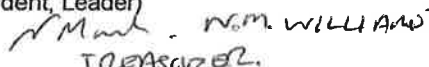
Amounts already donated or granted by other bodies? N/A		
How else do you raise income? (Give details of subscriptions, fund-raising, contributions "in kind" etc) Our clients give a voluntary contribution towards the costs of the transport provided. This is used to reimburse our volunteer drivers mileage expenses.		
What age groups do you cater for? While our client group is predominantly elderly it is not exclusively so. We provide assistance to persons in need regardless of age.	Total Membership: Clients: 114 Volunteers: 21 How many Hamble parishioners belong to the organisation? 135 - All our clients and volunteers are local to Hamble.	Are you a registered charity, if yes please provide your number? No – We are members of the Hampshire Good Neighbours Network.

Cash in hand available £2500	Annual Income £2900
Total amount raised last financial year by fundraising? (other than grant applications) £0	Level of reserves: £1000 Unallocated £ 500 Allocated £ 500

Is anyone in your organisation (Senior staff/ Trustees/Directors) related to any councillor or employee of Hamble le Rice Parish Council?  No / Yes If yes, please provide name(s) and state relationship: Georgina Hand – our coordinator is married to Simon Hand – Chair of the Parish Council.
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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)  TREASURER Date: 30 <sup>th</sup> Sept 2020	<b>For Parish Council of Hamble-le-Rice use only</b>
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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 General Meeting**

Hamble Good Neighbours AGM held on Wednesday the 6<sup>th</sup> November 2019 at  
The Roy Underdown Pavilion, Hamble @ 2.30 pm

#### **Committee present**

**Rick Hull (RH)**  
**Georgie Hand (GH)**  
**Nin Williams (NW)**  
**Nicky Gardner (NG)**

**Chair**  
**Coordinator**  
**Treasurer**  
**Secretary**

#### **Also present**

Claude New, Ian Stephens, Jan Wright, Jenny Cudmore,  
David and Audrey Handley, Jo Ward, Edward Giles and  
Carolyn and Michael McDonald

#### **1. Welcome**

Wonderful to see you all here, just a few notices before we begin.

H & S :

Toilets: Across the corridor upstairs

Not expecting a fire alarm so if it should go off we will evacuate immediately in an orderly way and meet at the meeting point in the car park.

#### **2. Apologies**

Cathy and John West, Ty Whitlock, Sheena Quin, Penny  
Bradley, Bob Guest, Joe Davie

#### **3. Minutes of the AGM 5<sup>th</sup> May 2019 meeting**

Minutes approved and signed. Proposed by Jo Ward.

Seconded by Claude New

#### **4. Chairman's Report**

Good Afternoon Ladies and Gentlemen and welcome to  
Hamble Good Neighbours Annual General Meeting,  
I would like to make a very short address to you, all  
regarding this year's ongoing growth and success of the  
Hamble Good Neighbour Group, and also to thank the  
committee and all of our volunteers, old and new, for all  
of their valued and tireless input in making this so.  
From a situation not so long ago when it seemed that

now are going from strength to strength with new concepts and innovative ideas many of which are the brainchild of our excellent and tireless co-ordinator Georgie, holder of the purse strings Nin, our treasurer, and input from drivers and other committee members alike.

So, without further ado I would like to call upon Georgie to flesh out the bones and let you know in practical terms what has happened since the last AGM and what our plans for the future hold.

## **5. Coordinator' Report**

1st Sept 2018 to 31st August 2019

Thank you

As just discussed, this report concerns just the period Sept 2018 to 31st August 2019.

Due to operational difficulties we really only got up and running on 10th November 2018. So our data is for 10months.

Over the year 81 different people were helped of whom 23 were new faces you our group. Our 14 drivers between them drove over 4,380 miles to complete... 354.....tasks. That averages at 33 a month.

We estimate this as 600 hours of volunteers time .

In line with our change in constitution and our plan to expand our remit,

Not all of our tasks for this period were for medical based reasons.

In fact 278 were for health appointments

2 for vets

9 shopping

14 visiting and

27 social trips

Our biggest change is the introduction of regular Café Clubs and the addition of 2 big social events this year.

We had 50 plus to our Christmas tea at the Priory Centre  
46 to our Fish and Chip lunch in May at the Hamble Social Club.

Both of these seemed popular and a good opportunity to get out socialise. So we have decided to continue with the big events during our next operating year. (We've already had our Autumn Lunch and our next event will

## **7. Treasurer's Report**

Hamble Good Neighbours Treasurers Report for 2018-2019

We received client donations in the year totalling £2978.15. This is slightly less than in the previous year, but reflects the fact that we were only operating for 10 months. We have not received any other income and have had none of the parish tokens. However, we have banked petty cash and tokens from the previous financial year in this year.

The running costs for the year total £3801.36. Our biggest cost is the reimbursement of mileage and we have spent some money on advertising as well as the telephone costs.

We made a decision to use some of the reserves to give back to our client group and have spent a significant amount on the client socials. We will continue to use reserves in this way rather than accruing large sums of money in the bank but will also monitor this to ensure we don't overspend.

The only other thing to note is that we now have online banking fully operational which has really streamlined the process for reimbursing drivers and keeping records.

Thanks go to Stephanie Ramsey for auditing this year accounts.

Accounts approved and proposed by Edward Giles and seconded by Nicky Gardner.

### **8. Approval of Auditor**

Stephanie Ramsey was voted in to continue as Auditor. Proposed by Georgie Hand and Seconded by Edward Giles.

### **9. Election Of Officers and Committee Members**

The present committee have all agreed to stand for another year. Unanimous vote.

### **10. AOB**

**10.1** Question from the floor as to whether the committee have approached any local companies for sponsorship recently. GH replies that as there are plenty of funds in the account it wasn't deemed necessary to do so at this stage.

**10.2** GH also commented that McCarthy and Stone had given a generous donation to be spent on a meal for all the drivers, which had been a very successful evening.

**10.3** Michael McDonald has offered to approach BP and Exxon Mobil for donations if and when required.

**10.4** The committee discussed and agreed that in the future a small donation will be asked of each client attending lunches with a view of then offering them a lovely Christmas tea completely free of charge. It was felt that it is necessary to retain a certain amount of funds in the pot.

**10.5** The Spring Lunch 2020 will be well advertised and leaflets posted through all Clients doors. Also a mention in the Village Magazine. The committee feels it's essential to keep the lunches available to our Clients rather than the whole village.

