HORNDEAN PARISH COUNCIL

MINUTES OF THE COUNCIL MEETING HELD AT JUBILEE HALL ON MONDAY 11 DECEMBER 2017 AT 7.00 P.M.

PRESENT: Councillors D Alexander, P Beck, M Burridge, Mrs D Denston, D Evans, A Forbes (Vice Chairman, acting Chairman), R Sowden, Mrs E Tickell, R Veitch, Mrs I Weeks, N Wren

IN ATTENDANCE: Carla Baverstock-Jones, Chief Officer, Sarah Guy, Senior Administrator (Minute Taker)

PUBLIC ATTENDANCE: 1 member of the Press and County Councillor Mrs Marge Harvey were present.

HPC 172/17/18 **TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Mrs L Evans and Miss J Murray. ~~No~~ apologies ~~for~~ absence were also received from Cllr Dr C Jacobs.

HPC 173/17/18 **TO RECEIVE ANY DECLARATIONS OF INTEREST**

No declarations of interest were received.

HPC 174/17/18 **TO RECEIVE A WRITTEN UPDATE FROM COUNTY COUNCILLOR MRS M HARVEY REGARDING COUNTY COUNCIL MATTERS**

A report by County Cllr Mrs Marge Harvey was circulated and it was noted that the roundabout near Morrisons in Horndean was looking tidy now works had been completed.

HPC 175/17/18 **TO RECEIVE A WRITTEN UPDATE FROM DISTRICT COUNCILLORS REGARDING DISTRICT COUNCIL MATTERS**

A report by District Cllr D Evans was circulated. He said that the consultation closing date for comments for the Local Government Boundary Commission (LGBCE) was scheduled today and said the LGBCE were aiming to make their decision by February 2018.

HPC 176/17/18 **PUBLIC SESSION**

The meeting was duly opened to members of the public.

HPC 177/17/18 **TO APPROVE THE MINUTES OF THE COUNCIL MEETING HELD ON 20 NOVEMBER 2017**

It was **RESOLVED** that the minutes of the Council meeting held on 20 November 2017 be duly signed as a true record of the meeting with the following amendment

- The wording 'Downs Park' to be amended to 'Dell Piece West' in Minute HPC 165/17/18.

HPC 178/17/18 **TO RECEIVE AND APPROVE THE ORDERS FOR PAYMENT (LIST 9 ATTACHED)**

The Orders for Payment (List 9 attached) was circulated.

The cost to replace the clutch and the reason for its replacement was queried. It was explained that the clutch had burnt out, with a contributing factor seeming to be due to the towing of the trailer, particularly when towing the trailer up Lith Avenue.

It was **RESOLVED** that the Orders for Payment (List 9 attached) be approved and duly signed.

HPC 179/17/18 **TO RECEIVE AND AGREE THE MONTHLY FINANCE REPORT**

A report by the RFO was circulated and noted by Members.

HPC 180/17/18 **TO RECEIVE AND CONSIDER THE DRAFT BUDGET 2018/2019**

The draft budget 2018/2019 was circulated. Cllr D Evans explained that the Draft Budget had previously been reviewed by the Finance and General Purposes Committee. He confirmed that HPC were still awaiting details regarding the Council Tax Support Grant. The budget was noted by Members.

HPC 181/17/18 **TO RECEIVE AN UPDATE AND AGREE THE PREPERATION OF A BUSINESS PLAN IN RESPECT OF THE LAND EAST OF HORNDEAN - COMMUNITY BUILDING**

A report by the Chief Officer was circulated and a discussion took place. It was explained that there were provisions for £15k in the S106 Agreement to pay for an architect to advise HPC on details of the building.

It was **RESOLVED** that

- £1400 be allocated to the preparation of a business plan.
- The working party be reconvened to look at the outline of what is expected within the business plan. This was proposed by Cllr Alexander and seconded by Cllr D Evans.

HPC 182/17/18 **TO RECEIVE AND CONSIDER THE APPLICATION IN RESPECT OF THE FOLLOWING GRANT**

- **1ST HORNDEAN SCOUT GROUP - £558**

It was **RESOLVED** that 1st Horndean Scout Group be awarded £558 as per their grant application request.

HPC 183/17/18 **TO NOTE THE NEXT SCHEDULED MEETING OF THE COUNCIL BEING THE 15 JANUARY 2018**

Noted.

