



## **Council Meeting**

### **Minutes**

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

#### **Minutes of the Full Council Meeting of HAMBLE PARISH COUNCIL**

Meeting held on **Monday, March 11, 2024 at 19:00 - 21:30** in the **Roy Underdown Pavilion**

Present: Clerk – Trevor Dann, Ian Underdown, Michelle Nicholson, Anita Dann, Mark Venables, Andy Thompson, Tony Moody, Simon Hand. Virtual Attendance non-voting (Rebecca Butler)

Apologies: Malcolm Cross, Chris Jones

Staff In Attendance: Clerk and Operations Officer

Partners & Consultants:- Claire Price (SmartMarketing – Communications)

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The Minute Reference for this meeting is following format (DD/MM/YYYY) followed by item number

### **1 WELCOME**

The Chair opened the meeting and welcomed.

Cllr Dann stated he was chairing in place of Cllr Jones who was out of the Country.

Apologies from Cllr Cross and Cllr Jones, Cllr Butler joined online

He welcomed members of the public and then sent best wishes to Robin Mason, Projects & Assets Manager who has been unwell and recovering.

He advised this meeting was being recorded.

Dispensations for Cllr Venebles, Cllr Moody, Cllr Underdown and Cllr Trevor Dann in relation to Cemex.

### **2 APPROVE MINUTES**

Resolved to approve the minutes of the meeting of 12th February 2024, Cllr Underdown Proposed and Cllr Thompson seconded and all in favour.

### **3 PUBLIC PARTICIPATION SESSION**

There were two members of the public present Solent Sports and St Andrews Church in connection with related items on the agenda.

Solent Sports firstly gave a brief presentation to Council as to why they should agree to his proposal to hire Roy Underdown Pavilion for local football. Several Councillors asked questions around finance and requirements.

The Parish Warden for the Church presented the reasons for the grant application for the Lynch Gate for the Church due to recent storm damage and outlined the works needed and the quote and highlighted the danger if not repaired. Cllrs asked several questions.

The Chair asked for approval to move both item 7 and item 9 of the agenda to be moved up, this was proposed by Cllr Hand and Cllr Moody seconded to move these two items up the agenda and all agreed.

The Chair asked to start with the Church grant and there was then discussion between Cllrs of the importance of the Church to the village and both the War Memorial and the Cemetery itself which is managed by the Parish and that Council agreed that this work should be supported. The Clerk was asked to confirm what was left in this part of the budget, however, could not provide that figure during the meeting.

Cllr Nicholson asked about the other Grant item on the agenda for Citizens advice and the Clerk confirmed that there was no longer an application and she would explain in this item. Cllr Venables asked if monies could be used from next years budget. Cllr Underdown and Hand confirmed this was not possible.

Therefore, after much debate it was decided that the Parish would like to support the Church and would allocate the remaining funds within the Grants section of the budget up to the sum of the repairs (£6,300), however, they were aware that the sum remaining was not close to this.

In accordance with its powers under S137 and S139 of the Local Government Act 1972 the Parish should incur the following expenditure and was Resolved to agree that remaining funds within the Grants budget would be allocated to the Church, Cllr Venables proposed and Cllr Moody seconded and all in favour. The Clerk would confirm this figure to both Council and the Church by email following the meeting.

Solent Sports proposals was then debated and questions around a lease arrangement and how the facility would be used. The Parish was very keen to support local children and youths playing at this facility and saw some benefits of this arrangement for both the Parish and Solent Sport.

The Operations Officer advised Council of some confirmed bookings and also advised income of these to the Council.

There was no decision made on the Solent Sports proposal and the Clerk/Operations Officer were asked to gather further information to bring back to Council in April

The members of the public left the meeting.

### **4 CEMEX UPDATE**

As of now we don't have anymore information to update, the next possible date for the regulatory committee would be 17<sup>th</sup> April. The Clerk had contacted the County to ascertain a date but this was not possible.