**10.6** The café outings have proved very popular and will be continued and advertised in next year's programme.

**10.7** It is proposed to increase HGN awareness by going on Facebook.

**10.8** HGN had a stall at the Royal Southern's Christmas Fayre. Much interest in the work of HGN but to date no new signed up drivers. It was felt that last year the interest was greater.

**10.10** Edward Giles asked the committee if there had been any occasion when a Client had to be turned down due to lack of drivers. GH reported only 1 Client in the large number who has been helped.

**10.11** Jo Ward asked if all Clients are on email. Simply No. Many use masked telephone numbers, but GH reported that at least 75% of all calls are answered straight away.

There being no other business the meeting ended at 2.55 pm.



# VICTIM SUPPORT

Hampshire and Isle of Wight

11 8 AUG 2020

Ms Jobling  
Clerk to Hamble-le-Rice Parish Council  
Hamble-le-Rice Parish Council Offices,  
Memorial Hall, 2 High Street  
Hamble-le-Rice  
Hants SO31 4JE

**Address for correspondence**  
Victim Support  
21a Hursley Road  
Chandlers Ford  
Hampshire SO53 2FS

13 August 2020

Dear Ms Jobling

Re: Grant Aid Funding

Please find enclosed a completed application form in regards to above. Also enclosed are our national accounts and constitution.

Thank you for taking the time to consider our application.

Thanking you in advance

Yours sincerely

**Lisa Jones**  
**Service Delivery Assistant**  
**Email: [hiow.areaoffice@victimsupport.org.uk](mailto:hiow.areaoffice@victimsupport.org.uk)**

[www.victimsupport.org.uk](http://www.victimsupport.org.uk) Supportline: 08 08 16 89 111  VictimSupport  @VictimSupport



COPING WITH THE  
EFFECTS OF CRIME  
TOGETHER



Registered office: Victim Support, 1 Bridge Street, Derby DE1 3HZ. T: 020 7268 0200 Next Generation Text: 18001 020 7268 0200

Victim Support is a registered charity (no. 298028) and a company limited by guarantee (no. 2158780) registered in England. President: HRH The Princess Royal.

# GRANT APPLICATION FORM

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



Name of organisation making the application: <b>VICTIM SUPPORT</b>	
Name of person to whom correspondence should be addressed: <b>LISA JONES</b>	Address for correspondence: <b>21A HURSLEY ROAD CHANDLER FOLD HANTS</b>
Position within the organisation? <b>SERVICE DELIVERY ASSISTANT</b>	Post Code: <b>SO53 2FS</b>
Email: <b>110W.AREAOFFICE@VICTIMSUPPORT.ORG.UK</b>	Daytime telephone number: <b>0808 178 1641</b>

Details of organisation and its aims or activities **VICTIM SUPPORT PROVIDES EMOTIONAL AND PRACTICAL SUPPORT TO VICTIMS AND WITNESSES OF CRIME. WE STRIVE TO DELIVER A LOCAL APPROACH TO ALL SERVICE RESIDENTS OF HAMBLE-LE-RICE ARE SUPPORTED BY LOCALLY TRAINED STAFF AND VOLUNTEERS. OUR SUPPORTERS OFFER SOMEONE TO TALK TO IN CONFIDENCE, INFORMATION ON POLICE AND COURT PROCESSES, PRACTICAL TIPS AND HELP IN DEALING WITH OTHER ORGANISATIONS.**

Amount of grant requested <b>£150</b>	Total cost of project or item <b>£ ONGOING</b>
Details of staff employed: <b>27 STAFF (15 PIT, 12 FIT) AND 31 VOLUNTEERS</b>	Salaries: £ £

How many are:  
Committee/Board Employees **27** Members/Users Volunteers **31**  
**WE ARE NOT A MEMBERS ORGANISATION**

What is the Grant for and who will benefit? (Give details of the specific project or item to be funded) **TO PURCHASE SECURITY ITEMS THAT WE PROVIDE FREE OF CHARGE TO VICTIMS OF CRIME SUCH AS PERSONAL ALARMS AND SMALL SECURITY ITEMS FOR THE HOME - DUMMY CCTV, WINDOW & DOOR ALARMS TO MAKE PEOPLE FEEL SAFER IN THEIR HOMES. ALSO COULD PURCHASE 20 HOME CCTV CAMERAS, 62 WINDOW ALARMS OR 62 PERSONAL ALARMS. LAST YEAR WE SUPPORTED APPROXIMATELY 140 HAMBLE RESIDENTS AND WE WOULD NOT EXPECT THIS TO DIFFER YEAR ON YEAR**  
How will the people of Hamble benefit from the grant?  
**RESIDENTS SUPPORTED VIA OUR COMMUNITY BASED SERVICE RECEIVE IMMEDIATE EMOTIONAL AND PRACTICAL SUPPORT WHEN THEY ARE CONTACTED BY OUR TEAM.**

Have you applied to any other body for a grant towards this project? (If yes, please give details)  
**WE WILL BE SEEKING ONGOING FUNDING TO PROVIDE THIS SERVICE FROM OTHER TOWN AND PARISH COUNCILS**



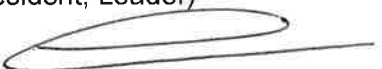
Amounts already donated or granted by other bodies? WE APPLY ANNUALLY TO TOWN AND PARISH COUNCILS IN THE AREA WE COVER WITH VARYING LEVELS OF SUCCESS		
How else do you raise income? (Give details of subscriptions, fund-raising, contributions "in kind" etc) WE HAVE COLLECTION POTS IN VARIOUS LOCATIONS		
What age groups do you cater for? ANY VICTIM OF WITNESS OF CRIME AGED 4 AND ABOVE	Total Membership: N/A WE ARE NOT A REGISTERED ORGANISATION How many Hamble parishioners belong to the organisation? ANY VICTIM OF CRIME CAN ACCESS OUR SERVICE	Are you a registered charity, if yes please provide your number?  YES 298028

Cash in hand available £ PLEASE SEE ACCOUNTS	Annual Income £
Total amount raised last financial year by fundraising? (other than grant applications)  £	Level of reserves:  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
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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)  Date: 13/8/20	<b>For Parish Council of Hamble-le-Rice use only</b>
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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

# Financial Statements

## Consolidated statement of financial activities (incorporating income and expenditure account) for the year ended 31 March 2019

