



# **HYTHE AND DIBDEN PARISH COUNCIL**

The Grove, 25 St. John's Street, Hythe, Hampshire SO45 6BZ

*Serving the communities of Dibden, Dibden Purlieu and Hythe*

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## **PARISH OF HYTHE AND DIBDEN**

### **ANNUAL PARISH MEETING**

**NOTICE** is given that the **Annual Meeting** of the **Parish of Hythe and Dibden** will be held in the **Parish Hall, West Street, Hythe, SO45 6AA** on **Wednesday 18 March 2015** at **7.30 pm**.

#### **AGENDA**

1. Short Presentation by Helen Bradley - Owers (Parish Council Project Officer) – 10 Year Update on Parish Development.
2. Presentation of the Community Spirit Award.
3. Presentation of the Doug Horrill Award.
4. To sign the Minutes of the Annual Meeting held on 26 March 2014, copies of which have been deposited in the Public Library and the Parish Council's Office.
5. To receive the Annual Report of the Parish Council.
6. To receive the audited statement of the Parish Council's accounts for the year ended 31 March 2014.
7. To receive the Parish Council's observations on its finances for the year ending 31 March 2015.
8. To receive the reports of the District Councillors for the Parish.
9. To receive the reports of the County Councillors for the Parish.
10. To discuss questions arising from the reports.
11. To consider, in order of date, resolutions of which written notice has been given to the Clerk to the Council at least seven days prior to the meeting.

4 March 2015

Chairman of the Council



**PARISH OF HYTHE AND DIBDEN**  
**REPORT OF THE ANNUAL PARISH MEETING**

held at the Parish Hall, West Street, Hythe  
on Wednesday 26 March 2014  
at 7.30pm

Present: Hythe and Dibden Parish Councillors

\*Mrs Brenda Smith (Chairman of the Parish Council) in the Chair

*Mr J Binns	*Mr B Dash
*Mr R Guy	*Mrs M Robinson
oMr C Harrison	*Mr M Short
*Mrs M McLean	*Mr M Wade
*Mr A Wade	*Mr D Smith
oMr G Parkes	*Mr S Wade

\* Indicates attendance  
o Indicates apologies for absence

In attendance: Mr S Spencer (Deputy Clerk to the Council)  
Mr M Kendall (Maintenance and Facilities Supervisor)  
Mrs B Edwards (Minute Clerk)

Also present: 9 Members of the public

**1. Presentation of the Community Spirit Award**

The Chairman reported that this year's winners of the Community Spirit Award were;

**David LARBALESTIER** – David was given the award for his continuing voluntary work at Hythe and Marchwood Youth Clubs and for providing first aid cover free of charge at various local events where he and his team also demonstrate CPR to members of the public. Additionally, David passes on his extensive first aid knowledge to local Scout groups enabling young people to gain first aid badges whilst enhancing their life skills.

**Shani Elms** – Shani was given the award for supporting St. Andrew's Church by offering pastoral care to people who have suffered bereavement. Four years ago Shani set up and runs the Solo group which provides regular meetings, outings and holidays for divorced, single and bereaved people. In addition, she gives her time to a number of other local organisations including being the Treasurer and an active helper at the Waterside Gateway Club for adults with learning disabilities.

Their awards were presented by Brenda Smith, Chairman of the Parish Council, on behalf of Janice Taylor from the Waterside Herald.

**2. Presentation of the Doug Horrill Award**

The Doug Horrill award from Age Concern (New Forest) in memory of Doug Horrill was presented for the second year.

Jean Adams from Age Concern New Forest presented the award to;

**Mary Whettingsteel** – Mary is a volunteer for Age Concern where she undertakes regular fundraising and has become a good friend to elderly people.

For the past 20 years Mary has run the Pop-in Group, a venue for elderly people to gather for coffee, biscuits and a chat. Mary has even hosted the Pop-in at her own home when a hall is

not available. Mary will be 'hanging up her apron' at the end of March when the Pop-in will also be closing due to a fall in numbers.

**3. To sign the Minutes of the Annual Parish Meeting held on 27 March 2013**

The Minutes of the Annual Parish Meeting held on 27 March 2013, having been circulated were then signed by the Chairman.

