

**HYPHE 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 8 May 2013 at 8 pm

Members: \*Mrs M Robinson (Chairman) – in the Chair

|                |                 |
|----------------|-----------------|
| oMr J Binns    | *Mrs M Robinson |
| *Mr B Dash     | *Mr M Short     |
| oMr R Guy      | *Mrs B Smith    |
| *Mr C Harrison | *Mr 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)  
Mr D Melsome (Assistant Clerk)  
Mr M Kendall (Maintenance and Facilities Supervisor)  
Mrs B Edwards (Minute Clerk)

Also present: Mr M Harris (New Forest District Councillor)  
Sergeant A Jones (Hythe Police)  
P.C. A Woodhead (Hythe Police)  
2 Members of the Public

1/13 **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.

2/13 **To receive the Chairman's Declaration of Office**

Mrs Smith signed her Declaration of Acceptance of Office and took the Chair.

Mrs Smith began by thanking Mrs Robinson for her hard work over the previous 2 years.

3/13 **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.

4/13 **Discussion with Sergeant Jones of Hythe Police**

Sergeant Jones stated that since the report given at the meeting on 10 April 2013, crime rates in the Parish remained very low.

There are no planned events taking place in Southampton which could have an adverse effect on traffic flow within the Parish, with the exception of a fire work display around bonfire night.

On-going problems with parking outside the sorting office in New Road continue to be monitored and investigated. Councillor Dash expressed his thanks for efforts in trying to resolve the issue which was causing significant difficulties for a blind resident.

P.C. Adrian Woodhead updated the Members on the monthly crime statistics for the Parish. Vehicle crime, anti-social behaviour and burglaries were very low – the Parish is a very safe

area. The four areas of most concern to the public are speeding, parking, dog fouling and fly tipping.

An address in Netley View has been investigated with regard to fly tipping and the residents spoken to. Hythe Police are also working with the Housing Department on this matter.

A common sense approach is preferred by Hythe Police when dealing with parking matters. However, vehicles will be ticketed when found to be obstructing pathways. Hythe Police are visiting local Schools where known problems have been reported.

5/13 **Declarations of Interest**

Mrs McLean and Chris Harrison disclosed a personal interest in Minute 23/13 as they are parish representatives on the Handy Trust. They considered their interest to be prejudicial and left the meeting when the discussion took place.

6/13 **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  
Mr A Wade                      ex officio  
1 Vacancy

(b) Personnel

RESOLVED

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

Mrs M McLean  
Mr D Smith  
Mr M Wade  
Mrs M Robinson  
Mrs B Smith                      ex officio  
Mr A Wade                      ex officio

7/13 **Minutes**

Consideration was given to the Minutes of the Meeting of the Council held on 10 April 2013.

RESOLVED

That the Minutes of the Council held on 10 April 2013 be signed by the Chairman as correct.

8/13 **Public Forum**

Antiques and Vintage Fair

Mrs Mclean stated that the Antiques and Vintage Fair held in Hythe on Monday 7 May 2013 was well attended and successful for both public and traders. She requested that a note of thanks to Helen Owers, Parish Development Officer was minuted.

**9/13 Chairman's Announcements**

The Chairman read a letter received from First Bus Company, in response to a letter sent by the Clerk to the Council, explaining the reasons why they are unable to maintain the number 11 service.

The Chairman advised members that she wished to appoint Alex Wade, Vice Chairman, as the Council's Ambassador for Younger People within the Parish. Members agreed to the request. Mr Wade will provide reports every two months.

**10/13 Reports of the County Councillors on County Council matters concerning the Parish**

The Chairman reiterated thanks to Brian Dash for his dedication and hard work as a County Councillor.

Malcolm Wade reported that he has not yet attended any County Council meetings. He is shortly attending an induction and will provide regular reports thereafter. He reported that the County Council consists of 45 Conservatives, 17 Liberal Democrats, 10 UKIP, 4 Labour and 2 Independent members.

