



# **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*

To:  
All Members of the Council  
District and County Councillors for the Parish

1<sup>st</sup> August 2018

## **Members of the Council**

**You are hereby summoned to attend the Extraordinary Meeting of the Council to be held in The Community Centre, Brinton Lane, Hythe, SO45 6DU on Wednesday 8 August, 2018 at 6.00 pm.**

Yours faithfully

[Stephanie Bennett](#)

Clerk to the Council

## **A G E N D A**

1. **APOLOGIES**
2. **DECLARATIONS OF INTEREST AND DISPENSATIONS**
  - a. To note any declaration of interest made by Members in connection with an Agenda item. Members to specify the nature of the interest;
  - b. To receive any written requests for dispensations for disclosable pecuniary interests;
  - c. To grant any requests for dispensation as appropriate
3. **MINUTES**

To consider and confirm the Minutes of the Meeting of the Council held on 25<sup>th</sup> July 2018

4. **EXCLUSION OF PRESS AND PUBLIC**

To resolve that the press and public be excluded from the Council Meeting for the following item (15) of business on the grounds it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12 of the Local Government Act 1972.

6. **VALLEYDENE**

## Minutes of the Meeting of Hythe and Dibden Parish Council

Held at The Parish Hall, West Street, Hythe  
on Wednesday 25th July at 7.00 pm

p Maureen McLean (Chairman)  
p E Davey (Vice Chairman)

### Councillors:

p P Armstrong  
a J Binns  
p M Clark  
a J Fowler  
p C Harrison  
p T Johnson

### Councillors:

p G Parkes  
a D Poole  
p M Short  
p A Wade  
p M Wade

p = present  
a = apologies  
n = no apologies received

### In Attendance

a Cllr B Andrews (NFDC)  
n Cllr K Crisell (NFDC)  
a Cllr A McEvoy (HCC)

### Officers in attendance

Mrs S Bennett (Clerk to the Council)  
Mr S Spencer (Deputy Clerk to the Council)  
Miss C Donnelly (Minute Clerk)

2 Members of the Public

### 65/18 DECLARATIONS OF INTEREST AND DISPENSATIONS

There were no declarations of interest made and no requests for dispensation received

### 66/18 MINUTES

Consideration was given to the Minutes of the Parish Council Meeting held 27th June 2018. It was noted that the Vice Chairman was incorrectly recorded as Cllr James Binns and this was amended to Cllr Eric Davey. Paragraph 13 of Minute 37/18 was amended as follows: "Cllr Alex Wade reported on the air quality meeting at NFDC."

RESOLVED that subject to the amendments above

Minutes of the Parish Council Meeting held on 27<sup>th</sup> June 2018 be agreed.

67/18 **CHAIRMAN'S ANNOUNCEMENTS**

Earlier in the meeting the Chairman announced that the Dibden Allotment Fund will buy tickets for 50 local families to use the Beach Bus.

The Chairman then made the following announcements:

The Executive Committee of Waterside Heritage sent a letter to the Council to express their thanks and appreciation. They said that the Council's support contributes significantly to their financial stability, enabling them to concentrate on their primary tasks of preserving the heritage of the Waterside and publicising the results of their research.

Superintendent Tony Rowlinson sent an update regarding the PCSO Review and explained that there are no decisions as yet and he doesn't anticipate any until autumn. He stated that there are no plans at present to recruit PCSOs.

The Parish Council has offered to take over the management of all the council owned flower and plant beds on the Promenade and the District Council is taking over the management of the infrastructure. The Council has also agreed that the bins be replaced with pest resistant bins (the current bins have sharp parts and this has been raised with the District Council). The Parish Council will continue to empty the bins in the afternoons during peak visitor times. Unfortunately the Parish Council do not have any influence over how Knighton manage their land and seats at the other end of the Promenade.

The Parish Council has offered to look at taking over the litter picking and maintenance of the footpath from Beaulieu Road to Oak Road car park if the District Council removes the overgrown shrubbery and seeds the area beside the path. The Parish Council can then strim and litter pick. The Parish Council has indicated that it will not take on hedgecutting. This approach will really lighten the footpath and make it feel much safer and lighter in the winter evenings.

The Parish Council has indicated to NFDC that it is very concerned about what form the play area at Forest Lodge Farm will take and the ongoing drainage issues that are affecting the farm. The Clerk has requested that NFDC provide the Parish Council with a detailed plan of the play equipment to be installed, an access plan, a planned maintenance plan and detailed plans of the drainage arrangements through the site before the council can consider whether it wishes to take on the responsibility for this area. At this time the Parish Council officers are recommending that the District Council consider resiting the play area.

