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| --- | --- |
| Date | 14/11/2022 |
| Time | 19:00 - 21:30 |
| Location | Roy Underdown Pavilion, Baron Road, Hamble |
| Present | Clerk - Hamble Parish Council, Andy Thompson, Chris Jones, Ian Underdown, Malcolm Cross, Michelle Nicholson, Sarah Lehneis, Sheelagh Cohen, Simon Hand, Tony Ryan, Trevor Dann |

Hamble Parish Council Meeting

Full Council

Hamble Parish

**[TableOfContents]**The table of contents will be written to this page in the final PDF meeting book.

|  |  |  |
| --- | --- | --- |
| |  | | --- | | 1 | | **19:00, 5 min** |

# 1 - Welcome

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| 1 - Welcome | ***Simon Hand*** |

For Decision

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| |  | | --- | | 2 | | **19:05, 5 min** |

# 2 - Minutes

## Attachments

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| 2 - Minutes | ***Simon Hand*** |

Approve the Minutes of the 10th October 2022.

For Decision

**Attachments**

[Minutes of Council October 2022.docx](https://hamblepc.sharepoint.com/:f:/r/sites/FullCouncil/Shared%20Documents/General/Meetings/2022-11-14%20-%20Hamble%20Parish%20Council%20Meeting/02%20-%20Minutes/Minutes%20of%20Council%20October%202022.docx)

#### Minutes of Council October 2022

01EOHAV6JA7TMRIJU3VRGKGCD2CKCH5CHM\_01EOHAV6LM4IXDCZFNSFCLQTLJLTR5XGRC

[Minutes of Council October 2022](https://hamblepc.sharepoint.com/:f:/r/sites/FullCouncil/Shared%20Documents/General/Meetings/2022-11-14%20-%20Hamble%20Parish%20Council%20Meeting/02%20-%20Minutes/Minutes%20of%20Council%20October%202022.docx)

2 - Minutes

Last modified: 11/11/2022

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# 3 - Public Participation

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| 3 - Public Participation | ***Simon Hand*** |

Welcome members of the public that would like to raise discuss an issue with the Council. Session last no more than 15 minutes.

For Discussion

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# 4 - Cooption and appointment to committees and working groups

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| 4 - Cooption and appointment to committees and working groups | ***Simon Hand*** |

The Council welcomes candidates that have applied to join the Council following the two resignations of Debbie Rolfe and Craig Palmer in August and September this year.  Applications from the two candidates have already been circulated to the Council for information.   
Members are asked to consider appointing Tony Moody and Mark Venable to the council and to be on the following groups:  
Tony Moody - Communications Working Group and to consider lead on work with young people  
Mark Venables - Personnel Working Group and Planning Committee.  
They will also be invited to join the groups working on different aspects of the future of Hamble Airfield and the Cemex application.

For Decision

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# 5 - Publication of the Hampshire County Council (HCC) Draft Minerals and Waste Plan and the link to the Cemex application

## Attachments

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| 5 - Publication of the Hampshire County Council (HCC) Draft Minerals and Waste Plan and the link to the Cemex application | ***Clerk - Hamble Parish Council, Steve Tilbury, Ian Underdown*** |

HCC undertook an internal review of the Mineral and Waste Plan in 2021.  As a result of that review it has produced an update to the Plan which they are now consulting upon.  The draft plan still includes Hamble Airfield as an allocated site but we are invited to comment on the new plan and the revised policies in it. An exhibition will be organised by HCC on  Wednesday 23rd November 2022 from 1600 - 1900hrs at the Memorial Hall.  The closing date for the consultation is 31st January 2023.  
  
The councils consultant Steve Tilbury has submitted a further proposal for consideration as the 6 month period originally agreed has now lapsed.  He has been asked to include time to respond to this consultation as part of his brief.

