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To: Members of the General Purposes and Finance Committee

Mr W Binns

Mr P Vickers

Mrs M. McLean

Mr A Wade

Mr G Parkes Vice Chairman

Mr M Wade (ex officio)

Mrs M Robinson Chairman

Mr D Smith (ex officio)

Mr M Short

and remainder of the Council for information

AGGPF132

6 January 2009

Members of the General Purposes and Finance Committee,

Are hereby summoned to attend the General Purposes and Finance Committee to be held in The Grove, 25 St. John's Street, Hythe, on Monday next 12 January 2009 at 8 pm.

Yours faithfully

Clerk to the Council

AGENDA

- 1 Apologies for absence.
2. To sign the Minutes of the meeting of the Committee held on 24 November 2008.
3. Notification of any other urgent business to be raised at the end of the meeting.
4. To note any declaration of interest made by Members in connection with an Agenda item. The nature of the interest must be specified.
5. Public Participation Period.
6. Update on CCTV.
7. Final Accounts 2007/08 – External Audit.
8. Review of Direct Debits.
9. Revital Hythe – Update.
10. Traffic Management Issues within Hythe.
11. Remembrance Day Services and War Memorials.
12. Butts Ash Community Association (BACCA) – proposed extension of Playgroup Garden.

13. Communities in control – Real people, real power – Code of recommended practice on local authority publicity – A Consultation.
14. Accounts for Payment
15. Any other urgent business concerning the Committee.

HYTHE AND DIBDEN PARISH COUNCIL

GENERAL PURPOSE AND FINANCE COMMITTEE

AGENDA NOTES FOR 12 JANUARY 2009

Item 6 Update on CCTV

The District Council has approved the extension of their CCTV system to both Hythe and New Milton.

As a result this Parish will get 7 cameras at the following locations.

1. At the bus and ferry terminus.
2. Near Lloyds Bank.
3. On the promenade.
4. Outside the Library.
5. Junction of North Road and Beaulieu Road, Dibden Purlieu
6. Fairview Parade Shops
7. Forest Front.

The locations of the cameras were the result of a meeting between NFDC and representatives from the Parish Council, Police, Acso's and business partnership where consideration was given to the location of the cameras in the original failed bid with a view of setting a priority list of 4 cameras with an additional list of 3 where if funding was available cameras could be located to deliver the most benefits.

The Parish Council has already agreed to fund an annual contribution to the running costs for the seven cameras. It is anticipated that this will be approximately £5000 in 2009/10. Financial provision has been made in the budget for this amount.

Preparation work is underway and it is anticipated that they should be installed and operational by April/May 2009.

Councillor Vickers has asked that the Committee consider the possibility of the Parish Council funding a CCTV camera for Ewart Recreation Ground in addition to the seven detailed above.

Members are asked to consider Councillor Vickers's request and to note the rest of the report.

Item 7 Final Accounts 2007/08 – External Audit

The Annual Return for 2007/08 has been approved by the Audit Commission without qualification. However the Audit Commission wished to draw to the attention of the Council, the fact that "the Council must ensure it addresses the weaknesses identified

by the Internal Auditor regarding consistency between its asset register and insurance schedules ". The Audit Commission will follow this up in the 2008/09 Audit.

These issues have been addressed and have included the amendment to Financial Regulations agreed at the last meeting of the Council. The Audited Annual Return will now be published.

Members are asked to note the Report.

Item 8 Review of Direct Debits

Last year the Council agreed that payments made by Direct Debits should be reviewed on an annual basis. The last review was January 2008.

The current organisations being paid by Direct Debit are –

British Telecom –	Telephones at various Council buildings.
Tesco –	Vehicle fuel.
Southern Electricity –	Gas and Electricity.
New Forest District Council –	Business Rates.
Hampshire Playing Fields Association –	Membership fee.
Newsquest –	Delivery of Daily Echo.

Members are asked to note the organisations currently paid by Direct Debit.

