

7pm, Monday 9th March 2020, The Roy Underdown Pavilion, Baron Road, Hamble SO31 4RY

Present: Councillors: S Hand (Chair); M Cross; J Dajka; T Dann; S Hayward; J Nesbit-Bell; S Schofield; A Thompson and I Underdown.

Clerk and Admin Assistant

Members of the Public: 5 members of the public. 2 representatives from Hamble Lifeboat, 2 from Hamble Conservation Volunteers and one member of the public interested in becoming a councillor.

Minute reference is 09.03.2020 + the agenda item number

1a. Apologies for absence			
Cllrs S Cohen and D Rolfe. Borough Councillor D Airey.			
1b. Declaration of interest and approved dispensations			
Cllr Cross - Planning.			
1.c To approve minutes of previous Council Meetings			
<u>IT WAS RESOLVED</u> and all agreed to approve the Minutes of 10 th February 2020. The Chair then signed the minutes.			
Proposed	Cllr Underdown	Seconded	Cllr Dann
2. Public Participation			
No participation outside of items on the agenda.			
3. Hamble Lifeboat Presentation			
Grenville Houser, Operations Manager for Hamble Lifeboat, gave a presentation on the recent work of the Lifeboat which demonstrated the types of tasks undertaken and scope of the Lifeboat.			
Cllr Hand thanked Grenville for his presentation and reinforced the long, supportive relationship the Lifeboat and Council has.			
Clerk would liaise with Youth Options and Hamble Lifeboat to collaborate on engagement and education particularly during the summer months. Also look at prominent display of tides.			
4. Grant Applications			
a. Hamble Conservation Volunteers			
<u>IT WAS RESOLVED TO</u> approve the grant of £500 to Hamble Conservation Volunteers.			
From the current year's budget for grants, with balance of £1,068.			
Grenville Houser and his colleague left the meeting.			
Proposed	Cllr Underdown	Seconded	Cllr Schofield
5. Greening Campaign			

IT WAS RESOLVED TO:

sign up for the Greening Campaign and to use the Annual Parish Meeting to formally launch the campaign with the community; and
apply to Eastleigh Borough Council for the cost of the membership.
Also agreed this would be topic for Annual Parish Meeting

Proposed	Cllr Underdown	Seconded	Cllr Schofield
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6. Eastleigh Borough Council (EBC) Report

Cllr Cross - still trying to sort Coronation Parade, vandalism of trees.

Cllr Thompson re team meeting. They were supportive of signage report and it would be passed on to engineering department to see what could be done.

Clerk said report going to LAC, one proposal of £3,000 for rail trail and set aside just over £1,000 for replacement bins in the square. £500 recommended to support Hamble River Games.

Cllr Dann, said that seats at Coronation Parade seem to be attracting groups. Cllr Schofield said that seating can't be prevented as it's needed by others, and the area attracted groups before seats were there. Clerk and Chair had been due to meet with Sergeant Hamilton earlier in the day - to discuss this amongst other matters - but had to rearrange meeting.

Cllr Hayward asked if there was any scope to reposition some bins as there are none between square and foreshore.

7. Election Material**IT WAS RESOLVED TO:**

approve election material included in agenda packs.

The two representatives of the Hamble Conservation Volunteers left the meeting.

Proposed	Cllr Schofield	Seconded	Cllr Thompson
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8. ICT Report

Cllr Thompson raised queries re back up option should internet be unavailable during national emergency. Clerk outlined that the proposal was more robust than currently.

All agreed.

IT WAS RESOLVED TO:

approve the range of measures set out in the spread sheet in the agenda packs, except those related to the website development. The anticipated cost is likely to be £21+VAT per month less, taking the monthly cost from £513.98 to £492.98+VAT.

authorise the clerk to arrange along works up to a value of £1,000 to support the measures outlined above from the earmarked reserve.

Proposed	Cllr Underdown	Seconded	Cllr Hand
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9. Historic England: Proposed Listing of War Memorial within the churchyard of the Church of St Andrew

Council noted this application.

