



Horndean Parish Council

NOTICE OF MEETING

A MEETING OF THE GROUNDS COMMITTEE WILL BE HELD ON MONDAY 30 JANUARY 2017 AT 6.30pm in JUBILEE HALL.

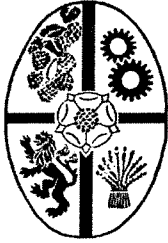
Members of the Committee Cllr Mrs E Tickell (Chairman), Cllr N Wren (Vice Chairman) Cllr Mrs L Evans, Cllr M Burridge, Cllr Mrs D Denston, Cllr D Alexander, Cllr R Sowden, Cllr P Little are summoned to attend.

Carla Baverstock-Jones
Chief Officer

24 January 2017

AGENDA

1. To receive apologies for absence.
2. Declaration of interest: Members are reminded of their responsibility to declare any disclosable pecuniary interest which they may have in any item of business on the agenda no later than when that item is reached. Unless dispensation has been granted, you may not participate in any discussion of, or vote on, or discharge any function related to any matter in which you have a pecuniary interest as defined by regulations made by the Secretary of State under the Localism Act 2011. You must withdraw from the room or chamber when the meeting discusses and votes on the matter.
3. To receive and approve the Minutes of the Grounds Committee meeting held on Monday 26 September 2016.
4. To open the meeting to members of the public to enable them to address questions to Parish Councillors. *The period of time which is designated for public participation shall not exceed 20 minutes. Each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than 3 minutes. A question asked by a member of public during public participation session at a meeting shall not require a response or debate.*
5. To receive a report and consider the way forward in respect of the budget for improving the boardwalk at Hazleton Common.
6. To receive a report and consider the improvement of pathways within Catherington Lith.
7. To receive a report and consider the Fly Grazing Policy.
8. To receive a report in respect of the proposed date for the planned Bio Blitz event in 2017.



HORNDEAN PARISH COUNCIL

MINUTES OF THE GROUNDS COMMITTEE MEETING HELD AT JUBILEE HALL ON MONDAY 26 SEPTEMBER 2016 AT 6:30 P.M.

PRESENT: Councillor Mrs E Tickell (Chairman), Councillors D Alexander, Mrs D Denston, Mrs L Evans, N Wren

IN ATTENDANCE: Carla Baverstock-Jones, Chief Officer, Sarah Guy, Senior Administrator (Minute Taker) and Matthew Madiil, Grounds Manager

PUBLIC ATTENDANCE: There were no members of the public present.

G16/17 007 TO RECEIVE APOLOGIES FOR ABSENCE

No apologies for absence were received from Councillor Sowden and Councillor Burridge, who were both absent.

G16/17 008 TO RECEIVE ANY DECLARATIONS OF INTEREST

There were no declarations of interest.

G16/17 009 TO RECEIVE AND APPROVE THE MINUTES OF THE GROUNDS COMMITTEE MEETING HELD ON MONDAY 04 JULY 2016

It was **RESOLVED** that the minutes of the Grounds Committee Meeting held on 4th July 2016 be duly signed as a true record of the meeting.

This was proposed by Cllr Mrs L Evans and seconded by Cllr Alexander.

G16/17 010 TO OPEN THE MEETING TO MEMBERS OF THE PUBLIC

No members of the public were present.

G16/17 011 TO RECEIVE AND CONSIDER A DRAFT OF THE REVISED COMMITTEE TERMS OF REFERENCE

The revised Committee Terms of Reference were circulated and a discussion took place.

It was **RESOLVED** that the Grounds Committee Terms of Reference be amended as follows (attached) and put forward to Council for consideration at the next Council meeting.

- Paragraphs (a) and (e) be amended to start the sentence with "Dealing with the provision".
- Add the wording "with regular monitoring of the budget" at the end of paragraph (b).
- Amend paragraph (f) by removing the duplication of the word "the" in the middle of the paragraph.
- Amend paragraph (g) by removing the duplication of the sentence "enhancing the Council's objectives of protecting and".