**4. Annual Report of the Parish Council**

The Chairman presented the Annual Report of the Council, which was included as part of the Parish Picture publication. The Chairman advised that the Parish Picture would be distributed to all households in the Parish. In addition copies would be available at strategic places within the Parish.

**5. Parish Council Accounts for year ended 31 March 2013**

The Deputy Clerk reported that the Council's accounts for the year ended 31 March 2013 had been audited as correct and were available, by appointment, for inspection. The Deputy Clerk highlighted a reserve value of £454,843 of which £218,767 had been earmarked for projects, including planned maintenance of public buildings and future maintenance of bus shelters.

**6. Parish Council Observations on Accounts for year ending 31 March 2014**

The Deputy Clerk reported on the Council's accounts for the year ending 31 March 2014. The precept for a Band D property had increased to £74.85 which enabled the community to benefit from the continuation of all its existing services, including the sponsorship of a PCSO, a contribution to providing the CCTV and an increased contribution to the Handy Trust.

The Deputy Clerk pointed out that for the financial year 2014/5 payment to the Parish Council by the District Council of the council tax benefit scheme had been reduced by 25%.

**7. Reports of the District Councillors**

The Chairman presented the reports of the District Councillors, which were in printed form.

**8. Report of the County Councillor**

The Chairman presented Malcolm Wade's report, which was in printed form.

**9. Questions arising from the reports**

There were no questions arising from the reports.

**10. Consideration of Resolutions**

No resolutions had been received.

The meeting closed at 7.46 p.m.

# Parish of Hythe and Dibden

## Annual Parish Meeting

18 March 2015

### Reports of District and County Councillors

#### Councillor Maureen Robinson District Report: Hythe West and Langdown

This is my final report to the Parish on my work as a District Councillor as I will not be seeking re-election in May. I would like to take this opportunity to express my gratitude to residents who have afforded me the privilege of representing them over the past 27 years. I would also like to pay thanks to the many Officers and Members who I have worked with during that time for their patience and forbearance!

For the past few years, the austerity regime has severely restricted services provided by all local authorities. New Forest has taken a very disciplined attitude to managing its money over this period as a result of which it is well placed financially. Savings have been made across the whole organisation and whenever opportunities have arisen income has been maximised. This includes the controversial decision not to pass on Government grant to Parish Councils. More recently, the situation with regard to Business Rate income has stabilised and New Forest DC is now able to retain £702,000 which will provide a welcome extra resource.

So, NFDC has been able to hold its Council Tax without an increase since 2011 and this is likely to be the case for 2015/16 as well.

On the capital front, the Asset Management Group, made up mostly of Council Officers, meets regularly (behind closed doors) and has progressively been disposing of properties surplus to requirements. Local assets which have been identified in their meetings for disposal include the houses on the golf course, the old Cussens Centre and land in Whittington Close.

The proceeds from these sales will be added to the councils' capital balances, but sadly will not necessarily be used to enhance the facilities in the parish.

During the past year I have been involved in the overview of the restructure of Leisure Services Instructor pay grades. This has entailed the rationalisation of a complex set of pay levels and greater clarity for all concerned.

I have also once more been a member of the Budget Task and Finish group which has involved detailed scrutiny of Portfolio Holders spending plans. The rigour of this process has been improving year on year and has resulted in some changes to practice, for instance the transparency of the Community Grants process.

Finally, I have used my £600 Councillors grant this year to help fund the Community Responders fundraising initiative for Defibrillators, to support the Hythe and Dibden

Short Mat Bowls Club purchase equipment for their less physically able members and towards the Waterside Arts Festival for the forthcoming summer events.

Maureen Robinson. February 2015.

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**Councillor James Binns District Report:**  
**Butts Ash & Dibden Purlieu Ward**

It has been another interesting year serving the Butts Ash and Dibden Purlieu Ward on the District Council. I continue to sit on the Community Overview and Scrutiny Panel which deals with various issues such as housing, poverty, drug misuse, crime and disorder. Although there continues to be a significant waiting list for Council House properties, New Forest District Council (NFDC) is committed to buying and building more. At our last meeting it was reported that upwards of forty properties had come into NFDCs control, some of which are located within the Parish.