For Discussion

**Attachments**

[HWMPPU-DraftPlan-faqs.pdf](https://hamblepc.sharepoint.com/:f:/r/sites/FullCouncil/Shared%20Documents/General/Meetings/2022-11-14%20-%20Hamble%20Parish%20Council%20Meeting/05%20-%20Publication%20of%20the%20Hampshire%20County%20Council%20(HCC)%20Draft%20Minerals%20and%20Waste%20Plan%20and%20the%20link%20to%20the%20Cemex%20application/HWMPPU-DraftPlan-faqs.pdf)

[DraftPlan-ConsultationPaper.pdf](https://hamblepc.sharepoint.com/:f:/r/sites/FullCouncil/Shared%20Documents/General/Meetings/2022-11-14%20-%20Hamble%20Parish%20Council%20Meeting/05%20-%20Publication%20of%20the%20Hampshire%20County%20Council%20(HCC)%20Draft%20Minerals%20and%20Waste%20Plan%20and%20the%20link%20to%20the%20Cemex%20application/DraftPlan-ConsultationPaper.pdf)

[2020 Review of the Hampshire Minerals Waste Plan and revised Development Sc~.pdf](https://hamblepc.sharepoint.com/:f:/r/sites/FullCouncil/Shared%20Documents/General/Meetings/2022-11-14%20-%20Hamble%20Parish%20Council%20Meeting/05%20-%20Publication%20of%20the%20Hampshire%20County%20Council%20(HCC)%20Draft%20Minerals%20and%20Waste%20Plan%20and%20the%20link%20to%20the%20Cemex%20application/2020%20Review%20of%20the%20Hampshire%20Minerals%20Waste%20Plan%20and%20revised%20Development%20Sc~.pdf)

[HMWP-PartialUpdate-MineralsandWaste-SiteProposalStudy-August2022.pdf](https://hamblepc.sharepoint.com/:f:/r/sites/FullCouncil/Shared%20Documents/General/Meetings/2022-11-14%20-%20Hamble%20Parish%20Council%20Meeting/05%20-%20Publication%20of%20the%20Hampshire%20County%20Council%20(HCC)%20Draft%20Minerals%20and%20Waste%20Plan%20and%20the%20link%20to%20the%20Cemex%20application/HMWP-PartialUpdate-MineralsandWaste-SiteProposalStudy-August2022.pdf)

#### HWMPPU-DraftPlan-faqs

01EOHAV6PAFFG3XJ3LYRDLCHTWGWCZUE2M\_01EOHAV6PNHQ3UCWV4O5DID4NINWXPME4E

[HWMPPU-DraftPlan-faqs](https://hamblepc.sharepoint.com/:f:/r/sites/FullCouncil/Shared%20Documents/General/Meetings/2022-11-14%20-%20Hamble%20Parish%20Council%20Meeting/05%20-%20Publication%20of%20the%20Hampshire%20County%20Council%20(HCC)%20Draft%20Minerals%20and%20Waste%20Plan%20and%20the%20link%20to%20the%20Cemex%20application/HWMPPU-DraftPlan-faqs.pdf)

5 - Publication of the Hampshire County Council (HCC) Draft Minerals and Waste Plan and the link to the Cemex application

Last modified: 08/11/2022

#### DraftPlan-ConsultationPaper

01EOHAV6PAFFG3XJ3LYRDLCHTWGWCZUE2M\_01EOHAV6M7UXDAEME4SFEKRADGMKLKOJXV

[DraftPlan-ConsultationPaper](https://hamblepc.sharepoint.com/:f:/r/sites/FullCouncil/Shared%20Documents/General/Meetings/2022-11-14%20-%20Hamble%20Parish%20Council%20Meeting/05%20-%20Publication%20of%20the%20Hampshire%20County%20Council%20(HCC)%20Draft%20Minerals%20and%20Waste%20Plan%20and%20the%20link%20to%20the%20Cemex%20application/DraftPlan-ConsultationPaper.pdf)

5 - Publication of the Hampshire County Council (HCC) Draft Minerals and Waste Plan and the link to the Cemex application

