



ANNUAL PARISH MEETING

MINUTES OF MEETING

THE MINUTES OF THE ANNUAL PARISH MEETING HELD AT JUBILEE HALL, ON MONDAY 7 APRIL 2014 AT 8.00 PM.

PRESENT:

Councillor Mrs L Evans in the Chair,
Cllrs Medames E Tickell, Dr. C Jacobs and I Weeks, Cllrs D Evans, R Veitch, T Port, H Pickett, M Burridge, J Mach and P Beck

IN ATTENDANCE: Mrs Philippa Penfold, Office Services Manager

1. **WELCOME FROM THE CHAIRMAN**

The Chairman welcomed all those present and gave a brief outline of the purpose of the meeting.

2. **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr Forbes, Cllr Mowatt, Cllr Mesdames Schillemore; County Cllr M Harvey, District Cllr G Shepherd

3. **MINUTES OF THE PREVIOUS MEETING**

The Minutes of the Annual Parish Meeting held on the were taken as read, adopted, and signed as a true record by the Chairman.

4. **HORNDEAN PARISH COUNCIL REPORTS**

16 members of public attended the meeting. The following reports were circulated prior to the meeting and taken as read.

Chairman's Report - Cllr Mrs L Evans

The past year has been both eventful and rewarding. We have said goodbye to some members of staff and some Councillors and thank them all for their contributions to the running of Horndean Parish Council on behalf of the residents.

We have welcomed new staff both permanent and temporary and expect to fill the vacant post of Executive Officer shortly. The appointed person will fulfil the role of Proper Officer/Clerk.

Whilst continuing normal service we have been able to reduce costs by moving to more cost effective contracts, vacating one unit at Lucky Lite and general good housekeeping. Through these savings we have been able to hold the precept charge per household at the same level as last year. The overall

precept income has risen slightly due to a small increase in the number of homes in the Parish.

Much thought and consideration was given to whether or not the Parish should acquire Nash Hall for Parish Office and for community use. The Parish Council concluded that it would not take ownership of Nash Hall and has subsequently renewed the lease on Tyfield House whilst other options are considered.

Sometimes we are asked "what do the Parish Council do for us?" There aren't always exciting projects to report on but there is always all the maintenance of properties, trees, open spaces, football pitches, playgrounds; administration of community halls which are hired by many people and where many activities take place; scrub clearance; tree planting; hedge-laying; grass mowing; footpath clearance and repair; litter control; dog waste control; assistance to residents with queries and problems. All the tasks without which Horndean would be a much less pleasant place in which to live.

What of next year? Various projects have been budgeted for and will come forward during the year. There will be a continuing challenge with the number of housing developments which will be coming forward. Horndean needs to find land for 700 new homes but many more are in the pipeline so we must use our best endeavours to ensure that we have the right number of houses, in the right places with the best facilities that we can agree.

To commemorate the 100th Anniversary of the outbreak of WW1 we have been able to bring to fruition a long-held desire of many people of Horndean - the replacement of the statue on top of the War Memorial. The Parish Council has set aside monies to secure the replacement but through grant funding and the generous donations from local people and businesses the call on Parish funds will be minimised. Whilst I haven't singled out any other people for special mention I don't believe this project could have been completed without the hard work of Cllr Sara Schillemore and Cllr Guy Shepherd.

Finally, I would like to thank all the Councillors and staff and our regular bands of volunteers who have worked so hard for their local community during this year. Let's look forward to even more success in the coming year. I hope that all residents will feel able to help and support us in working towards greater achievements in 2014/15.

Cllr Lynn Evans
3rd April 2014

Finance & Property Management Committee Report 2013-14
Cllr David Evans, Chairman

The new Finance Regulations have now been in use successfully for a year. NALC issued a new "model" in March 2014 which includes some very useful additions and these will be considered when we carry out the annual review of our Regulations early in 2014/15.

The External Audit of 2012/13 accounts regrettably gave rise to a Qualified Audit report. Primarily, this arose because we had not carried out a review of

the Council's Risk Assessment, the Asset Register had been revalued in error and system weaknesses identified by the Internal Auditor's reports had not all been addressed. All three issues have been dealt with during the year.

