

## HAMBLE PARISH COUNCIL

**Minutes:** Council Meeting 9<sup>th</sup> December 2019, 7pm at The Mercury Library and Community Hub

**Present:** Councillors: S Hand (Chair); S Cohen (Vice-Chair); M Cross; T Dann; S Hayward; D Rolfe; S Schofield (arrived at 19:06); and I Underdown.

Clerk and Deputy Clerk

**Members of the Public:** Cllr Airey and one member of the public were in attendance.

Minute reference is 09.12.19 + the agenda item number

<b>1a. Apologies for absence</b>			
Cllrs Dajka, Nesbitt-Bell and Thompson.  The Council observed a minute's silence to remember all those involved and affected by the road accident on Thursday 5 <sup>th</sup> December when sadly one person was fatally injured.  <i>19:06 Cllr Schofield arrived</i>			
<b>1b. Declaration of interest and approved dispensations</b>			
Cllr Underdown: Hamble River Valley Forum (HRVF). Cllr Cross: Planning.			
<b>1.c To approve minutes of previous Council Meetings</b>			
<b>IT WAS RESOLVED</b> to approve the Minutes of 11/11/2019. The minutes were signed by the Chair. Cllr Cohen and Cllr Dann abstained from voting as they had not been at the previous meeting.			
<b>Proposed</b>	Cllr Underdown	<b>Seconded</b>	Cllr Rolfe
<b>2. Public Participation</b>			
None.			
<b>3. Motion 1/3-09.12.19. At times, vehicle speeds in the village are a concern. To reinforce the speed limit along Hamble Lane and to keep residents safe I propose we purchase "30mph signs" to go on wheelie bins for properties adjoining Hamble Lane from Hound Roundabout to the Beaulieu Road junction. This is approximately 75 dwellings at a cost of £200. This would provide a reminder every Sunday night to Monday night of the speed limit on Hamble Lane and would be a cost-effective method of doing so.</b>			
Cllr Schofield explained her proposed motion. Cllr Cross will ask the Local Area Committee (LAC) to install the temporary traffic speed management system at the Broadway area next year (2020). Cllr Underdown proposed the number of signs is doubled so residents can put on both the rubbish and recycle bins. This will increase the cost to £400. This amended proposal was agreed by all councillors. It was also agreed that Cllrs Schofield and Rolfe would deliver them to the houses involved.			
<b>Proposed</b>	Cllr Schofield	<b>Seconded</b>	Cllr Hand
<b>4. Eastleigh Borough Council (EBC) Report</b>			
Cllr Airey advised: The outcome of the joint bid with Southampton City Council will be known early 2020. The resident's complaint about the bollards along Hamble Lane has been considered. The bollards are made of plastic and are already on the Hampshire County Council list of items for action. Cllr House will respond directly to the resident.  Cllr Cross advised he is trying to arrange with HCC for the hedge by the cycleway at the Old Telephone Exchange opposite Beaulieu Road to be cut back to create a clear line of sight.			
<b>5. Letter from the Harbour Board regarding the public showers</b>			
The Clerk gave a verbal overview. Cllr Hand, the Chair, has an appointment with the Harbour Master tomorrow when this issue will be discussed.			

Cllr Dann asked that the restoration of the right of way and public landing ladder within the Royal Southern Yacht Club is also discussed with the Harbour Master.

#### 6. Lease of land at Mount Pleasant with Hampshire County Council

##### **IT WAS RESOLVED TO:**

enter into a lease for land at Mount Pleasant with Hampshire County Council for a term of 25 years for a peppercorn rent. The heads of terms were provided in the Agenda pack.

With amendments to:

- specify the School's security protocol and inspection regime;
- limit the possible future liability with regard to security; and
- protect Hamble Parish Council's right to charge for parking at a future date.

**Proposed**

Cllr Hand

**Seconded**

Cllr Cohen

#### 7. Final report of the Magazine Working Group

##### **IT WAS RESOLVED TO:**

- combining the Council News and Clerks/Officers Reports into one single editorial, with the drafting and editing down to the Clerk. And that the Clerk has final editing role for all other content to meet legal requirements and ensure that content is not counter to the HPC's objectives.
- only allow free advertising of up to a quarter page per organisation when it is for charity or charitable event, with the option for larger adverts being paid for at full rate minus the cost of a quarter page and that this is subject to available space.
- Event listings: Include only groups using Parish Council facilities as first priority, and completely not-for-profit/charity as a second priority – both free of charge (subject to space) in any 'regular event' style listing. Any other groups/organisation may only be included for a fee and subject to available space. The Media Working Group will recommend a fee back to Council in the new year.
- agree Terms of Reference for the Media and Working Group. With an amendment to include the Clerk and Chair as ex officio members and provision of a strategy to support existing contributors through the change process.