Last modified: 08/11/2022

#### 2020 Review of the Hampshire Minerals Waste Plan and revised Development Sc~

01EOHAV6PAFFG3XJ3LYRDLCHTWGWCZUE2M\_01EOHAV6MSMIR43ABROVD2KMHODWL3UOGA

[2020 Review of the Hampshire Minerals Waste Plan and revised Development Sc~](https://hamblepc.sharepoint.com/:f:/r/sites/FullCouncil/Shared%20Documents/General/Meetings/2022-11-14%20-%20Hamble%20Parish%20Council%20Meeting/05%20-%20Publication%20of%20the%20Hampshire%20County%20Council%20(HCC)%20Draft%20Minerals%20and%20Waste%20Plan%20and%20the%20link%20to%20the%20Cemex%20application/2020%20Review%20of%20the%20Hampshire%20Minerals%20Waste%20Plan%20and%20revised%20Development%20Sc~.pdf)

5 - Publication of the Hampshire County Council (HCC) Draft Minerals and Waste Plan and the link to the Cemex application

Last modified: 08/11/2022

#### HMWP-PartialUpdate-MineralsandWaste-SiteProposalStudy-August2022

01EOHAV6PAFFG3XJ3LYRDLCHTWGWCZUE2M\_01EOHAV6LAOMPIXFOGUBBITYPB6S6RLWFZ

[HMWP-PartialUpdate-MineralsandWaste-SiteProposalStudy-August2022](https://hamblepc.sharepoint.com/:f:/r/sites/FullCouncil/Shared%20Documents/General/Meetings/2022-11-14%20-%20Hamble%20Parish%20Council%20Meeting/05%20-%20Publication%20of%20the%20Hampshire%20County%20Council%20(HCC)%20Draft%20Minerals%20and%20Waste%20Plan%20and%20the%20link%20to%20the%20Cemex%20application/HMWP-PartialUpdate-MineralsandWaste-SiteProposalStudy-August2022.pdf)

5 - Publication of the Hampshire County Council (HCC) Draft Minerals and Waste Plan and the link to the Cemex application

Last modified: 08/11/2022

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| |  | | --- | | 6 | | **19:50, 5 min** |

# 6 - Grant application

## Attachments

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| 6 - Grant application | ***Simon Hand*** |

To provide £250.00 grant to set up a Warm Bank (the Snug) Priory Centre  
That the Council in accordance with its powers under section 137 and 139 of the Local Government Act 1972, should incur the following expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure to award a grant

For Decision

**Attachments**

[Warm Bank Grant request.pdf](https://hamblepc.sharepoint.com/:f:/r/sites/FullCouncil/Shared%20Documents/General/Meetings/2022-11-14%20-%20Hamble%20Parish%20Council%20Meeting/06%20-%20Grant%20application/Warm%20Bank%20Grant%20request.pdf)

#### Warm Bank Grant request

01EOHAV6JTZSJHLC5Y75BI3DS2K2HWXY44\_01EOHAV6KDHBPH3XJ6MZH37VXMSMI7EWW5

[Warm Bank Grant request](https://hamblepc.sharepoint.com/:f:/r/sites/FullCouncil/Shared%20Documents/General/Meetings/2022-11-14%20-%20Hamble%20Parish%20Council%20Meeting/06%20-%20Grant%20application/Warm%20Bank%20Grant%20request.pdf)

6 - Grant application

Last modified: 25/10/2022

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# 7 - Community transport - funding request

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| 7 - Community transport - funding request | ***Clerk - Hamble Parish Council*** |

Cali Sparkes from Eastleigh Borough Council to update the Council on a joint project to support the setting up of a community transport service to replace the X5 service that was withdrawn over the summer. Provisional request of £5000 has been made subject to further information.

For Decision

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# 8 - Hamble 2050

## Attachments

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| 8 - Hamble 2050 | ***Chris Jones, Sheelagh Cohen, Michelle Nicholson*** |

To update Council on the work of the group and to invite discussion on the next steps.

