

## Council Meeting

### Minutes

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

Minutes of the **Asset Management Committee** of **HAMBLE PARISH COUNCIL**  
Meeting held on **Tuesday, May 6, 2025** at **19:00 - 21:30** in the **Meeting Room; Roy Underdown Pavilion**

Present: Chair Serena Alexander, Malcolm Cross, Chris Jones, Ian Underdown

Apologies: Andy Thompson, Michelle Nicholson, Simon Hand, Tony Moody

Staff In Attendance: Clerk

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Minute Reference for this Meeting is following format DD/MM/YYYY + Item Reference

#### **1 WELCOME**

The Chair Welcomed everyone to the meeting

Apologies from Cllr Nicholson, Cllr Hand, Cllr Thompson and Cllr Moody

There were no interests and dispensations

#### **2 MINUTES OF MEETING**

Resolved to approve the minutes of the Assets Management Committee on 3<sup>rd</sup> March 2025. Proposed by Cllr Underdown and seconded by Cllr Alexander and those present in favour.

#### **3 PUBLIC PARTICIPATION**

There were no members of the public present

#### **4 STANDING ITEMS**

##### **4.1 ASSETS/BUILDINGS**

Resolved to approve the Delegated decision made by the Clerk and Chair of Assets to purchase a water bowser for £1200. Cllr Underdown proposed and Cllr Jones seconded and all in favour.

##### **4.2 HEALTH AND SAFETY**

The Chair of AMC asked about the outstanding reports for Fire Risk Assessment. The Clerk would provide.

##### **4.3 INSURANCE**

The Interim Officer had requested Quotes from Zurich, Gallagher and Clear Group. We had received two, the Assets Chair agreed to look through and identify differences and come to Council with observations and a recommendation so that Council can agree. Clerk to send quotes.

## **5 ASSET TRANSFER**

A Working Group Meeting had just taken place and representatives from the Borough had attended. There was nothing to report. The working group would be recommending signing of the Transfer requests and appointment of Solicitor.

## **6 ANNUAL PROGRAMME**

The Chair of Assets had been working on an Annual Programme. Cllr Underdown said it was an excellent document. The Chair of AMC talked members through the document, which was a work in progress and there was acknowledgement due to resource, implementing this would be done in stages.

## **7 REVIEW OF TERMS OF REFERENCE**

The Chair of AMC had reviewed the Terms of Reference and there were a number of minor amendments, the final document would be presented next week at full council for approval. The Chair of Assets will make amends.

## **8 BENCHES**

The Clerk advised that since the review of terms that bench sponsorship and adoption had been popular, however, due to some coding issues the Clerk was unable to give a total figure. However, she advised that the plan was to use some of this income to install 6 of the 7 benches that were currently in storage. The committee were not happy with installing only 6 benches and wanted to better understand this decision and also Cllr Underdown had concerns over process for installing benches. Cllr Underdown would work with the Grounds Team to come up with an appropriate method statement for install. However, it was noted that this may need to be done by Contractors which would be a larger expense.

## **9 CCTV**

This had been discussed as part of the Annual Programme.

## **10 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.

Resolved to move to exempt Business Proposed by Cllr Alexander and Seconded by Cllr Underdown and all in favour.

## **11 COUNCIL LEASES**

The Clerk and Chair of Council gave a brief update in relation to two Council leases at this time there was no resolution required.

Meeting ended at **20:15**

CHAIR \_\_\_\_\_