**Proposed**

Cllr Hand

**Seconded**

Cllr Schofield

#### 8. Donkey Derby Field – terms and conditions – for noting

The Clerk advised copies have been sent to the member of the public who requested further consultation, regular users and a notice was published in the Hamble Village Magazine. Responses from consultees must be submitted by 3<sup>rd</sup> January 2020.

#### 9. Southern Quay benches project – verbal update

The Clerk gave a verbal update to the Council.

#### 10. Feedback reports from the Hamble River Valley Forum (HRVF) and the Hamble Estuary Partnership (HEP)

The reports from Hamble River Valley Forum and Hamble Estuary Partnership were noted.

Possible governance issues were discussed and it was agreed the Clerk will meet with Cllrs Underdown and Cohen and draw up a report for consideration by the Parish Council.

#### 11. Draft Budget, Fees and Charges and Precept for 2020/21

The Clerk gave an explanation and overview of the:

- proposed budget and precept
- proposed fees and charges

Cllrs were asked to consider the proposals and raise any queries with the Clerk before the next Council meeting on 13<sup>th</sup> January 2020.

#### 12. Approve the Following:

- a. **Petty Cash and Bank Reconciliations;**
- b. **To Authorise the Schedule of Payments;**
- c. **Letter from Hampshire County Council regarding tree works invoice;**
- d. **New Financial Contracts; and**

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

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

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**e. Income and Expenditure Schedule Including Irregular Payments and Receipts.**

**IT WAS RESOLVED TO:**

Accept the Petty cash reconciliation at £10.75

The business current account reconciliation was noted as £123,589.79

Authorise the presented schedule of payments

Accept the detailed list of income and expenditure for November 2019 sent separately to all councillors.

Cllr Rolfe had checked the reconciliation statements and invoices for payment before the meeting.

The Clerk was instructed to continue to pursue Hampshire County Council for payment of the invoice for emergency tree works.

**Proposed**

Cllr Hand

**Seconded**

Cllr Schofield

Cllr Rolfe signed the approved documents.

**13. Updated Task List**

The list was noted.

**14. Health and Safety Report**

Progress against the required actions was noted.

**15. Officers Report**

**15a. Staff injury**

The details were noted.

**15b. Update on Roy Underdown Pavilion Refurbishment**

Progress was noted.

**15c. Mercury Library and Community Hub**

Members did not express a wish to pursue the matter further.

**15d. to 15h**

**IT WAS RESOLVED TO:** Cease maintaining records of boats stored at Mercury Foreshore so as not to imply consent. If any boat needs to be removed notices will be served directly on the boats.

**IT WAS RESOLVED TO:** Change the Council's verification of address from January 2020 for all Council services (excluding driving licences). There is no direct cost implication.

**IT WAS RESOLVED TO:** Note the new Accessibility Requirements for gov.uk websites and to require a PID for the project for the January Council meeting. Any potential costs should be identified and included in the budget for 2020/21. Work on the project will report to the Resources Working Group.

**IT WAS RESOLVED TO:** Authorise the installation of three Healthmatic locks on the Foreshore toilets unless a better value contractor is found by the time of the meeting. The budget for the works should not exceed £2,550+VAT and to enable the works to take place the decision to place the order should be delegated to the Clerk and reported back to the January meeting. A new earmarked reserve will be created for the expenditure titled Commissioning costs.

**IT WAS RESOLVED TO:** Delegate decisions to the Clerk and Chair of the Planning Committee in consultation with the committee and record decisions at the January 2020 meeting.

**Proposed**

Cllr Underdown

**Seconded**

Cllr Cohen

**15i. Online Dinghy Storage Park Application**

Noted.

**16. Feedback and updates from Working Groups**

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

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

**16a. Street Signage**

The findings will go to the next EBC team meeting.

**16b. Information Boards**

**IT WAS RESOLVED TO** accept the draft PID and proposed budget of £10,000.

**Proposed**

Cllr Hand

**Seconded**

Cllr Underdown

**16c. Logo**

A brief verbal update was given by the Clerk.

**16d. Village Magazine**

This was dealt with under Item 7.

**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.

**IT WAS RESOLVED** that in view of the confidential nature of the business to be discussed the public and press be excluded.

*21:10 moved to Exempt Business*

**17. Approve Exempt Minutes**

There were no exempt minutes to approve.

**18. Contractual dispute – final settlement**

The Clerk briefed the Council. A full project review will be completed at a later date and brought to the Council.

**19. Update on Insurance Claims**

The Deputy Clerk gave a verbal update.

*The meeting ended at: 21:14*