



# HORNDEAN PARISH COUNCIL

**MINUTES OF THE COUNCIL MEETING HELD AT JUBILEE HALL ON MONDAY 17 November 2014 AT 7.00 P.M.**

**PRESENT:** Councillor Mrs L Evans (Chairman), Councillors D Alexander, M Burridge, D Evans, A Forbes, Dr C Jacobs, J Mach, B Mowatt, J Murray, H Pickett, S Schillemore and E Tickell.

**IN ATTENDANCE:** Sarah Guy, Senior Administrative Officer and Penny Milne, EHDC Democratic Services Officer

**PUBLIC ATTENDANCE:** A member of the public and a representative of the local press were in attendance. District Councillors Denston and Shepherd were also present.

hpc 158/14 **TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Beck, Veitch and Weeks.

Apologies were also received from County Councillor M Harvey.

hpc 159/14 **TO RECEIVE ANY DECLARATIONS OF INTEREST**

Councillors Pickett, Jacobs, Schillemore and D Evans all declared non-pecuniary interests in minute 164 below.

hpc 160/14 **TO RECEIVE A WRITTEN REPORT FROM COUNTY COUNCILLOR M HARVEY REGARDING COUNTY COUNCIL MATTERS**

A report by Cllr Harvey was circulated. The Chairman to seek clarification from Cllr Harvey regarding the reference to the suggested road closure and how it is proposed that this be taken forward. The Chairman also to seek clarification on the reference to speed surveys in relation to similar data previously collected in this area.

The Chairman to forward the Council's recommendation to Cllr Harvey that she keeps Clanfield Parish Council informed with regard to the White Dirt Lane consultations.

hpc 161/14 **TO RECEIVE A REPORT FROM DISTRICT COUNCILLOR**

District Councillor Denston provided an update on parking issues at the Linden Homes development and gave an assurance that councillors and officers were working to find a resolution.

District Councillor Shepherd provided an update on the Allocations Plan consultation recently approved by the District Council and encouraged the Parish Council to support the Plan. Cllr Shepherd also provided an update on the need for a 5-year land supply to support the District Council's planning policies, consultations on the new Community Infrastructure Levy for collecting Developers' contributions and the proposed new surgery as part of the Gales brewery redevelopment site.

hpc 162/14 **PUBLIC SESSION**

Mr Howes thanked the Parish Council for taking forward his concerns regarding water drainage and potential flooding in Downhouse Road and Catherington Down, raised at the Council meeting on 6 October.

hpc 163/14 **TO APPROVE THE MINUTES OF THE COUNCIL MEETING HELD ON 27 OCTOBER 2014**

It was **RESOLVED** that the Minutes of the Council meeting held on 27 October 2014 be duly signed as a true record of the meeting.

hpc 164/14 **TO DISCUSS AND AGREE A RESPONSE TO THE AMENDMENT TO THE PLANNING APPLICATION 26152/002 LAND AND BUILDING ON THE SOUTH SIDE OF WHITE DIRT LANE, HORNDEAN, WATERLOOVILLE**

Cllr Tickell outlined the draft response to the consultation on the amendment to White Dirt Lane planning application (ref 26152/002) suggesting that the proposed traffic calming measures were unlikely to resolve the issues previously highlighted by the Parish Council in relation to the potential volume of traffic.

Councillors Pickett, Jacobs, Schillemore and D Evans had all declared non-pecuniary interests in this matter and abstained from voting.

It was **RESOLVED** that the draft response be agreed.

hpc 165/14 **TO RECEIVE AND APPROVE THE ORDERS FOR PAYMENT (LIST 9)**

It was **RESOLVED** that

- (1) the item relating to the payment of £37.47 for 2 x A4 pads be withdrawn for clarification and brought back under list 10 at the next meeting;
- (2) subject to (1) above, the Orders for Payment (List 9) be approved, and duly signed; and
- (3) a report on reducing costs associated with the PHS contract be brought back to the next meeting.

hpc 166/14 **TO RECEIVE AND APPROVE THE BANK RECONCILIATIONS – CLYDESDALE AS OF 31 OCTOBER 2014 AND CO-OPERATIVE AS OF 31 OCTOBER 2014.**

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

hpc 167/14 **TO RECEIVE OCTOBER 2014 ACCOUNTS**

Cllr D Evans advised that, following discussions with the Responsible Finance Officer, the payment of £1,600 in relation to Wagtail Copse referred to tree works and would be re-coded accordingly. Councillors discussed the projected end of year underspend and the Chairman advised that this would be considered as part of the annual budget process.