10. Approve the Following (report):

- a. Petty Cash and Bank Reconciliations;
- b. To Authorise the Schedule of Payments;

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| c. New Financial Contracts and Increased Costs (Alliance UK Cleaning); |
| d. Contractual Changes; |
| e. Cancelled Contracts; and |
| f. Income and Expenditure Schedule Including Irregular Payments and Receipts. |

IT WAS RESOLVED TO:

Accept the Petty cash reconciliation at £10.75

Accept the business current account reconciliation as £71,871.27

Accept the Premium Account reconciliation as £141,684.11

Accept the detailed list of Income and Expenditure for February 2020 (sent to members only)

Authorise the Schedule of Payments List

Note the exceptional payments detailed above

Note the increase for the cleaning contract with Alliance UK Cleaning Services from £312.06 to £331.41+VAT per month

Appoint Domestic Darlings to undertake cleaning contract

Cllr Nesbit-Bell signed the bank reconciliations and statement.

Proposed	Cllr Nesbit-Bell	Seconded	Cllr Schofield
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11. Task List

Clerk updated Council on feedback to increase in parking charges.

Report would be going to Eastleigh Borough Council's Local Area Committee on this. Should that be agreed, charges could then be increased from 1st April 2020.

12. Officers' Report, including:

- a. Pensions payment - amendment
- b. Review of Reserve Funds: Update
- c. Cost of asbestos removal
- d. Accountancy support for End of Year and 2020/21

All agreed.

IT WAS RESOLVED TO:

approve the payment of £1,552.65 to Hampshire County Council Pension fund;

£250.00 + Vat to Solent Environmental Services (Asbestos) Limited; and

revert back to Rialtas Business Software for accountancy support including the end of year at a cost of £2,000 a year, ceasing the monthly support from J Humphries with effect from this month.

Proposed	Cllr Underdown	Seconded	Cllr Hand
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13. COVID-19: Risk Assessment for Hamble Parish Council

Clerk will put paper forward to Personnel Committee on anything that needs clarifying and situation would continue to be monitored.

14. Interim Audit Report and Management Response

All agreed

IT WAS RESOLVED TO:

Note the officer recommendations in the report; and

Items 6 & 8 - Council decided not to undertake these

Proposed	Cllr Schofield	Seconded	Cllr Underdown
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15. Asset Management Committee recommends to Council:

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| a. The tree planting Project Initiation Document including an earmarked reserve of £5,000 for a range of environmental works to Council. |
| b. To agree an earmarked reserve provision of £25,000 for the purchase of an additional low carbon vehicle and supporting infrastructure. The purchase is dependent upon the retention of the existing truck on previously agreed terms. |
| c. That an environmental audit would be carried out for the College Playing Field Campus and other premises/locations. Should it be needed £5,000 should be used for the replacement of the floodlights. |

IT WAS RESOLVED TO:

accept the tree planting Project Initiation Document and agree an earmarked reserve of £5,000 for a range of environmental works;
 agree an earmarked reserve provision of £25,000 for the purchase of an additional low carbon vehicle and supporting infrastructure. The purchase is dependent upon the retention of the existing truck on previously agreed terms; and
 carry out an environmental audit for the College Playing Field Campus and other premises/locations. Should it be needed £5,000 should be used for the replacement of the floodlights.

Proposed	Cllr Schofield	Seconded	Cllr Underdown
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16. Feedback and updates from Working Groups:

- a. Street Signage
- b. Information Boards
- c. Communications Working Group
- d. Operations Working Group

Updates on the Working Groups and their meeting arrangements were noted.

Proposed	Cllr Hand	Seconded	Cllr Underdown
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EXEMPT BUSINESS

17. Recommendations from the Personnel Committee

- a. Appraisals, training plan and pay award.

Exempt business began at 20:19. The Admin Assistant left the room. The Clerk also later left the room.

The recommendations in the confidential report were approved.

Proposed	Cllr Dajka	Seconded	Cllr Schofield
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The meeting ended at: 20:31