



# HORNDEAN PARISH COUNCIL

MINUTES OF THE COUNCIL MEETING HELD AT JUBILEE HALL ON MONDAY 6 October 2014 AT 7.00 P.M.

**PRESENT:** Councillor Mrs L Evans (Chairman), Councillors D Alexander, Dr C Jacobs, J Mach, J Murray, E Tickell, R Veitch and I Weeks

**IN ATTENDANCE:** Carla Cotton, Executive Officer and Clerk to the Council and Penny Milne, EHDC Democratic Services Officer

**PUBLIC ATTENDANCE:** Two members of the public and a representative of the local press were in attendance.

**hpc 116/14 TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors P Beck, M Burridge, A Forbes, B Mowatt and S Schillemore.

Apologies were also received from County Councillor M Harvey.

**hpc 117/14 TO RECEIVE ANY DECLARATIONS OF INTEREST**

There were no declarations of interest.

**hpc 118/14 TO RECEIVE A REPORT FROM COUNTY COUNCILLOR**

A report from County Councillor M Harvey was circulated and an amendment to paragraph two to read 'refuge in the middle of Havant Road' was noted.

The Chairman to seek clarification from Cllr Harvey on the potential reinstatement of the Havant Road layby. The Chairman also encouraged members to put forward suggested bids for work to be done in the Division in the next financial year to Cllr Harvey directly.

Mr Steward expressed concerns about the delay in taking forward the Land East of Horndean development proposals and sought the Parish Council's support in lobbying the developer. The Chairman to ascertain the status of the planning application and report back to the Council.

**hpc 119/14 TO RECEIVE A REPORT FROM DISTRICT COUNCILLOR**

There were no matters the Chairman wished to report.

**hpc 120/14 PUBLIC SESSION**

The chairman agreed to pass concerns from Mr Howes about water drainage and potential flooding in Downhouse Road and Catherington Down to County Councillor Harvey and suggested that Mr Howes meets with Councillor Harvey to discuss.

Mr Steward referred to proposed development proposals on land East of Horndean

hpc 121/14 **TO ELECT ADDITIONAL MEMBERS TO THE COMMITTEES**

It was **RESOLVED** that Councillor Weeks be appointed to the Staff Committee.

hpc 122/14 **TO APPROVE THE MINUTES OF THE COUNCIL MEETING HELD ON 8 SEPTEMBER 2014**

It was **RESOLVED** that the Minutes of the Council meeting held on 8 September 2014 be duly signed as a true record of the meeting subject to the following amendments:

- Minute 113/14 – no member had been available to attend the HALC conference.
- Minute 116/14 (2) amended to read 'Chairman and Executive Officer'

hpc 123/14 **TO RECEIVE AND APPROVE THE ORDERS FOR PAYMENT**

It was **RESOLVED** that the Orders for Payment (List 7) be approved, and were duly signed.

hpc 124/14 **TO RECEIVE AND APPROVE THE BANK RECONCILIATIONS – CLYDESDALE AS OF 31 AUGUST 2014 AND CO-OPERATIVE AS OF 31 AUGUST 2014.**

It was **RESOLVED** that the Bank Reconciliations for the Clydesdale and Co-operative banks as 31 August 2014 be approved, and were duly signed.

hpc 125/14 **TO RECEIVE AUGUST 2014 ACCOUNTS**

Councillor Mach highlighted a significant potential underspend a year end, relating to war memorial expenditure and income, and suggested that the Council should decide at an early stage whether the funds be transferred to General Reserves, used to bring forward a capital project from next year or offset the precept demand in the budget.

Subject to further clarification of the figures, the Chairman confirmed that any projected underspend would be considered by the Council formally as part of the annual budget-setting process.

It was **RESOLVED** that the August 2014 accounts be approved, and were duly signed.

hpc 126/14 **TO RECEIVE AND CONSIDER A QUOTATION FROM HAVANT BOROUGH COUNCIL FOR CARRYING OUT GRASS CUTTING IN THE PARISH**

The Council considered the financial viability of extending the grass cutting services currently undertaken by Havant Borough Council on football pitches, to include all grass cutting in the Parish. The Council noted that the proposal would not only generate financial savings but would also enable the Countryside Team to focus on other projects and general maintenance and, importantly, fulfil the Council's commitment to the requirements of the Higher Level Stewardship Agreement.

It was **RESOLVED** that the quotation from Havant Borough Council to undertake grass cutting as detailed in the report be accepted.

hpc 127/14 **TO CONSIDER THE NOTIFICATION OF PRE-DECISION AMENDMENT – PLANNING APPLICATION: LAND EAST OF CHURCH CENTRE, BLENDWORTH LANE, HORNDEAN**



The Council had been invited to comment upon proposed amendments to the application for development on land East of Church Centre. Cllr Tickell gave a summary of comments and observations made since the original consultation in May and agreed to circulate these for members' information. The Council had made no comment in response to the original consultation and members agreed that no further comment was required at this time in relation to the pre-decision amendments.

For clarity, and to assist members, it was agreed that future agenda items relating to planning matters should provide additional information to identify development sites, including a reference to the developer.

