

8.30am, Tuesday 3rd March 2020, The Roy Underdown Pavilion, Baron Road, Hamble SO31 4RY

Present: Councillors: S Schofield (Chair); M Cross (*left 10:00am*); J Dajka; S Hand (*left 9.37am*); A Thompson and I Underdown.

Clerk, Deputy Clerk and Head Groundsman (*left at 9.33am*)

Members of the Public: One

The Minute reference is 03.03.2020 + the agenda item number

1a. Apologies for absence			
Cllr Cohen <i>Head Groundsman left the meeting at 9.33am</i> <i>Cllr Hand left the meeting at 9.37am</i> <i>Cllr Cross left the meeting 10am</i>			
1b. Declaration of interest and approved dispensations			
Cllr Underdown: Dinghy Storage Park and Footpath 15			
1.c To approve minutes of previous Meetings			
The Committee resolved to approve the minutes of the 7 th January 2020 and these were signed by the Chair.			
Proposed	Cllr Underdown	Seconded	Cllr Thompson
2. Public Participation			
A member of the public highlighted a number of points related to tree planting, reinforcing the work planned at the Southern Quay, the Orchard at College Playing Fields as well as a request to consider tree planting at Hamble School, the rear of Mount Pleasant Recreation Ground and Heather Gardens.			
3. Tree Project and Greening Campaign			
A presentation was given by Cllr Thompson on potential tree planting locations. The Committee also considered the draft Project Initiation Document (PID) and the land ownership information provided by the Head Groundsman. Members felt that champions or coordinators from the community should be identified for areas where there is potential for planting. Consideration should be given to tree maintenance both in the short and medium term.			
Recommendation To recommend the PID to Council including an earmarked reserve of £5,000 for a range of environmental works.			
Proposed	Cllr Hand	Seconded	Cllr Thompson
4. Grounds Truck Replacement			
The Head Groundsman outlined the options for alternative vehicles when the Truck lease concludes. A like for like replacement is not feasible at the moment so the proposals considered smaller vehicles. A budget is requested to purchase the current truck at the end of the lease period in August 2020 subject to an acceptable valuation.			

Recommend to council to set aside £25,000 as an earmarked reserve for acquisition costs linked to the truck replacement.

Proposed

Cllr Thompson

Seconded

Cllr Dajka

5. Officer Report

5a. Risk Awareness Workshop and public liability insurance

The Committee was updated on the workshop and the discussions with facility users and local community organisations.

5b. Cemetery

- i. Unstable memorials
- ii. Feedback on site meeting with Father Graham
- iii. Feedback on Meeting with representatives from local funeral directors

Deputy Clerk outlined the approach to be adopted with unstable memorials. It was agreed that if necessary, the cost of Exclusive Right of Burials may be discounted by 50% to ensure the safety works are carried out.

Feedback was given following a recent meeting with representatives from St Andrews Church. The boundary of the rear cemetery area was agreed with Father Graham and has now been marked with a small wooden stake. The hand pressure testing method was explained and demonstrated for Father Graham and the Warden on a couple of large memorials in the front cemetery area belonging to the Church.

An overview of the meeting with local Funeral Directors was also discussed.

5c. Foreshore

- i. Sin Bin
- ii. Footpath 15
- iii. Foreshore toilets

The Committee was briefed on the potential costs of kayak/canoe/paddle board racking in the Sin Bin area. Costs would be around £3,000 which is unlikely to be recovered in a reasonable timescale. Alternative uses for the area were also discussed but no agreement was reached.

The issue of the unauthorised siting of the temporary water pump in the Dinghy Storage Park by Southern Water was discussed and it was agreed that follow up work was required to ensure that the situation was not repeated.

Work is nearly complete on the public toilet door locks and new quotes for cleaning the toilets were in hand.

5d. Roy Underdown Pavilion and College Playing Fields

- i. Refurbishment
- ii. Floodlights

Floodlights - LED replacement bulbs will require a full rewire of the pillars. The cheapest quote has come in at £5,000. There was no indication as to the likely payback timescale. Given the cost, it was agreed that an environmental audit should be carried out for the College Playing Fields Campus and other premises/locations. A budget of £5,000 should be set aside for the replacement of the lights.

5e. Benches Update

Work to replace the slats was continuing. The Southern Quay Working Group were asked to confirm the plan for the layout of new seating so that the preferred contractor could be approached.

5f. Waste and Recycling Collections Contract

It was agreed to move HPC's waste contract to Suez as recommended by the Head Groundsman.

Proposed	Cllr Underdown	Seconded	Cllr Hand
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5g. Equipment Purchase

Agreed the purchase of the Brushcutter for a sum of £400.00+ VAT from M&S Enterprises

Recommendations 5a-d and 5g were taken together and approved and recommended to Council, where required.

Proposed	Cllr Underdown	Seconded	Cllr Schofield
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6. Identify the Future Role of the Committee Based on Past Experience

Some key areas of work remain outstanding such as the CCTV review
Improve links to resources working group and reduce focus on low value financial matters
The improvement of the Mount Pleasant site should be a key focus for next Council
Set the Policy and then members feedback on the detail
Shouldn't have collapsed the burial committee
Reports for information and preparation not for discussion so meetings focus on decisions.

The Chair was thanked for all her hard work over the last 2 years.

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.

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

10:20am moved to Exempt Business

Proposed	Cllr Dajka	Seconded	Cllr Underdown
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7. Leases

The Committee were advised on progress with reviewing several leases. It was agreed that Hampshire County Council should be asked to provide advice from their commercial and legal teams to advance work on the leases discussed.

The meeting ended at: 10.30am