The Resources & Open Spaces joint Working Party recommended that we reduce the use of industrial units at Lucky Lite from two to one. The countryside team worked hard to reorganise their storage and moved out of one unit in December saving the Council some £7,000 pa. In addition, surplus items were sold raising around £800.

The costly mobile phone contracts have been terminated and a new contract collecting all our telephone and mobile services together and, in addition, replacing the obsolete and poorly functioning phones at Tyfield House has been completed with considerable savings in running costs.

A great deal of work by Members and our locum Finance Assistant, Mrs Hanman went into the production of the 2014/15 Budget. Members have begun to put together a five year strategy and, although not yet completed, items identified for Year 1 have been incorporated in this budget. The whole strategy will come before Council in due course. Members held three intensive budget workshops and reviewed every item carefully.

The changes to the budget layout, particularly to the Open Spaces budget, are aimed at simplifying it and making it more transparent. The simplification has involved grouping items of low expenditure together making it both less likely to over-budget the total and easier to process into the accounts system saving admin time. The other change is to show capital and project costs separately from "revenue" costs. Daily running costs are thus easier to determine and to monitor. This layout is a transitional one with further improvements to be considered.

Income from the hire of our halls has suffered from the loss of a key hirer although it is hoped to replace this. Income from hiring football pitches is currently under review and discussions are taking place with the clubs. The budget took the cautious approach of not assuming income that we cannot be confident of receiving.

Earmarked Reserves have been established for the replacement of assets as they wear out to ensure we can continue to provide the community facilities provided by the Council.

In addition, earmarked reserves have been established for the provision of new or extended facilities where grants or S106 funds are not available or insufficient. The items included are:

- In the field of new play equipment and provision, the Council is examining several options including a permanent skatepark and provisions for teenagers
- Jubilee Hall Extension fund is primarily aimed at providing the changing room facilities that the football club has, for some time, been requesting.

- The Napier Hall improvement fund has not been added to as replacement of the Hall may be possible from S106 funds generated through housing development.

The reserve that has been in place for some years and intended for refurbishment of Nash Hall will now not be needed for that purpose and Council has decided that this should be divided into a vehicle replacement fund and a contingency fund to support the replacement of the “Goddess” on the War Memorial.

In conclusion, the 2014/15 Budget will maintain services and improve facilities without a rise in the precept.

Cllr David Evans, Chairman Policy & Resources Committee
4th April 2014

Grounds & Property Committee – Cllr Mrs Elaine Tickell

The year has been a very busy year for the committee following the extension of its remit. The Countryside Team has coped well despite being stretched a lot of the time. In addition to the routine tasks of bin emptying/ litter control, mowing, emergency tree work etc, there are a number of successes of which the Team can justifiably be proud.

1. Firstly, tree planting. The tree planting project at Jubilee Field was completed with the planting of twenty 6-8ft standards and one hundred saplings in 2013. The latter were donated by the Woodland Trust.

In another application to the Woodland Trust and working in partnership with Havant Borough Council and local volunteers, over 300 saplings were planted across the Parish at Old School Field, Five Heads Recreation Ground and Catherington Lith.

Since 2010, over 600 native trees have been planted across the Parish.

2. Volunteers. Five regular volunteers have donated their time on a weekly basis throughout the Winter whatever the weather. They are all very passionate about Nature Conservation and their commitment to the Nature Reserves in the Parish was such that the scrub clearance work was finished earlier than scheduled.

The hedge next to Yoells Copse adjoining the houses on Loxwood Road was laid thus adding to the conservation value of the Reserve.

A team of volunteers has now been organised to maintain the rights of way across the Parish. There is a regular force of eleven volunteers. There has been very positive feedback on this.

We are hoping that the number of volunteers will further increase.