The Chairman praised the summer flower displays and hanging baskets in the parish and said that they are a 'riot of colour'. On behalf of the Council the Chairman thanked the Maintenance Team for all their hard work.

The Chairman attended the Fawley Waterside Public Exhibition at Jubilee Hall, Fawley to view the latest project masterplan.

#### 68/18 **CRIME AND ANTI-SOCIAL BEHAVIOUR UPDATE**

Mark Atrill from the Waterside Neighbourhood Policing Team sent his apologies due to their summer sports initiatives and other commitments. The Chairman read out his report:

The Waterside World Cup starts on Monday 30<sup>th</sup> July. At least 50 children have signed up and potentially more will turn up on the day.

PCSO Howard Oakley is offering Cricket for Kids aged 9 to 12 at Gang Warily on Wednesdays 1<sup>st</sup>, 15<sup>th</sup> and 22<sup>nd</sup> August at 1pm – 3pm. This is open to children in all of the Waterside parishes.

The Policing Team's main priority over the summer period is the arson we are currently suffering across the patch. Five male youths have been, or are in the process of being, interviewed for a select few of the fires. The majority of them have admitted the offence. Work will be done to help prevent further offending. Work has previously been done at the local schools along with Hampshire Fire and Rescue Service and the Forestry Commission.

Anti-social behaviour is currently down but at this time of year it is anticipated that this may go up. The Policing Team will continue to work to prevent this. The mainly summertime issue of cycling in the pedestrian area in Hythe is one of their priorities and they will be patrolling when they are available and intervening if they come across cyclists breaching the Traffic Order.

The Chairman stated that the Parish Council has approached Hampshire County Council to ask for clearer signage to prevent cycling in the pedestrian area. The Chairman requested that Cllr. Malcolm Wade, as the County Councillor, help with this matter.

#### 69/18 **REPORTS FROM COUNTY COUNCILLORS**

Cllr Malcolm Wade previously submitted a report on Hampshire Highways Maintenance.

Cllr Malcolm Wade attended the Children and Young People Select Committee on 12<sup>th</sup> July. The agenda had a number of topics but the most contentious was the proposed changes to the Short Breaks for Disabled Children. There was a consultation carried out by the Council. There was a request for further thought on the following points:

- To stop funding short breaks for young people over 18.

- To only fund short breaks where the parents and minders are allowed to leave the child.
- To stop funding swimming as a short break activity.

There were two deputations, one from parents and another from young people who use the service themselves.

Cllr Malcolm Wade's group managed to put two amendments. One was to review the support by Adult Services of the young people over 18 attending short break provision as many are not cognisant of the change to their circumstances and are used to the short break environment. The other was to hold off until we are certain alternative provision was available for the accompanied breaks and the swimming, both of which are important social interactions for the young people and breaks for the parents.

Along with other County Councillors and MPs, Cllr Malcolm Wade received a communication from Sara Glen, Deputy Chief Constable of Hampshire Constabulary. The highlights were:

- Hampshire has provided 258 officers for President Trump's visit.
- Unprecedented call volumes are being exacerbated by a combination of England's progress in the World Cup and the extended good weather.
- They are supporting Wiltshire Police with the murder investigation relating to the use of the nerve agent Novichok.
- Hampshire Police were busier in the previous weekend than at New Year, which is historically the busiest time of the year.

The facts about the Constabulary's reserves are as follows: whilst the levels of reserves quoted in the accounts for Hampshire is £75million, the force actually has £16million (£9million operational reserve and £7million unallocated for transformational reserve) which adds up to just 5% of the annual budget. They are required to maintain the operational reserve element of this. The reason for the difference is that the Force's budgets are predominantly spent on people, as a result you will also see, within what is categorised as 'reserve', the force's planned investment. This is already specifically allocated to changes to the force's digital capabilities (including expensive mandatory changes), buildings, the upskilling of staff skills and improving wellbeing.

In relation to the Gosport War Memorial investigation, Hampshire Constabulary are working hard behind the scenes with the National Police Coordination Centre to ensure that an independent force leads on this, and to ensure they have sufficient resourcing.

### **REPORTS FROM DISTRICT COUNCILLORS**

Cllr Alex Wade reported that Langdown Road has seen some much needed work done to mitigate the parking issues on the road and grass verges. Dragon's teeth have been added to ensure cars are not parking on the verges and churning up the grass. The action has taken place after requests from local residents, himself and the county councillor.

Cllr Alex Wade reported that a by-election will take place on Thursday 26<sup>th</sup> July for the district seat vacated after the sad passing of Cllr Bob Wappet. He also reported that Pennington Councillor Penny Jackman resigned last week.