It was **RESOLVED** that

- (1) Cllr D Evans to seek clarification from the Responsible Finance Officer that the payment under the heading of telephones, relating to the installation of AV equipment in Jubilee Hall (line 3060), was correctly coded; and
- (2) Subject to (1) above, the October 2014 accounts be approved, and duly signed.

hpc 168/14 **TO RECEIVE THE RECOMMENDATION OF THE GROUNDS & PROPERTY COMMITTEE IN RESPECT OF A WORKING PARTY TO CONSIDER THE SALE AND REPLACEMENT OF THE COUNTRYSIDE VEHICLES**

It was **RESOLVED** that the following Councillors be appointed to a working party to consider the sale and replacement of the Countryside vehicles, supported by the Head Ranger and one other Ranger:

Councillors D Alexander, M Burridge, S Schillemore, L Evans

hpc 169/14 **TO RECEIVE AND CONSIDER THE QUOTATIONS FOR THE REPLACEMENT OF THE FENCING AT NAPIER HALL**

It was **RESOLVED** that

- (1) the necessary work be undertaken for a new fence to be supplied and erected; and that
- (2) Company 3 be contracted to undertake the works in accordance with the submitted quotation, using concrete posts and concrete gravel boards.

hpc 170/14 **TO RECEIVE AND CONSIDER THE QUOTATION FOR THE REPAIRS TO THE PLAY AREA AT MERCHOUSTON HALL**

In considering this matter members noted that additional quotes had not been obtained on the basis that:

- the original suppliers were best placed to repair their own equipment; and
- repairs would be guaranteed whereby should an alternative company complete the repairs to existing equipment, this could present difficulties in the event of a future claim.

It was also noted that the figure quoted was £3103.71 and not £3108 as referred to in the contractor's letter dated 27 June.

Members were satisfied that there was adequate budgetary provision to cover the cost of the works but sought an assurance that future reports of this nature would specify how the proposals were to be funded.

It was **RESOLVED** that

- (1) the Responsible Finance Officer be requested to include budgetary provision for future playground maintenance works;
- (2) the RFO be requested to identify budgetary provision in future reports seeking authority for unplanned expenditure; and

- (3) repairs to the play area at Merchouston Hall be approved and undertaken as outlined in the report.

hpc 171/14 **TO RECEIVE AND CONSIDER THE QUOTATION FOR THE REPLACEMENT OF THE STOCK FENCING AT CATHERINGTON LITH**

The report outlined proposals to replace the stock fencing along the western border of Catherington Lith that needed urgent repair in order to comply with the terms of the High Level Stewardship agreement with Natural England.

The land was in private ownership, however members agreed that, whilst a contribution to the cost of the works should be sought from the land owners, this should not delay the works being undertaken. It was agreed that the landowners be contacted, explaining the urgency and outlining members concerns with regard to the number of stock and inadequate grazing, and seeking to recover 50% of the cost of the works.

It was **RESOLVED** that

- (1) Quote 1 in the sum of £2109.60 inc VAT be accepted;
- (2) the works be undertaken urgently; and
- (3) the landowners be contacted, explaining the Councils concerns as set out above and seeing to recover 50% of the cost of the works.

hpc 172/14 **TO CONSIDER THE RECOMMENDATION FROM THE POLICY AND RESOURCES COMMITTEE OF 3 NOVEMBER 2014 NOT TO PROCEED WITH THE INSTALLATION OF AN ADDITIONAL POWER SUPPLY**

It was **RESOLVED** that the Policy and Resources Committee recommendation not to proceed with the installation of an additional power supply be endorsed.

hpc 173/14 **TO CONSIDER THE RECOMMENDATION FROM THE POLICY AND RESOURCES COMMITTEE OF 3 NOVEMBER 2014 TO AGREE THE FILMING AND RECORDING POLICY AND TO AMEND STANDING ORDERS ACCORDINGLY**

It was **RESOLVED** that this item be deferred to the next meeting of the Parish Council.

hpc 174/14 **TO CONSIDER AND AGREE REMOVAL OF THE BOARDWALK ON HAZLETON COMMON AND REPLACEMENT OF THE SAME WITH THE SAME MATERIAL AND DESIGN AS THE NEWLY LAID PATH**

Members considered a proposal to remove the Boardwalk on Hazleton Common and replace with a sloping stone path using granite left over from the path installation. Concern was raised about accessibility issues relating to the Kissing Gate and agreed that the Countryside team be requested to review the means by which animals are excluded from the Common

