

DAVID SHIMPE Clerk to the Council

Tel: (023) 8084 1411

Ext: 207

Fax: (023) 8084 2181

email:david.shimpe@btconnect.com

To: Members of the General Purposes and Finance Committee

Mr J Bennett

Mr M Short

Mr G Jones

Mr A Wade

Mr R Newell

Mr M Wade (ex officio)

Mr G Parkes Vice Chairman

Mr D Smith (ex officio)

Mrs M Robinson Chairman

and remainder of the Council for information

AGGPF120

4 September 2007

Dear Sir/Madam,

A Meeting of the **General Purposes and Finance Committee will be held at The Grove, 25 St. John's Street, Hythe, on Monday next 10 September 2007, at 8 pm**, when your attendance is requested.

Yours faithfully

Clerk to the Council

AGENDA

- 1 Apologies for absence.
- 2 To sign the Minutes of the meeting of the Committee held on 16 July 2007.
- 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 Accounts for Payment.
- 7 Minutes of the Personnel Sub-Committee held on the 18 June 2007 and 20 August 2007.
- 8 Proposed Farmers Market 2008.
- 9 Update on Public Buildings.
 - The Grove
 - Clayfields
 - Parish Hall
 - Workshop
 - Pavilion Shore Road
10. Community Safety Initiative (CSI) Street Lighting.

11. Community Safety Service Update.
12. Review of Polling Districts and Polling Places.
13. Any other urgent business concerning the Committee.
14. Exclusion of Press and Public.
15. The Grove -
 - Waterside CAB — Office Rent.
 - New Forest District Council – Proposed changes to reception area.

HYTHE AND DIBDEN PARISH COUNCIL
GENERAL PURPOSE AND FINANCE COMMITTEE
AGENDA NOTES FOR 10 SEPTEMBER 2007

Item 7 Minutes of the Personnel Sub-Committee held on the 18 June 2007 and 20 August 2007

Members are asked to accept the Minutes.

Item 8 Proposed Farmers Market 2008

Unfortunately the four farmers markets held in Hythe during 2007 have not been as successful as was anticipated, and as a result it is proposed to hold only one farmers market next year on 5 May 2008.

Member's views are requested.

Item 9 Update on Public Buildings

The Grove

No further update.

Clayfields

No further update.

Parish Hall

All the work on the new disabled ramp has now been completed and approved by New Forest District Building Control.

Workshop

No further update.

Pavilion, Shore Road

No further update.

Item 10 Community Safety Initiative (CIS) – Street Lighting

Attached is a letter from Hampshire County Council seeking bids for areas to be included in the 2008/09 program.

The following areas were put forward last year, but were unsuccessful.

Langdown Road
Footpath – South Street to Park Close

The scheme relies on match funding, with Hampshire County Council paying 50% of the cost. Currently the Parish Council has a budget provision of £3010.

The closing date for bids is 7 December 2007.

Member's views are requested.

Item 11 Community Safety Service Update

Attached are the latest monthly statistics for the Community Safety Service in relation to their patrols and work within the Parish.

During the last month the A.S.C.O's confiscated a large quantity of alcohol from two groups of under age drinkers.

Members are asked to note the report.

Item 12 Review of Polling Districts and Polling Places

Attached is a copy of an email from New Forest District Council concerning the above. Also attached is a copy of the schedule of polling stations within the Parish. Comments are requested by 28 September 2007.

Member's views are requested.

Agzgp120

CONFIDENTIAL**15. The Grove**Waterside Citizens Advice Bureau (WCAB)

Attached is a letter from the WCAB requesting a rent holiday for a year whilst they seek longer term financial support for providing additional paid supervision.

Currently the CAB pay £8128.00 per annum in rent for officers at The Grove, in addition they pay service charges based on the actual costs incurred. From discussions with the Manager of WCAB, it is understood that under their proposal they would continue to pay the service charge element.

In addition the Council has recently paid the WCAB a grant of £1295.

Member's views are requested.

New Forest District Council – Proposed Changes to Reception Area

Recently there was an incident, where one of the New Forest District Council's Information Officers had to deal with a potentially violent individual. The incident resulted in the Police being called and New Forest District Council's webcam being taken and the inner door of the reception area being badly damaged.

The Information Officer felt very vulnerable and as a result of the incident, New Forest District Council has reviewed its risk assessment and has identified that security is not satisfactory for both Information Officers and other office users. There are no safe escape areas, the interview room has no escape route and is out of sight and other office users have to walk straight into the public reception area.

Following discussions with the Clerk, New Forest District Council have submitted proposals to change the main public entrance to the rear of the property as shown on the attached plan.

In order to effect the change there would have to be work carried out on the disabled access to the building.

As some of the work e.g. new disabled access ramp, automatic door would be an improvement to the building New Forest District Council is seeking for a contribution towards the cost of the work.

The total cost of carrying out the work is estimated to be £26,000 with the cost of the new door and ramp equating to £12,800.

Member's views are requested.