



TO ALL ELECTORS OF HORNDEAN

**You are invited to take part in the
ANNUAL PARISH MEETING**

It will be held at:

**JUBILEE HALL, CATHERINGTON LANE
on Monday 25 April 2016 at 7.00 p.m.**

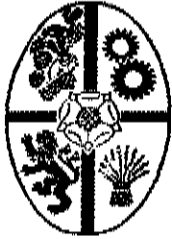
Under the Chairmanship of Councillor Mrs Lynn Evans
(Chairman of the Parish Council)

Refreshments will be available.

The Parish Meeting may by law discuss all Parish affairs and pass resolutions about them.

The following matters have so far been placed on the agenda:

- 1. Welcome**
- 2. Apologies for Absence**
- 3. Minutes of the Annual Parish Meeting held on the 20 April 2015**
- 4. Annual report of the Parish Council**
- 5. To receive a report from County Cllr Mrs M Harvey**
- 6. To receive a report from East Hampshire District Councillors**
- 7. To receive a presentation from Liz Wood from the Befriending Service - Age Concern**
- 8. To receive a presentation from Neil Richardson from SSE Southern Electric regarding energy advice - installation of Smart Meters**
- 9. General discussion of matters concerning the Parish of Horndean raised by those present.**



HORNDEAN PARISH COUNCIL

THE MINUTES OF THE ANNUAL PARISH MEETING
HELD AT JUBILEE HALL, ON MONDAY 20TH APRIL 2015
AT 7:00 PM.

PRESENT:

Councillor Mrs L Evans in the Chair,
Councillors D Alexander, P Beck, D Evans, A Forbes, Mrs D C Jacobs,
J Mach, B Mowatt, Miss J Murray, Mrs S Schillemore, Mrs E Tickell, R
Veitch and Mrs I Weeks

IN ATTENDANCE: Mrs Carla Baverstock-Jones, Executive Officer and Clerk to the Council, Sarah Guy, Senior Administrator (Minute Taker)

PUBLIC ATTENDANCE: Thirteen members of the public were present and one member of the press. Hampshire County Councillor Marge Harvey, East Hampshire District Councillors Guy Shepherd and Dorothy Denston were also present.

1. **WELCOME**

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 M Burridge. No apologies for absence were received from Cllr H Pickett.

3. **MINUTES OF THE ANNUAL PARISH MEETING HELD ON 07 APRIL 2014**

Public member Nigel Steward queried that the draft minutes of the Annual Parish meeting held on 07 April 2014 were not published on the HPC web-site and therefore said it was hard for him to know if they were a true record. Copies of the minutes were also not in the public packs.

It was **RESOLVED** that

- a. the minutes of the Annual Parish meeting held on 07 April 2014 be duly signed as a true record of the meeting.
- b. draft minutes of any Annual Parish meetings in future are to be published on the HPC web-site and copied for the public packs.

4. **ANNUAL REPORT OF THE PARISH COUNCIL**

The attached reports listed below were circulated prior to the meeting and were read out by the Chairman of each Committee.

- Chairman's Report – Cllr Mrs L Evans (Item 4a)
- Grounds Committee Report – Cllr Mrs E Tickell (Item 4b)
- Policy and Resources Committee – Cllr D Evans (Item 4c)
- Planning Committee – Cllr P Beck (Item 4d)
- Staff Committee – Cllr Mrs S Schillemore (Item 4e)

The Chairman thanked all staff Committee Chairmen for their reports and invited members of the public to ask questions.

Cllr Guy Shepherd made reference to Cllr P Beck's Planning Committee report, saying that whenever comments are made for or against, it is a balance between good and bad and is weighed by the case officer. He said if anyone has any queries relating to a Planning application that the case officers would always be happy to discuss.

5. TO RECEIVE A REPORT FROM COUNTY COUNCILLOR MRS M HARVEY

The attached report was circulated prior to the meeting and was read out by Cllr Mrs M Harvey.

The Chairman thanked Cllr Mrs M Harvey for her report and invited members of the public to ask any questions they may have.

White Dirt Lane

Mr Frank Rowney expressed concerns as to the way in which the public consultation was processed.

Mr Steward thanked Cllr Mrs M Harvey for her report and said that he is in favour of White Dirt Lane being closed and felt that the officers involved needed to find a way to make this happen.

Catherington Lane

Mr Steward asked if the public could be consulted regarding traffic calming at Catherington Lane and suggested that it would be sensible to have a public consultation before options are given. Cllr L Evans responded by saying that Officers will welcome possible alternative schemes which will be put forward for discussion and offered up for comment.

Cllr Harvey said that all schemes are open to Southern Parishes, which includes Clanfield, Horndean and Rowlands Castle.