It was **RESOLVED** that

- (1) works to replace the Boardwalk on Hazleton Common be undertaken as outlined in the report; and

- (2) the Countryside team review the means by which animals are excluded from the Common with a view to finding a wheelchair- accessible alternative to the Kissing Gate.

hpc 175/14 **TO CONSIDER AND AGREE THE VIREMENT OF FUNDS FOR THE INSTALLATION OF HAZLETON COMMON PATH**

It was **RESOLVED** that the transfer of £10,000 from the War Memorial earmarked reserve to cover the costs that will fall to Horndean Parish Council for the installation of the footpath at Hazleton Common be approved.

hpc 176/14 **TO CONSIDER AND AGREE THE VIREMENT OF FUNDS FOR THE PURCHASE OF OFFICE EQUIPMENT AND CARPETING**

Members considered a requested virement of £2,000 to cover the cost of purchasing office equipment at Tyfield House. Whilst accepting that the carpet was in need of urgent replacement, it was agreed that further information was required with regard to the furniture and equipment to be purchased, to ensure that the office space was adaptable for use as a formal meeting room as well as a space for staff to use informally. Further thought needed to be given particularly to the type of chairs to be installed in order to limit wear on the new carpet.

It was **RESOLVED** that

- (1) the transfer of £2,000 from the recruitment budget to the office equipment budget for the purpose of purchasing office equipment for Tyfield House be approved; and
- (2) replacement of the carpet be authorised but that further information be brought back to the next meeting of the Council regarding furniture and equipment.

hpc 177/14 **TO CONSIDER AND AGREE THE INSTALLATION OF LIGHTING WITHIN THE MEMORIAL SQUARE**

Cllr Schillemore presented a proposal to illuminate the recently refurbished Horndean War Memorial, to highlight it and allow people to read the inscriptions in the early hours of darkness. The equipment to be supplied and fitted by a local construction company at their cost as a community project, with the Parish Council responsible only for the cost of digging a trench for the electric cabling. Concern was expressed that the ongoing maintenance costs to the Council were unclear, that the lighting might prove excessive and detract from the solemnity of the memorial and that illuminating the memorial might lead to anti-social behaviour.

It was **RESOLVED** that the proposal be not taken forward.

hpc 178/14 **TO RECEIVE AND CONSIDER A QUOTATION FOR THE MAINTENANCE OF TREES AND HEDGES AT HEATH CLOSE**

In considering the report, the Chairman reminded members of the need for the Council to take into account arboricultural obligations when acquiring land through new development in the Parish.

It was **RESOLVED** that the quotation for maintenance of trees and hedges at Heath Close be accepted and that the works be authorised.

hpc 179/14 **TO RECEIVE AND CONSIDER FUNDING IN RESPECT OF THE CORRAL FOR THE PURPOSE OF GRAZING ON CATHERINGTON DOWN**

Members considered a proposal for a corral on Hampshire County Council land at Catherington Down in order to meet new the requirements of new legislation on TB testing and in accordance with the Council's Higher Level Stewardship (HLS) agreement with Natural England. Members noted that the Council would be responsible only for 40% of the cost of the works, to be funded through the HLS grant.

It was **RESOLVED** that, subject to Hampshire County Council consent as landowner, that quote 1 as set out in the report be accepted in the sum of £1592 + VAT.

hpc 180/14 **TO DISCUSS THE OPENING OF THE PUBLIC CONVENIENCE SITED AT JUBILEE HALL DURING THE WINTER PERIOD**

It was **RESOLVED** that the public convenience at Jubilee Hall remain open in the winter during hours of daylight when the Hall is in use.

hpc 181/14 **TO DISCUSS AND CONSIDER A REQUEST FOR A DONATION TO CPRE HAMPSHIRE**

It was **RESOLVED** that that no donation be given at the present time.

hpc 182/14 **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 183 /14 **TO APPROVE THE CONFIDENTIAL MINUTES HELD ON 27 OCTOBER 2014**

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

It was **RESOLVED** that the confidential minutes of the meeting held on 27 October be approved and signed as a true record.

hpc 184 /14 **TO RECEIVE A REPORT AND DISCUSS THE WAY FORWARD IN RESPECT OF THE FINANCIAL CONTRIBUTIONS FOR THE RESURFACING OF LITH AVENUE**

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

It was **RESOLVED** that the matter proceed as set out in the confidential minute.

The meeting closed to the public at 9.20pm

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Chairman

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Dated