	Notes	Unrestricted 31.03.19 £'000	Restricted 31.03.19 £'000	Total 31.03.19 £'000	Unrestricted 31.03.18 £'000	Restricted 31.03.18 £'000	Total 31.03.18 £'000
<b>Income from:</b>							
Charitable activities	2.1	23,899	11,467	35,366	23,792	12,523	36,315
Donation and legacies	2.2	544	45	589	149	81	230
Other trading activities	2.3	292	135	427	246	270	516
Investments	2.4	26	—	26	70	—	70
Other income	2.5	335	1	336	45	1	46
<b>Total income</b>		<b>25,096</b>	<b>11,648</b>	<b>36,744</b>	<b>24,302</b>	<b>12,875</b>	<b>37,177</b>
<b>Expenditure on:</b>							
Raising funds	3.1	188	18	206	838	—	838
Charitable activities	3.2						
Service delivery		23,438	12,211	35,649	26,030	12,710	38,740
Victims' voice		375	—	375	430	—	430
Restructuring & development		23	—	23	1,114	—	1,114
<b>Total charitable expenditure</b>		<b>23,836</b>	<b>12,211</b>	<b>36,047</b>	<b>27,574</b>	<b>12,710</b>	<b>40,284</b>
<b>Total expenditure before gains and losses on investments</b>		<b>24,024</b>	<b>12,229</b>	<b>36,253</b>	<b>28,412</b>	<b>12,710</b>	<b>41,122</b>
Net gains on investments		153	—	153	19	—	19
<b>Net income/(expenditure)</b>		<b>1,225</b>	<b>(581)</b>	<b>644</b>	<b>(4,091)</b>	<b>165</b>	<b>(3,926)</b>
Transfer between funds	16	6	(6)	—	1,220	(1,220)	—
<b>Net movement in funds in the year</b>		<b>1,231</b>	<b>(587)</b>	<b>644</b>	<b>(2,871)</b>	<b>(1,055)</b>	<b>(3,926)</b>
<b>Reconciliation of funds:</b>							
Total funds brought forward on 1 April		5,058	2,698	7,756	7,929	3,753	11,682
<b>Total funds carried forward as at 31 March</b>	<b>16</b>	<b>6,289</b>	<b>2,111</b>	<b>8,400</b>	<b>5,058</b>	<b>2,698</b>	<b>7,756</b>

The notes on pages 36 to 44 form part of these financial statements.

## Consolidated cash flow statement for the year ended 31 March 2019

	Notes	31.03.19 £'000	31.03.18 £'000
Net cash inflow/(outflow) from operating activities	a	2,225	(2,523)
Cash flows from investing activities: dividends received	b	26	70
Capital expenditure and financial investment	c	2,431	2,831
<b>Increase in cash in the reporting period</b>		<b>4,682</b>	<b>378</b>
Reconciliation of net cash flow to movement in net cash			
Increase in cash in the reporting period		4,682	378
Net cash at 1 April		1,956	1,578
<b>Net cash at 31 March</b>		<b>6,638</b>	<b>1,956</b>

Notes to the statement of cash flows for the year ended 31 March 2019

### a. Reconciliation of cash flows from operating activities to net incoming resources

	31.03.19 £'000	31.03.18 £'000
Net income / (expenditure) for the reporting period	644	(3,926)
Adjustments for:		
Depreciation charged to I&E	650	720
Depreciation in year on freehold properties	9	—
Gains on investments	(153)	(19)
Interest received	(15)	(23)
Dividends received	(11)	(47)
Decrease in debtors	753	1,010
Increase/(decrease) in creditors	348	(238)
<b>Net cash generated / (used) in operating activities</b>	<b>2,225</b>	<b>(2,523)</b>

### b. Analysis of cash flows as shown on the cash flow statement

Returns on investments and servicing of finance		
Interest received	(15)	(23)
Dividends received	(11)	(47)
<b>Net cash inflow for returns on investment and servicing of finance</b>	<b>(26)</b>	<b>(70)</b>

### c. Capital expenditure and financial investment

Sale/(Purchase) of tangible fixed assets	247	(652)
Sale of current asset investment	2,184	3,483
<b>Net cash inflow for capital expenditure and financial investment</b>	<b>2,431</b>	<b>2,831</b>

	01.04.18 £'000	Movement £'000	31.03.19 £'000
<b>Net cash:</b>			
Cash at bank and in hand	1,956	4,682	6,638

The notes on pages 36 to 44 form part of these financial statements.

No amounts are included in the accounts for services donated by volunteers.

Legacy income is included in the accounts when the charity has entitlement, and receipt is probable and can be measured.

Grants are recognised in full in the SOFA in the year in which they are receivable unless the grant agreement specifies that the grant is to be used in a future accounting period in which case the income is deferred. For performance-related grants, income is recognised using the proportion of costs incurred for the work performed to date in comparison to the forecast total costs to completion method.

Revenue from contracts is recognised to the extent that the activity stipulated in the agreement has been completed. This is generally equivalent to the related expenditure incurred in the period and associated overhead costs. Cash received in advance of the revenue being earned is shown as deferred income.

Income from the sale of goods or services is the amount derived from ordinary activities. Income is recognised net of VAT where applicable. Donated goods for resale in the charity shop are shown as income when the sale takes place.

### Expenditure

Resources expended are included on an accruals basis and are recognised when there is a legal or constructive obligation to pay. Expenditure is stated net of recoverable VAT where applicable but includes any irrecoverable VAT.

Direct charitable expenditure consists of direct, shared and indirect costs associated with the main activities of the organisation. This includes approved grants and support costs.

Grants payable are charged in the year when the offer is conveyed to the recipient, except in those cases where the offer is conditional. Conditional grants are recognised as expenditure when the conditions are fulfilled. If the conditions have not been met at the year-end, the grants are noted as a commitment but not shown as expenditure.

Expenditure on raising funds consists of direct, shared and indirect costs associated with the income-generating activities of the organisation.

### Fixed assets

Items of equipment are capitalised where the purchase price exceeds £5,000. Depreciation costs are allocated to activities on the basis of use. Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life: for software and IT infrastructure and fixtures and fittings, this is five years. Freehold buildings are depreciated over 25 years on a straight-line basis. Leasehold improvements are depreciated over the term of the lease.

### Funds

Restricted funds are to be used for the purposes specified by the donor. Relevant expenditure is chargeable to the fund together with a fair allocation of management and support costs where this is allowed by the donor. Locally generated income may be treated as restricted income to be used in the location of the donor; for example, grants donated by local authorities and other statutory bodies will be used to provide services within the boundaries of the local authority.

