

**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 **ASSETS MANAGEMENT COMMITTEE** on the Tuesday, May 6, 2025, 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

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

AGENDA

1 - Welcome

Serena Alexander

2 - Minutes of Meeting

Serena Alexander

To approve the minutes from the last Assets Committee meeting held on 3rd March 2025

3 - Public Participation

Serena Alexander

4 - Standing Items

Serena Alexander

4.1 - Assets/Buildings

Operations, Serena Alexander

To ratify the Delegated decision made by the Clerk and Chair of Assets to purchase a water bowser for £1200

4.2 - Health and Safety

Serena Alexander

To update on any H & S matters

4.3 - Insurance

Serena Alexander

Update on Lease of Van and monthly hire charges if available and also annual insurance premium update

5 - Asset Transfer

*Serena Alexander, Clerk
- Hamble Parish Council*

Update from Working Group on Asset Transfer with EBC

6 - Annual Programme

Review First Draft of Annual Programme

7 - Review of Terms of Reference

Review TOR for agreement at Full Council in May

8 - Benches

*Serena Alexander, Clerk
- Hamble Parish Council*

Update on benches and decision on install of new stored benches

9 - CCTV

Serena Alexander

Discuss CCTV Provision and procedures for Parish

10 - Exempt Business

Serena Alexander

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.

[See less](#)

11 - Council leases

*Clerk - Hamble Parish
Council, Serena
Alexander*

To stay on agenda and discuss if required

APPENDICES

[beach hut benches 20-26.jpg](#)

[2025-03-03 - Assets management Committee meeting - Minutes.docx](#)

Dated: Friday, 02 May 2025

Signed: Helen Robinson, Clerk,

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

Council Meeting

Minutes

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

Minutes of the **Assets management Committee meeting** of **HAMBLE PARISH COUNCIL**
Meeting held on **Monday, March 3, 2025**, at **19:00 - 21:30** in the **Roy Underdown pavilion**

Present: Serena Alexander, Ian Underdown, Michelle Nicholson, Simon Hand

Apologies: Chris Jones, Tony Moody, Malcolm Cross

Staff In Attendance: Clerk, Operations Officer, Interim Officer

Minute reference for this meeting is (DD/MM/YYYY) + item reference

MINUTES

1 WELCOME

Apologies from Cllr Jones, Cllr Moody and Cllr Cross

No pecuniary interests were declared.

2 MINUTES OF MEETING 6TH JANUARY 2025

Resolved to approve the minutes from the Assets Management Committee meeting on the 6th January 2025. Proposed by Cllr Underdown, seconded by Cllr Hand and all in Favour.

3 PUBLIC PARTICIPATION

No members of the Public were present

4 STANDING ITEMS

4.1 ASSETS/BUILDINGS

Mount Pleasant lean too removal.

Cllr Alexander has spoken with the Operations Officer about the removal of the lean-to. The Head Groundsman is willing to assist with the removal; however, the Clerk has suggested reaching out to a temporary employee with relevant experience to help with the task. She will provide an update once she has spoken with this employee.

Additionally, Cllr Underdown is keen to engage the Hamble Conservation Volunteers to see if they can offer their support.

Cctv.

Cllr Alexander has shared the contact details of a third contractor. The council will be informed once all three quotes have been received.

4.2 HEALTH AND SAFETY

The fire risk assessment has been conducted, and no major changes were identified. The report is still being finalized, but once the Operations Officer receives it, she will share it with the council.

4.3 INSURANCE

The previously hired van has now been returned due to the Caretaker's resignation. The insurance has been updated accordingly.

5 ASSET TRANSFER

Cllr Alexander stated that there was nothing to report on the asset transfer, as all members of the Assets Committee had already attended the earlier asset transfer meeting.

6 MOUNT PLEASANT PLAYPARK

The refurbishment of Mount Pleasant playpark is underway, with weekly site meetings taking place and all relevant stakeholders in attendance. The project is on track, and the project manager at Kompan anticipates no unexpected delays.

A delegated decision has been made by the clerk and the chair of council as follows:

Supply and lay of 39m² of additional turf (this is to cover the m² back of the zipline)=£742.85

Area outside of gate area in front of the school gates. Excavated to depth of 100mm and then built back up to level with the surrounding grass with compacted MOT stone = £1857.14

The potential opening dates are 2nd, 3rd, or 4th April.

Cllr Nicholson will provide guidance on the soft launch, and the dates for the main launch will be confirmed shortly. The primary school is involved in the opening process and has offered to contribute welcome signs and potentially a time capsule.

Cllr Alexander noted a suggestion from a member of the public regarding equipment for younger children. We have been in discussions with Kompan about adding a piece of equipment suitable for younger children to the playpark design.

Once we receive the options and costings from Kompan, funding will be reviewed, and a decision will be made

6.1 PROJECTS/CIP FUNDING

Cllr Alexander is leading the Mount Pleasant Pavilion project and is committed to seeing it through. Cllr Alexander would like to take the lead on upgrading the CCTV system.

Cllr Nicholson is taking the lead on the Mount Pleasant Playpark project.

Cllr Alexander is very keen for the foreshore working group to meet to progress the toilet facilities. The Clerk and Operations Officer to set up a meeting. Cllr Nicholson recommends early communication with the public about the foreshore toilets.

Cllr Underdown recommends obtaining quotes and exploring upgrade options ahead of the next Foreshore Working Group meeting.

Cllr Kendle and Cllr Dann have agreed to lead on the foreshore facilities working group.

The Clerk has applied for a grant to fund the interpretation boards and will provide an update when possible.

7 WAYLEAVE

There is no update regarding the wayleave. It has been reported through the HCC Portal and with up connect/City fibre. Cllr Underdown reiterated the need to find a contact within HCC as this is too important to be communicated via the portal. Clerk to progress.

8 TREE PLANTING SCHEME

The original date for this was delayed due to the ongoing Mount Pleasant playpark refurbishment. The Estates Ranger will provide an update once a new date for the scheme is available.

9 EXEMPT BUSINESS

Resolved to move to exempt business, proposed by Cllr Underdown and seconded by Cllr Nicholson.

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.

10 COUNCIL LEASES

Due to the confidential nature of this discussion these are record privately in exempt minutes

Meeting ended at 20.05

CHAIR _____