

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

Held by virtual meeting via Zoom  
on Wednesday, 27th May, 2020 at 7.00 pm

Cllr M Wade (Chairman)  
Cllr R Clark (Vice-Chairman)

### Councillors

Cllr M Clark  
Cllr S Cullen  
Cllr S Delemare  
Cllr P Dowd  
Cllr A Fairhead

### Councillors

Cllr M Kitcher  
Cllr S Lodge  
Cllr D Marshland  
Cllr M Roberts  
Cllr A Wade

**Apologies:** Cllr S Osborne

### Officers in Attendance

Tracy Predeth, Locum Clerk  
Sean Spencer, Deputy Clerk  
Claire Donnelly, Minute Clerk

Before the start of the meeting, a moment's silence was held dedicated to the members of the community that we have sadly lost during the current coronavirus crisis.

### 1/20 DECLARATIONS OF INTEREST AND DISPENSATIONS

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

### 2/20 STANDING ORDERS

The Locum Clerk gave an update on new government regulations which enable local councils to hold remote meetings until May 2021 and remove the requirement to hold an annual meeting.

RESOLVED that

The appendix to Standing Orders be adopted.

### 3/20 ELECTION OF VICE CHAIRMAN

RESOLVED that

Cllr Philip Dowd be elected as Vice Chairman of the Council for the forthcoming Council year.

Cllr Lodge joined the meeting at 7.08pm.

Cllr Kitcher joined the meeting at 7.10pm.

#### 4/20 **MINUTES**

Consideration was given to the Minutes of the Parish Council Meeting held on 26<sup>th</sup> February 2020. Cllr Delemare gave an update on minute number 319/19 (Remembering Srebrenica).

RESOLVED that

The Minutes of the Parish Council Meeting held on 26<sup>th</sup> February 2020 be agreed.

#### 5/20 **CHAIRMAN'S ANNOUNCEMENTS**

The Chairman thanked the people of Hythe and Dibden for their perseverance, courage and fortitude during this difficult period and for their continued commitment to helping us all get through the COVID-19 crisis. He paid tribute to the members of the community who have volunteered for the NHS scheme and for local organisations such as the Waterside Self-Isolation Support Group, and thanked them for their tireless efforts on behalf of those in isolation. He also thanked individuals who may not be part of an organised group but are helping their neighbours and friends.

The Council is working towards bringing the ACSOs back to Hythe and Dibden by the end of 2020. The COVID-19 crisis has delayed the situation but the Council is moving forward with recruitment.

The Chairman gave an update on the work that has been undertaken by the Parish Council during the ongoing COVID-19 restrictions:

- The Council has acted as a liaison between a private company, doctors surgeries and care homes to identify any requirements that the organisations may have for face shields.
- The Council provided initial information and support to the Waterside Self Isolation Support Group and subsequently offered assistance to the Group to collect prescriptions from chemists and deliver them to residents who were isolating.
- Council staff have continued to work adhering to the social distancing requirements. Following the closure of the NFDC information office staff have responded to an increased number of telephone calls to The Grove from residents seeking information on NFDC and HCC services. Officers have signposted residents to the relevant place using information supplied by both NFDC and HCC. There has been a notable increase in requests for allotments.
- The Maintenance Team have increased their work on the Council's busiest amenity areas to cope with the increased usage by the public. Increased attention has been paid to the cleanliness of the facilities.

- Some caretaking staff have been redeployed to the maintenance team to undertake lone worker tasks such as painting benches and football goalposts. One of the Caretakers has assisted the maintenance team to plant the summer bedding plants and install the hanging baskets.
- The Council is liaising with NFDC to identify safe ways to reopen the NFDC information office located in the Grove. Potential solutions have been identified and work continues to make the information office available as soon as possible.
- Members and Officers worked together to find a creative solution to a problem being experienced by some members of this community. Due to the closure of the New Forest and local beach car parks and the subsequent increase in the usage of public footpaths and pavements, some less able residents found it difficult to exercise. Following discussions, the Council reopened the Noads Way Open Space facility and made a plea to the community to recognise the difficulties that some people were experiencing and the community responded. The Chairman read out a letter from a grateful resident.

The Chairman thanked the staff for all their hard work during this challenging time and for their continued efforts to help the community. He also thanked Members for all their help, support and for their innovative ideas to help the community.

An update about the recent Hythe Hospital war memorial design review meeting was provided on behalf of Cllr Osborne. It was agreed to write to the relevant NHS body to express the Council's support of Hythe Hospital continuing as an ongoing war memorial and to request that the building of the new facility starts as soon as possible.