G16/17 012 TO CONSIDER ANY PROPOSALS IN READINESS FOR THE DRAFT BUDGET 2017/2018

The Chairman asked if Members had any proposals to put forward in readiness for the draft budget 2017/2018.

Cllr Mrs L Evans put forward the following ideas.

- Woodland Fair at Jubilee.
- Village Centre Works (proposal for Countryside Team at HPC to take over the maintenance of the upkeep of the village Centre, and not just the village square e.g. weeding.
- Horndean in Bloom idea whereby local businesses and shops could take part and produce for example, a flower basket for entry into a competition.

G16/17 013 **TO CONSIDER THE WAY FORWARD IN THE FORMULATION OF A GROUNDS POLICY – OPEN SPACES PLAN**

It was **RESOLVED** not to go ahead with the formulation of a Grounds Policy.

G16/17 014 **TO CONSIDER THE PLANTING OF WILD FLOWERS THROUGHOUT THE PARISH**

The Chairman stated that the flowers planted at Jubilee had been very successful, well received and appreciated by the Community.

A short discussion took place and it was **RESOLVED** that

- The Grounds Manager identify sites (Parish Council owned land) within the Parish and arrange for wild flower seeds to be sown.
- The seeds be sown in early spring.
- The Grounds Manager liaise with the RFO to ensure there is sufficient funds available in the budget.

G16/17 015 **TO RECEIVE A REPORT AND CONSIDER THE REPLACEMENT OF FENCING AT JUBILEE FIELD**

A report by the Grounds Manager was circulated.

A discussion took place and it was **RESOLVED** that a recommendation be made to Council for the replacement fencing at Jubilee Field, with the fence line being lowered to 5ft, instead of the current 6ft as per the recommendation in the report.

G16/17 016 **TO RECEIVE A REPORT AND CONSIDER THE WAY FORWARD IN RESPECT OF THE PURCHASING OF HERAS FENCING**

A report by the Grounds Manager was circulated and a discussion took place.

It was **RESOLVED** to

- Recommend to Council that the Grounds Team do not purchase the Heras fencing, but instead be allowed to reassess all options, taking into consideration the aesthetics of each site and the management requirements for the hazel coppice.
- Allow the £2,025.00 funds (made available for the supply of Heras fencing) to stay within the Grounds Team budget until a decision is made on the best means of protecting the coppice stools.

This was proposed by Councillor Wren and seconded by Councillor Alexander.

The meeting closed at 7.31pm

.....
Chairman

.....
Dated

HORNDEAN PARISH COUNCIL

GROUNDS AND PROPERTY MEETING

Date: 30th January 2017

AGENDA ITEM: 5

SUBJECT TITLE:

Boardwalks

PURPOSE OF REPORT:

To discuss using the allocated budget for 2016/17 on improving boardwalks

BACKGROUND:

In our budget we have money available to improve Boardwalks across the sites. This year I am looking to improve the boardwalks on Hazelton Common. Some money will be spent on installing grip strips as the wood becomes very slippery when wet and some money will be spent on extending the boardwalk due to muddy conditions.

RESOURCE IMPLICATIONS:

To put grip strips on the boardwalks will cost £395.01.

This will involve applying grip tape to 40mm Fascia Boards and screwing them down. We have been testing this method on small area for the past 4 months and they have stood up very well to wear and tear.

I would like to use up the remaining money on extending the boardwalks.

This works out at a price of £212 per 4.8 meters including all fixtures and fittings. With the remaining money, we would be able to install approximately 20 meters of new boardwalk. Some of this would be used to extend the current boardwalk and some will be used to create a new area of boardwalk across a very wet area near the ponds.

REPORT PREPARED BY:

Matthew Madill
Grounds Manager

HORNDEAN PARISH COUNCIL

GROUND AND PROPERTY MEETING

Date:30th January 2017

AGENDA ITEM: 6

SUBJECT TITLE:

Footpath works at Catherington Lith/Stubbins Down.

REPORT BACKGROUND:

At a Council meeting dated 25th July 2016 I proposed that Horndean Parish Council carry out footpath improvements at Yeolls Copse and Catherington Lith. Within this proposal, I suggested the construction of 30 steps on a stretch of footpath at Stubbins Down running between Down Rd and Lith Lane.