Unrestricted funds are available for the general object of the charity.

Designated funds relate to fixed asset transfers and unrestricted funds allocated by the Board of Trustees for a specific purpose.

### Pensions

Victim Support operates a defined contribution pension scheme. The assets of the scheme are held separately from those of Victim Support in an independently administered fund. The pension cost charge represents contributions payable by Victim Support, which has no other liability under the scheme.

#### 4. Total expenditure includes charges for:

	31.03.19	31.03.18
	£'000	£'000
Depreciation	650	720
Trustees' reimbursed expenses	4	4
Audit fees	48	34
Operating lease rentals	1,031	1,314

Audit fees for the year were £35,000 (2017–18: £31,000)

#### 5. Support costs

	31.03.19			31.03.18 (restated)		
	Staff costs	Overheads	Total	Staff costs	Overheads	Total
	£'000	£'000	£'000	£'000	£'000	£'000
Support services	3,143	1,465	4,608	2,643	1,228	3,871
Governance	-	59	59	-	37	37
<b>Total</b>	<b>3,143</b>	<b>1,524</b>	<b>4,667</b>	<b>2,643</b>	<b>1,265</b>	<b>3,908</b>

Support services include central HR, IT and Finance systems to support local contract delivery; a technology platform that delivers a highly secure hosting environment; a case management system with outcome based reporting capability; GDPR compliance; safeguarding compliance; the delivery of consistent service standards and quality across the regions; continual knowledge sharing; national service innovation; research and data gathering on national trends and performance.

#### 6. Trustees'/members' remuneration and benefits

None of the trustees have been paid any remuneration or received any other benefits for the year ended 31 March 2019 (2017–18: £nil). Expenses reimbursed to seven trustees of £3,774 (2017–18: ten, £3,596) relate to travel and subsistence costs for attending trustee meetings and other sub-committees of the Board of Trustees in the year.

## 8. Property, plant and equipment

	Freehold property £'000	Long leasehold £'000	Fixtures & fittings £'000	Office equipment £'000	Software & IT infrastructure £'000	Total £'000
<b>Cost</b>						
At 1 April 2018	427	287	45	49	4,884	5,692
Additions	—	—	—	—	—	—
Disposals	(427)	—	—	—	—	(427)
<b>At 31 March 2019</b>	<b>—</b>	<b>287</b>	<b>45</b>	<b>49</b>	<b>4,884</b>	<b>5,265</b>
<b>Depreciation</b>						
At 1 April 2018	(172)	(200)	(43)	(49)	(2,684)	(3,148)
Charge for the year	—	(21)	(2)	—	(627)	(650)
Disposals	172	—	—	—	—	172
<b>At 31 March 2019</b>	<b>—</b>	<b>(221)</b>	<b>(45)</b>	<b>(49)</b>	<b>(3,311)</b>	<b>(3,626)</b>
<b>Net book value at 31 March 2019</b>	<b>—</b>	<b>66</b>	<b>—</b>	<b>—</b>	<b>1,573</b>	<b>1,639</b>
<b>Net book value at 31 March 2018</b>	<b>255</b>	<b>87</b>	<b>2</b>	<b>—</b>	<b>2,200</b>	<b>2,544</b>

## 9. Operating lease commitments

Total commitments under operating leases were as follows:

	31.03.19 £'000	31.03.18 £'000
Expiring within one year	639	703
Expiring between two and five years	1,377	2,572
<b>Total</b>	<b>2,016</b>	<b>3,275</b>

## 10. Investments

### 10.1 Investments in subsidiaries

Victims Support Limited (02609147) and VS Trading (Cornwall) Limited (04631310), companies incorporated in England and Wales, are wholly owned by the charitable company.

The registered office of each company is the same as that of Victim Support and can be found on page 50.

Audited results for both companies are filed with the Registrar of Companies. A summary of the results for the year and the financial position at 31 March 2019 are shown in the table below.

	Victims Support Limited		VS Trading (Cornwall) Limited	
	31.03.19 £	31.03.18 £	31.03.19 £	31.03.18 £
Turnover	59,324	64,174	6,877	6,951
Cost of sales	(23,091)	(24,296)	(227)	(1,752)
<b>Gross profit</b>	<b>36,233</b>	<b>39,878</b>	<b>6,650</b>	<b>5,199</b>
Administrative expenses	(36,983)	(35,183)	(3,548)	(3,884)
<b>Operating (loss)/profit</b>	<b>(750)</b>	<b>4,695</b>	<b>3,002</b>	<b>1,315</b>
Donation to Victim Support	(4,695)	—	(3,168)	(1,315)
<b>Reported (loss)/profit</b>	<b>(5,445)</b>	<b>4,695</b>	<b>(166)</b>	<b>—</b>
<b>Statement of financial position</b>				
Debtors	12,474	15,027	—	—
Cash at bank	3,861	508	1	167
Creditors	(7,085)	(840)	—	—
<b>Net assets</b>	<b>9,250</b>	<b>14,695</b>	<b>1</b>	<b>167</b>
<b>Cost of investment</b>	<b>10,000</b>	<b>10,000</b>	<b>1</b>	<b>1</b>

## 15. Analysis of net assets between funds

	Unrestricted funds £'000	Restricted funds £'000	31.03.19 Total funds £'000	Unrestricted funds £'000	Restricted funds £'000	31.03.18 Total funds £'000
Fixed assets	1,639	—	1,639	2,544	—	2,544
Current assets	8,386	2,617	11,003	4,496	4,609	9,105
Current liabilities	(3,344)	(506)	(3,850)	(1,490)	(1,911)	(3,401)
Provision for liabilities	(392)	—	(392)	(492)	—	(492)
<b>Total</b>	<b>6,289</b>	<b>2,111</b>	<b>8,400</b>	<b>5,058</b>	<b>2,698</b>	<b>7,756</b>