Further, the new six month probation after taking on a Council owned property is proving a great success. The six month probation requires new tenants to act responsibly within the property, maintain it, and generally not be a nuisance, otherwise tenants may face eviction. To date, this new system which has been running for just under seven months is proving a great success as acting as a deterrent to undesired behaviour. The result has been not one eviction.

As part of my duties on the Community Overview and Scrutiny Panel in the past year I had to attend a training session for resolving housing complaints at a local level. Consequently I am now one of only several other District Councillors who sits on the Designated Persons Panel which deals with tenant complaints. I am pleased to report that as of yet no serious complaints have come forward that require the use of this panel.

Drug usage within the local Parish is at a minimum compared to other areas across the country, and this is partly mitigated in partnership with the police and the Handy Trust. My thanks go to the Handy Trust for the excellent education that they provide young people regarding the use of conventional and non conventional drugs, as well as the ACSOs for helping to keep our local streets generally drug free.

Over the past year there has been a significant increase in the number of incidents involving young people and their bicycles. Enquiries are to be made as to which schools provide cycling proficiency courses and for those that don't we shall be strongly encouraging them to do so. Local Councillors will be given the information of schools within the Parish that currently do not conduct cycling proficiency courses and will, it is hoped, be lobbying for a change in their policies and procedures to supply this very valuable course, which in some cases can be lifesaving.

Unfortunately the Shoutabout conference due to take place in October 2014 was cancelled due to a lack of responses. Shoutabout previously ran from 2005 to 2010 and consisted of a day's conference where young people were given the opportunity to quiz and question local service providers and senior executives, in a safe and fun environment. In the past Shoutabout proved a great success and the information gathered throughout the day had been used in Council strategic plans when considering the needs and wants of young people. I myself had a vested interest in the event as Shoutabout was how I personally got involved with local government, later becoming a Councillor. Trying to get schools support proved a monumental task, and despite having the support of Brockenhurst and Totton Colleges, the event had to be

cancelled. It is my hope however, that if I am successful after the election then I shall try to double my efforts in bringing back what had been a truly excellent and engaging event for the benefit of the young people in our community.

I have also been involved with the St Anne's Neighbourhood Centre, helping to dig up the old front garden and lay new shingle increasing car parking capacity, as well as planting shrubs to generally improve the look of the centre. I have given £600 as part of my community grant to St Anne's as part of the much needed repairs that are currently ongoing. In regards to grant money I have also given £300 to the Waterside Cancer Trust in recognition of the marvellous work that they do in helping to support local residents suffering with cancer. Further, last summer I took part in the Waterside Raft Race in which we raised £360 for the Royal Lifeboat Association. Many of these community organisations do not receive government support, so I am passionate about helping to raise funds for these very good causes.

Moving on, a report commissioned last year in the wake of the Scottish Independence Referendum by Southampton City Council, in conjunction with Portsmouth City Council, calls for great devolution to the cities. The report makes clear reference to the Waterside, with an obvious desire that we become a part of a future 'Solent City' with a single unitary 'super' Authority, removing us from the New Forest. Thankfully this proposal has received universal condemnation from various local Conservative Parties and we are working with the majority of political parties up and down the Solent to ensure that any such formal proposal will not include the Waterside.

I have previously attended several meetings with civil servants from the Ministry of Defence (MOD) concerning the military base at Marchwood. The MOD has agreed to lease the sea mounting capability as well as part of the base, however they retain the right to take full control of the base back in the case of a national crisis. Unfortunately, no reassurance was previously given with regard to the lack of public consultation with the residents and local communities affected by the change.

I continue to conduct my councillor surgeries once a month across various parts of my ward. Reoccurring issues are the quality of the roads and pavements, as well as overgrowth on paths, issues with parking, and housing matters. In many instances we have been able to make great strides and I am very thankful to all those at the Parish and District Council who have been able to help me in my work on these various issues. I am delighted that a concern that came out of one of my surveys almost eleven months ago, that being the quality of the road and pavements in Watermans Lane, is now being improved and upgraded.

