



Council Meeting

Draft 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, April 8, 2024** at **19:00 - 21:30** in the **Roy Underdown Pavilion**

Present: Chair Chris Jones, Trevor Dann, Simon Hand, Ian Underdown, Anita Dann, Mark Venables, Andy Thompson, Tony Moody, Malcolm Cross

Apologies: Michelle Nicholson, Rebecca Butler

Staff In Attendance: Clerk and Operations Office

Consultants/Partners in Attendance: Claire Price (SmartMarketing – Communications)

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

MINUTES

1 WELCOME

The Chair welcomed everyone to the meeting and advised it was being recorded.

Apologies for absence from Cllr Butler and Cllr Nicholson

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 11th March 2024, Cllr Underdown Proposed and Cllr Moody seconded and all in favour.

3 PUBLIC PARTICIPATION.

There were no members of the public present

4 FUTURE OF HAMBLE AIRFIELD - CEMEX

The Chair outlined that there was no actual update on Cemex and this was still in delay. He mentioned that The Hamble Peninsular Residents group are still working hard and uncovering very useful information.

The Chair then talked further about the reasons given for the delay that the April regulatory committee was falling in pre-election period.

Cllr Venables outlined his personal complaint that he had send to the County Council and how the delays have impacted him personally, he had received a reply to state he would be receiving a response within four weeks.

The Clerk added that the Parish had also written to the planning officer at the County to outline its disappointment (letter previously circulated).

5 RECOMMENDATIONS FROM COMMITTEES AND WORKING GROUPS

5.1 CHAIR UPDATE

The Chair advised that we were likely to end the year in a positive financial position.

He then advised that there were eight current councilor's who had stood and had been duly elected. He then went on to thank Cllr Thompson who was not standing for all his hard work, Cllr Thompson stated he would still like to help the Parish and in particular the Mount Pleasant project or anywhere else he could be of assistance.

The Chair then thanked Cllr Anita Dann and said if she wished to stand again the Council would be very happy to consider her for co-option.

There was a further discussion about the next steps and when co-option could take place as the Parish had 4 vacancies.

Cllr Underdown mentioned that he thought SmartMarketing had done a good job in promoting the process for elections.

The Chair said that with this being the last session before the new Council, in the meantime, he would sum up the year, with what we have learnt and priorities.

He asked for any thoughts on Governance and Standards and stated that we were clearly doing a good job as our Audits were very complimentary. He reiterated the importance of confidentiality and professionalism.

He then went on to mention the overall impact on the village and there seemed to be a squeeze on pre-school provision, the catalyst for raising this was the pre-school in the Memorial hall and he asked what the Parish may be able to do to assist.

He then mentioned our overall sports approach, in particular our football strategy and indeed what else are could be doing for other sport. He'd like this to put on the table.

Cllr Underdown raised whether we had an intended date for an Annual Parish meeting and the difference between the Annual Parish Meeting and the Annual Council Meeting. The Clerk was asked to advise on her return from holiday.

5.2 ASSETS UPDATE

There were no specific updates outside of the two main items later on the agenda.

5.3 PLANNING UPDATE

Cllr Underdown outlined that at the last planning meeting there was uncertainty about who might be able to represent the Parish at the Regulatory Committee but now we had existing members still on the Council, this decision could be made more easily.

He then updated on ROW 506 at Beech Close which following funding from County had been a huge success and the team had managed and worked extremely hard. There was left over material which they used at Westfield Common and also remainder on Footpath 1.

Cllr Trevor Dann mentioned an application to fell two trees in Crowsport Conservation area and reiterated his concern around the number of trees being lost in the Parish.

5.4 FUNCTIONS WORKING GROUP UPDATE

In the absence of the Chair of Functions Working Group, Cllr Nicholson, the Clerk advised that the team restructure is due to take place by the end of April.

She advised that all appraisals are complete (aside from one due to sickness). These had gone well and brought some useful information to light.

Claire Price from SmartMarketing updated on the recent attendance at the HALC conference and the invite for the Parish to attend to share their experiences of their community engagement work which they had won the VOY Community Engagement award. She advised that there was interested feedback in that many clerks/parishes were using social channels as a tool for information and the messages were 'telling' not 'engagement'.

6 STANDING ITEMS

6.1 HEALTH & SAFETY

The Chair said there were no specific areas to discuss but thanked Cllr Cross for his support on this to date. He then advised that although ongoing, the Parish was in much better H & S shape.

6.2 OPERATIONAL FINANCE

The projected report was not available but the Chair advised that there would be some monies unspent. He was keen to try and report every month on how we are tracking against spend with a mini report.

The Clerk confirmed that the newly received credit card limit for both herself and the Accounts Officer was indeed £1,000 as previously resolved and not £4,000 as stated on the agenda.

