



Report for the Full Council meeting to be held on 30th June 2025

This report is to provide additional information on specific agenda items if needed. Some agenda items will be covered at the meeting or via other external reports/documents.

Agenda Item 12 – To approve the revised asset register for the year ending 31 March 2025

This document has been published separately to this report.

The asset register variances have been reviewed with the advice of the internal auditor.

Agenda Item 13 – To approve the final end of year annual accounts for the year ending 31 March 2025

These accounts have been published separately to this report.

A minor 1p correction has been made based on the accounts published for the cancelled June Finance, Administration & Remuneration committee meeting. This change has been approved by the internal auditor. Otherwise, the accounts remain unchanged.

Please note that the management accounts report has been redesigned to allow for better accessibility and in preparation to the likely change in the management of Tubbs Hall.

Agenda Item 14 – To receive the internal auditor’s report for the year ending 31 March 2025

These reports have been published separately to this report.

The internal auditor’s recommendation for the adoption of a member officer protocol is also supported by the Hampshire Association of Local Councils (HALC).

Agenda Item 17 – Items deferred from cancelled June Finance, Administration & Remuneration committee meeting –

- Additional funding for two new sites for the speed indicator device (SID) –
Due to the quoted cost received by Hampshire County Council, an additional £287.25 is needed for the installation of two additional demountable sockets to allow for two additional sites.
- Replacement office laptop –
The Deputy Clerk’s laptop has become increasingly slow and now over 5-years old. A budget of £650.00 (ex. VAT) is requested for a suitable replacement.
- Replacement blinds in Kings Worthy Community Centre

The existing Velux blinds in the hall are in need of replacement. I have obtained a quotation for the replacement of these blinds (including the provision of a new remote control) at a total cost of £654.00 (ex. VAT).

- Grants –

Worthys Festival – A grant request for £343.00 has been received for help towards the cost of professional first aid cover for the event. The stated number of parishioners to benefit is between 500-1000.

Agenda Item 19 – Review & approve the Council's IT policy

This document has been published separately to this report.

Recommendation is for this policy to be adopted with any additional IT recovery plans to be created separately.

Consideration of Council owned devices will be made at the next Finance, Administration & Remuneration committee meeting.

Agenda Item 20 – Annual service and inspection of Council's new defibrillators

Our new defibrillators (purchased in August) are approaching a year old. The Parish Council usually have an independent annual service carried out (including a simulated shock) on all of our devices. Our existing service provider is unable to undertake the work until late September; however, I am looking into potential alternatives.

I have therefore checked with the manufacturer of the new units, and we are not required to have an annual service carried out. However, given the live saving nature of the device, continuing with an annual service would be prudent.

The forecast cost for the this is £556.00 for all 4 units.

Agenda Item 21 – Lovedon Fields allotment site

I have obtained a quotation for a new connection (and meter) to be taken from the water main in Hinton House Drive. We are currently obtaining costs to lay the water pipe from the meter location to the allotment site.

I have also contacted Southern Water to ask how we go about shutting off the existing live water pipe that is connected to their network. Leaving this pipe in-situ would result in operational difficulties if the pipe were to leak.