For Decision

**Attachments**

[HPC 2050 - background document - 14-Nov-2022.docx](https://hamblepc.sharepoint.com/:f:/r/sites/FullCouncil/Shared%20Documents/General/Meetings/2022-11-14%20-%20Hamble%20Parish%20Council%20Meeting/08%20-%20Hamble%202050/HPC%202050%20-%20background%20document%20-%2014-Nov-2022.docx)

[Hamble 2050 Chris Jones.docx](https://hamblepc.sharepoint.com/:f:/r/sites/FullCouncil/Shared%20Documents/General/Meetings/2022-11-14%20-%20Hamble%20Parish%20Council%20Meeting/08%20-%20Hamble%202050/Hamble%202050%20Chris%20Jones.docx)

[Draft for circulation to Council - Evolution of Hamble.docx](https://hamblepc.sharepoint.com/:f:/r/sites/FullCouncil/Shared%20Documents/General/Meetings/2022-11-14%20-%20Hamble%20Parish%20Council%20Meeting/08%20-%20Hamble%202050/Draft%20for%20circulation%20to%20Council%20-%20Evolution%20of%20Hamble.docx)

[Extract from Victoria County History - Annex A.pdf](https://hamblepc.sharepoint.com/:f:/r/sites/FullCouncil/Shared%20Documents/General/Meetings/2022-11-14%20-%20Hamble%20Parish%20Council%20Meeting/08%20-%20Hamble%202050/Extract%20from%20Victoria%20County%20History%20-%20Annex%20A.pdf)

[Map.pdf](https://hamblepc.sharepoint.com/:f:/r/sites/FullCouncil/Shared%20Documents/General/Meetings/2022-11-14%20-%20Hamble%20Parish%20Council%20Meeting/08%20-%20Hamble%202050/Map.pdf)

#### HPC 2050 - background document - 14-Nov-2022

01EOHAV6MS3AQY7VKJBVCZO3ETCWITVX3E\_01EOHAV6MHVGL4L43OUNA3FVR6TMYCTXKR

[HPC 2050 - background document - 14-Nov-2022](https://hamblepc.sharepoint.com/:f:/r/sites/FullCouncil/Shared%20Documents/General/Meetings/2022-11-14%20-%20Hamble%20Parish%20Council%20Meeting/08%20-%20Hamble%202050/HPC%202050%20-%20background%20document%20-%2014-Nov-2022.docx)

8 - Hamble 2050

Last modified: 11/11/2022

#### Hamble 2050 Chris Jones

01EOHAV6MS3AQY7VKJBVCZO3ETCWITVX3E\_01EOHAV6MJMKKXCQSSGFAJBT4SN4ZI5M7N

[Hamble 2050 Chris Jones](https://hamblepc.sharepoint.com/:f:/r/sites/FullCouncil/Shared%20Documents/General/Meetings/2022-11-14%20-%20Hamble%20Parish%20Council%20Meeting/08%20-%20Hamble%202050/Hamble%202050%20Chris%20Jones.docx)

8 - Hamble 2050

Last modified: 11/11/2022

#### Draft for circulation to Council - Evolution of Hamble

01EOHAV6MS3AQY7VKJBVCZO3ETCWITVX3E\_01EOHAV6NEGACBAFE7QVDKR5RQH3BBZG6V

[Draft for circulation to Council - Evolution of Hamble](https://hamblepc.sharepoint.com/:f:/r/sites/FullCouncil/Shared%20Documents/General/Meetings/2022-11-14%20-%20Hamble%20Parish%20Council%20Meeting/08%20-%20Hamble%202050/Draft%20for%20circulation%20to%20Council%20-%20Evolution%20of%20Hamble.docx)

8 - Hamble 2050

Last modified: 11/11/2022

#### Extract from Victoria County History - Annex A

01EOHAV6MS3AQY7VKJBVCZO3ETCWITVX3E\_01EOHAV6N3DFBC2733SFBJU76IMXI6AXTT

[Extract from Victoria County History - Annex A](https://hamblepc.sharepoint.com/:f:/r/sites/FullCouncil/Shared%20Documents/General/Meetings/2022-11-14%20-%20Hamble%20Parish%20Council%20Meeting/08%20-%20Hamble%202050/Extract%20from%20Victoria%20County%20History%20-%20Annex%20A.pdf)

