



## **Council Meeting Agenda**

Hamble Parish Council, Parish Office, 2 High Street, Hamble, Southampton SO31 4JE

**YOU ARE HEREBY SUMMONED TO ATTEND** a meeting of the **FULL COUNCIL** on the Monday, November 13, 2023, which will be held at the Roy Underdown Pavilion for the transaction of business as set out in the agenda below.

This meeting is open to members of the public. If you wish to participate you should contact the Clerk at Parish Office via [clerk@hambleparishcouncil.gov.uk](mailto:clerk@hambleparishcouncil.gov.uk)

Minute reference for the meeting will follow the following format 13.10/2023+item number.

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### **AGENDA**

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#### **1 - Welcome**

Announcements  
Apologies for Absence  
Dispensations and Interests

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#### **2 - Approve Minutes**

To approve the minutes of the meeting 9th October 2023

#### **Attachments**

[2023-10-09 - Full Council Meeting - Minutes.docx](#)

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#### **3 - Public Participation Session**

*Chris Jones*

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#### **4 - Cemex Update**

To discuss the latest documentation in relation to the Regulation 25 request

*Chris Jones*

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### 6 - College Playing Field Fence

*Trevor Dann*

Update on the fence between College Playing Field and Airfield and agree Cllr Dann to progress with Persimmons

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### 7 - Recommendations & Updates from Committees and Working Groups

*Michelle Nicholson, Ian Underdown, Andy Thompson, Chris Jones*

To receive updates and any recommendations from each of the Committees and Working Groups including the National Pay Award for staff of £1925 which will be backdated to April and new Spinal Column Points (attached). Also to approve the continuation of the Employee Assistance Package.

#### Attachments

[E01-23 LOCAL GOVERNMENT SERVICES PAY AGREEMENT 2023.pdf](#)

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### 8 - Health & Safety

*Clerk - Hamble Parish Council, Chris Jones*

Update from Clerk

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### 9 - Accounts and financial reports

*Clerk - Hamble Parish Council*

To approve the monthly cash and bank reconciliation  
To approve the monthly list of payments  
To receive financial management reports

#### Attachments

[Balance sheet M7.PDF](#)

[bank rec 1 M7.pdf](#)

[Bank rec 3 M7.pdf](#)

[Bank rec 4 M7.pdf](#)

[Cashbook 1 M7.PDF](#)

[Cashbook 3 M7.PDF](#)

[Cashbook 4 M7.PDF](#)

[Earmarked Reserves.PDF](#)

[Purchase Ledger M7.PDF](#)

[Salaries Oct 23.pdf](#)

[Sales ledger M7.PDF](#)

[Summary income and expenditure M7.PDF](#)

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### 10 - Interim Internal Audit Report

To agree and implement actions in the First Interim Internal Audit

#### Attachments

[Hamble Parish Council -April 23 - September 2023 First Interim Internal Au~.pdf](#)

## **11 - Financial Risks/Risk Register**

To record the Financial Risk Assessment (attached) for satisfactory completion of the Annual Government Accountability Return.

### **Attachments**

[Financial-Risk-Assessment.pdf](#)

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## **12 - Fees & Charges**

*Clerk - Hamble Parish  
Council, Andy  
Thompson*

To review the first draft recommendation

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## **13 - Budgets**

*Clerk - Hamble Parish  
Council, Chris Jones*

To review the first draft budget

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## **14 - Exempt Business**

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.

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## **15 - Unlawful Occupation of Council Land**

*Clerk - Hamble Parish  
Council*

## **HUMAN RESOURCES**

**Dated:** Friday, 10 November 2023

**Signed:** Helen Robinson, Clerk,

Hamble Parish Council, Parish Office, 2 High Street, Hamble, Southampton  
SO31 4JE. 023 8045 3422.