It was **RESOLVED** that no further comment be made by the Council in relation to the notification of pre-decision amendments to the planning application relating to Land East of Church Centre, Blendworth Lane.

hpc 128/14 **TO CONSIDER THE LAND FRONTING 13-19 NAPIER ROAD – PLANNING APPLICATION**

The Council considered options for the potential redevelopment of Napier Hall as part of development proposals for land fronting 13-19 Napier Road to be considered by the EHDC Planning Committee at the end of October.

It was **RESOLVED** that future options for Napier Hall be reviewed following determination of the planning application for land fronting 13-19 Napier Road.

hpc 129/14 **TO RECEIVE AND CONSIDER A PROPOSAL FROM GROUNDWORK SOUTH TRUST LTD RELATING TO THE UPDATING OF PLAY AREAS**

The Council considered a proposal from Groundwork South Trust to work with the Council in seeking to identify and secure funding, undertake public consultations and put forward proposals for the upgrading of play areas within the Parish. Members noted that the Trust's costs in undertaking this work would be built into the overall funding structure for the project, and that engaging the Trust would ensure a robust and professional approach to the project.

It was **RESOLVED** that Groundwork South Trust be engaged to assist the Parish Council in upgrading play areas as outlined in the report.

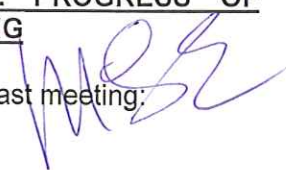
hpc 130/14 **TO SUSPEND STANDING ORDER 1(M) RELATING TO MEETINGS AND THE PHOTOGRAPHING OF PROCEEDINGS**

The Chairman outlined legislative changes allowing the filming of meetings by members of the public and recommended that Standing Order 1(m) be suspended pending the introduction by the Council of a formal policy on this matter.

It was **RESOLVED** that Standing Order 1(m) be suspended until further notice, pending the implementation of a formal Council policy on the photographing of proceedings at meetings.

hpc 131/14 **TO RECEIVE AN UPDATE WITH REGARD TO THE PROGRESS OF RESOLUTIONS MADE AT THE PREVIOUS COUNCIL MEETING**

The Executive Officer provided the following updates on actions agreed at the last meeting:



1. Minute 105/14 – installation of replacement dog waste bins now underway.
2. Minute 106/14 – contractor had been instructed to commence repairs to Lith Lane however works had not yet started. This was being pursued.
3. Minute 112/14 – the audio system had now been installed with installation of the projection equipment expected to be completed by mid-October.
4. Hazleton Common pathway repairs elsewhere on the agenda for discussion at this meeting (minute 134 below refers)

Cllr Mach reported that progress was being made by the working party appointed to review Council policies.

It was **RESOLVED** that the updates be noted.

hpc 132/14 **TO RECEIVE AN UPDATE ON THE COST OF TRAINING FOR THE COUNTRYSIDE GROUND ORG SOFTWARE**

The Executive Officer reported that continued efforts to contact the Countryside Ground Org software provider with regard to training had been unsuccessful, however the new Countryside Manager had nevertheless been able to implement and operate the system.

It was **RESOLVED** that the update be noted.

hpc 133/14 **TO RECEIVE THE ANNUAL RETURN AND AGREE AN ACTION PLAN TO ADDRESS THE ISSUES ARISING REPORT IN RESPECT OF THE AUDIT FOR THE YEAR ENDING 31 MARCH 2014**

The Chairman reported that actions had been taken to address the minor issues identified on page three of the report. In relation the recommendations to improve financial systems, the Chairman had sought an assurance from the Responsible Finance Officer that all the issues identified by the internal auditor had now been addressed and implemented and that no further action was required.

It was **RESOLVED** that, subject to satisfactory implementation of the recommendations made by the Internal Auditor, no further action to be required.

hpc 134/14 **TO REVIEW THE CONSTRUCTION OF HAZLETON PATH AND AGREE A WAY FORWARD IN LIGHT OF NATURAL ENGLAND'S PROHIBITION ON CERTAIN MATERIALS**

The Council considered options for the completion of the pathway in Hazleton Common Nature Reserve in light of a prohibition by Natural England on the use of the materials proposed. The report recommended the most cost-effective option for a 1.8m pathway, however members' preference was for the provision of a wider path to accommodate wheel chairs and mobility scooters and facilitate the passing of other path users, and using Type 1 granite instead of 0.2mm marine dredge.

It was **RESOLVED** that work be undertaken to complete the installation of pathway on Hazleton Common in line with the following specification:

- 2.5m wide footway

- Type 1 Granite: £21,474
- Mobilisation fee: £2,317
- Total cost: £23,791

hpc 135/14 TO AGREE TO EXCLUDE THE PUBLIC AND PRESS, IN THE VIEW THAT PUBLICITY WOULD PREJUDICE THE PUBLIC INTEREST BY REASON OF THE CONFIDENTIAL NATURE OF THE BUSINESS OR ARISING OUT OF THE BUSINESS ABOUT TO BE TRANSACTED

It was **RESOLVED** that the public and press be excluded for the remainder of the meeting.

hpc 136 /14 TO RECEIVE AN UPDATE ON STAFFING MATTERS

(This item was taken in camera as set out in the confidential minute).

The meeting closed to the public at 8.20pm



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Chairman

..... 27/10/14 .....

Dated