HORNDEAN PARISH COUNCIL

MINUTES OF THE COUNCIL MEETING HELD AT JUBILEE HALL ON MONDAY 04th AUGUST 2014 AT 8.00 P.M.

PRESENT: Councillor Mrs L Evans (Chairman), Councillors Miss J Murray, Mrs S Schillemore, Mrs E Tickell and Mrs I Weeks and Councillors M Burridge, D Evans, A Forbes, B Mowatt and R Veitch Cllr Beck

IN ATTENDANCE: Carla Cotton, Executive Officer and Clerk to the Council and Cynthia Haveron, EHDC Democratic Services Officer

PUBLIC ATTENDANCE: Members of the public and press were in attendance.

hpc 73/14 **TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Dr C Jacobs and J Mach. Cllr Pickett

hpc 74/14 **TO RECEIVE ANY DECLARATIONS OF INTEREST**

There were no declarations of interest.

hpc 75/14 **TO RECEIVE A REPORT FROM COUNTY COUNCILLOR**

RESOLVED that the written report from the County Councillor M Harvey was noted.

hpc 76/14 **TO RECEIVE A REPORT FROM DISTRICT COUNCILLOR**

RESOLVED that the written report from District Councillor G Shepherd was noted.

hpc 77/14 **PUBLIC SESSION**

The meeting opened to the public at 7.10pm. A member of the Press (Horndean Post) - Paul Ferguson was in attendance.

Mr B Woodward, a member of the public extended thanks on behalf of the Catherington Residents Association for all the work that had been undertaken by Councillors and volunteers in respect of the rededication of the War Memorial in Horndean and the BBQ after.

He also extended his thanks to Cllr S Schillemore in respect of her actions in representing her constituents over planning applications in the area.

Cllr L Evans, Chairman also thanked everyone for all the hard work that had been undertaken to make the rededication of the War Memorial, in particular the contribution made by Cllr E Tickell and Mr Tickell.

Mr Woodward asked who was responsible for cutting the grass in White Dirt Lane and also the roads leading up to the Catherington Down. He was informed that these were matters for the Highways Department at the County Council and was advised to contact County Councillor M Harvey.

hpc 78/14 **TO ELECT A VICE-CHAIRMAN**

Cllr L Evans, Chairman reminded the meeting that Cllr T Port Vice-Chairman had resigned from the Parish Council. This meant that the Council needed to elect a new Vice-Chairman. She thanked Cllr Port for his good service, hard work and the contribution in Local Government over the last four years.

Cllr Mrs S Schillemore nominated Cllr E Tickell and this was seconded was by Cllr Beck.

It was **RESOLVED** that Cllr E Tickell be appointed as Vice-Chairman of the Council.

hpc 79/14 **TO APPROVE THE MINUTES OF THE COUNCIL MEETING HELD ON 07TH JULY 2014**

The Minutes of the meeting held on 07th July 2014 were duly signed as a true record of the meeting. All agreed and was duly **RESOLVED**.

hpc 80/14 **TO RECEIVE AND APPROVE THE ORDERS FOR PAYMENT**

It was **RESOLVED** that the Orders for Payment (List 5) be approved, and were duly signed.

hpc 81/14 **TO RECEIVE AND APPROVE THE BANK RECONCILIATIONS – CLYDESDALE AS OF 30 JUNE 2014 AND CO-OPERATIVE AS OF 30 JUNE 2014.**

It was **RESOLVED** that the Bank Reconciliations for the Clydesdale and Co-operatives banks as of 30 June 2014 be approved, and were duly signed.

hpc 82/14 **TO RECEIVE JUNE 2014 ACCOUNTS**

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

hpc 83/14 **TO RECEIVE A FINANCIAL UPDATE IN RESPECT OF THE WAR MEMORIAL FUND**

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

hpc 84/14 **TO CONSIDER AND AGREE THE GRANTS IN PRINCIPLE AT THE POLICY & RESOURCES COMMITTEE**

It was **RESOLVED** that the following grants be agreed.

- All Saints Church, Catherington - £500
- Hampshire Astronomical Group - £1,500
- Horndean Community Association - £320
- Horndean Community Association - £300
- Victim Support – £200

hpc 85/14 **TO CONSIDER AND AGREE THE EMPLOYERS DISCRETION DOCUMENT FOR LOCAL GOVERNMENT PENSION SCHEME AGREED IN PRINCIPLE AT THE POLICY & RESOURCES COMMITTEE**

Councillors were advised that the Council was required to produce an employers discretion document for the Local Government Pension Scheme. The Policy & Resources Committee had agreed a policy in principle and the Council was asked to consider and agree the document.

Following a discussion it was **RESOLVED** that the Council agree to adopt the document.

hpc 86/14 **TO CONSIDER AND AGREE THE COST OF TREE WORK TO BE UNDERTAKEN AT QUAIL WAY**

Councillors were advised that this referred to three trees which bordered a residents garden. The trees were covered by a Tree Preservation Order and had been assessed by the East Hampshire District Council Arboricultural Officer. The recommendation was for the Ash trees to be coppiced and pollarding to be undertaken on the Oak tree. The cost of the work was between £1,600 and £1,700 + VAT.

Councillor D Evans confirmed that there was money in the budget for the work to be undertaken and the Chairman informed Councillors that there was a need to be pro-active in the management of trees. These trees were dangerous and needed dealing with urgently.

Councillors also discussed the cutting of hedges at the Recreation Ground and asked the Executive Officer and Clerk to the Council to get a quote for the work, ensuring that waste was removed and the site left tidy.

Following a discussion it was **RESOLVED** that the recommended work be undertaken.

hpc 87/14 **TO CONSIDER THE UPDATED SITUATION REGARDING THE SIGNING OF THE FOOTBALL CONTRACTS**

Carla Cotton, Executive Officer and Clerk to the Council updated the Council. She was pleased to inform them that the two contracts had finally been signed with one amendment to the contracts that clause 3.2 be deleted.

Following a discussion it was **RESOLVED** that the update be noted.

hpc 88/14 **TO CONSIDER AND AGREE THE SUPPLY AND REPAIRS TO THE CLIMBING FRAME AT MERCHISTOUN HALL**

It was confirmed that the Parish Council was responsible for the maintenance of the play equipment and the equipment was not insured.

Following a discussion it was **RESOLVED** that the repairs be undertaken.

hpc 89/14 **TO CONSIDER AND AGREE THE INTERVIEW PANEL IN RESPECT OF THE POSITION OF GROUNDS MANAGER AND THE POSITION OF THE RESPONSIBLE FINANCIAL OFFICER**

The Council agreed that the interview panels would consist of the following members

Responsible Finance Officer	**Grounds Manager**
Cllr D Evans	Cllr E Tickell

Carla Cotton, Executive Officer and Clerk to the Council (both Interview Panels)

hpc 90/14 **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 91/14 **TO AGREE THE CONFIDENTIAL MINUTES FROM THE COUNCIL MEETING HELD ON 7 JULY 2014**

The Confidential Minutes were agreed and signed.

hpc 92/14 **TO ~~CONSDIER~~ CONSIDER AND AGREE THE JOB DESCRIPTION AND PERSON SPECIFICATION OF THE OFFICE SERVICES MANAGER**

A new job description and person specification of the Office Services Manager was discussed and agreed.

The meeting closed to the public at 9.30pm

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Chairman

8/9/14
Dated