Cllr Nicholson suggested a holding post to residents on social media and website. Cllr Venables advised of a generic response he had received, this would be circulated for inclusion.

## **5 RECOMMENDATIONS & UPDATES FROM COMMITTEES AND WORKING GROUPS**

### **5.1 CHAIR UPDATE**

There was no update from the Chair.

### **5.2 ASSETS UPDATE**

Cllr Moody confirmed that the next Assets meeting on April 5<sup>th</sup> would be cancelled and this would be posted onto our website to confirm.

He confirmed that the new electric Vehicle, Sparky 2 had arrived. Cllr Trevor Dann asked about the transit and the Clerk confirm this was returned, he then asked about the HVO which was confirmed would be used for the lawnmower and other equipment.

### **5.3 PLANNING UPDATE**

Cllr Underdown confirmed that our response to the Reg 19.

Cllr Dann mentioned that there had been a change to the Planning Application to Sydney Avenue and the Clerk was asked to check the Eastleigh Borough Council portal and report back as required.

### **5.4 FUNCTIONS WORKING GROUP**

Cllr Nicholson updated on the seasonal/temporary Estates team role and that currently there had been limited response and this may require review to both scope, hours and salary. There had been similar issues at other local parishes.

She also advised Council that currently due to both sickness and current staffing levels that the office required additional support, she would expand under exempt business.

She confirmed that the Operations Officer had completed her IOSH Managing Safely qualification and that the Estates Team had completed Level 3 Emergency First Aid at work.

### **5.5 BHH & LAC**

In Cllrs Cross absence there was no update for BHH or LAC

## **6 STANDING ITEMS**

### **6.1 HEALTH & SAFETY**

Nothing to update.

## **6.2 OPERATIONAL FINANCE**

The Clerk highlighted the end of year position, however, advised that the previous months HMRC VAT calculation was not included, so this would change.

## **6.3 RISK REGISTER**

To stay on the Agenda as required

## **7 GRANTS - SECTION 137**

The Clerk explained that the Citizens Advice Bureau had met with the Clerk and outlined the numbers attending the service that the Parish had paid for were very low and explained that the grant was not close to covering their costs for offering this service and that they were unable to continue on this arrangement as their priority is to reach as many people as possible and they have identified that the best way to do this is via the telephone and that Hamble residents had done this. The Clerk will forward the email to members to read.

Grant Request from St Andrews Church was covered above in Public Participation.

## **8 MOUNT PLEASANT**

The Clerk outlined the issues with the Pavilion ceiling and roof and advised that at this stage there is only one quote, but they were trying to obtain two more. There was further debate around the future of the building and it was agreed that this item would come back to Council next month.

Resolved to agree to accept the Terms of Reference of the Working Group. Proposed by Cllr Moody and Cllr Nicholson seconded and all in favour.

## **9 SOLENT SPORTS CPF**

This item was discussed above in public participation.

## **10 ACCOUNTS AND FINANCIAL REPORTS**

Resolved to agree the monthly cash and bank reconciliation, payments and financial management reports. Cllr Venables proposed and Cllr Thompson seconded and all in favour

## **11 INTERNAL AUDIT**

Council noted the internal audit report and the Clerk mentioned the need as outlined to review the Ear Marked reserves.

## **12 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.

Cllr Hand proposed and Cllr Underdown seconded and all in favour to move to exempt business.

## **13 ENCROACHMENT ONTO COUNCIL LAND**

The Clerk updated on the position and was asked to write formally again by letter, Council will then agree to move to a legal position.

## **14 OUTSTANDING DEBT**

The Clerk advised that this debt was still outstanding despite numerous attempts to claim. Cllr Underdown proposed and Cllr Nicholson seconded and all in favour to proceed as outlined in the Credit Management Policy, Section 12 Debt Recovery Action to proceed to small claims court.

## **15 H R ISSUES**

Cllr Nicholson outlined the current HR Matters

Meeting ended at **20.54pm**

CHAIR \_\_\_\_\_