HPC 184/17/18 **TO RESOLVE TO EXCLUDE THE PUBLIC AND THE 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. (PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1960).**

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

The public part of the meeting closed at 7.40PM.

HPC 185/17/18 **TO APPROVE THE CONFIDENTIAL MINUTES OF THE COUNCIL MEETING HELD ON THE 20 NOVEMBER 2017**

It was **RESOLVED** that the Confidential minutes of the Council meeting held on the 20th November 2017 and be duly signed as a true record of the meeting.

The confidential part of the meeting closed at 7.42PM.

.....
Chairman

15/1/18
.....
Dated

ITEM: 7

PAYMENTS SINCE LAST ORDER OF PAYMENTS 2017-18			LIST 9 - 11-12-17			BANK ENTRIES: 15/11/17 to 04/12/17
Ref	Date of Invoice	Payee	Net	VAT	Total Payment	Details
		NOVEMBER 2017 - DIRECT DEBITS				
1	01/11/2017	Vodafone	47.00	9.40	56.40	Mobiles : Oct Calls/Nov Rent
2	03/11/2017	SSE Gas	122.48	6.12	128.60	Napier Hall: Gas 3 Oct - 1 Nov 2017
3	31/10/2017	Veolia	185.21	37.04	222.25	Waste Removal - October 2017
4	28/10/2017	PHS	56.64	11.33	67.97	Napier Hall : Dust Mats, Hand Dryer 01/12/17-13/01/18
		DECEMBER 2017 - DIRECT DEBITS				
5	01/12/2017	Luckylite	520.00	0.00	520.00	December 2017 Rent
		NOVEMBER 2017 BACS				
6	04/11/2017	Members Travel Expenses	31.05	0.00	31.05	Re November 4th 2017 HALC General Meeting
7	20/11/2017	Horndean PC Employees	13,811.68	0.00	13,811.68	Net Salaries - November 2017
8	18/09/2017	F R Jones & Son	48.15	9.63	57.78	Strimmer Line, Bulldog Fork, Spark Plug
9	26/10/2017	F R Jones & Son	228.31	45.66	273.97	Forestry Harness, Strimmer Harness, Pruning Saw
10	13/11/2017	AVS Fencing	99.36	19.87	119.23	Fence Post and Post Fix for Dell Piece West
11	14/11/2017	Countryside Jobs Service	135.00	27.00	162.00	Advert-Estate Warden Position
12	14/11/2017	Annodata	272.42	54.48	326.90	Photocopying 14/8/17-14/11/17
13	15/11/2017	Blendworth Property Maintenance	50.00	0.00	50.00	Tyfield House : Repair Tap in Disabled Toilet
14	15/11/2017	Blendworth Property Maintenance	60.00	0.00	60.00	Napier Hall : Supply and Fit Replacement Part to Disabled Toilet
15	31/10/2017	Screwfix	1.66	0.33	1.99	Bolts to Fix Bench on London Road
16	15/11/2017	Screwfix	64.97	12.99	77.96	Chuck, Pozzi Bit, Box of Screws
17	17/11/2017	Rowlands Castle Cleaning	75.00	0.00	75.00	Window cleaning at Tyfield, Jubilee, Napier
18	23/11/2017	All Saints Church	1,000.00	0.00	1,000.00	Approved Grant from Council
19	01/11/2017	AVS Fencing	14.85	2.97	17.82	Fencing Posts for Ashley Close
20	22/11/2017	F R Jones & Son	177.92	35.58	213.50	Stihl Leaf Blower
21	22/11/2017	St John Ambulance	430.00	86.00	516.00	Requalification of First Aid Course
22	22/08/2017	Keydell Nurseries	8.33	1.67	10.00	Top Soil for Jubilee Play Area
23	22/08/2017	Keydell Nurseries	12.08	2.42	14.50	Plants for Planter (by Welcome to Horndean Sign)
24	23/11/2017	Keydell Nurseries	17.40	3.47	20.87	Plants for Memorial Square
25	07/07/2017	Keydell Nurseries	8.34	1.66	10.00	Top Soil for Jubilee Play Area
26	23/11/2017	Keydell Nurseries	70.26	14.05	84.31	Spring Bulbs and Plants for Hanging Baskets
27	22/08/2017	Keydell Nurseries	67.02	13.41	80.43	Plants for Village Memorial Square Planter
28	07/07/2017	Keydell Nurseries	38.28	7.65	45.93	Summer Bedding Plants for Hanging Baskets
29	23/11/2017	EHDC	115.00	0.00	115.00	Printing of 400 Carol Service Sheets
30	30/11/2017	HMRC	3,713.26	0.00	3,713.26	PAYE/NI November 2017
31	30/11/2017	Hampshire Pension Fund	3,724.83	0.00	3,724.83	Pension Contributions - November 2017
		DECEMBER 2017 BACS				
32	01/12/2017	Staff Expenses	18.99	0.00	18.99	Staff Expenses 1 - 30 November 2017
		NOVEMBER 2017 DEBIT CARD				
33	14/11/2017	Secure-a-Field	35.31	7.06	42.37	Outdoor Paper
34	21/11/2017	Amazon	26.97	0.00	26.97	Fairy Lights for Carol Service
		DECEMBER 2017 DEBIT CARD				
35	01/12/2017	Land Registry	6.00	0.00	6.00	Land Registry Seach for property on Catherington Lith
		TOTALS	25,293.77	409.81	25,703.58	