NFDC's Planning Committee rejected McCarthy and Stone's application for the Police Station site.

Colin Read, Head of Operations, has given an update on the car park space survey in the village stating that data actioned by the NFDC showed on selected dates that after St John's Street was closed the figures identify that a number of spaces are available and that there were no days where the car parks are completely full. Parish councillors voiced an opposing view.

Cllr Alex Wade reported that NFDC has appointed Ramboll consultant engineers to provide a feasibility study with regard to extending the capacity at New Road car park if there is justification from further monitoring that there is a need for additional spaces. Ramboll have completed all the ground work surveys and should report back within the next two weeks.

Cllr Alex Wade stated that it has been highlighted to Mr Read that there have been several days, especially market days, where all the car park spaces have been taken up and drivers are struggling to find places to park. Cllr Alex Wade welcomes Cllr Armstrong's contribution on this as they share the same concern.

Cllr Peter Armstrong reported that there are still two roofs to finish at Netley View and that these were delayed due to bird and bat problems. The District is continuing outside painting on their properties which have rendering. Cllr Armstrong says that the council properties are starting to look from the outside as "good as new" with improvements still to come.

Cllr Armstrong requested that the Chairman send a letter of thanks to the District Council for the new roofs, dropped kerbs, fencing, new car park area, shrubs and tree planting, and to encourage them to continue their improvements for local residents across the Parish. The Chairman agreed to send a letter on behalf of the Parish Council.

Fly tipping is still an issue and the District Council are dealing with this.

Cllr Armstrong has been selected as just one of a hundred across the nation to be a Litter Hero Ambassador for Keep Britain Tidy.

At the last NFDC Planning Committee meeting the application regarding the old police station was unanimously refused.

Cllr Armstrong has attended a number of events and committees, two regarding Fawley Waterside and an impressive art exhibition at the New Forest School in Lunedale Road.

Cllr Chris Harrison reported that the window at the offices of the Dibden Allotments Fund will be fixed next month. It has taken a total of 13 months for the repairs to reach this point. Dibden Allotments Fund has received more applications recently due to the introduction of Universal Credit, particularly due to the delays people experience before receiving their first benefit payment. It is mainly requests for Food Bank vouchers.

71/18 **PUBLIC FORUM**

There were no matters raised.

72/18 **QUESTIONS UNDER STANDING ORDERS 25 AND 26**

Cllr Graham Parkes asked the Chairman if councillors had noticed the dates and times that the NFDC car park survey was carried out. Cllr Parkes said they had only surveyed one Tuesday at lunchtime and one Saturday at 1pm. The car parks were not surveyed on a Wednesday or a Friday. Cllr Parkes would like to see the Parish Council pointing this out to NFDC and that an evaluation of car parking spaces in Hythe should cover mornings, afternoons and evenings over a period of at least two to four weeks.

Cllr Alex Wade asked Cllr Peter Armstrong if there would be an opportunity for him to make an impact on reducing the level of littering in the area in his new role as Litter Hero Ambassador for Keep Britain Tidy. Cllr Armstrong said he would do his utmost to promote the Keep Britain Tidy campaign. Cllr Armstrong announced that the government will be doing a national campaign and suggested that if people would like to organise a local litter pick then they should visit the Clean New Forest website for further information, advice and support.

Cllr Malcolm Wade asked the Chairman if the Parish Council could conduct their own survey on the availability of car parking spaces in Hythe and present a report to the District Council. The Clerk suggested that the Parish Council could write to the District Council to say that it doesn't agree with their survey results as they are not reflective of the busiest times and needs of the community. The Clerk suggested that before commissioning a survey the Parish Council should request NFDC's methodology.

73/18 **PLANNING COMMITTEE**

Consideration was given to the Minutes of the Planning Committee meeting held on 11<sup>th</sup> July 2018.

RESOLVED that

- a) The Minutes of the Planning Committee meeting held on 11<sup>th</sup> July 2018 be agreed.
- b) The draft minutes of the Planning Committee meetings will be circulated to all members of the Committee as soon as possible after the planning meeting.



74/18 **PERSONNEL COMMITTEE**

Consideration was given to the Minutes of the Personnel Committee meeting held on 13<sup>th</sup> July 2018.

RESOLVED that

The Minutes of the Personnel Committee meeting held on 13<sup>th</sup> July 2018 be agreed.

75/18 **AUGUST AND DECEMBER FULL COUNCIL MEETINGS**

The Council discussed whether to suspend the scheduled Full Council meetings in August and December 2018.

RESOLVED that

- a) A Full Council meeting is convened in August 2018.
- b) A Full Council meeting is convened in December 2018.

