

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

Held at The Grove, 25 St John's Street, Hythe  
on Wednesday 24 May 2017 at 7.00 p.m

p Maureen McLean (Chairman)  
p James Binns (Vice Chairman)

### Councillors:

p P Armstrong  
p M Clark  
p E Davey  
p J Fowler  
p C Harrison  
p T Johnson

### Councillors:

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

p = present  
a = apologies  
n = no apologies received

### In Attendance

p Cllr B Andrews (NFDC)  
p Cllr K Crisell (NFDC)  
p Cllr A McEvoy (HCC)

### Officers in attendance

Mrs S Bennett (Clerk to the Council)  
Mr S Spencer (Deputy Clerk to the Council)  
Mrs B Edwards (Minute Clerk)

5 Members of the Public

Prior to the start of the meeting, one minute's silence was held in memory of those who lost their lives or were injured following the bomb attack in Manchester on Monday 22<sup>nd</sup> May 2017.

### 01/17 ELECTION OF CHAIRMAN

RESOLVED

That Cllr. Maureen McLean be elected as  
Chairman of the Council for the forthcoming  
Council year.

### 02/17 DECLARATION OF OFFICE

Cllr. McLean signed her Declaration of Acceptance of Office and took the Chair.

**03/17 ELECTION OF VICE CHAIRMAN**

RESOLVED that

Cllr. James Binns be elected as Vice Chairman of the Council for the forthcoming Council year.

**04/17 DECLARATIONS OF INTEREST AND DISPENSATIONS**

There were no declarations made.

**05/17 COMMITTEE APPOINTMENTS****(a) Planning**

RESOLVED

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

Chairman of the Council (Ex-Officio)  
Vice Chairman of the Council (Ex-Officio)  
Cllr. Eric Davey  
Cllr. Jo Fowler  
Cllr. Chris Harrison  
Cllr. Trevor Johnson  
Cllr. Graham Parks  
Cllr. Mike Short  
Cllr. Alex Wade

**(b) Personnel**

RESOLVED

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

Chairman of the Council (Ex-Officio)  
Vice Chairman of the Council (Ex-Officio)  
Cllr. Eric Davey  
Cllr. Chris Harrison  
Cllr. Daniel Poole  
Cllr. Mike Short

**(c) Neighbourhood Planning**

RESOLVED

That the following be appointed to the Neighbourhood Planning Sub-Committee for the forthcoming Council year;

Cllr. Jo Fowler  
Cllr. Chris Harrison  
Cllr. Trevor Johnson  
Cllr. Graham Parkes  
Cllr. Dan Poole  
Cllr. Alex Wade

06/17 **MINUTES**

Consideration was given to the Minutes of the Extraordinary Meeting held on 10<sup>th</sup> May 2017.

RESOLVED that

The Minutes of the Extraordinary Meeting held on 10<sup>th</sup> May 2017 be agreed.

07/17 **CHAIRMAN'S ANNOUNCEMENTS**

The Chairman made the following announcements:

Congratulations and thanks were expressed to the Hythe Poppy Ladies for their hard work in producing the display outside St. John's Church and for their efforts in fund raising during National Dementia Week.

The annual Village Fete will be taking place at Ewart Recreation Ground on bank holiday Monday, 29<sup>th</sup> May 2017.

Waterside Coaches came joint second nationally in the UK Coach Awards; a brilliant result for our local coach company.

The maintenance team have been busy planting the summer beds and hanging the baskets and it looks lovely; my thanks to them for their hard work.

A message from the mayor of Mauves-sur-Loire has been received offering support and friendship from the residents and members of the City Council following the events in Manchester. The Chairman will send a letter of thanks.

08/17 **REPORTS FROM COUNTY COUNCILLORS**

Cllr. Malcolm Wade had previously submitted a written report and reported that the annual meeting of HCC was to take place the following day.

Cllr. Alexis McEvoy introduced herself and assured the community that HCC will continue to provide the best services it can however it was facing further considerable budget cuts of £140M.