There was an update on the Hythe Men's Shed community project. Although it is not a Council project, councillors are fully supporting this scheme. Cllr Fairhead is closely watching government guidelines for when the Men's Shed can re-open.

It was noted that COVID-19 has interrupted a lot of democratic business at Hampshire County Council and New Forest District Council. However, both councils and their members continue to work for their communities. Hampshire County Council has set up the Coronavirus Hampshire Helpline, Hantshelp4vulnerable (0333 370 4000). HCC, along with district councils including NFDC, have organised local hubs to help vulnerable people identified by the government. Both councils have maintained their critical services during this period. It was noted that HCC and NFDC are now conducting many of their meetings virtually and there will be reports from district councillors and county councillors at the next Full Council meeting.

**6/20 PUBLIC FORUM**

Members of the public were invited to submit questions and/or comments to the Locum Clerk prior to the meeting.

- 1) The Chairman read out an email from a resident of Roman Road, Dibden Purlieu. The resident raised concerns about the growth in traffic numbers on the A326 and the associated noise and the speed of traffic negotiating the Dibden Purlieu roundabout. He said that the bend off the roundabout into Roman Road is too sharp/tight and this has caused minor accidents. He said that local residents would be adversely affected if the proposed development at Fawley goes ahead without substantial safety changes and speed restrictions to each of the roundabouts.

The Chairman responded that a number of local residents have also raised concerns about traffic speeding along this section of the A326. As a result, the Chairman has asked the police inspector if speed checks could be carried out between the Heath roundabout and Hardley roundabout. The inspector has confirmed that there will be a speed check in the near future. Members are aware of the issues at the roundabout, including from the perspective of cyclists. The Waterside Cycling Action Group will be invited to a council meeting to give a presentation and Hampshire County Council will be invited to present to the Council on their proposals for the modifications to the A326 and their proposals for cycling routes.

- 2) The Chairman read out an email from a member of the public who expressed disappointment that the High Street looked unkempt. He asked that more attention be given to the general appearance of the High Street and The Marsh. He also said that the seating area and the pavement outside the chip shop at The Marsh are in disrepair, giving the area a shabby, run-down appearance.

The Chairman responded that street cleaning is undertaken by NFDC and these concerns had been forwarded to them. The Chairman said that last year there was a substantial fire at the chip shop resulting in the premises being closed for several months. The seating area in The Marsh is under private ownership and the Council will try to identify the land owners and contact them to explain these concerns.

**7/20 PLANNING COMMITTEE**

The Chairman of the Planning Committee gave an update on the Council's new processes for dealing with planning applications during the COVID-19 restrictions. He expressed his thanks to the officers and committee members for their efforts.

RESOLVED that

- a) The Minutes of the Planning Committee meeting held on 11th March 2020 be agreed.
- b) The delegated decisions of the Planning Committee be received.

**8/20 PERSONNEL COMMITTEE**

RESOLVED that

The Minutes of the Personnel Committee meeting held on 26th February 2020 be agreed.

**9/20 COMMUNICATIONS WORKING PARTY**

The notes of the Communications Working Party meeting held on 26<sup>th</sup> February 2020 were received.

**10/20 CHRISTMAS LIGHTS AND MISTLETOE FAYRE WORKING GROUP**

The notes of the Christmas Lights and Mistletoe Fayre Working Group meeting held on 27<sup>th</sup> February 2020 were received. Councillors considered the recommendations of the working group.

RESOLVED that

- a) The Council increases the match funding paid to Hythe Alive for Christmas lights from £1000 to £1100.
- b) Officers be provided with delegated powers to make improvements to the Christmas lighting and Mistletoe Fayre provision where possible with the existing budget.

**11/20 ECONOMIC DEVELOPMENT WORKING GROUP**

The notes of the Economic Development Working Group meeting held on 13<sup>th</sup> March 2020 were received.

**12/20 DELEGATED DECISIONS**

Councillors received a report from the Deputy Clerk on the delegated decisions that have been made during the COVID-19 restrictions. These delegated decisions have been made to allow the council to continue to operate effectively and to support parish based organisation or community assets.

**13/20 OUTSIDE BODIES REPRESENTATIVES**

RESOLVED that

Cllr Stephanie Osborne be appointed as a Representative Trustee to serve on the Dibden Allotment Fund.

14/20 **FINANCE 2019-2020**

RESOLVED that

- a) The bank reconciliation reports for February 2020 – April 2020 be noted.
- b) The accounts for payment as detailed totalling £175,881.27 (gross) be agreed and paid.
- c) The end of Quarter 3 Financial Strategy Report be received.
- d) The end of Quarter 4 Financial Strategy Report be received.

The Meeting closed at 7.40 pm

**Chairman**

**Date**