3. There has been a successful funding application for new picnic benches for both Old School Field and Downs Park and these will be in place for the Summer.
4. An agreement has been signed by Horndean Hawks for the use of the football pitches at Jubilee Field. The condition of the pitches has been improved through pitch maintenance works carried out in partnership with Havant Borough Council.
5. The use of property has been rationalised with the Countryside Team downsizing to one unit at Luckylite.
6. The tractor and chipper have been sold.
7. Working in partnership with Horndean Parish Council, the Horndean Biodiversity Group have now produced the final draft of the Horndean Biodiversity Action Plan.
8. At Hazleton Common, 60m of hardstanding was installed paid for by a grant and using Community Payback workers. An application for further funding has now been completed to install the remaining 214m of the path to join the Hollybank Close and Hillview entrances to the Common. The path is DDA compliant as will be the remaining stretch.
9. The hedge laying at Jubilee Field has now been completed. Volunteers also laid 80m of Hazel Hedge improving not only its aesthetics but also thickening it and increasing its longevity.
10. The Public Consultation over the future management of Catherington Down gave overwhelming support to Horndean Parish Council continuing the management of the Down. A meeting was held with representatives from Hampshire County Council and Queen Elizabeth Country Park to discuss the way forward and the support that could be given to HPC. HCC made it very clear that if they took back management of the Down, they would do so within the confines of the HLS grant. Many things like snow clearance would not form a priority. HPC is waiting hearing what help can be given with tree management on site. In the meanwhile, HPC is managing the site within the HLS grant.

2014/2015:

The major project for the forthcoming year is the upgrade of the play areas across the Parish. A working party has been set up and is currently looking at ideas and funding. The suggestions will be put out to Public Consultation. It is anticipated that a lot of the funding will come from Developers Contributions.

HPC is also looking at installing a couple of youth shelters.

HPC will be encouraging more volunteers to participate in projects across the Parish.

Nigel Hatton has left the Countryside Team to set up his own business. There will be a period of consolidation whilst HPC identifies the skills gaps of the team.

PROPERTY WORKS.

Much time has been spent on the potential for investment in our Community Halls. After some simple consultation with the main users, it has been decided to carry out the following work:

Jubilee Hall

1. Lower the existing ceiling in the hall with new tiling
2. Install better insulation in the void of the suspended ceiling
3. Install new "Low Energy" lighting systems in the hall

All of these should be completed in the next month and will contribute to considerable energy savings and improved temperature control. It is anticipated that a fixed sound system and built in Projector and Screen will follow this year, together with a Hearing Loop.

Napier Hall

Due to the need to manage the asbestos content in the structure of this building, any improvements are, in the main safety driven, with a need for air monitoring by specialist contractors. As a consequence, our aim is to move towards an eventual programme of structural replacement.

Overall, our community halls are still well used and enjoyed by many residents and booking can be arranged by contacting the Parish Office

Staff Committee – Cllr Sara Schillemore

The Staff Committee has had another busy year managing resources and fulfilling legal obligations.

In August 2013 we welcomed our new office manager to the Parish office. Mrs Philippa Penfold a cartographer, came to us from the National Park and has a background in Local Authority planning.

Mrs Pam Blake, a long standing employee of HPC retired in September. Her cheerful good humour will be missed in the office and we hope she enjoys her extra time at home. Pam was given a good send off by colleagues and Councillors and plans to make good use of her days off.

We are pleased to support the Stepping Stones project which operates from Merchistoun Hall and helps people who wish to return to work. Mrs Gill Foster who had recently relocated to this area came to work with HPC for a trial run. This proved to be successful and since January Gill has been on a temporary contract with us.

This year we have also said goodbye to Mrs Tracey Predeth the Parish Clerk. Mrs Predeth left in December to pursue her career in local government and we wish her all the best in her new position. We have recently advertised the position of Clerk and interviews will take place shortly.

Mrs Jenny Hanman has assumed the role of Acting RFO part time, to make sure that the Parish Council fulfil all their financial obligations. Mr Ian Brough has been employed as a part time financial assistant to complete the year end process.

It has been a very busy time in the Office without a Clerk in post and I would like to take this opportunity of thanking all staff for their support.