8 - Hamble 2050

Last modified: 11/11/2022

#### Map

01EOHAV6MS3AQY7VKJBVCZO3ETCWITVX3E\_01EOHAV6NTJJ3DBUWRFZF2H7SG5UQYKXVK

[Map](https://hamblepc.sharepoint.com/:f:/r/sites/FullCouncil/Shared%20Documents/General/Meetings/2022-11-14%20-%20Hamble%20Parish%20Council%20Meeting/08%20-%20Hamble%202050/Map.pdf)

8 - Hamble 2050

Last modified: 11/11/2022

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# 9 - Coronation of King Charles III on May 6th 2023

## Attachments

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| 9 - Coronation of King Charles III on May 6th 2023 | ***Clerk - Hamble Parish Council, Operations*** |

Following the confirmation of the Coronation of King Charles III on the 6th May 2023, Council is asked to consider possible suggestions set out in the attached paper and agree on a scheme and budget.

For Decision

**Attachments**

[Coronation Feedback Comments.docx](https://hamblepc.sharepoint.com/:f:/r/sites/FullCouncil/Shared%20Documents/General/Meetings/2022-11-14%20-%20Hamble%20Parish%20Council%20Meeting/09%20-%20Coronation%20of%20King%20Charles%20III%20on%20May%206th%202023/Coronation%20Feedback%20Comments.docx)

#### Coronation Feedback Comments

01EOHAV6K72UCU5AGEHJH2GD4ATOMMIIMB\_01EOHAV6L3FVG5F7D5CRBKBGYOD46R42BH

[Coronation Feedback Comments](https://hamblepc.sharepoint.com/:f:/r/sites/FullCouncil/Shared%20Documents/General/Meetings/2022-11-14%20-%20Hamble%20Parish%20Council%20Meeting/09%20-%20Coronation%20of%20King%20Charles%20III%20on%20May%206th%202023/Coronation%20Feedback%20Comments.docx)

9 - Coronation of King Charles III on May 6th 2023

Last modified: 04/11/2022

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| |  | | --- | | 10 | | **20:30, 10 min** |

# 10 - Recommendation from the Personnel Working Group PWG

## Attachments

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| 10 - Recommendation from the Personnel Working Group PWG | ***Sheelagh Cohen*** |

To recommend to Council that £1925 (pro rata where needed) be added to all pay points as from April 2022 and the back dated uplift be paid to staff in the November.  An additional days leave entitlement will also be added from April 2023.  The details of the new grades is attached in E02-22.   
The Councils Policy on Managing Performance to be reworded to state that the PWG will be substituted for the term "nominees from the PWG.  No more than two nominees will be elected and one must be the Chair of the PWG.   
A payment of £50 per week be paid to the Clerk and Project and Assets Manager (Responder)for providing an out of hours  telephone response service on a fortnightly rotation.  A payment of £50 would also be payable to the Estates Assistant who has agreed to be a Local Responder where local issues need investigation.  As they wont be standby there maybe instances where Councillors are asked to volunteer if a call requires two people to respond.  The service will commence in January 2023 and all payments will be made through the payroll.

For Decision

**Attachments**

[E02-22 Pay Agreement 2022-23.pdf](https://hamblepc.sharepoint.com/:f:/r/sites/FullCouncil/Shared%20Documents/General/Meetings/2022-11-14%20-%20Hamble%20Parish%20Council%20Meeting/10%20-%20Recommendation%20from%20the%20Personnel%20Working%20Group%20PWG/E02-22%20Pay%20Agreement%202022-23.pdf)

[Out of Hours Policy.docx](https://hamblepc.sharepoint.com/:f:/r/sites/FullCouncil/Shared%20Documents/General/Meetings/2022-11-14%20-%20Hamble%20Parish%20Council%20Meeting/10%20-%20Recommendation%20from%20the%20Personnel%20Working%20Group%20PWG/Out%20of%20Hours%20Policy.docx)

#### E02-22 Pay Agreement 2022-23

01EOHAV6PT6MOV4VVAYJHYEVR2IMBF5JSE\_01EOHAV6KCJCLYVNYPLFB3B7TXX3VAKBXL

[E02-22 Pay Agreement 2022-23](https://hamblepc.sharepoint.com/:f:/r/sites/FullCouncil/Shared%20Documents/General/Meetings/2022-11-14%20-%20Hamble%20Parish%20Council%20Meeting/10%20-%20Recommendation%20from%20the%20Personnel%20Working%20Group%20PWG/E02-22%20Pay%20Agreement%202022-23.pdf)