Item 9 Revital Hythe – Update

RevitalHythe Action Plan Update Winter/Spring 2009

The Action Plan was completed and distributed in late October and so far the response to it has been very positive. Several of the projects have been completed or are under way such as the Cinema, Hotel feasibility study, Hythe Marine Park, Youth Strategy Group, Flood Strategy, Tourism, Crime and Anti Social Behaviour.

There are 4 projects that it is proposed to progress in 2009.

Older Persons Strategy Group (Social and Community)

- Introduction - Following the success of the Young Peoples Strategy Group we would like to form an Older Persons Strategy Group (it would be nice if we could find a better name).
- Proposed Meeting Date: Tuesday 10 February at 7pm in the Council Chamber.
- The group will need a Chairman/woman and representatives of Parish, District and County Council.
- Suggested attendees - Age Concern, All Mobility, Waterside Alzheimer's Group, Hythe Rotary, managers of sheltered housing schemes, representatives of the community, Youth Worker. Members are asked to consider any other groups who should be invited.
- The purpose of the group - to identify issues affecting older members of the community and developing a strategy to meet those needs and to act as a

sounding board for initiatives which might affect older members of the community.

Village Design Group (Environment Action)

- Introduction: - to form a group to work on the design statement for both Hythe and Dibden Purlieu.
- Meeting Date: To be arranged
- The group will need a Chairman/woman and representatives of Parish, District and County Council
- Suggested Attendees - Waterside Heritage, Hythe Business Partnership, Waterside Arts (?) Residents Association, NFDC Community Planning, HCC, representatives of the community. Members are asked to consider any other groups who should be invited.
- The purpose of the group - to identify the needs of the diverse community and develop a planning strategy that will both protect and enhance Hythe and Dibden Purlieu.

NB the Alton Town Design Strategy model is a good basis for the Hythe and Dibden Design Statement.

Street Signage (Environment)

- Introduction – a short term working group to look at improving signage in and around Hythe and Dibden Parish.
- Meeting Date: To be arranged
- The group will need a Chairman/woman and representatives of Parish, District and County Council.
- Suggested attendees – Waterside Heritage, Hythe Business Partnership, Tourism- NFDC and SE, NFDC Traffic Management, HCC Highways. Members are asked to consider any other groups who should be invited
- The purpose of the group – to audit all signage (already done but may need updating) to decide whether it is; adequate, necessary or in need of repair and whether new signs are required. This is not just within the parish but in the hinterland and Southampton also.

Dog Fouling and Litter (Environment)

- Introduction – this was identified as the number one 'hate' on the 'Love It, Hate It, I Wish' survey. A short term working group is needed to investigate the issues of litter and dog fouling and develop a strategy to deal with it.
- Meeting Date: To be arranged
- The group will need a Chairman/woman.

- Suggested Attendees – Dog Walking Group, Youth Worker, Schools, ACSO's, New Forest District Council Dog Warden, Police. Members are asked to consider any other groups who should be invited
- Purpose of Group – Identify ways in which to educate and eradicate the problem of litter and dog fouling.

Members are to consider the above proposals and agree representative to sit on each group.

Item 10 Traffic Management Issues within Hythe

Following Members concerns about traffic problems in the Parish it was agreed that an item should be placed on this Committee Agenda to

- (a) identify areas and issues and
- (b) agree a way forward.

Areas of concern previously mentioned include large vehicle access into the center of Hythe and the Hythe Marine Park, the general speed of traffic problems with large lorries accessing Southampton Road/Beaulieu Road outside St Michaels Church

Members' views are requested.

Item 11 Remembrance Day Services and War Memorials

This item is a referral from Amenities Committee. Members had felt that whilst there are several Remembrance Day Services and activities within the Parish there is no central one that draws the whole community together.

Members' views are requested.

Item 12 Butts Ash Community Association (BACCA) – Proposes extension of Playgroup Garden

BACCA has approached the Council, as the grantee of the under lease for the building and grounds at St Anne's Community Hall, to extend the playgroup garden as shown on the attached plan. The area would be used to introduce the children to different surface materials and a general play area.

Members' views are requested.

Item 13 Communities in control – Real people, real power – Code of recommended practice on local authority publicity – A consultation

Attached is the above consultation document. Comments are requested by 12 March 2009.

Members' views are requested.