INVOICES TO BE APPROVED FOR PAYMENT			LIST 9 - 11-12-17			
Ref	Date of Invoice	Payee	Net	VAT	Total Payment	Details
36	22/11/2017	Plantscape Ltd	890.00	178.00	1,068.00	12 Planters for Winter Plant Up
37	30/11/2017	Andrews Newby Partnership	945.00	189.00	1,134.00	Napier Hall : Crack Monitoring & Damp Proof Course Survey
38	24/11/2017	PBA Consulting Solutions	600.00	120.00	720.00	Treatment & Monitoring Programme for Japanese Knotweed
39	04/12/2017	MOT & Service World	1,101.31	220.26	1,321.57	ST08 XVV : Clutch Replacment
		TOTALS	3,536.31	707.26	4,243.57	

RECEIPTS RECEIVED SINCE LAST ORDER OF PAYMENTS			LIST 9 - 11-12-17			BANK ENTRIES: 15/11/17 to 04/12/17
Ref	Date of Banking	Payer	Net	VAT	Total Receipt	Details
		NOVEMBER 2017				
40	16/11/2017	Private	-143.56	0.00	-143.56	Refund Deposit/Hall Hire due to cancellation Jubilee Hall
41	17/11/2017	Private	94.38	0.00	94.38	Hire of Jubilee Hall
42	20/11/2017	Lovedean Karate Club	264.00	0.00	264.00	Hire of Napier Hall
43	20/11/2017	On All Paws	316.80	0.00	316.80	Hire of Jubilee Hall
44	20/11/2017	1st Catherington Air Scouts	67.80	0.00	67.80	Hire of Jubilee Hall
45	20/11/2017	1st Catherington Air Scouts	52.80	0.00	52.80	Hire of Jubilee Hall
46	21/11/2017	A Upfield	58.08	0.00	58.08	Hire of Jubilee Hall
47	27/11/2017	Horndean Baptist Church	743.14	0.00	743.14	Hire of Napier Hall
48	28/11/2017	Country Park Quilters	26.40	0.00	26.40	Hire of Jubilee Hall
49	29/11/2017	Southern Health	52.80	0.00	52.80	Hire of Jubilee Hall
50	30/11/2017	Private	12.00	0.00	12.00	Hire of Jubilee Hall
51	30/11/2017	Jiggy Wrigglers	79.20	0.00	79.20	Hire of Jubilee Hall
52	30/11/2017	ams4fitness	254.60	0.00	254.60	Hire of Napier/Jubilee Hall
53	30/11/2017	Cambridge & Counties	113.81	0.00	113.81	Bank Interest - November 2017
		DECEMBER 2017				
54	01/12/2017	Horndean F.C	83.34	0.00	83.34	Hire of Pitches
55	01/12/2017	Horndean Hawks	84.24	0.00	84.24	Hire of Pitches
56	01/12/2017	Brendoncare	34.00	0.00	34.00	Hire of Napier Hall
57	01/12/2017	Private	43.56	0.00	43.56	Hire of Jubilee Hall
58	04/12/2017	Pilates	42.50	0.00	42.50	Hire of Napier Hall
59	04/12/2017	Busybees	435.60	0.00	435.60	Hire of Jubilee Hall
60	04/12/2017	Butser Lace	51.00	0.00	51.00	Hire of Napier Hall
		TOTALS	2,766.49		2,766.49	

SIGNED:	
SIGNED:	
DATE:	LIST 9 - 11-12-17