

HYTHE AND DIBDEN PARISH COUNCIL

Minutes of the Meeting of the
Hythe and Dibden Parish Council
Held at The Grove, 25 St. John's Street, Hythe
On Wednesday 14 May 2014 at 8 pm

Members: *Mrs B Smith (Chairman) – in the Chair

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

* Indicates attendance
o Indicates apologies for absence

In attendance: Mr D J Shimpe (Clerk to the Council)
Mr S Spencer (Deputy Clerk to the Council)
Mrs B Edwards (Minute Clerk)

Also present: oMr M Harris (New Forest District Councillor)
oMr P Fawkes (New Forest District Councillor)
Mr D Melsome (Assistant Clerk)
3 Members of the Public

01/14 **To elect the Chairman of the Council for the ensuing year**

RESOLVED

That Mrs B Smith be elected as Chairman of the Council for the forthcoming Council year.

02/14 **To receive the Chairman's Declaration of Office**

Mrs Smith signed her Declaration of Acceptance of Office.

03/14 **To elect the Vice Chairman of the Council for the ensuing year**

RESOLVED

That Mr A Wade be elected Vice Chairman for the forthcoming Council year.

04/14 **Declarations of Interest**

There were no declarations of interest.

05/14 **To appoint the following Committees**

(a) Planning

RESOLVED

That the following be appointed to the Planning Committee for the forthcoming Council year:-

Mr J Binns	
Mr G Parkes	
Mr M Short	
Mr D Smith	
Mr R Guy	
Mr M Wade	
Mrs B Smith	ex officio

Malcolm Wade provided statistics from a meeting of the Housing Policy committee at which rent arrears had been discussed.

11/14 **Reports of Representatives on Outside Bodies**

Brian Dash reported from the Hythe Hospital Project Group. Plans for the new hospital have been delayed due to re-organisation within the NHS. The outline proposal is currently being reviewed. Reassurances have been given that the renewal of the hospital will not be dependent upon the revenue from the sale of the spare land.

Little Haven has withdrawn from the contract to provide Reablement beds, making it difficult to access accommodation within the Hythe area. However, 6 beds would be provided at Forest Court.

Maureen McLean informed Members that the Dibden Allotment Fund's open lunch is being held at the Parish Hall on 4 June 2014 from 12 a.m until 2 p.m. Debbie Moorshead from Andover Mind will be attending to give a talk on Dementia Friendly Hampshire.

12/14 **Questions to District and County Councillors and Representatives on Outside Bodies arising from their reports**

There were no questions asked.

13/14 **Questions under Standing Orders 25 and 26**

There were no questions under Standing Orders 25 and 26.

14/14 **Reports of Committees**

(a) **Personnel Committee – 12 March 2014**

Consideration was given to the Minutes of the Personnel Committee held on 12 March 2014.

RESOLVED that

- a) the Minutes of the Personnel Committee held on 12 March 2014 be received and adopted.

(b) **Planning Committee – 9 April 2014**

Consideration was given to the Minutes of the Planning Committee held on 9 April 2014.

RESOLVED that

- a) the Minutes of the Planning Committee held on 9 April 2014 be received and adopted.

15/14 **To appoint members of the Standing Working Groups**

Consideration was given to the membership of Working Groups.

RESOLVED

That membership of Working Groups be agreed as follows:-

Clayfields Working Group

1. Brenda Smith
2. Malcolm Wade
3. Graham Parkes
4. Alex Wade

Young Persons Working Group

1. Alex Wade
2. Malcolm Wade

3. Chris Harrison
4. Maureen McLean
5. James Binns

Play Equipment Working Group

1. Maureen Mclean
2. Mike Short
3. Chris Harrison
4. Graham Parkes
5. Brenda Smith

Internal Audit Review Working Group

1. Brenda Smith
2. Alex Wade
3. Chris Harrison
4. Brian Dash

Parish Design Working Group

1. Graham Parkes
2. Brenda Smith
3. Brian Dash

16/14 **To appoint representatives to serve on Outside Bodies**

Consideration was given to the appointment of representatives to serve on Outside Bodies.

RESOLVED

That, subject to the above, the following representatives be appointed to Outside Bodies:-

1. Age Concern (New Forest East)

Mr C Harrison

2. Butts Ash Community Association

Mr D Smith

3. Dibden Allotments Fund

Mr C Harrison ends June 2017

Mrs R Dash ends June 2017

Mrs Maureen McLean ends June 2015

4. Friends of Forest Front

Mr J Bennett

5. Hampshire Association of Local Councils

Chair or Vice Chairman of Council or nominated substitute

6. Hythe and Dibden Twinning Association

Mr B Dash

7. Hythe and Dibden Woodland and Waterside Group

Mr D Smith

8. Hythe Youth Club Management Committee

Mr A Wade

9. Local Representatives for Transport Liaison/Hythe Ferry User Group

Mr R Guy
Mr D Smith

10. New Forest Sports Council

Mrs B Smith

11. New Forest Consultative Panel

Mr S Wade

12. New Forest District Council Environmental Protection Liaison Committee

Mrs B Smith
Mr R Guy

13. St Andrews's Centre Management Committee

Mr R Guy

14. The HANDY Trust

Mr. M. S. Wade 3 year appointment ends 30 November 2014
Mrs M. McLean 3 year appointment ends 30 November 2014

15. Waterside Heritage

Roger Guy

16. Waterside Joint Councils Group

Chairman or Vice Chairman of the Council
Chairman of the Planning Committee

17. Waterside Youth Steering Group

Mr A Wade
Mrs M McLean
Vacant
Mr M Wade

18. Association of New Forest Local Councils

Chairman or Vice Chairman

17/14 Review of Financial Regulations

Consideration was given to the update and amendments to Financial Regulations.

RESOLVED

That the Financial Regulations as presented be adopted.

18/14 Outturn Financial Position 2013/14

Consideration was given to the Outturn Financial Position 2013/14.

RESOLVED

That the anticipated Outturn Financial Position 2013/14 be noted and the suggested allocation of additional balances be adopted.

19/14 Internal Audit Report (Final) 2013/2014

The Clerk reported on the Internal Audit Report and advised that no recommendations had been made.

RESOLVED

That the Internal Audit Report was noted.

20/14 Final Accounts and Annual Return Year Ending 31 March 2014

The Clerk presented the Final Accounts and Annual Return year ending 31 March 2014.

a) Accounts and Annual Return

Consideration was given to the Accounts and Annual Return for the year ended 31 March 2014.

RESOLVED

That the Accounts and Annual Report for the year ended 31 March 2014 be approved.

b) Annual Governance Statement

Consideration was given to the Annual Governance Statement which forms part of the Annual Return

RESOLVED

That the Annual Governance Statement be approved.

21/14 Acceptance of Tender

Members considered tenders submitted to supply a new out-front mower.

RESOLVED

That the tender submitted by New Forest Farm Machinery in the sum of £16,320.00 be accepted.

22/14 The Grove – Proposed Extension

Members had previously received a report and planning information regarding a proposed extension at The Grove.

RESOLVED

That the new plans for the proposed extension be agreed in principle.

23/14 Accounts for Payment

The Clerk submitted a schedule of accounts for payment together with a supplementary list.

RESOLVED

That accounts as detailed totalling £49,778.01 be approved and paid.

The meeting closed at 8.43 pm.

Chairman

Date

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