Finally I am delighted to be a part of a Conservative team as NFDC which for the sixth consecutive year running has frozen its part of the Council Tax, meaning yet another year at zero percent increase. Not only has the Conservative team, working with our excellent officers and staff, managed to cut our costs by over 25% and maintain our frontline services, we have also introduced new services like the Kerbside Glass Collection, and maintained weekly bin collections.

It has been a very busy year with a great deal going on and still ongoing. As ever it has been a great pleasure and an honour to continue to work for the local residents, and I hope that in some way I have been able to make a positive contribution, and difference, to the area that we all care for.

James E. Binns. February 2015

**Councillor Malcolm Wade District Report:**  
**Butts Ash and Dibden Purlieu**

**New Forest District Council – Activities in 2014/15**  
**Environment Overview and Scrutiny Panel**

The panel had a busy year covering a range of issues affecting the environment within the New Forest District, here are the main topics discussed.

**Tree Management Strategy**

A task and finish working group established by the Panel helped to develop a tree management strategy and risk management strategy for the trees within the Council's ownership. The Strategies have established, and implemented in this District, best practice that will help ensure a healthy and diverse tree stock into the future. They also provides a model for private landowners to use. The Strategies were recommended to the Cabinet and adopted. A number of town and parish councils in the district have also adopted the models to guide the management of their trees.

**Waste Management**

The Panel has considered, and recommended to the Cabinet for adoption, the corporate waste management strategy to cover the period up to 2016. The Waste Management Strategy has now also been aligned with the Council's Corporate Plan, to ensure that it meets the Council's wider objectives. The Panel continues to take an active interest in all aspects of waste management, visiting the contractors that process some of the recyclable materials collected in this District and the Materials Recycling Facility. It continues to encourage the reduction of the waste generated in the District and increase of the percentage of materials that are re-used and recycled. It received an annual performance report from the Head of Project Integra and maintains contact with the Portfolio Holder who sits on the Project Integra Management Board.

**Public Conveniences**

A task and finish working group undertook extensive research to develop recommendations about the future of some of the Council's public conveniences and also recommended priorities for the refurbishment and replacement programme. This includes some refurbishment of the conveniences in Hythe, which should be carried out in this financial year, funded from existing budgets. The Portfolio Holder has concurred with their recommendations, which include the closure and demolition of one block of conveniences where there was low usage and long-standing problems with anti-social behaviour.

**Car Park Ticket Machines**

Another task and finish working group undertook considerable research to identify the best replacement car park ticket machines for use in the District – with the current machines reaching the end of their useful life. The tendering process did not take into account a number of issues fully so it has been decided to retender in a years' time and delay the purchase of new machines for a year to allow technologies for contactless/non coin payment options to fully develop and broaden the market of suppliers.

**Kerbside Collection Of Glass For Recycling.**

Having assisted in the development of the scheme for the roadside collection of glass, the Panel, both through its task and finish working group and directly, have maintained a watching brief on the roll-out across the District. This has gone smoothly and is on target with the majority of individual properties now receiving this service. Work on multi-occupancy sites is continuing.

### **Food Safety and Hygiene Service Update**

The Panel has monitored the introduction of the Food Hygiene Rating Scheme across the District. All the high risk premises have now been inspected and the scheme does seem to be encouraging food businesses to improve standards – the proportion of businesses with a score of 3 or above has increased from 86% to 92%. The Council has secured funding from the Food Standards Agency to provide coaching for the 22 lowest rated takeaway premises in the District to try to improve their performance. It is hoped that there will be a publicity campaign this spring to encourage the public to look for the hygiene rating score and select the best performing premises. The Rating Scheme works in tandem with normal enforcement activities, so that unsafe premises are still addressed immediately.

### **Regional Coastal Monitoring**

The Panel considered the Council's current leading role in coastal monitoring and coastal defence, with the specialist unit at the Southampton Oceanography Centre having a nationally and internationally recognised body of expertise. The Panel recommended, and the Cabinet and Council concurred with the view, that this role should continue.