**11/13 Reports of District Councillors on District Council matters concerning the Parish**

Chris Harrison reported that following a recent planning application in respect of 99 Rosebery Avenue, there are no minimum parking requirements in relation to extensions. The requirements relate to new build only.

Michael Harris reported no new development with regard to the empty unit on Hardley Industrial Estate, negotiations are on-going.

There is a strip of land at the bottom on Rosebery Avenue/Lytton road which he has asked District Council to identify ownership of, with a view to potentially creating off-street parking for residents.

Malcolm Wade reported that the District Council had approved charges for disabled parking, in spite of opposition.

**12/13 Reports of Representatives on Outside Bodies**

David Smith reported that following the Annual General Meeting of the Butts Ash Community Association, John Barnes had stepped down as the Chairman and is now the Secretary. The new Chairman is Tara Moon.

Maureen McLean advised Members that the Dibden Allotments Fund will be holding an open lunch at the Parish Hall on 15 May 2013 and that all Members and staff were welcome to attend.

Malcolm Wade reported that The Handy Trust is functioning well with 5 paid staff and 20 volunteers.

**13/13 Questions to District and County Councillors and Representatives on Outside Bodies arising from their reports**

Alex Wade queried with Councillor Harris whether he had received any feedback regarding the road repairs to Lytton Road. Councillor Harris advised that he had received positive feedback from residents and road users.

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

There were no questions under Standing Orders 25 and 26.

**15/13 Reports of Committees****(a) Planning Committee – 10 April 2013**

Consideration was given to the Minutes of the Planning Committee held on 10 April 2013.

RESOLVED

That the Minutes of the Planning Committee held on 10 April 2013 be received and adopted.

16/13 **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

17/13 **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 A Wade

**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  
Mrs M Robinson  
Mr M Wade

**18. Association of New Forest Local Councils**

Mr M Wade  
or Chairman or Vice Chairman

**18/13 Review of Financial Regulations**

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

RESOLVED

That the Financial Regulations as presented be adopted.

**19/13 Outturn Financial Position 2012/13**

Consideration was given to the Outturn Financial Position 2012/13.

RESOLVED

That the anticipated Outturn Financial Position 2012/13 be noted and the suggested allocation of additional balances be adopted.

**20/13 Internal Audit Report (Final) 2012/2013**

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

RESOLVED

That the Internal Audit Report was noted.

**21/13 Final Accounts and Annual Return Year Ending 31 March 2013**

The Clerk presented the Final Accounts and Annual Return year ending 31 March 2013.

**a) Accounts and Annual Return**

Consideration was given to the Accounts and Annual Return for the year ended 31 March 2013.

RESOLVED

That the Accounts and Annual Report for the year ended 31 March 2013 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.

**22/13 Update on Management of Council Trees**

Members noted the update on the Management of Council Trees.

**23/13 Update on the provision of Netley View Youth Club**

A copy of the update on the provision of Netley View Youth Club had been circulated to members. The Clerk to the Council advised that since the update had been circulated, the Government had introduced a new format in relation to loans and an application for borrowing approval must be made.

## RESOLVED

That Members are updated on the progress of the provision of Netley View Youth Club on a quarterly basis.

**24/13 2014 Commemorations – WW1 Centenary and D-Day 70<sup>th</sup> Anniversary**

Members considered an email from Hampshire County Council asking whether the Parish Council is considering any 2014 commemoration initiatives.

## RESOLVED that

- a) The Clerk to the Council to write to the British Legions of Blackfield and Beaulieu and the Veterans of the Royal Navy Commandos to request ideas.
- b) The British Legion be contacted offering a Parish facility at no charge.

**25/13 New Forest Community Routes**

A copy of the existing community routes within the New Forest National Park had been circulated and Members were asked to consider which local routes should be included.

## RESOLVED

That Councillors Parkes and Dash submit comments and photos to the Clerk to the Council by 17 May 2013.

**26/13 Accounts for Payment**

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

## RESOLVED

That accounts as detailed totalling £51,061.07 be approved and paid.

The meeting closed at 9.20 pm.

Chairman

Date

mncou168

12/6/2013