6. TO RECEIVE A REPORT FROM EAST HAMPSHIRE DISTRICT COUNCILLORS

The attached report with bullet points was read out with an overview of each point by Cllr Guy Shepherd.

Cllr Guy Shepherd announced a special mention for District Councillor Mrs Dorothy Denston due to her standing down as a District Councillor at the May 2015 election. He said she has been a District Councillor for 34 years, and

commended her on the remarkable period of time working on behalf of the community. He also congratulated her on election to Horndean Parish Council.

Bill Evershed from the Catherington Village Residents Association (CVRA) said the CVRA wish to make minor changes to settlement policy boundaries in Catherington. Cllr Guy Shepherd responded by saying that as soon as the allocations plan has been approved, for the CVRA to write to the Planning Policy and Development team with changes and take to the CVRA Committee.

Land East of Horndean (LEOH)

Mrs Reynolds said the proposals for LEOH sound great; however, she was concerned that she had heard rumours of the water table being too high, resulting in a threat of contamination of the water supply. Cllr Guy Shepherd responded to Mrs Reynolds concerns, saying that this applies district wide and that Portsmouth Water has agreed with developers to put in place control measures so that nothing can get into the water table. It was said that work will be done to identify where the vertical routes are, in order to avoid them, and no work would start that could affect the water supply.

Cllr D Evans reinforced what had been said by Cllr Guy Shepherd and said that the Planning Committee gave approval with a long list of conditions for Portsmouth Water to put in place and these conditions were all included in the decision.

County Cllr Mrs Marge Harvey asked how the primary school in Horndean would cope with the additional housing. Cllr Guy Shepherd and Cllr Mrs Marge Harvey had a discussion as to whether or not the new proposed Primary school in the LEOH development would be a one form entry school or a two form entry school.

Mrs Reynolds mentioned that housing is to be built before the new school in the LEOH development and asked if a timescale was known of when the school would be built. Cllr Guy Shepherd said the proposal is for the school to be one of the first community buildings to be built and will happen in the first phase.

Cllr Mach asked about proposals he had heard about with regards to footpaths and cycle ways being put in to link the LEOH development to Morrison's. Cllr Guy Shepherd responded by saying that the development will comprise of 51 acres of open space and negotiations have been made for the development to comprise of fencing, pathways, styles and gates and the network will join up with the key areas e.g. the bridge that goes over the motorway (J2) and footpaths around the back of Blendworth.

Cllr D Alexander said that 700 new homes will bring new cars which will need access to motorways, and asked how this will be handled. Cllr Guy Shepherd responded by saying that a number of measures have been put in place, such

as putting in extra filter lanes, however, he said that improvements need to be made with the motorway and roundabout at Morrisons.

7. TO RECEIVE A PRESENTATION FROM BETH PIRIE – CHIEF INSPECTOR EAST HANTS DISTRICT COMMANDER, HAMPSHIRE POLICE

Inspector Pirie gave an update on the new policing structure in Hampshire, saying that there have been many cuts and reductions in staff and all specialist operations now work collaboratively with Thames Valley.

She made the following points:

- The South of Buster Team has now become part of East Hants District.
- There is no change in the service received from making a 999 call.
- If calling 101, queries may be dealt with by the resolution centre, which means you could receive a Police phone call rather than a Police visit.
- EHDC have funded an extra three PCSO's for the area.
- The Safer Neighbourhood Team is very much a visible presence in the area and are expected to know about speed watch and pub watch schemes and volunteers in the area. They are there for safeguarding and looking after vulnerable people. Neighbourhood policing is at the heart of the community.
- Schools can also expect an enhanced service from them.

Inspector Pirie spoke of there being a Hampshire Police system called Alert which allows you to register your details to be informed of crimes within your area or another area you may wish to choose. You can be updated of crimes in the area by way of email, text or voice message. She said if there was a pattern of instances overnight, it would go out as an alert and gives residents an opportunity to review their own safety provisions.

Mrs Rowney asked about the Petersfield Police Station closure date and was informed by Inspector Pirie that it is due to close, but not before autumn 2016 and said the Police are looking at sharing offices with EHDC at Penns Place in Petersfield.

It was asked by Cllr Miss J Murray what percentage of the Police Force are made up of PCSO's as there are concerns about losing qualified PC's. Inspector Pirie said that PCSO's are exceptional and the increase in PCSO positions is not a replacement for PC's, with there being 9 PC's and 18 PCSO's in the Neighbourhood Teams.

It was mentioned by Cllr Mrs S Schillemore that the Hampshire Police web-site appears to be out of date. Inspector Pirie responded by saying that the web-site update is under way and that updates will also be notified on the Horndean Matters blog.

