

HAMBLE-LE-RICE PARISH COUNCIL

- MEETING VENUE** **FULL COUNCIL**
The Mercury Library and Community Hub, 1-3 St Andrew's Buildings, High Street, Hamble
- DATE TIME** **Monday, 11th February 2019**
7 PM
- PRESENT** Councillors: S Cohen (Chair); S Schofield (Vice Chair); P Beach; J Dajka; D Rolfe; T Ryan; A Thompson; I Underdown
Mrs A Jobling (Clerk); Mrs J Symes (Deputy Clerk); Mrs J Panakis (Minutes Secretary).
One member of the Public: Commodore of the Hamble River Sailing Club (HRSC)
- 21/2/19** **Apologies for Absence**
Apologies had been received from and Cllr Hand, Cllr Cross; Cllr James and Cllr Woodall.
- 22/2/19** **Declaration of Interest and Approved Dispensations**
The following declaration was made: Cllr Underdown – the Foreshore and Dinghy Park.
- 23/2/19** **Minutes of the Full Council Meeting held on Monday, 14th January 2019**
RESOLVED that the minutes of the meeting, having been circulated, are approved and signed by the Chairman.
Proposed: Cllr Underdown Seconded: Cllr Thompson

Public Session

- 24/2/19** No issues were raised in the public session

Community

- 25/2/19** **Centenary Year of the Hamble River Sailing Club**
The Commodore of HRSC circulated the Club's Centenary Event Programme. There were some issues that required the Parish Council's advice regarding the Open Day on 18th May: (1) the use and provision of loud speakers on the quay: the Clerk agreed to investigate the procedure for arranging this with Eastleigh Borough Council. (2) Consideration of signage for the event. (3) Parking: the Donkey Derby Field had been reserved for the regatta, however, this date coincided with the annual River Raid, so more thought would have to be given to parking on this day. (4) Fireworks: Cllr Rolfe was able to advise on this. The Council offered to publish an article in the Parish Magazine to publicise the event and deadlines for the May edition would be provided. The Clerk advised that the emergency services would have to be notified if it was anticipated that the event would attract a lot of people. **CLERK**
Cllr Cohen thanked the Commodore for attending and informing the Council of the Club's events, confirming that the Parish Council would support them where they could. *7.25 pm HRSC Commodore left the meeting*
- 26/2/19** **The Mercury Library and Community Hub**
An update report had been provided to the Parish Council by Eastleigh Borough Council and circulated at the meeting.

The opening date for the Library is now April. Hampshire County Council Library service have confirmed that they cannot supply any more books, although Southampton City Council have been approached. Given this, a book exchange was seen as a sensible way forward with the lending being managed through a manual logging system.

The booking system for public use of the space at the Hub is now available through the Eastleigh Borough Council website. Eventually, links to this will be loaded from Hamble Parish Council's website and the Mercury Facebook account.

CLERK

27/2/19

Crime Report Following Meeting held on 23rd January

Only 11 members of the public were present at this meeting. The Clerk highlighted the issues discussed at the meeting. Councillors were asked to feedback any comments they had to the Clerk.

CLERK

28/2/19

Interim Audit Report

The Auditor had highlighted a few points in her interim report: Cllr Cohen congratulated staff on their hard work to achieve this. The Council noted that they would be provided with a quarterly report on aged debtors in future.

CLERK

RESOLVED that the Council accepted the Interim Audit Report and the management actions.

Proposed: Cllr Underdown Seconded: Cllr Rolfe

29/2/19

Items for Noting from the Asset Management Committee

Merchant Account for Pay and Display Machines The charges of £490 + VAT per annum, plus an additional £30 set up, a cost of 6.5p per transaction, plus interchange and card scheme fees of 1-1.5p per transaction were noted.

Nespresso Coffee Machine It was explained that 600 'pods' per calendar month were included in the cost of the lease on this machine. Concessions for coffee for volunteers and others were discussed and a charge of £1 per cup agreed. The charge of £3,510, paid in monthly instalments over a period of 15 months was noted.

Cleaning of the Foreshore Toilets The charge of £5,720 + VAT per annum (charged 4 weekly) was noted.

Next Meeting of the Asset Management Committee It was noted that this would be held at the Foreshore.

30/2/19

Recommendations from the Asset Management Committee

3 Task and Finish Groups These were recommended to consider the following issues: (1) Street signage, including the relocation of the Hamble Parish Council sign. The re-location of the sign was required by April, as this was when the boundary changed. Cllrs Thompson and Dajka agreed to undertake this task and to consider the text for the new sign. (2) Policy and Content of Information Boards: Cllr Cohen volunteered for this task. (3) Commissioning a new logo for the Parish Council: Cllr Beach volunteered for this task.

It was agreed that membership would be extended to other Councillors and members of the community.

31/2/19

Clerk's Report

Signed: _____

Date: _____

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Each item was considered and it was **RESOLVED** that the Council approved the following:

- (1) Purchasing of a further 15 on-line training spaced from Educare at a cost of £406 plus VAT
- (2) A grant of £4,000 to support the continuation of a youth service on the peninsula if the current grant funding is reduced, subject to equal contributions from other parties.
- (3) The use of either Mount Pleasant or The Roy Underdown Pavilion on Monday evenings for youth outreach, free of charge.
- (4) The appointment of ProScan to undertake secure scanning of the Parish Council's legal documentation. The Clerk to confirm the projected costs and the off-site storage in due course.
- (5) The proposed fee for the dilapidations survey at the Roy Underdown Pavilion and design work from Michael Weakley Associates. **CLERK**
Proposed: Cllr Underdown Seconded: Cllr Ryan

Finance and Payments

- 32/2/19 Football – Bad Debts** The Assistant Clerk reported that the football team Hedge End Athletic had folded, owing the Council over £288.00 for pitch hire costs. The Football League had been notified as would other parish councils locally. The Councils hiring terms and conditions have been reviewed to minimise future risk of this nature and further steps would be taken to recover the debt.
- 33/2/19 Petty Cash** The petty cash account reconciled to £76.16 and was checked by Cllr Rolfe.
- 34/2/19 Bank Reconciliations**
The account reconciliations for January had not yet been prepared. They would be circulated to Councillors when they were available. **CLERK**
- 35/2/19 Schedule of Payments**
These had been circulated and noted.
- 36/3/19 Income and Expenditure Schedule**
This was not yet available. The financial accounting system had recently been upgraded and staff had not had time to acquaint themselves with the changes in order to produce this schedule in time for the meeting.

RESOLVED that the Council noted the petty cash reconciliation balance and approved the schedule of payments circulated. **CLERK**
Proposed: Cllr Schofield Seconded: Cllr Dajka

Meeting ended at 8.30 pm