## **REPORTS FROM DISTRICT COUNCILLORS**

Cllr. Bill Andrews reported that during the past year as an NFDC Councillor he has attended several Audit and Corporate Overview & Scrutiny Panel meetings, each Council and Cabinet meeting for which he has been available, and several Task & Finish Groups – locally for the Dibden Golf Centre's quinquennial and ongoing Review on which he is accompanied by Cllr. Crisell and Cllr. Dan Poole. He thanked them for their attendance, participation and attention to detail.

In the Community Cllr. Andrews has attended some school and public events, has assisted Parishioners' concerns over disabled parking, addressed the Planning Committee deliberations on Lidl, has attended to domestic planning and development issues and has continued to make himself known among some of the Hythe shopkeepers, market stallholders and restaurateurs.

Cllr. Andrews has also attended each of the Parish Council meetings for which he was available and has answered several questions from both public and Councillors alike.

Cllr. Andrews is looking forward to his next year as one of the Parish's many District Councillors.

Cllr. Kate Crisell advised Members that residents local to the Forest Edge Farm development had expressed concerns regarding the 2<sup>nd</sup> access gate which had been opened prior to planning permission being granted. Cllr. Crisell had arranged for a Planning Inspector to attend.

Cllr. Peter Armstrong had previously submitted a written report. He provided updated information to Members on the Lidl planning application by stating that no further application had yet been received.

Cllr. Armstrong advised that the New Forest Business Show is being held on Wednesday 31<sup>st</sup> May and encouraged Members to attend. Cllr. Armstrong advised that any business can join the New Forest Business Partnership and that Hythe has the second largest number of businesses which belong to the Partnership.

The Chairman of the Council stated that although Hythe and Dibden had been awarded the Brand New Forest village of the year, many residents were unaware of its existence. Cllr. Armstrong stated that, as well as the banner at Prospect Place, information was also displayed at Applemore Recreation Centre. The Deputy Clerk stated that the information was put on the Council's website.

Cllr. James Binns reported that, following an overhaul of the Grants system at NFDC, Enabling Grants is also being reformed. Some of the money will be used as part of the Health and Leisure roadshow.

NFDC is promoting its Eat Out Eat Well scheme which rewards food outlets that provide customers with healthier choices and is symbolised by an

apple logo in the shape of a heart. NFDC has been working with three outlets recently one of which is Paulton's Park, which achieved a Gold Award.

Membership at NFDC's Leisure Centres continues to increase, partly due to the introduction of Total Reshape classes. Around £26,000 is likely to be generated as a result of increased membership.

NFDC will have a stand at the New Forest Show from 25<sup>th</sup> – 27<sup>th</sup> July the theme of which is 'Best of British'. NFDC's Operational Services will be in attendance to showcase frontline services including Refuse collection and Recycling, Careline, Remind Me, Health and Leisure and Active Lifestyles

NFDC is working with the National Park Authority to increase visitor numbers to the New Forest.

#### 09/17 **REPORTS FROM MEMBERS ON OUTSIDE BODIES**

Cllr. Trevor Johnson attended a meeting of Age Concern New Forest on 23<sup>rd</sup> May at which it was reported that the office at Dibden Purlieu had secured in excess of £58,000 in benefits for local people who were unaware of their entitlement.

Cllr. Chris Harrison attended a meeting of Hythe Hospital Stakeholders. It is planned for a presentation of the new build to be given to the Parish Council in June or July, followed by a public consultation.

It is now estimated that the new hospital will not now open until the first quarter of 2019. Cllr. Harrison has established that there will not be a charge for car parking.

#### 10/17 **PUBLIC FORUM**

Louise Martin, local resident, asked if the presentation given by Gary Hutchings from Inclusion Hampshire at April's meeting would be uploaded to the Parish Council's website. The Deputy Clerk responded that he would look into this.

Allan Fairhead, local resident, asked if the weekly newsletter could include the date of when the new agenda and previous minutes are put on line, together with an opening link. The Clerk to the Council replied that the information would be put on the Council's Facebook page.