## 16. Movement in funds

	01.04.18 £'000	Incoming resources £'000	Outgoing resources £'000	Transfer between funds £'000	Gains and losses £'000	31.03.19 £'000
<b>16.1 Restricted funds</b>						
MoJ grants						
National Homicide Service	120	3,359	(3,438)	—	—	41
<b>Total</b>	<b>120</b>	<b>3,359</b>	<b>(3,438)</b>	<b>—</b>	<b>—</b>	<b>41</b>
<b>Central restricted funds</b>						
Supportline	5	—	(5)	—	—	—
Other restricted	118	(10)	(25)	—	—	83
<b>Total</b>	<b>123</b>	<b>(10)</b>	<b>(30)</b>	<b>—</b>	<b>—</b>	<b>83</b>
<b>Restricted by location</b>						
Wales and West	337	2,789	(2,874)	4	—	256
London	984	3,799	(4,000)	16	—	799
Northern England and East Midlands	794	988	(1,046)	(11)	—	725
South East	340	723	(841)	(15)	—	207
<b>Total</b>	<b>2,455</b>	<b>8,299</b>	<b>(8,761)</b>	<b>(6)</b>	<b>—</b>	<b>1,987</b>
<b>Total restricted funds</b>	<b>2,698</b>	<b>11,648</b>	<b>(12,229)</b>	<b>(6)</b>	<b>—</b>	<b>2,111</b>
<b>16.2 Unrestricted funds</b>	<b>5,058</b>	<b>25,096</b>	<b>(24,024)</b>	<b>6</b>	<b>153</b>	<b>6,289</b>
<b>Total funds</b>	<b>7,756</b>	<b>36,744</b>	<b>(36,253)</b>	<b>—</b>	<b>153</b>	<b>8,400</b>

## Item 4



**From:** [jward007@btinternet.com](mailto:jward007@btinternet.com)  
**To:** [Clerk - Hamble Parish Council](#)  
**Subject:** Mercury Area Residents Association (MARA) - Autumn Clear Up Day  
**Date:** 06 October 2020 11:44:08

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Good morning Amanda - hope this finds you well. The Hamble Village News arrived over the weekend and is full of interesting stories and information - I think the format is great and some advertising will make it even better. The only thing I miss from the old one is the section on "From the Council's Records" which was always so fascinating especially for those of us who have lived here for over 50 years !

The reason for writing to you today is to ask for a bit of help !! As you may know, we (MARA) organise an Autumn Clear Up Day every year down here on a Saturday where many of our residents and their families meet near the Mercury memorial and gather to make up a working party. This year it's on **Saturday 24 October** - and the usual tasks are.

We move all the little boats by the slipway so that the long grass can be strimmed - Richard or one of his guys normally come and help with this and I've already been in touch with him.

We cut back overhanging branches and undergrowth along the pathways around the estate, and undergrowth clogging up the upper part of the stream

We hire a skip for this and for garden material from people's own gardens - this is useful and essential as you can imagine.

So it's a general tidy up with participation from usually around 20 - 30 people which results in this very nice little pocket of Hamble looking cared for and neat after the vigorous growth of the summer.

The money to pay for the skip hire comes from our small funds - members of MARA pay a small subscription of £5 per year and we normally have just enough to cover the cost. However, skip prices go up each year and not all residents belong to MARA. This year we are short of funds and would like to ask if you can help ?

When Brendan was HPC Clerk he did help us out once, in 2015, to the tune of £200 which was most welcome. Do you think HPC might be able to let us have £150 ? We would not intend this to be an annual event but a one-off to tide us over.

If you were able to agree this, we could provide an "invoice" from MARA for your books, or whatever you deem appropriate.

Look forward to hearing - please give me a ring if you need to discuss further

Very best regards

***Jo***

Jo Ward  
Chair - MARA

02380 455895

## Item 5

**Council meeting – 12<sup>th</sup> October 2020**

**Item 5 - Members of Council Meetings, Panels, Committees and Groups for 2020/21**

<b>Panel/Group</b>	<b>Frequency</b>	<b>Members</b>	<b>Secretariat</b>
<b>Full Council</b>	Monthly – second Monday	Cllr Cohen Cllr Cross Cllr Dajka Cllr Dann Cllr Hand (Chair) Cllr Hayward Cllr Nesbitt-Bell Cllr Rolfe Cllr Schofield Cllr Thompson Cllr Underdown <b>Vacancy</b>	Clerk
<b>Planning Committee</b> <ul style="list-style-type: none"> <li>• Highways &amp; infrastructure</li> <li>• Designations</li> <li>• Design / local policies</li> <li>• Enforcement</li> <li>• Applications</li> <li>• Footpaths</li> </ul>	Monthly – 4 <sup>th</sup> Monday in every month	Cllr Dann Cllr Nesbitt-Bell Cllr Rolfe Cllr Thompson Cllr Underdown (Chair) <b>Vacancy</b>	Clerk
<b>Asset Management Committee</b> <ul style="list-style-type: none"> <li>• Leases</li> <li>• Buildings / facilities</li> <li>• Land/Estate</li> <li>• Health &amp; Safety</li> <li>• Fees &amp; Charges</li> </ul>	First Tuesday in every second month	Cllr Cohen Cllr Cross Cllr Dajka Cllr Hand Cllr Schofield Cllr Thompson (Chair) Cllr Underdown	Deputy Clerk
<b>Personnel Committee</b> <ul style="list-style-type: none"> <li>• Pay &amp; conditions</li> <li>• Disciplinary</li> <li>• Staff health &amp; safety</li> <li>• Performance</li> </ul>	Third Tuesday every other month	Cllr Cohen (Chair) Cllr Hand Cllr Rolfe Cllr Thompson	Clerk
<b>Operations Working Group</b> Coordinate operational issues across the council. (Reports to Full Council)	First Monday of every month	Cllr Cohen Cllr Hand Cllr Underdown Cllr Thompson	Clerk

**Council meeting – 12<sup>th</sup> October 2020**

**Item 5 - Members of Council Meetings, Panels, Committees and Groups for 2020/21**

<b>Review Panel</b> • Complaints • Appeals of individual decisions • Staffing / disciplinary	When required	Cllr Rolfe Cllr Schofield Cllr Thompson (Chair) Vacancy	Clerk
<b>Dinghy Park Working Group</b> (Reports to AMC)	When required – 3 meetings a year	Cllr Cohen (Chair) Cllr Cross Cllr Underdown + community representatives	Deputy Clerk
<b>Friends of Westfield Common</b> (Reports to AMC)	When required	Cllr Cross (Chair)	Head of Assets
<b>Communications Working Group</b> (Reports to Full Council)	Wednesday following Council meeting	Cllr Hayward (Chair) Cllr Nesbitt-Bell Cllr Dann Cllr Thompson	Admin Assistant
<b>Footpaths Working Group</b> (Reports to AMC)		Cllr Rolfe Cllr Thompson Cllr Underdown	None
<b>Covid-19 Recovery Working Groups</b>	As and when – time limited – 3 months	Cllr Cross (Chair) Cllr Hand Cllr Nesbitt-Bell	None
<b>Interpretation Board Task and Finish</b> (Reports to AMC)	As and when	Cllr Cohen Cllr Hayward	Clerk

**Council Representations on External Bodies**

<b>External Group</b>	<b>Council Representatives</b>
Henville Trust (4 year term)	Cllr Underdown
Hamble Village Memorial Hall	Vacancy
Hamble River Valley Forum	Cllr Cohen Cllr Underdown
Hamble Estuary Partnership	Cllr Underdown

## Item 6

Council Meeting

12<sup>th</sup> October 2020

Item 6 Recommendations from Committee

1. Personnel Committee - exercise of Chair and Clerks Delegation

To appoint Grahame Robb Associates to undertake an organisational survey and feedback to the Personnel Committee for the sum of £750.00.