10 - Recommendation from the Personnel Working Group PWG

Last modified: 07/11/2022

#### Out of Hours Policy

01EOHAV6PT6MOV4VVAYJHYEVR2IMBF5JSE\_01EOHAV6MZIIF2O2M4FBGIW7ECPLP2T7OT

[Out of Hours Policy](https://hamblepc.sharepoint.com/:f:/r/sites/FullCouncil/Shared%20Documents/General/Meetings/2022-11-14%20-%20Hamble%20Parish%20Council%20Meeting/10%20-%20Recommendation%20from%20the%20Personnel%20Working%20Group%20PWG/Out%20of%20Hours%20Policy.docx)

10 - Recommendation from the Personnel Working Group PWG

Last modified: 08/11/2022

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# 11 - Employee Assistance Package

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| 11 - Employee Assistance Package | ***Sheelagh Cohen*** |

Our current contract that is via Worknest (formerly Ellis Whittam) is up for renewal. The package provides a range of help, advice and support to staff on a wide range of issues and includes a wellbeing element and a telephone counselling service service (six sessions).  Most employers do now provide this as standard and in a tight job market I would recommend it. The cost has been held at last years cost of £1,050 +VAT.   Given this I would recommend that we extend the contract for a further 12 months.

For Decision

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# 12 - Recommendation from Asset Management Committee

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| 12 - Recommendation from Asset Management Committee | ***Andy Thompson*** |

Recommend to Council that based on the results of the commercial use of the Foreshore survey findings that it resolves not to permit any commercial activity on the Foreshore in the future.    
  
To note that work will start to paint a no parking area adjoining the Pink Ferry and Hamble River Sailing Club and that the bollards that have been removed will be reinstated shortly.

For Decision

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# 13 - Monthly reconciliation, payments and  invoices

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| 13 - Monthly reconciliation, payments and  invoices | ***Clerk - Hamble Parish Council, Accounts*** |

To approve the October reconciliation statement, the list of payments and the outstanding invoices.

For Decision

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# 14 - EXEMPT

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| 14 - EXEMPT | ***Simon Hand*** |

To consider passing a resolution under Section 100A(4) of the Local Government Act 1972 in respect of the following item(s) of business on the grounds that it is/they are likely to involve the disclosure of exempt information as defined in paragraphs 1, 2, 3 of Part 1 of Schedule 12A of the Act. The Schedule 12A categories have been amended and are now subject to the public interest test, in accordance with the Freedom of Information Act 2000. This came into effect on 1st March 2006. It is considered that the following items are exempt from disclosure and that the public interest in not disclosing the information outweighs the public interest in disclosing the information.

For Decision

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# 15 - Staffing issue

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| 15 - Staffing issue | ***Clerk - Hamble Parish Council, Simon Hand, Sheelagh Cohen*** |

To provide a verbal briefing to Council on a number of current staffing issues.

For Decision

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# 16 - Consultants contractual update.

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| 16 - Consultants contractual update. | ***Clerk - Hamble Parish Council, Ian Underdown*** |

To review and update the terms of appointment for a council consultant. Terms set out in the attached document.

For Decision

**Attachments**

[Further work in relation to Cemex planning application and HMWP Review.msg](https://hamblepc.sharepoint.com/:f:/r/sites/FullCouncil/Shared%20Documents/General/Meetings/2022-11-14%20-%20Hamble%20Parish%20Council%20Meeting/16%20-%20Consultants%20contractual%20update_46;/Further%20work%20in%20relation%20to%20Cemex%20planning%20application%20and%20HMWP%20Review.msg)

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# 17 - ​Publication of agenda​

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| 17 - ​Publication of agenda​ | ***Clerk - Hamble Parish Council*** |

Signed: Amanda Jobling - Clerk  
9th November 2022

For Information