Jordan Walker has completed his apprenticeship as a tree surgeon and we would like to congratulate Jordan on his success.

Finally we said goodbye to one of our rangers Mr Nigel Hatton in February as he has decided to set up his own garden maintenance business and we wish him the best of luck in his new venture.

Throughout this year Staff members and Councillors have continued to attend a wide variety of courses and training to keep them up to speed with all areas of the Councils work.

5. **REPORT FROM COUNTY COUNCILLOR**

This last year has been extremely busy with many things happening in Catherington Division. Noted below are all the things that have taken place since last June.

- Lines re painted throughout the Division.
- Stonechat Road scheme completed.
- Scheme approved for Victory Avenue.
- Bus stops. HCC agreed to support the Parish with £4000 towards bus shelters and to maintain for 5 years.
- Many pot holes have already been repaired with the rest being done in the next few months.
- White Dirt Lane meeting in December and a scheme now being designed for traffic calming.
- All schools visited and money given towards signs to help stop parking on zig zag lines.
- Devolved budget used to help get gates at Merchistoun Hall, the drama group, and many other organisations.
- I have visited many residents to get answers to their questions and help to solve their problems. I have also had meetings about traffic calming throughout the division and meetings with regard to Hazelton Farm. I attended the consultation on both days.
- Helped to solve many problems with parking outside houses causing obstructions
- Arranged for grit bins to be put in place.

- Arranged for new footway from Wasdale to the brow of the hill for safety reasons.
- Meetings about White Dirt Lane and scheme now being drawn up for traffic calming to go out to consultation, with assurance being given that this will happen.

I am also on 3 select committees which I attend regularly in Winchester. I also meet with officers at Petersfield to discuss maintenance and traffic problems.

This is mainly for Horndean but I also have Rowlands Castle within my division where I have been dealing with many flooding problems.

I am always available to speak with residents and am happy to call and sort out any problems that residents may have. I expect to be just as busy in this coming year.

Cllr Marge Harvey

6. **REPORT FROM EHDC**

District Councillor Guy Shepherd was unable to attend the meeting, but had provided the report below, which was taken as read:

Joint Core Strategy and Housing in Horndean:

The main story for 2013 / 2014 has been the work on the Joint Core Strategy to address comments from the Government Inspector. This has included carrying out a new SHMA and studies into specific areas such as Traveller encampments and Alton. The studies which were carried out have been incorporated back into the Joint Core Strategy and this gives the final figure of 1,140 new homes in Horndean between 2011 and 2028 (this figure includes sites such as Gales, Havant Road etc).

At the time of writing we are awaiting feedback from the inspector but after 2 rounds of consultations it is hoped that this will come back with endorsement and approval to proceed. This being the case, the allocations plan will be the next step to carry out.

The acute increase in development activity on major sites is a matter of immense concern, as is the increased rate of pre application dialogue. Some of these offer a good opportunity to plan in strategic housing and facilities into the community, while some are undoubtedly attempts to exploit our 5 year plan window of opportunity to try to get planning approval on a site which would otherwise not secure this.

To try to mitigate the impact of this the South Of Butser District Councillors lobbied for and will secure a 'South Of Butser Plan' of sorts and the consultation held at Merchistoun Hall will form a part of this strategy to help give the planners guidance on the community views when considering applications. This does not mean that development on undesirable areas will

be prevented, but it will add key evidence to the weight of 'social' issues when assessing the sustainability of an application.

It seems there will be opportunities coming up very soon to test the weight of this study, and in the meantime the Horndean District Councillors are working to ensure this is given the greatest weight possible. A similar process is underway in Rowlands Castle.

District Councillor Grants:

A new devolved grant fund was set up just before Christmas which gives each District Councillor £3,000 to allocate to good causes locally. The account for this financial year has not closed, and nearly every pound was spent with just some of the benefiting organisations as follows:

- New Blendworth Centre for pathways and tools,
- Merchistoun Hall Bandstand project,
- Local schools,
- Tables for Catherington Village Hall,
- Battery and calibration service for the HPC Sid Unit,
- Trees and benches in Downs Park, and more.