#### 11/17 **QUESTIONS UNDER STANDING ORDERS 25 AND 26**

Cllr. Malcolm Wade asked Cllr. Peter Armstrong how he thought the council could better publicise the Brand New Forest award/scheme. Cllr. Armstrong stated that word of mouth is by far the best method and asked that Members spread the word. He also suggested social media and welcomed further suggestions.

Cllr. Graham Parkes asked Cllr. Peter Armstrong who was responsible for publishing the New Forest Discover guides as the latest edition incorrectly states that Hythe is a Georgian village. Cllr. Armstrong responded that he did not know who is responsible but he would follow the matter up.

Cllr. Eric Davey asked Cllr. Peter Armstrong whether he had used the Parish Council's notice boards to publicise Brand New Forest. Cllr. Armstrong replied that he would organise for some A5 flyers to be made available.

Cllr. Malcolm Wade asked if the Chairman would consider writing a letter of condolence to Manchester City Council. The Chairman responded that this would be done.

Following a previous HCC report from Cllr. M Wade, Cllr. Peter Armstrong asked Cllr. Malcolm Wade if he was aware of how many gully sensors had been fitted within the Parish. Cllr. Wade responded that he would try to find out.

#### 12/17 **PLANNING COMMITTEE**

Consideration was given to the Minutes of the Planning Committee meetings held on 10<sup>th</sup> May 2017.

RESOLVED that

The Minutes of the Planning Committee meeting held on 10<sup>th</sup> May 2017 be agreed.

#### 13/17 **WORKING GROUPS**

RESOLVED

That membership of Working Groups be agreed as follows:-

##### Open Spaces and Play Equipment

Cllr. Peter Armstrong  
Cllr. Jo Fowler  
Cllr. Chris Harrison  
Cllr. Maureen McLean  
Cllr. Daniel Poole  
Cllr. Mike Short

##### Grants Group

Cllr. Jo Fowler  
Cllr. Chris Harrison  
Cllr. Daniel Poole

Christmas Lights

Cllr. James Binns  
Cllr. Maureen McLean  
Cllr. Daniel Poole  
Cllr. Mike Short

The Battle's Over

Chairman of the Council  
Vice Chairman of the Council  
Cllr. Jo Fowler  
Cllr. Graham Parkes  
Cllr. Malcolm Wade

Finance Overview Group

Cllr. James Binns  
Cllr. Chris Harrison  
Cllr. Malcolm Wade

Awards

Cllr. James Binns  
Cllr. Eric Davey  
Cllr. Trevor Johnson  
Cllr. Maureen McLean  
Cllr. Alex Wade  
Cllr. Malcolm Wade

Memorials Group

Cllr. Peter Armstrong  
Cllr. James Binns  
Cllr. Eric Davey  
Cllr. Chris Harrison  
Cllr. Graham Parkes  
Cllr. Mike Short  
Cllr. Malcolm Wade

14/17 **OUTSIDE BODIES**

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

**RESOLVED**

That the following representatives be appointed to Outside Bodies:-

- 1. Age Concern (New Forest East)**  
Cllr. Trevor Johnson

- 2. Association of New Forest Local Councils**  
Chairman/Vice Chairman of the Council
- 3. Dibden Allotments Fund**  
Cllr. Chris Harrison – ends June 2021  
Cllr. Maureen McLean - ends June 2019  
Cllr. Daniel Poole – ends June 2021
- 4. Families Matter**  
Cllr. James Binns
- 5. Friends of Forest Front**  
Cllr. Eric Davey
- 6. Hampshire Association of Local Councils**  
Chairman/Vice Chairman of Council
- 7. Handy Trust**  
Cllr. Maureen McLean – 3 year appointment ends November 2017  
Cllr. Malcolm Wade – 3 year appointment ends November 2017
- 8. Hythe and Dibden Twinning Association**  
Cllr. Maureen McLean (Ex Officio)  
Cllr. James Binns (Ex Officio)  
Cllr. Mark Clark
- 9. Hythe and Dibden Woodland and Waterside Group**  
Cllr. Eric Davey
- 10. Hythe and Waterside Dementia Friendly Group**  
Cllr. James Binns
- 11. Hythe Youth Club Management Committee**  
Cllr. Alex Wade
- 12. Local Representatives for Transport Liaison/Hythe Ferry User Group**  
Cllr. James Binns  
Cllr. Dan Poole
- 13. New Forest Business Partnership**  
Cllr. Peter Armstrong
- 14. New Forest Consultative Panel**  
Cllr. Trevor Johnson