### **Road Safety**

The Panel looked at the findings of a multi-agency working group that had investigated the factors that contributed to incidents in which people were killed or seriously injured on the roads in the District. They supported the proposal that resources locally should be directed towards factors that would not be covered in the national campaigns. One example was the campaign to increase mutual awareness between HGV drivers and cyclists, so that cyclists did not get caught in a driver's blind spot. Another initiative was to encourage older people to have their eyes tested and to wear their glasses when away from home.

### **New Forest Environmental Protection Liaison**

The Committee has looked at a number of issues affecting the environment within the Waterside area, here are the main topics.

### **Berths 101 And 102 Southampton Docks and Channel Dredging**

The Committee maintained a watching brief over the works at Southampton Docks and the effects on residents in this District. They were satisfied that a proactive approach was being taken to addressing any problems, with monitoring continuing in the longer term to try to minimise noise and disturbance from work on the container berth.

### **Asbestos Waste Transfer Station At Holbury**

The operation of this site has remained very controversial within the local community, with continuing concerns that operating controls, to protect public safety, were not



being maintained. The Environment Agency and County Council have continued to monitor the site with both announced and unannounced inspections and found no breaches of operating procedures. The possible relocation of part of the business onto a local industrial estate was also investigated by those agencies and the District Council.

### **Hythe Hum**

This issue has also been discussed by the Committee. However, the source of the hum has yet to be identified.

### **Closure Of Industrial Sites**

During the year the Committee has been kept informed about the closure of the Fawley Power Station and Versalis sites, and the work to decommission the sites.

### **Fawley Refinery**

The Committee received an interesting update on environmental performance in the Refinery Complex over the last year, which had been excellent, with the company continuing to invest in measures to reduce emissions of all kinds. They also continued to investigate all noise complaints that they received to identify the source, which was often outside the refinery, although the disinvestment of some redundant buildings and tanks on site did generate noise. Plans had been made to minimise the effect on the local community, for example through the timing of the work.

One new initiative was the development of an odour management plan. This had involved the use of volunteers in the local community to record their perceptions of odour from the site for 6 months. This had produced some interesting results that indicated that the refinery was not the only source of the odours. Further work is continuing to define the source of odours.

Projects to further improve environmental performance include upgrading the crude import facilities at Berth 5 of the Terminal; while there are projects underway to restore Hardley Mire and to monitor the condition of the salt mire.

### **Air Quality Management**

The Committee receives regular updates on the District Council's work to monitor air quality in the District, particularly around the two extant Air Quality Management Areas at Lyndhurst and Fawley. Active monitoring also continues at Fawley Village, following the revocation of the Air Quality Management Area there. Air quality was being maintained.

Malcolm Wade. February 2015

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**Councillor Chris Harrison District Report:-**  
**Dibden ad Hythe East**

I am a member of the Planning and Development Control Committee and this committee makes a decision on planning applications where any parish or town planning committee's view on the application differs from that of the NFDC's planning officer's view. Also, any major application or any that is 'called in' by a councillor comes before this committee.

Members of the public are allowed to speak for 3 minutes at these meetings and so, if there is ever an application that you have an interest in that comes before it, it is advisable to take advantage of this time to put forward your case for support or opposition.

I also attend all the meetings of the Audit Committee whose role it is to scrutinise all the financial functions of the NFDC. This is mainly achieved by reports from the internal audit department and by mandatory checking by external auditors. The council holds cash reserves and various amounts of transient money which was previously invested in various banks and building societies by an internal department. These reserves are now invested by HCC on behalf of the NFDC because they are able to command better rates of interest.

The system of authority at the NFDC is that of a Cabinet made up of 6 elected members, (one of whom is the Leader of the council), and these 6 members hold different portfolios. I attend all the Cabinet briefings and Cabinet meetings in order to keep fully informed of decisions made by the Cabinet and also to put an alternative view when needed.

NFDC no longer has a committee system but instead, has scrutiny panels with task and finish groups to put forward views. Two task and finish groups in particular that I have been involved in are attempting to find a solution to find respite for those in our community who are sleeping rough and another was an attempt to reduce costs, by reducing the number of NFDC councillors from 60 down to 42 or 46. The former is still ongoing and the latter to reduce the number of councillors, whilst proposed by ourselves (Lib Dems), and supported by a number of Conservatives at task and finish group and scrutiny panel stage, was defeated at full council when it was voted against by all the Conservatives.