District Cllr Guy Shepherd

Cllr Denston addressed the meeting and said she still have £500 to spend. She had provided a grant towards cleaning the war memorial but Cllr Schillemore said that J Rotherham would be cleaning the war memorial. Cllr Denston had also provided grant money towards the following projects/organisations:

- Horndean Business Network,
- shrubs to improve Chestnut Avenue,
- Merchistoun Hall Bandstand project,
- War Memorial Re-Dedication tea party,
- Blendworth Hall heaters.

Cllr D Evans had provided grants to:

- Horndean First Scout group for camping equipment,
- Horndean Band for music stands,
- Merchistoun Hall Bandstand project,
- Horndean Business Network newsletter.

Cllr Sara Schillemore's grants had been provided to:

- Horndean Business Network Christmas bazaar,
- Catherington Church Hall new tables,
- Merchistoun Hall Bandstand project,
- Catherington Play Group.

Cllr Denston reminded residents that these grants will be available again so if they needed a £250-£1000 grants should approach their District Councillor.

7. **GENERAL DISCUSSION**

Members of the public then asked the following questions:

Parish Magazine - Mrs Reynolds asked what has happened to the parish magazine? Cllr L Evans responded that the Council hope to re-establish this but that it will depend on staff resource.

John Palmer - would like to endorse previous point re. Communication and the need to publish a regular newsletter. Perhaps this could be a commercial venture and sell advertising space. He would like to see this produced quarterly.

Catherington Down - Bill Evershed spoke about Catherington Down which was contentious last year. Can the Council reaffirm that maintenance of the Down won't cost anything to Horndean ratepayers. Cllr L Evans responded that the Council is working within the budget that they have using Higher Level Stewardship money and volunteers. The Council is still talking to Hampshire County Council over the final situation but they are very slow to respond. The Parish Council are still pursuing this.

Bill Evershed then asked about the June 2012 site meeting to discuss signage with HCC, EHDC and HPC. He had written to the previous Clerk but had no reply. He was very concerned about this and would like to see this pursued.

Extraordinary Council meetings - Caroline Footman asked who decides to call an Extraordinary Council meeting? Cllr L Evans responded that this occurred when a Council meeting was not scheduled in the calendar but that there was a need to conduct specific business. Extraordinary Council meetings were always called by The Chairman. They are still open meetings which the public can attend.

Housing in Horndean - Jan Smith - Wished to thank Cllrs for the facilitation of the recent housing consultation at Merchistoun Hall. She asked if the 700 houses still needed were taken at Pyle Farm/Hazleton, how would future applications be handled? Cllr L Evans responded that this needed to have the Joint Core Strategy JCS in place, which included the 5 year land supply. All planning applications would be considered on their merits as they come forward. The JCS is being considered at the next community forum at Merchistoun Hall, with the final comments due at the end of April. It should be adopted in a couple of months. The 5 year land supply - EHDC has to build 600 houses per year, and needs 3000 permissions per year to keep pace with this.

Government strongly in favour of sustainable development to help economy and provide needed housing. It is very difficult to resist development as there is a presumption in favour of development.

John Palmer queried the need for 3000 houses in next three years. Cllr L

Evans responded that this included the whole of the EHDC district area outside the National Park.

A further question was asked in regard to the 2013/14 completions figure, and whether these would go towards the 5 year supply. Cllr L Evans replied that this was completions, and does not go towards the permissions. There was a need to build within 3 years.

Another question was asked as to whether it was possible to stop developers part building and then leaving the site. Cllr L Evans responded that nothing can be done, as developers only need to put a 'spade in the ground' to enact their planning permission.

Cllr Denston commented that it was very expensive to get planning permission so most builders don't do this as it is not economically viable. Development is generally staged for economic reasons. There were no sites in Horndean where this is happening - all our progressing.

Bus Corridor - Cllr Denston requested that the Planning committee discuss removing the bus corridor to help improve the traffic flow in the morning. Put on next agenda.