**15. New Forest District Council Environmental Protection Liaison Committee**

Cllr. Mark Clark

Cllr. Jo Fowler

**16. New Forest Sports Council**

Cllr. James Binns

**17. Waterside Heritage**

Cllr. Eric Davey

**18. Waterside Joint Councils Group**

Chairman or Vice Chairman of the Council

Chairman of the Planning Committee

**19. Waterside Youth Steering Group**

Cllr. James Binns

Cllr. Maureen McLean

Cllr. Alex Wade

Cllr. Malcolm Wade

**15/17 GRANTS**

Members considered the recommendations of the Grants Working Party.

RESOLVED that

- a) A grant totalling £300 is awarded to Victim Support;
- b) A grant totalling £500 is awarded to Waterside Poppy Makers;
- c) A grant totalling £500 is awarded to Hythe and Dibden Cricket Club;
- d) A grant totalling £150 is awarded to Hythe and Dibden Twinning Association.

**16/17 PLAY EQUIPMENT AND OPEN SPACES WORKING PARTY**

Members received the notes from the Play Equipment and Open Spaces Working Party and considered the recommendations.

RESOLVED that

- a) The Council continues with the current tender process which includes further consultation on the submitted tenders with the community and users of Forest Front Open Space;
- b) The contribution of £2463 from the Blue Lamp Trust via the Handy Trust is used to provide seating and other infrastructure within the new skate park;

- c) The additional contribution of £2463 from the Handy Trust is included in the £70,000 project budget resulting in the Council having to draw down £67,537 of the Section 106 monies;
- d) Ideas for further improvements to Forest Front Open Space using the remainder of the section 106 monies to be considered by the working party prior to informing Council.

17/17 **HYTHE PIER HERITAGE ASSOCIATION (HPHA)**

Members considered the requests from the HPHA.

RESOLVED that

- a) The lease to HPHA for office number 110 at The Grove is agreed.
- b) The discussions and agreement of objectives of the proposed meeting between the HPHA and Councillors be deferred.
- c) A date for a meeting between Councillors and the HPHA will be arranged at a future date.

18/17 **FINANCE REGULATIONS**

Members reviewed the Finance Regulations for the Council.

RESOLVED that

The Finance Regulations for the Council be agreed subject to the following change:

4.1.1 'The Council for all items £10,000 and over' be changed to 'The Council for all items over £10,000'.

19/17 **COMMUNITY INFRASTRUCTURE LEVY REPORT**

Members considered the statutory report of the Clerk to the Council

RESOLVED that

The statutory report of the Clerk to the Council be noted.

20/17 **FINANCE 2016 - 2017**

Consideration was given to the internal auditor's report and the report on the Annual Return for the year ending 31 March 2017 and the Financial Outturn Report.

RESOLVED that

- a) The internal auditor's report is confirmed.
- b) The annual Governance Statement was approved and signed by the Chairman of the Council.
- c) The Accounting Statements were approved.
- d) The report on the Annual Return for the year ending 31 March 2017 and the Financial Outturn Report is received.

21/17 **FINANCE 2017 – 2018**

Consideration was given to the bank reconciliations for April 2017 and the Schedule of Payments for the period 1<sup>st</sup> April to 30<sup>th</sup> April 2017.

RESOLVED that

- a) The bank reconciliation for April 2017 be noted.
- b) the accounts for payment as detailed totalling £48,361.13 be agreed and paid.

The meeting closed at 8.32 p.m

Chairman

Date

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