I have also been involved with the drawing up of the 'Local Plan' which has the main function of putting forward, to an inspector, the plans for many years into the future where housing/industry/commercial activity/green space will be placed for the whole of the NFDC area. In the Parish of Hythe and Dibden it has involved the letting go of a small amount of green belt for future housing.

Finally, I am a member of the Member Development Group which looks into the training requirements of individual members and councillors as a whole. The most recent training was with regard to recognising adults and children who are vulnerable and where our responsibilities lie in forwarding our concerns to an appropriate body.

Chris Harrison. February 2015

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**Councillor Maureen McLean District Report**  
**Hythe West and Langdown**

**Community Overview And Scrutiny Panel**

Once again this panel has covered and worked on many aspects of Housing, Health and Crime and Disorder issues.

**Introductory Tenancies**

An Introductory Tenancy is a probationary tenancy for a year, with an extra six months' extension if rent arrears or anti-social behaviour needs monitoring. These tenancies were introduced on 1<sup>st</sup> April 2014.

From April – December 2014 seventy eight introductory tenancies were offered. NATMOS and rent recovery offices have undertaken visits. Out of the 78 tenancies, only 3 have been offered floating support so it is working well. June 2015 will be the decider to see if everything is working well.

**Crime & Disorder**

The 999 response team is to be based at Lyndhurst. More PCSOs still to be employed. Simon Hughes (Police Commissioner) is up for re-election in 2016. The Police and Crime Panel is very happy with the work he is doing.

**Child Poverty**

I am very honoured to have been asked to serve on this panel. The Government has launched a consultation on Child Poverty 2014 – 2017 with a commitment to end child poverty in the UK by 2020.

Maureen McLean. February 2015

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**Councillor Malcolm Wade County Council Report**

**Budget**

The County Council gross expenditure for 2014/15 is £1.9bn with 39% £732m on Schools, 23% £442m on Adult Services, 15% on Children's Services with the rest spread over Highways, waste management, culture, communities, capital and other costs making up the rest. Hampshire has the third lowest council tax level in 2014/15 amongst County Councils. The savings plan is on track with further savings targets of £102.5m to be in place by April 2015, which will continue to affect service provision across the council's services.

Hampshire County Council Reserves are as of March 2014 £482 million, over half of which is committed to existing spending programmes. A further £45 million is in departments cost of change and trading account reserves with another £31 million to mitigate risk. Over £49 million is in the schools reserve with £28 million in general reserves.

## **Children's Services**

The service had an excellent Ofsted report in 2014, good with some outstanding areas. In the budget, the Capital programme for 2015/2016 is £64,679 million covering new schools and extensions, capital maintenance etc. A £12.2m savings is projected for the full year from services for young people across arrange of areas. However one high point is the decision to retain funding for the Short Breaks for disabled children for another year by a one off payment from corporate funding, which myself and my Liberal Democrat colleagues have campaigned for.

## **Langdown Lawn**

The crossing at Langdown Lawn with a Pedestrian refuge in the centre of the road between the Traffic camera and the Tesco store was completed on time and within budget.

## **Hythe Interchange Accessibility Improvement Scheme**

After negotiations with all the parties involved the revised scheme will be as follows:

- Plane out and resurface GE forecourt area to make it more accessible/pedestrian friendly,
- Take out and replace/relay the footway adjacent to GE forecourt to make it more accessible/pedestrian friendly,
- Remove the existing blockwork on the carriageway and replace it with a stronger more resilient surface using HRA, to make it safer for pedestrians crossing the road to access the ferry, taxi and bus services to/from the village centre and public car park

As well as making the whole area more accessible for all it will also create a nicer environment for visitors to Hythe and minimise the cost of highway maintenance work to the County Council.

The scheme is in the sign off/ tender process at present. Subject to contractor availability and the tender price we are pushing for a start this financial year (2014/15).

Malcolm Wade February 2015