## Item 7

Project/location	Proposal	Priority	When	Size	Project Score	Project Cost	Justification/comment	Corporate/Local Objective
Cleverley Rise Playpark	LEAP area in Cleverley Rise agreed with Housing Developer							
Cunningham Gardens improvements	Possible part conversion to allotments. Fitness equipment - Identified in Play areas audit (Priority C). Matta surface at goal area - Identified in Play areas audit (Priority B). Installation of disabled access gates. Improvements of footpaths and connection with King George V rec. Childrens play area (here or King George V upgrade)£6x£5k equipment. Fencing £10k. Surfacing £10k. Seating and bins	2	2	3	12	£130,000.00		
Extension to Pilands Wood Community Centre inc lobby	For toilets, storage, showers and changing facilities. To comprise 8x4m lobby area for café, display area and small meeting space	3	2	3	18	£110,000.00	To promote a wider range of activities including more physical activity.	
Lowford Hill / Portsmouth Road i.e. Bursledon local centre	Footway resurfacing£20k, pavement/layby redesign£20k, relocation of bus stops and crossing£30k, planters2x£2k, tree planting £3k, bins£5k, benches£10k, speed reduction measures and signage £5k. <24m bollards £1k	3	2	3	18	£100,000.00		
Public Art at Windhover	To be decided	3	2	2	12	£50,000.00	To maintain a sense of identity to the community. Possible artworks based on heritage of the area. To include community consultation / development.	
Footpath improvements including signage	To provide increased capacity and to encourage new residents to access all parts of Bursledon on foot. c£5k on each route	3	2	2	12	£50,000.00		
A27 nr former Crows Nest Public House	Dragons teeth to protect open space at Long Lane/A27, Bus shelter, pedestrian crossing	3	3	1	9	£1,000.00		
Open space at Reeves Way/Portsmouth Rd junction	Dragons teeth to protect open space at Reeves Way/Portsmouth Rd junction	3	3	1	9	£1,000.00		
Children / toddler play area improvements at Pilands Wood	Children's play equipment requested at Pilands open space during consultation. Surfacing £10k. Equipment £8k, £5k, £5k, £4k, £3k. Bins £1k. Seating £5k. Fencing £9k.	2	2	2	8	£50,000.00		
Woodlands Way play area	New equipment 6 x £5k, bin £1k, resurfacing £5k	2	2	2	8	£50,000.00		
Mens' Shed, Manor Farm	New building at Manor Farm Scout Camps.	2	3	1	6	£6,000.00	The group provides valuable social interaction for members and delivers high quality wooden goods to the community. They have lost their usual site	
Bursledon Station Car Park	£5k in the vicinity of stations. Bins £1k, signage £1k. Resurfacing (subject to feasibility) and new infrastructure including drainage and flooding prevention works	2	1	3	6	£210,000.00	Increases in population will generate need for new and improved facilities and lighting and will promote sustainable transport.	
Long Lane recreation and sports field (District Park) and Footpath 10	Need for drainage improvements, soakaways, landscaping £35k, footpath resurfacing £5k. Play area surface £15k and equipment replacement (15 years old) 10x£5k. Fencing £10k. New teen play equipment 5 x £5k. <24m Tennis courts improvements	2	1	3	6	£165,000.00		
Pilands Wood/Long Oak Preschools	1. A toilet block with 3 or 4 child size toilets separate to main centre toilets 2. A single story extension across the small patio area, for office space and quiet room. To include a new entrance separate to the main Centre entrance. 3. covered outside area, useable in wet and windy weather	1	1	3	3	£200,000.00		
Bursledon Windmill and Woods	Increased toilet facilities£30k, Volunteer room £30k archive facilities £2k, baking/cooking facilities £1k. Interpretation and other infrastructure on site including Windmill Woods £5k. Alterations to access to allow greater access and parking £20k. Fencing £5k, hedging £3k, trees £3k, surfacing £5k.	1	1	3	3	£104,000.00	Historic setting and special character.	
GAF	Improvements needed to the roof, insulation etc. Project completed anticipating £50k DCs from local developments.	1	1	3	3	£100,000.00	The only arts/crafts exhibition space in the parish area.	
	Further improvements are required to make the building accessible to more people, more of the time (damp issues prevent longer opening seasons and times). Extra access and fire exit facilities are needed to manage increased user numbers. Works to include - disabled lift, damp proof course, drainage to main floor, insulate walls, reverse door openings, enclose entrance porch, other minor works.	1	1	3	3	£97,500.00	The only arts/crafts exhibition space in the parish area.	
Long Lane pavilion	Improvements for sports teams and other users. May include change of Signage £5k and other measures e.g. kerb realignment, buildouts or layby alterations £90k railings £5k to better manage vehicle traffic and parking relating to schools and Village Hall.	1	1	3	3	£350,000.00		
Long Lane						£100,000.00		
Improved play and exercise equipment at Pilands open space (District Park)	Teenage play equipment and adult exercise equipment. Four items of play equipment at £4k. Surfacing £4k.	1	2	1	2	£20,000.00	Need to tackle obesity in general population.	