Cllr Marge Harvey asked if the speed gun, paid for by HCC had been moved. Beth Pirie stated that the speed gun is now with the South of Butser Team.

Mr Rowney queried that he hadn't received a South of Butser Police report for a while and was assured that this will start again.

8. TO RECEIVE A PRESENTATION FROM NICOLETTE MORGAN FROM THE LOCAL LIBRARY SERVICE

Nicolette Morgan gave a review of the current services available through the local Library and informed everyone that 22,000 items were borrowed from Horndean Library in Five Head Road last year. She said that any items not available through Horndean Library can be ordered from other Library branches in the County and that they would only take a few days to arrive.

Some of the items available include:

- Fiction and nonfiction books, large print books, quick read books for people with short concentration spans or low literacy levels, local history books,
- Magazines.
- Children's DVD's.
- Audio books, books on CD's, MP3 CD's.
- Play Aways (which is a pre-loaded MP3 player, which needs batteries and headphones to use). These are very popular with stroke victims as you can slow down the pace of voice.
- Talking newspapers and magazines (good for visually impaired users).
- Specialist collections (military, picture post cards, chunky jigsaws, smell boxes, memory boxes,) which are very popular in care homes and old people groups.
- Books on prescription which may be recommended by your GP, e.g. books on dementia, depression, anxiety, eating disorders.

Nicolette spoke of the Library on-line services available for users by going into the Library and using the Library computers. Examples of these are as follows:

- Learn over 80 languages on-line.
- Download e-books and audio books.
- Read e-newspapers and e-magazines including foreign languages.
- Check events and access courses. Examples of the courses offered in the larger Waterlooville Library are Learn Mandarin, How to use my IPAD, reading group, knitter natter group and craft groups.

There are two computers available to use at Horndean Library.

Nicollette explained that if people are unable to access these resources, other services are available, such as the Good Neighbour Scheme, Special Ticket Library or the Home Library Service. These services are free if people experience problems in getting to the Library. Nicollette explained that there are two volunteers working out of Horndean Library for the Home Library

Service and this resource is often used by vulnerable customers with local volunteers being matched with local customers.

9. GENERAL DISCUSSION OF MATTERS CONCERNING THE PARISH OF HORNDEAN RAISED BY THOSE PRESENT

The Chairman thanked both Inspector Pirie, Chief Inspector from Hampshire Police, and Nicolette Morgan from the Local Library Service for their time and presentations that evening. The Chairman asked if there were any further matters anyone wished to discuss or questions they wanted to ask.

Signage

Mr Evershed asked Cllr Marge Harvey when the sign pointing to Catherington Village Hall would be moved back into the correct position as he said it appeared that it had been moved again after being positioned correctly once already. It was suggested by the Chairman that perhaps an anti tamper bolt could be used this time round to keep the sign in a secure position, asking HCC for this to be looked into.

A discussion was had regarding signage in the area, with comments made suggesting that the signage doesn't match what was suggested and that a sign would be useful as you come off the motorway, saying "Horndean Village".

Mr Steward thanked the Councillors of the Parish, District and County for reducing precepts and rates and thanked Cllr Mrs S Schillemore for her hard work during her time as a Parish Councillor.

The meeting closed at 9:15 pm

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Chairman

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Dated

Horndean Parish Council, Finance and General Purposes Committee Report 2015-16

Cllr D. Evans

We can report again of continued advances in the Council's financial management.

The Council decided on a £35k reduction in the precept for 2015-16, amounting to a 10% reduction in our share of the Council Tax and this has proved to be quite manageable.

The team of senior Officers and their staff continue to make a significant contribution to improving the financial condition of the Council.

Our RFO, Simon Ritson, has completed his work on improving the budget template which now provides Council with a much improved resonation of the figures and assumption. The Asset Register review, a large and time-consuming task, is virtually complete.

There will again be an under-spend in 2015/16 which was estimated in March to be about £40,000. Key items are Hall hire receipts coming in at £12k over forecast (2016-17 budget has been adjusted accordingly), the 2015 election cost of £5k was not needed (and can therefore be held as a reserve for future elections), the £4k to build Youth Shelters has not yet been spent as the project has only just gained planning approval plus, there has been a number of operational cost savings. Once the year end accounts have been completed, the Committee will be considering what changes may be advisable to our EMRs.

The Council's earmarked reserves (EMR) now afford considerable security in the event of large and unforeseen spends and for replacement of worn out assets. Net expenditure from our EMRs during the year totals some £49k covering maintenance of the Granary, playground equipment, Lith Avenue resurfacing, IT systems renewal and vehicle replacement. There will be a need to retain reserves, not only for asset replacement but also for future project costs that we can see approaching. The upgrading of Jubilee Hall and Napier Hall are coming forward for consideration and the new facilities at the "Land East of Horndean" development site, although a few years away yet, can be expected to require the Council to invest in chairs, tables and other fitments not provided by the developer.