The cost to complete these works would have been £4,405.00 if completed by same contractor carrying out the Yeolls Copse works.

While creating the report I discovered that although Horndean Parish Council had been managing the site for many years, part of this footpath actually runs across someone else's land. Council were apprehensive about doing work on someone else's land and asked me get more information on who owned it and if they would contribute to the improvement works.

CURRENT SITUATION:

After going through Land Registry documents, I discovered who owns part of the path in question. After sending two letters I finally managed to get in contact with the owner and discussed the works that I had proposed to Council. Sadly, the owner said they do not have the money available to improve the footpath, as they are a pensioner.

I am now looking to seek advice on what we do now. The options appear to be to leave the footpath as it is or look to improve the footpath with Horndean Parish Council paying for the improvements with money provided by the Environmental Improvement fund. There could be an option to apply for some money from Hampshire County Council through the Small Grants Scheme for Countryside Access but there is no guarantee we would get this, also this does not remove the original concern of HPC paying for improvement works to someone else's land.

As half of the works on this site would be carried out on someone else's land I can fully understand councils reluctance in completing/paying for the works but I do feel that improving this footpath would greatly improve the safety and the access links around the site.

REPORT PREPARED BY: Matthew Madill, Grounds Manager



HORNDEAN PARISH COUNCIL FLY GRAZING POLICY

Fly grazing is the leaving of horses (livestock) on any land without permission, and it is a practice which has increased in frequency in all areas of the country. In order to address this ongoing nuisance the Animals Act 1971, as amended by the Control of Horses Act 2015, has provided certain rights to land owners.

The law and rights conferred on the Parish Council as a land owner, are summarised as follows and thereof includes the procedure to be undertaken by the Council:

Horse(s) on any land without authority

- Horses which are left on land that pose a risk to themselves or members of the public can be removed immediately to a place of safety. The police must be informed of their removal within 24 hours and if the owners are identified they must also be notified.
- Notices need to be placed at the area where the horse(s) is found, providing the owner with 96 hours (4 working days) to claim their horse(s). Failure to do so will result in the horse(s) being disposed of by being re-homed, sold or humanely destroyed.
- Arrangements to be made for the horse(s) to be checked for the presence of microchips and if located, Trading Standards can assist in tracing the registered owners.
- If after 96 hours the horse(s) has not been claimed the ownership of the horse(s) passes to the person detaining the horse(s).
- At this stage, engage the Hampshire County Council (HCC) green livery service, managed by the Gypsy Liaison Officer who will arrange for the collection of the horse(s) within 72 hours, transporting it/them to a 'Green Livery' field where feeding and veterinary/farrier services will be provided. HCC will identify and pursue the most appropriate and efficient rehoming option.
- An alternative option is to engage the services of an Equine Bailiff who will remove the horse(s) and transport to a secure location making appropriate provision for the animals welfare and determine whether the horses should be rehomed or euthanised. Only Equine Bailiffs approved by the RSPCA/World Horse Welfare will be engaged to ensure the well-being of the horses and legal transportation.
- If the horse(s) is sold and there is a profit after deduction of associated costs, the owner then becomes apparent any profit can be recovered by the same.

It is important to note that if a horse(s) is detained by the Parish Council, it then becomes responsible for its welfare during the period of detention.

Furthermore, temporary ownership will pass to the last person having contact with the horse and therefore will become responsible for its basic welfare needs.

DRAFT

HORNDEAN PARISH COUNCIL

GROUNDS AND PROPERTY MEETING

Date: 30th January 2017

AGENDA ITEM : 8

SUBJECT TITLE:

Bio Blitz 2017 – date proposal

PURPOSE OF REPORT:

To make council aware of our plan to run the Bio Blitz event in 2017

SUGGESTIONS:

Due to the success of Bio Blitz over the last 2 years, we are again looking to run the event in 2017.

This year we are planning to run the event on Catherington Down and the dates that we have planned to do this are Friday 7th and Saturday 8th of July.

REPORT PREPARED BY:

Matthew Madill
Grounds Manager