76/18 **INSURANCE**

The Deputy Clerk presented the Schedule of Insurance. He reported that Zurich Insurance is pleased with the Council's administration and record keeping. The Deputy Clerk answered queries from Councillors regarding insurance cover.

RESOLVED that

The Schedule of Insurance be agreed.

77/18 **CONSULTATION – PERMIT SCHEME**

Consideration was given to the Consultation from Hampshire County Council on the Permit Scheme for Road Works and Street Works. Cllr Graham Parkes said that when work was carried out on the highway it used to be revisited in six months. Cllr Parkes would like to know if this policy still applies or is there now a different regulation. Cllr Peter Armstrong said some of the work by HCC is substandard and they need to have a follow up procedure.

RESOLVED that

The Chairman will send a letter from Council in response to the Consultation with the Council's key concerns.

78/18 **CONSULTATION – STREET LIGHTING AND TRANSPORT**

Consideration was given to Hampshire County Council's Consultation on proposals to change street lighting, supported passenger transport services and the concessionary travel scheme. Councillors raised concerns about the proposed changes to the bus and ferry services.

RESOLVED that

The Chairman will send a letter in response to the Consultation stating that the Council would like transport services to be retained and for street lighting to not to be switched off for part of the night.

79/18 **CONSULTATION – CLEAN AIR ZONE**

Consideration was given to the Clean Air Zone Consultation from Southampton City Council and New Forest District Council. Cllr Graham Parkes highlighted that this Consultation only covered vehicles with wheels and not trains or cruise ships.

RESOLVED that

The Chairman will send a letter from Council in response to the Consultation stating the Council's key concerns.

80/18 **CONSULTATION – NPA MANAGING RECREATION**

Consideration was given to the New Forest National Park Authority's 'Managing Recreation in the New Forest' Consultation.

RESOLVED that

The Chairman will send a letter from Council in response to the Consultation stating the Council's key concerns.

81/18 **BUS SHELTERS**

Council considered the Deputy Clerk's report on the proposals to repair nine of the nineteen bus shelters that the Parish Council is responsible for maintaining. The Chairman pointed out that the bus shelter at South Street adjacent to Coat Gardens is no longer in use.

RESOLVED that

- a) The Bus Shelter at South Street adjacent to Coat Gardens be removed from the list of bus shelters to be repaired.
- b) The Council agree to spend £5407.12 from earmarked reserves in order to undertake repairs to the remaining eight bus shelters.
- c) The Council suspend Standing Order 11.2.h to enable Queensbury Shelters to be appointed to undertake the work as a specialised contractor.
- d) That subject to the successful completion of phase one of the project, the Council agree further expenditure from Earmarked Reserves of up to £5,000 in this financial year to enable repairs to be made to the remaining bus shelters.

82/18 **MACHINERY**

The Deputy Clerk gave reports on the tender for the purchase of a new Ride on Mower and on the quotations received for a replacement hedge cutter.

RESOLVED that

- a) A John Deere x950Rc/w A 54 inch Mowing Deck and 650 litre High Tip Collector be purchased at a cost of £12,750.
- b) The Council agree to dispose of the Orsi cut 030 flail as part exchange for the new hedge cutter.
- c) A McConnell PA3430 Side Arm Flail Hedge Cutter be purchased at a cost of £7,700.

83/18 **INTERNAL AUDIT REVIEW**

Council considered the report from the Finance Overview Group.

RESOLVED that

- a) Auditing Solutions be approached to formalise the service they provide in advising on Best Practice into the letter of engagement.
- b) Council includes the provision of best practice advice into its requirements when retendering in 2019 – 2020.

84/18 **FINANCE 2018 – 2019**

Consideration was given to the Quarter 1 Variance Report, the Quarter 1 Finance Strategy Report, bank reconciliations for June 2018 and the Schedule of Payments for the period 1<sup>st</sup> June to 30<sup>th</sup> June 2018.

RESOLVED that

- a) The Quarter 1 variance report be noted.
- b) The Quarter 1 Finance Strategy report be noted.
- c) The bank reconciliation for June 2018 be noted.
- d) The accounts for payment as detailed totalling £69,635.44 (gross) be agreed and paid.

85/18 **EXCLUSION OF PRESS AND PUBLIC**

RESOLVED that

The press and public be excluded from the Council Meeting for the following items of business on the grounds they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12 of the Local Government Act 1972.

86/18 **HIGHLANDS WAY**

RESOLVED that

The Council agreed that the Clerk of the Council should seek legal advice.

The meeting closed at 9.05pm

Chairman

Date

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