Pilands Wood Woodland Park		1	2	1	2	£4,000.00			
	Interpretation boards £800, bins £500, benches £1000, and new footbridge £1500.								
Bursledon Green	Protection of open space areas from increases in parking e.g. dragons teeth. Play and exercise equipment for children .Surfacing. Fencing. 6 pieces of Equipment . Adult exercise equipment	1	1	2	2	£50,000.00			
Bursledon Village Hall	, decking and fencing at rear preschool area	1	1	1	1	£5,000.00			
Public Art A27 railway bridge	Bursledon parish crest on railway bridge columns upgrading	1	1	1	1	£10,000.00			
Bursledon Mausoleum	Fencing £8k , signage£3k, bins£2k, benches£2k	1	1	1	1	£15,000.00			
Signage of and around the parish	Possible changes or new signage to indicate the entries/exits of the parish and local areas (Lowford, Pilands Wood, Old Bursledon). Subject to the identification by BPC and LAC as a priority.	1	1	1	1	£10,000.00			
					<b>Total</b>	<b>£1,858,500.00</b>			

Project/location	Proposal	Priority	When	Size	Project Score	Project Cost	Justification/comment	Corporate/Local Objective
Coronation parade local centre improvements	A range of street furniture and other measures to create an improved pedestrian zone to mitigate impact of increased population. e.g. resurfacing/paving £20k bins£5k, bollards£5k, planters£5k, trees£5k,barriers£5k, seating £5k, cycle parking £5k, traffic improvements e.g. changes to parking, kerbing £30k <36m	3	3	3	27	£150,000.00	Identified as a priority - currently being delivered. Colas returning to complete snagging list.	Healthy community and Local First
Coronation Parade Ramp Widening project	Increase the turning circle on the Coronation Parade ramp to enable mobility scooters easier access	3	3	1		£40,000.00	Identified as a priority as wheelchairs/mobility scooters did not have the ability to turn following initial works on the Coronation Parade local centre improvements- PID raised and project starting in November.	Healthy Community and Local First
Satchell Lane footway	Extension of footpath link required from Satchell Lane end to school and Hamble Rail Station. - Linked to an expired planning application.	3	3	3	27	£100,000.00	CEMEX?	Healthy community
Hamble BOFOR Gun	Remove Gun from emplacement on Hamble Point and store at Dutton Lane	3	3	1		£11,950.00	Originally approved £5535 for the works. Now asking for additional £6409 from BHH reserves. The emplacement is at risk of falling into the sea. This will protect the gun and give Councillors the opportunity to decide where to display the gun in the future.	
Roy Underdown Pavilion	Extension to first floor of Roy Underdown Pavilion creating a veranda to increase size and attract new users, New boiler and solar panels for the Roy Underdown pavilion plus replacement windows.	3	3	3	27	£350,000.00	GE will be key	Local First
Provision of natural burial ground	Existing burial grounds will be full within 15 years. Another burial facility is required for future use.	3	2	3	18	£100,000.00	Link to CEMEX. Need to do preemptive work.	Local First
Benches	Key locations Southern Quay (£40000) and College Playing Fields (£20000)	3	3	2	18	£60,000.00	Link to increasing population and increased usage of local facilities	Local First
Coach Road estate open spaces	Protection of open spaces and verges from increases in car parking i.e. junction of Coach Rd/Westfield Common, Grantham Avenue, Norbury Gdns. Parking surveys to be undertaken and actioned. GE Development may have an impact.	2	2	3	12	£200,000.00	Subject to traffic study. GE development may have an impact.	Green Borough
Hamble Gun Emplacement	To repair and protect the WW2 gun emplacement that forms part of the scheduled monument at Hamble Point	3	2	2	12	£50,000.00	Significant local land mark and historic structure.	Local First
Hamble Square car park area	Upgrades of infrastructure: lighting £5k, signage £5k, seating £5k, bollards £5k	3	2	2	12	£50,000.00	Parking working group looking at wider issues	Local First
Hamble Foreshore improvements	Parish led design review of the foreshore with view to improving public realm.	3	2	2	12	£75,000.00		Prosperous place, Local First
Hamble Lane	Improve parking at the allotments - Has to happen if the cycle path improvements take place as part of the GE Application	2	2	3	12	£100,000.00	Improved parking will need to happen if the cycle improvement in the GE application takes place.	Local First, Green Borough



## BHH CIP LIST - Area Issues

### Cost Allocation

	Longer term aspiration
	Medium term priority, dependent on adequate funding
	Short-term priority for future allocation - subject to LAC approval
	Already allocated

Project/location	Proposal
Air Quality	Prepare strategy for BHH and implement priority actions
Wayfinding Public Art Project	Cali leading the project to create a BHH History and Heritage Wayfinding Trail
Public Art Project	Create a public art strategy which links the Parishes
Infrastructure required at any housing sites identified in the forthcoming Local Plan	A range of projects will be required including new and improved signage, bins, seats, dragons teeth, play equipment, exercise equipment, public art.
Public transport	Provision of, or a contribution towards the cost of providing, sustainable transport measures, to include new provision of, or improvements to existing, footway and cycleway infrastructure and public transport infrastructure and services.
Community development	3 years at £30k per year. Project to provide community safety projects, life-long learning projects, cultural activities, extended schools initiatives.
Youthwork initiatives	Youth work project for new communities 3 years at £50k per year
Car park at Hamble Station south of the station	Parking could be provided on land south of the Station to improve access to rail travel, with improved access from north and south for pedestrians and cyclists and to improve bus connectivity. Policy HA1 in former EBC draft Local Plan. <48m
Mobile CCTV	2 mobile CCTV cameras for enviro-crime enforcement

Locations include; Oakhill triangle at junction with Portsmouth Road , Junction Long Lane /A27 - Maintenance costs to be agreed, Junction of Long Lane and School Road, Kingsfield at top of steep hill from Portsmouth, Open space at Pilands Wood, Pilands Wood Woodland Park, Hamble Lane Boundary Road, Dodwell Pond	Vandalproof seating to encourage new residents to take exercise.

**n.b. Current and Future provision of open space and facilities**

The Council's Planning Policy Guidance (PPG) 17 study 2011 indicates that parts of BHH do not meet the Council's standard of 3.1 hectare of Public Open Space Provision per 1,000 population. (This Guidance is currently under review.) Therefore the following are needed: (Figures in brackets indicate predicted needs in 2029; shading indicates an overall need across the BHH area.)

Amenity Space

Outdoor Sports Facilities

Allotments

Play Areas 0 to 12yrs

Play Areas 13 to 18yrs

Indoor Sports Facilities - Swimming Pools

Indoor Sports Facilities - Gyms

Indoor Sports Facilities - Sports Halls

## Item 8

Council Meeting

12<sup>th</sup> October 2020

Item 8 Budget and Annual Spending Plan

## **Introduction**

The council is required to set a balanced budget each year. For the last three years our budget and spending plans have come from the priorities identified from the WeRHamble work. They are broadly summarised as follows:

1. Transport, Infrastructure and Development
2. Employment and Business
3. Environment and leisure
4. Community/leisure
5. Asset Renewal

This process would have been reviewed this year and the priorities rechecked had there been a new council administration in May this year. In the absence of this I would recommend that we continue to use this framework for our budget for 2021/22.