White Dirt Farm - Nigel Steward commented about the debacle due to the developers conducting a consultation in the wrong parish. He had wrote to the developer but had received no response. Cllr L Evans replied that the Parish Council have also written to Taylor Wimpey but will pass on the views of the meeting.

Linden Homes/Doctors Surgery - Mrs Reynolds asked what are Linden Homes giving back to the parish? Cllr L Evans responded that the doctors surgery was one thing, and that this project was proceeding but not yet completed as this involves the doctors, Linden Homes and EHDC.

A question was asked as to why permission had been given for building, as there was no payback to the community. Cllr L Evans responded that the building exists but before the building can be fitted out there has to be an agreement between all the parties.

Cllr D Evans commented that this is all held within the s106 legal agreement which can be downloaded from the EHDC website. The Parish Council considered taking on Nash Hall for the community but had to be satisfied that the building was suitable. If the Parish declined to take on Nash Hall then the developer had to pay £105,000 to provide community facilities. The Parish Council had decided it was too risky to take on the building as it needed too much work.

A comment was made that Bargate Homes had made the original agreement but that Linden Homes had changed it. Cllr L Evans responded that the s106 agreement has been extended to enable the doctors surgery to be achieved, if it can be achieved. However it need all the parties to agree, which was very complex as it needs to make sure it benefits the residents.

Cllr Schillemore stated that the Chairman had been very fair in her assessment. The Doctors surgery is a private business and they have to find their own funding.

Cllr Denston commented that the original agreement was a private deal between Bargate Homes and the doctors. The building can now only be used for a health facility.

Cllr Burrige commented that the surgery in Cowplain is also a private company and had to find money to fund it.

A question was then asked as to where the community benefit comes from? Cllr L Evans replied that once the tripartite agreement is achieved then it can go ahead but that cannot do anything further until this is achieved.

Nigel Steward commented that with the planning application for the redevelopment of the existing surgery, the Doctor had threatened at the Planning meeting that without permission he couldn't afford to move to new premises.

John Palmer - s106 agreement - if 10000 per house that would generate 7 million from the developers for community facilities. land worth million per acre, should HPC build on one acre of its own land would generate one million pounds.

Cllr Denston - payments need to provide funding for infrastructure projects. Money from Linden homes will come to parish council for them to decide what to spend it on. LE - EHDC hold the money but parish has to apply for money for proven projects.

Mrs Reynolds - do we wait until all the houses are built before we find out what the residents find out what Horndean will receive. LE - will receive 165000 - what do the residents want to do with this money? Residents need to make bids for projects to use this money, via community forums. EHDC will get the money and community organisations including parish will have to bid for the money.

Cadlington application - developers clear on what they wanted to do, redeveloping Napier hall. Ss - different developers work in different ways. This will only happen if Blendworth Lane development comes forward. But will not happen first as will need to build houses first to make money.

Provision of school places – a question was raised as whether there should be more school places to service new homes and people moving in. Phoned schools and found out both are full so where will new families send their children? Not providing the facilities locally. LE - if building go ahead at Hazleton then county would have to look at school places. Need to take this up with county councillor as this is a county issue.

DE - good example is Green Lane development at Canfield is 200 houses. One school was under subscribed so pleased with development. The other was full so developer contribution went towards providing another classroom.

Large developments must provide infrastructure.

Cllr Denston - county calculates at the end of the summer term as children move schools. Not all children go to the local schools so this can be a difficult calculation to make.

Julius Mach - schools compete with one another. This pulls in children from outside the catchment area, particularly if school has good reputation. There are enough school places to support the number of children for the next few years. Increasing elderly population but no evidence of increasing children's places.

Cllr Schillemore - white dirt - cllr shepherd wrote to catherington to about schol places. The school is full but with children from outside the area.

Facebook - Lady at front - who updates Facebook page? Not being updated. LE - everything on website as not enough staff resource at the moment.

Daffodils - Cllr Denston commented that daffodils look lovely but that they will need replacing in the next year or so.

Meeting closed 21.32

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Chairman

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Dated