

HAMBLE PARISH COUNCIL

MEETING **ASSET MANAGEMENT COMMITTEE MINUTES**
VENUE **Roy Underdown Pavilion, Hamble**
DATE **Tuesday 03.07 2018**
TIME **8.30am**

PRESENT Councillors: Schofield (Chair), Cross, and Dajka
Clerk and Head of Grounds and Assets
Members of the public: 0

1. Apologies for absence

Cllrs Cohen and Thompson

2. Declarations of Interest in items on the agenda

None were declared

3. Requests for dispensations

None were required

4. Minutes of Asset Management Committee 05.06.2018, 30.10.2017 and 19.06.2017

Proposed: Cllr Dajka

Seconded: Cllr Cross

RESOLVED: that the minutes of the meetings were approved and signed by the Chair.

5. Public Participation

None

6. Meeting with Hamble Village Memorial Hall Trustees

Trustees were welcomed to the meeting and the Chair invited the Clerk to introduce the paper that was circulated prior to the meeting. The discussion focused initially on the timing and outcome of discussions between HPC and HVMH Trustees on a variety of issues over the last year. They then focused on the key points in the paper as follows:

- Car Park - HPC would look to reissue a license for the car park (area known as Parcel 5) this would include the provision for users and volunteers of the Mercury to use the space.
- Portakabin – ownership of the structure is not clear but HPC would look to confirm it had no interest in the building and had removed its items from there. The license for the Car Park would need to reflect the Portakabins.
- License for the Office – Previous discussions had taken place and some terms agreed. Needs to be confirmed and issued.
- Rental subsidy – Both parties recognised that the rent reflected the contribution that HPC had made to the build contract and that the rent was not subsidised.
- Committee Room – It was agreed that HPC could use the upstairs room. Current arrangement for not invoicing for use of other facilities (AGM at HVMH and the use of RUP) would cease and we would invoice on a use basis.
- Utility costs – Agreed to maintain status quo for the moment as calculation was based on a 3 year cycle and costs might be recovered by HVMH over the remainder of the term.
- Events – that there needed to be improved communication between parties and as a minimum a copy of the events schedule would be provided to the Parish Office.

The previous advice stood that HPC should NOT admit hirers or users unless requested to do so, due to insurance issues.

- Customer enquiries – HPC agreed to continue to deal with people coming into the building but wanted it recorded that the current arrangement offered a poor service to people which reflected badly on HPC as the party on site and managing the situation.
- Parish Office signage – Agreed to work together to improve signage at the Hall.

Meeting concluded with the Clerk highlighting the feasibility work to be carried out as part of the redevelopment of Mount Pleasant which would look at creating a new building with the potential to include a number of facilities. HPC saw the trustees as important stakeholders in this process. Also agreed that both parties were motivated to work on behalf of the local community and this was a common objective.

7. Donkey Derby Deposit – River Hamble Games

The Committee talked through the need to maintain the policy on hirers managing the security of the DDF but recognised that the over staying in the field on this occasion was beyond the reasonable control of the organisers. Notwithstanding this the Council would retain the deposit but invite a grant application from the River Hamble Games Management Committee towards the cost of the games.

Proposed: Cllr Cross Seconded: Cllr Schofield

RESOLVED: to retain the deposit for the breach of the DDF conditions

8. Terms of Reference - Asset Management Committee

Agreed subject to the change in membership numbers and reference to incorporating the former Burial Committee.

Proposed: Cllr Schofield Seconded: Cllr Dajka

RECOMMENDATION TO COUNCIL: to approve the amended terms of reference for the Asset Management Committee.

9. Bartletts Field PID

The revised PID was welcomed and the timescales noted. Progress against key milestones will be reported back at future meetings.

Proposed: Cllr Dajka Seconded: Cllr Cross

RESOLVED: to approve the PID for Bartletts Field play area replacement.

10. Insurance Schedule

Clerk confirmed that a meeting had taken place with the Insurance Relationship Manager and that work was pending to update the schedule. When completed it would report back to the Committee.

11. Your Park Activities

Members noted the dates for the activities due to take place at Mount Pleasant over the summer as part of the Your Park activities programme.

12. Burial Working Group Minutes

Members were appraised that a Review Panel meeting was due on 5th July 2018 regarding a recent case. The minutes were not available and will come to the next meeting.

13. Items for Sale

A bid was opened by the Chair for the Tower. The offer of £60 was substantially below what was expected. Agreed to notify the individual that we would market for a further 2 weeks and if no further bid came in we would sell at that price. The values of other items were agreed as per the schedule for publication on local sites.

Proposed: Cllr Schofield Seconded: Cllr Dajka

RESOLVED: To advertise the list of items for sale including the Tower on local sites. If no improved offer is received for the Tower to accept the £60 bid. Clerk to be delegated the authority to negotiate with potential purchasers up to a 10% reduction on the values agreed.

14. Schedule of items for future meetings

Agreed

Exempt Business To consider passing a resolution under Section 100A(4) of the Local Government Act 1972 in respect of the following items of business on the grounds that it is likely to involve the disclosure of exempt information as defined in paragraph 3 or Part 1, of Schedule 12A of the Act.

Proposed: Cllr Cross Seconded: Cllr Schofield

RESOLVED: that in view of the confidential nature of the business to be discussed the public and press be excluded.

15. The matter to be discussed was as follows: Leases