That said there are some additional considerations to take in account. No budget setting exercise can be carried out without considering the impact of the Corona Virus Pandemic both on public and personal finances. Many people and organisations are feeling extreme financial stress and understanding and reflecting this where we can is important part of the process.

Council is also in the process of commissioning a survey to understand better how we have managed to adapt to the current working arrangements as well as providing us with a clear direction of travel for the future. In short; do we want to change, if so how and what will that require? The survey will be carried out over the next few weeks with the findings being shared with staff and members ahead of the December Meeting. Normally by December the draft budget will be available for consideration with the final version being signed off at the January meeting so any changes will need to be identified and agreed at that stage before being fed into appraisals during January.

## **General principles that underpin our budget setting**

For the Council to set its budget and its spending plans for the next year it needs to balance the cost of running its services, the work it wants to undertake in the year and income it can raise from tax setting (precept) and fees and charges. In general, the council adopts the following in its budget setting:

User pays for the cost of charged for services such as the allotments, Dinghy Storage Park, Hire of Pitches etc.

Pay and conditions are set nationally although there is discretion around the award of payments for good performance where there is still scope within the pay grade.

Car park income at the Foreshore has typically been pegged to Eastleigh Borough Council's (EBC) charges in The Square. HPC do however charge a separate long stay charge which doesn't apply in The Square car park.

## **Risk factors**

Income streams have been adversely affected this year due to the Covid 19 restrictions.

EBC have previously supported parish council budgets through a grant. This has been on a tapered decrease and no payment will be made this year – unless there is a Covid -19 support payment. This year we have received £3196 from them.

Interest rate growth continues to be restrained which means interest on our balances is still small. Equally though it does not come through in price inflation.

## **Timetable for the budget**

November – Operations Working Group – consider variances for the year and spending proposals and projects for next year

Consider any implications from the Survey

Present draft budget to December Council Meeting

Sign off Budget in January.

Budget will include:

- Budget monitoring for 2020/21 and an indicative end of year position
- Balance sheet showing all assets and liabilities

<https://hamblepc.sharepoint.com/Shared Documents/Agendas & Reports/Agendas 2020/1. Council/10. OCT 12.10.20/Item 8 Budget process for 2020-21.docx>



- List of earmarked reserves and projects
- Proposed list of Fees and Charges for 2021/22
- Draft budget based on a series of scenarios.

Taken together this will enable the budget to be constructed and presented to Council in January for sign-off.

## Item 9

Invoice Date	Invoice No	A/c Code	A/c Name	Net Value	VAT	Invoice Total	Balance
14/07/2020	84881	AO2	AXIS	80.00	16.00	96.00	96.00
17/07/2020	85533	AO2	AXIS	40.00	8.00	48.00	48.00
01/08/2020	1087729858	T02	TRADE UK (B&Q)	37.38	7.47	44.85	44.85
03/08/2020	79046	T010	TUDOR	234.00	46.80	280.80	280.80
04/08/2020	79263	T010	TUDOR	38.24	7.65	45.89	45.89
04/08/2020	262963	HN01	HUCK NETS	109.01	21.80	130.81	130.81
15/08/2020	138125	C010	CARRERA	108.00	21.60	129.60	129.60
15/08/2020	138126	C010	CARRERA	184.00	36.80	220.80	220.80
15/08/2020	138244	C010	CARRERA	395.64	79.13	474.77	474.77
18/08/2020	11057	P010	P&R ELECTRICAL	279.49	55.90	335.39	335.39
21/08/2020	3910032112	H04	HCC	40.00	0.00	40.00	40.00
24/08/2020	2838	HU01	J HUMPHRY ASSOC	30.00	6.00	36.00	36.00
25/08/2020	25AUG2020	TU01	TUCKER & MUNDAY	500.00	0.00	500.00	500.00
25/08/2020	1093167203	T02	TRADE UK (B&Q)	59.77	11.96	71.73	71.73
26/08/2020	1093462906	T02	TRADE UK (B&Q)	79.98	0.00	79.98	79.98
31/08/2020	17312	DD02	DOMESTIC DARLINGS	697.50	139.50	837.00	837.00
03/09/2020	2641356	E02	EBC	43.80	8.76	52.56	52.56
09/09/2020	770796752	C07	CANON	126.00	25.20	151.20	151.20
14/09/2020	58163899	H04	HCC	169.07	33.81	202.88	202.88
14/09/2020	58163900	H04	HCC	40.34	8.07	48.41	48.41
15/09/2020	138439	C010	CARRERA	184.00	36.80	220.80	220.80
15/09/2020	138553	C010	CARRERA	438.97	87.79	526.76	526.76
17/09/2020	17/09	BB01	BARCLAYS BANK	5.50	0.00	5.50	5.50
21/09/2020	230884	S036	SLCC	227.00	0.00	227.00	227.00
22/09/2020	20151	EW01	ELLIS WHITTAM	750.00	150.00	900.00	900.00
24/09/2020	24/09	TU01	TUCKER & MUNDAY	500.00	0.00	500.00	500.00
24/09/2020	2870	HU01	J HUMPHRY ASSOC	30.00	6.00	36.00	36.00
24/09/2020	DD25689305	O010	OPUS	6.00	0.30	6.30	6.30
25/09/2020	2645211	E02	EBC	2,952.00	0.00	2,952.00	2,952.00
29/09/2020	2009/17	D04	DESIGN & PRINT	695.00	0.00	695.00	695.00
29/09/2020	58166462	H04	HCC	65.14	4.21	69.35	69.35
29/09/2020	DD69266504	O010	OPUS	46.30	2.32	48.62	48.62
29/09/2020	DD69269152	O010	OPUS	31.26	1.56	32.82	32.82
30/09/2020	11078	P010	P&R ELECTRICAL	792.27	158.45	950.72	950.72
30/09/2020	2646447	E02	EBC	35.04	7.01	42.05	42.05
02/10/2020	85837	AO2	AXIS	60.00	12.00	72.00	72.00
02/10/2020	DD2740983/9	BS02	BUSINESS STREAM	138.56	0.00	138.56	138.56
TOTAL INVOICES				10,249.26	1,000.89	11,250.15	11,250.15