

Council Meeting

Agenda

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

To the **MEMBERS OF FULL COUNCIL**, you are hereby summoned to attend the **Annual Council Meeting** on **Monday, May 11, 2026**, at **19:00 - 21:30** in the **Roy Underdown Pavillion; Meeting Room** 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 (DD/MM/YYYY)+item number.

AGENDA

1 WELCOME

2 TO ELECT THE CHAIR OF HAMBLE PARISH COUNCIL FOR 2026-2027

2.1 RECEIVE THE CHAIR'S DECLARATION OF ACCEPTANCE OF OFFICE

3 APOLOGIES FOR ABSENCE

To receive apologies for Absence, Dispensations & Interests

4 TO ELECT THE VICE-CHAIR OF HAMBLE PARISH COUNCIL FOR 2026-2027

5 APPROVE MINUTES

To approve the minutes from 13th April 2026

6 PUBLIC PARTICIPATION SESSION

A 15 minute window is available during the meeting for member of the public to briefly express a view or ask questions.

7 GENERAL POWER OF COMPETENCE

To confirm eligibility of General Power of Competence

8 AGREE POLICIES

To agree the following policies:-

- i. Accessibility Statement
- ii. CCTV Policy
- iii. Complaints and Compliments Policy
- iv. Credit Management Policy
- v. Code of Conduct for Members
- vi. Equality and Diversity Policy
- vii. Financial Regulations 2025
- viii. Financial Risk Assessment
- ix. Information Governance, Transparency, and Data Protection Policy
- x. Information Technology Policy
- xi. Information Retention and Disposal Policy & Appendix
- xii. Legal Notice - Website
- xiii. Media and Communications Policy
- xiv. Publication Scheme
- xv. Standing Orders
- xvi. Safeguarding Policy
- xvii. Standing Order 2026

9 APPROVE SET UP OF A FINANCE COMMITTEE & HR WORKING GROUP

To agree to dissolve the Functions Working group comprising of Finance, HR and Comms and approve the set up of a separate Finance Committee and HR Working group. Finance to meet at least Quarterly (Terms of Reference & Members to be agreed below for both)

10 TO APPOINT MEMBERSHIP TO COMMITTEES & WORKING GROUPS

- i. Planning Committee - Chair & Members
- ii. Assets Management Committee - Chair & Members
- iii. Finance Committee - Chair & Members
- iv. Review Panel - Chair & Members
- v. HR Working Group - Chair & Members
- vi. Foreshore Working Group - Chair & Members
- vii. Hamble Development Committee - Chair & Members
- viii. Hamble Peninsular Co-ordination Group - Chair & Members
- ix. Asset Transfer Working Group

11 TO AGREE TERMS OF REFERENCE FOR COUNCIL COMMITTEES & WORKING GROUPS

To Agree Terms of Reference for Committees & Working Groups:-

- i. Planning Committee
- ii. Assets Management Committee
- iii. Finance Committee
- iv. Review Panel
- v. HR Working Group
- vi. Foreshore Working Group
- vii. Hamble Development Committee
- viii. Hamble Peninsular Co-ordination Group
- ix. Asset Transfer Working Group

12 UPDATE FROM THE CHAIR OF COUNCIL

To receive an update from the Chair of the Parish Council and receive updates from:-

- i. Planning Committee
- ii. Assets Committee

To receive any other updates from Committees & Working Groups

To approve the Charity Cricket Match at the RUP Pavilion

To discuss Council Governance

Update on Statutory Review

13 INSURANCE

To agree the Insurance Provider and Annual Insurance Premium for the Parish Council for 2026-2027

14 BOILER GRANT

To approve recommendation by Assets Committee of a 50% contribution towards the boiler replacement at RUP of £13,631

15 BUDGET REVIEW

Review the 2026-2027 Budget and agree any amendments to Ear Marked Reserves

16 ACCOUNTS & FINANCIAL REPORTS

To agree the monthly financial reports and information

17 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.

18 HR UPDATE

To update on an HR Matter

19 LAND & LEASE MATTERS

To update on a matter in relation to Council Land

To update on a Lease Matter

Dated: Thursday, 07 May 2026

Signed: Helen Robinson, Clerk,

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