Further improvements to clarify the Councils Finance Regulation in respect of the need for quotes for supplies and an increase of the Executive Officer's discretionary spending limit were recommended and approved by Council. Various policies and procedures were reviewed and improvements recommended to Council.

The presentation of the 2016-17 budget benefitted greatly from Mr Ritson's revisions which enabled Councillors and the public to have much greater visibility of the details contained.

Finally, our continued prudent financial management, ably exercised by the management team, has enabled us to keep the Council Tax Precept for 2016/17 unchanged from 2015/16.

Grounds Committee Report for Annual Parish Meeting to be held on 25th April 2016.

2015/2016 has been a busy but very productive year for the Committee and the Countryside Team.

A Bioblitz event was held on the 12th/13th June 2015 at Dell Piece West. The purpose was to record the various plant, animal, insect, bird and bat species at the site. Community involvement was actively encouraged and the event was well attended. The Parish was lucky enough to have a number of experts in their fields attend and share their wealth of knowledge. The management plan has been updated to record the information gathered at the Bioblitz. It is hoped to repeat the exercise at other sites in the Parish. Many thanks to the then Grounds Manager, Carole Burnett for her passion and enthusiasm in ensuring that this event was so successful.

Catherington Pond received a facelift with the help of The Conservation Volunteers. The boardwalk was replaced and the pond cleared in part to ensure its continued health.

Walkers at Catherington Lith were surprised and really pleased when the Countryside Team cleared over twenty years worth of leaf mulch from the paths to reveal a solid base. A lot of bramble and Ionicera clearance work has taken place over the year. This revealed more areas of bluebells. Visitors to the Lith at present will see a superb display of bluebells.

Winter grazing took place at Dell Piece, Hazleton Common and on Catherington Down. This was very successful in aiding the management of each site.

The major project of the Committee for the past year has been the upgrade of the Parish' play areas. There was extensive consultation as to what residents of the Parish would like to see at each of the play areas. The main focus is on Jubilee Hall. The toddler area will have a jungle theme and will be totally overhauled and expanded. There will be a new area for the older age groups that will include a zip wire. There will be more minor additions at Five Heads Recreation Ground, Deep Dell and Downs Park. Full details are on the Parish Council website. The major part of the cost was paid out of developer contributions.

We are pleased to welcome Matthew Madill as the new Grounds Manager.

Finally, a very big thank you to the volunteers who assist the Countryside Team on the Open Spaces throughout the Parish. They are all very passionate and turn out in all weathers.

Staffing Committee Report**2015/16**

This is my first report as Chairman of the Staff Committee, a role that I took over from Sara Schillemore who had covered it very effectively for several years and who stood down as a member of the Parish Council in May after many years dedicated service. I am grateful to Irene Weeks for accepting the role of Vice-Chairman who I know will cover the role very well.

We have had fewer changes to the Office and Countryside staff this year than in the recent past, although we were however very sorry that our Grounds Manager Carole Burnett left us in February, as she wanted to move away from Horndean to be nearer her family in the West Country. We are very grateful to Carole for all that she achieved in the eighteen months she was with us as a result of all her hard work, enthusiasm and compassion for the completion of projects. We particularly remember the 24 hour BioBlitz that she organised and managed on Dell Piece West last June which identified numerous rare species and which she saw through to the end despite some most unseasonal weather, sleeping overnight in the van!

We are grateful to our temporary Grounds Manager Simon Howe who managed the team effectively during the period between Carole's departure and the appointment of Matthew Madill as her successor. Matthew joined us on 18th April and we are confident that with his qualifications and experience he will be a valuable addition to and effective leader of the Countryside Team.

To assist our Responsible Financial officer Simon Ritson, who currently works 15 hours a week, to cover the workload he faces, we appointed a new Finance Administrator to work one day a week. We had employed Kim Hall through an Agency to help Simon for several months and as the considerable amount of time and effort he had spent training and supporting her had been very successful, we were keen to take her on as a permanent employee.

We took on a new caretaker and website administrator during the year following the completion of her 26 week probationary period. We would like to thank her predecessor Kay Rainbow who left us during the year for all her work for the Council during her time with us.

To help clear the large amount of work currently faced by the Countryside Team we are advertising for an additional person to be employed on a fixed term contract for eighteen months.

Finally, we congratulate Caria on achieving her CILCA qualification, which she somehow managed to find the time and energy to study for while also successfully managing the Office and its staffing requirements and providing advice and guidance to Councillors through another year.