6.3 RISK REGISTER

There were no new risks to report. However, the Risk Register will be brought back to the new Council for review and approval.

7 AGREE MEETING DATES

The meeting dates were agreed as long as they met the Standing Orders with regard to sequencing. The Clerk advised that she thought they did.

Resolved to agree the dates proposed for meetings. Cllr Hand proposed and Cllr Underdown Seconded and all in favour.

8 MOUNT PLEASANT

Cllr Moody advised that following the meeting of the Working party they had agreed to appoint a structural surveyor and would bring back the costings to the next Full Council meeting.

Cllr Cross requested that any company be asked to provide a Risk Assessment and Method Statement and that the Parish provide them with any risk information required, ie Asbestos reports in order for them to provide. The Operations Officer confirmed she would ensure this was actioned.

Cllr Moody then advised that the Parish was in the process of getting quotes for the refurb of the play park. The Operations Officer said meetings were booked in.

Cllr Moody mentioned that the working party had agreed that the Parish needed to be clear on it's sports strategy and the Clerk advised that a meeting had been set up with the Leisure Services Manager at the Borough to give the Parish some advice.

Cllr Venables and Cllr Trevor Dann talked about the provision of cricket at RUP. There was further debate about the level of football in the Parish and what areas the team came from.

The Clerk advised that the defibrillator at Mount Pleasant was due to be installed by Abrahams Electrical, who had offered to do this free of charge as they had done this elsewhere and were keen to offer this to their local Parish Council.

9 TRANSPORT

The report on the Estates tractor which had been circulated prior to the meeting, was discussed and Cllr Thompson advised the reasons why the tractor had been retained in the past as it was the only vehicle that could get to some of the areas of the estates prior to having the electric vehicles.

Cllr Underdown then advised that a brush had been purchased for the tractor that was used to specifically for cleaning the slipway, he advised caution in the decision as should the contractor who currently cleans the slipway be unavailable in future, this may be useful to retain. He suggested that we keep the tractor for another year and assess the situation.

Cllr Jones then added that we need to be clear and utterly confident before we sell it that there is no future use for it.

Cllr Trevor Dann asked what our obligation was to clean the slipway and Cllr Underdown advised that this was the Dinghy slipway that needed cleaning for our dinghy park customers. Cllr Hand added and other users.

Cllr Venables said he saw no good reason to keep the vehicle which needed significant money spent on it before it could ever be used.

Cllr Moody then proposed to sell the tractor, Cllr Venables seconded and six other members voted in favour. Cllr Underdown and Cllr Thompson abstained. It was resolved to agree to sell the tractor for the highest price of £6k as outlined in the report.

10 SOLENT SPORTS

The Operations officer advised that she had met with Solent Sports following his attendance and report at the last Full Council meeting and after outlining the current availability, he would be able to hire the pitches on the same basis as other teams and still get the required access he needed.

Cllr Trevor Dann then asked about the grants that were available and the Operations Officer advised she was in the process of applying for them. A report on progress on these would be given to either Assets Committee or Full Council.

11 PARISH MOORINGS

The Clerk mentioned the tremendous amount of work that Cllr Underdown had done to assist with trying to progress the illegally moored boats from the Parish Moorings including overseeing the floating of the sunken boat.

She advised one boat had been sold and that the previously sunken boat had been due to be moved next week, however, due to a unforeseen issue with Boat Breakers, this was now delayed for six weeks.

The Clerk said she would speak to SmartMarketing to re-advertise the remaining boat.

12 HAMBLE ESTUARY MEETING REPORT

Cllr Underdown attended and the report had been circulated and he asked that this report be taken as read.

He then updated about some additional information in relation to the M27 bridge and possible pollution issues that were being addressed by National Highways.

13 ACCOUNTS AND FINANCIAL REPORTS

Resolved to agree the monthly reports and financial information. Cllr Trevor Dann proposed and seconded by Cllr Anita Dann and all in favour.

The Clerk advised that some of the monthly reports would follow next month.

14 EXEMPT BUSINESS

Cllr Hand Proposed and Cllr Underdown seconded and all in favour to move to Exempt Business.

The Operations Officer and Claire Price left the meeting.

15 ENCROACHMENT ON COUNCIL LAND

Cllr Trevor Dann gave the background and then outlined the process and fees involved in moving to the next stage.

The Chair suggested that given the information that a spend of £2k be set initially. Cllr Trevor Dann proposed an initial instruction letter. This would come back to full Council next month with a further update.

16 OUTSTANDING DEBT

The Clerk advised that the 9th April 2024 was the next stage in this process as outlined in the Credit Management Policy, Section 12 Debt Recovery Action.

17 H R UPDATE

The Clerk updated on the outstanding HR issues.

Meeting ended at **20.47**

CHAIR _____

DRAFT MINUTES TO BE SIGNED AT THE NEXT COUNCIL MEETING