

HAMBLE-LE-RICE PARISH COUNCIL

MEETING FULL COUNCIL
VENUE Roy Underdown Pavilion, Hamble
DATE Monday, 8th October 2018
TIME 7 PM

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

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

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

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

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

Community

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

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

- 232/101/18 Grant Application: Carols in the Square Organising Committee**
RESOLVED that the Council in accordance with its powers under section 137 and 139 of the Local Government Act 1972, should incur the following expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure: approves the £500 grant requested, on the provision that the Carols in the Square Committee identify the charities which will benefit from collections made at the event. The Clerk was instructed to write to the organisation to this effect, and this would be followed up by the Chairman meeting a representative of the organisation to explain the basis for the Parish Council's restrictions on providing a grant. **CLERK**
Proposed: Cllr Hand Seconded: Cllr Woodall
- 233/101/18 Bartlett's Field: Award of Tender and Grant**
RESOLVED that the contract be awarded to Wicksteed Leisure for the provision of play equipment at Bartlett's Field at a cost of £50,000 plus VAT. The company to be requested to alter the proposed location of swings from 2 locations to one. That the Parish Council to request payment from Eastleigh Borough Council of £14,734 from developer's contributions. The Parish Clerk was authorised to pay the contractor 95% of the contract sum on completion of the contract with a 5% retention to be paid at the end of the warranty period
CLERK
Proposed: Cllr Underdown Seconded: Cllr Thompson
- 234/101/18 The Mercury Library and Community Hub**
The Deputy Clerk updated the Council on the present situation regarding the Hub. There was discussion induction training of volunteers, which was proposed to be via e-learning modules. All aspects of this training would be reinforced at team meetings and a volunteer handbook would be developed in due course.
RESOLVED that a budget of £30 per volunteer is agreed to cover the cost of workshops and training for volunteers at the Mercury Library and Community Hub – the e-learning training would be reviewed after 3 months. A budget of £75 is agreed to purchase a hot water dispenser. Ongoing costs of book borrowing software at approx £10 per month, and possible cost of bar code readers is agreed. A budget of £300 is agreed for opening events. **CLERK**
Proposed: Cllr Schofield Seconded Cllr Rolfe
- 235/101/18 Exempt Business** To consider passing a resolution under Section 100A(4) of the Local Government Act 1972 in respect of the following items of business on the grounds that it is likely to involve the disclosure of exempt information as defined in paragraph 3 or Part 1, of Schedule 12A of the Act.
- The Schedule 12A categories have been amended and are now subject to the public interest test, in accordance with the Freedom of Information Act 2000. This came into effect on 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.
Proposed: Cllr Underdown Seconded: Cllr Schofield
The matters to be discussed was as follows: (1) Approve Exempt Minutes of the Council Meeting of 10th September; (2) Proposals for the Roy Underdown Pavilion; (3) Update on Leases.
- 239/101/18 Donkey Derby Field – Allocation of Days for 2019**

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

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

Proposed: Cllr Underdown Seconded: Cllr Dajka

CLERK

240/101/18

Brocante/Flea Market Proposal on the Foreshore

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

CLERK.

Proposed: Cllr Underdown Seconded: Cllr Rolfe

9.15 pm Cllr Rolfe left the meeting

241/101/18

Street Trading Renewal Application

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

CLERK

Proposed: Schofield Seconded: Ryan

9.22 pm Cllr Rolfe returned to the meeting

242/101/18

Vision for the Foreshore

This item was deferred to the next meeting.

CLERK

243/101/18

Dinghy Park Working Group Recommendations

These minutes were noted.

244/101/18

Hamble River Valley Forum – Report from Representative.

This report was noted.

245/101/18

Clerk's Report

Item 1 – Youth Theatre

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

Proposed: Cllr Underdown Seconded: Cllr Cohen

CLERK

Item 2 – Office Accommodation

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

CLERK

Proposed: Cllr Underdown Seconded: Cllr Woodall

Item 3 – Christmas Closure

RESOLVED that the office would close to the public from 21st December to 2nd January 2019.

CLERK

Proposed: Cllr Underdown Seconded: Cllr Woodall

Item 4 – Christmas Lunch

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

Proposed: Cllr Underdown Seconded: Cllr Woodall

CLERK

Item 5 – Signage Competition

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

CLERK

Proposed: Cllr Cohen Seconded: Cllr Ryan

Item 6 – Parking Permits.

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

CLERK

Proposed: Cllr Underdown Seconded: Cllr Cohen

Item 7 – Revision to Bank Mandate

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

CLERK

Proposed: Cllr Underdown Seconded: Cllr Cohen

Item 8 – Mobile Phones

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

CLERK

Proposed: Cllr Underdown Seconded: Cllr Cohen

246/101/18 Suspension of Standings Orders

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

Proposed: Cllr Underdown Seconded: Cllr Hand.

Finance and Payments

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

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

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

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

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

Proposed: Cllr Underdown Seconded: Cllr Woodall

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

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

250/101/18 Schedule of Payments

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

251/101/18 Income and Expenditure Schedule

This was Agreed

Proposed: Cllr Underdown Seconded: Cllr Cohen

Meeting ended at 9.35 pm

Signed: _____

Date: _____