

HORNDEAN PARISH COUNCIL

THE MINUTES OF THE ANNUAL PARISH MEETING HELD AT JUBILEE HALL, ON MONDAY 3rd APRIL 2017 AT 7:00 PM.

PRESENT: Councillor Mrs L Evans (Chairman)
Councillors D Alexander, M Burridge (Vice Chairman) P Beck, Mrs D Denston, D Evans, A Forbes, P Little, Miss J Murray, Mrs E Tickell, R Veitch, N Wren

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

PUBLIC ATTENDANCE: Nineteen members of the public, one member of the press and Hampshire County Councillor Mrs Marge Harvey were present.

1. WELCOME

The Chairman welcomed those present and said that there was an excellent turnout of Councillors.

2. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Mrs I Weeks and Cllr Dr C Jacobs. No apologies for absence were received from Cllr R Sowden.

3. MINUTES OF THE ANNUAL PARISH MEETING HELD ON 25 APRIL 2016

Minutes from the Annual Parish Meeting on 25 April 2016 were circulated.

It was **RESOLVED** that the minutes of the Annual Parish meeting held on 25 April 2016 be duly signed as a true record of the meeting.

4. ANNUAL REPORT OF THE PARISH COUNCIL

The attached reports listed below were circulated prior to the meeting and were each taken as read.

- Chairman's Report - Cllr Mrs L Evans (Item 4a)
- Grounds Committee - Cllr Mrs E Tickell (Item 4b)
- Planning Committee - Cllr P Beck (Item 4c)
- Staff Committee - Cllr A Forbes (Item 4d)
- Finance & General Purposes Committee - Cllr D Evans (Item 4e)
- Horndean parish Twinning Association - Cllr A Forbes (Item 4f)

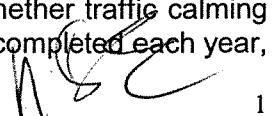
The Chairman thanked all Committee Chairmen for their reports and invited members of the public to ask questions.

No questions were asked.

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

No report was submitted by County Councillor Mrs M Harvey, however, she said that she had previously submitted two reports at the Council meeting on Monday 20th March 2017 and invited members of the public to ask any questions they may have.

Concerns over speeding in Stonechat Road were raised and it was asked whether traffic calming could be considered for that area. Cllr Mrs Harvey said that a traffic survey was completed each year,



with Officers recording traffic speeds. She said she had sent a letter to the Police and Crime Commissioner regarding the speed gun she had purchased for all three parishes (Horndean, Rowlands Castle and Clanfield) and was currently awaiting a response. She said she felt speed limit reminder letters, to those speeding did work in encouraging people to drop their speed and keep within the specified limit. To date, she is unsure of where the speed gun is located.

Cllr Burridge and Mr N Steward asked Cllr Mrs Harvey if a reduction in the length of the bus lane on the A3 could be implemented, as well as the traffic lights at the junction of Catherington Lane, Portsmouth Road and Dell Piece West being re-sequenced or turned off entirely. County Cllr Mrs Harvey said that she and the Chairman of HPC - Cllr Mrs L Evans had met with HCC regarding the junction in question. She said they were still awaiting a reply to find out what HCC planned on doing to improve the situation. Mr Steward suggested that perhaps the Chief Executive of HCC and the Portfolio Holder could attend a Council Meeting of Horndean Parish to discuss how the junction could be improved. The majority of the public in attendance voted for this to be arranged.

Cllr D Evans asked if a sign could be erected on Havant Road for the box junction on Blendworth Lane and thanked Cllr Mrs Harvey for arranging for the box junction to be repainted.

6. TO RECEIVE A REPORT FROM EAST HAMPSHIRE DISTRICT COUNCILLORS

No reports were submitted by the District Council, however, the Chairman invited members of the public to ask any questions.

Mr N Steward thanked the Parish Council for maintaining their Precept and thanked the District Council for reducing their precept by 2%.

7. TO RECEIVE A PRESENTATION FROM FRED DEEKS REGARDING THE USE OF THE SPEED INDICATOR DEVICE WITHIN THE PARISH

A PowerPoint presentation was given by Mr Deeks. He gave an explanation of how the Speed Indicator Device (SID) worked and recorded information on the speed vehicles were travelling. He demonstrated how the results were recorded by explaining the data shown on various graphs.

He said the SID unit was usually left up for 12 weeks at a time and the collated results proved that the SID was just as effective towards the end of the 12 week period as it was at the start. He said that Highways at HCC have a policy in place, whereby any speeding devices are not allowed to be in position permanently.

8. TO RECEIVE A PRESENTATION FROM PETER HARVEY REGARDING THE SPEEDWATCH GROUP OF VOLUNTEERS

Mr Harvey gave a presentation regarding the Speedwatch group of volunteers. He said he was the co-ordinator for the group of volunteers, whose name is the "South of Butser Speedwatch Team", covering Rowlands Castle, Clanfield, Catherington and Horndean. He said the team covers 12 different sites across all areas.

The Chairman said that the intention is for both the SID volunteer group and the Speedwatch volunteer group to coordinate with each other to ensure they do not operate on any one site at the same time. She said that Cllr Little is the liaison Parish Councillor, between the groups and the Parish Council.

Mr Harvey said that the Speedwatch group use the same radar equipment as the SID group, which has a 200 yard range. He said the Police are extremely supportive of the work they do and said that all volunteers are covered by Police insurance.

He said the equipment shows a smiley face when a driver is driving below the speed limit and a sad face when a driver is driving above the speed limit. He explained that all collated data is sent to the Police, which is then download onto their Dome system. He said that the Police issue warning letters

to those offending and if a driver receives two warning letters, the third speeding offence involves a visit from the Police. He mentioned that in his experience, a warning letter appeared to work as he hadn't often seen someone receive more than one warning letter.

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

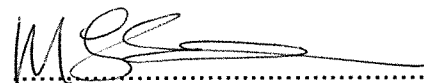
The Chairman invited all those present to raise any concerns they may have or ask any questions.

Mrs Reynolds suggested that a Parish Newsletter be started up again, to which the Chairman said she would look into. Mrs Reynolds also mentioned that a couple of cars were being advertised as for sale on the Havant Road layby. County Cllr Mrs Harvey said she had already informed the Police regarding the layby being used to advertise cars for sale.

Mrs Leversha raised concerns regarding parking issues on Catherington Lane, near Barton Cross School and suggested some yellow line markings be put in. The Chairman stated that any issues regarding a parking obstruction, e.g., parking on a pavement obscuring access for pedestrians etc. was a Police matter, but said she would be happy for residents to forward any photographic evidence of parking obstructions in Murray Ward to her and said that EHDC are responsible for parking enforcement. County Cllr Mrs Harvey stated that she was also happy to be sent details of parking obstructions.

The Chairman thanked members of the public for their attendance and patience and asked for anyone wishing to volunteer to be part of the SID or Speedwatch group, to put their names forward.

The meeting closed at 8:28 pm


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Chairman

9/4/18
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Dated

Chairman's Report April 2017

Individual committee Chairman reports will provide more detail but I would like to highlight one or two of our achievements this year.

We have our full quota of Councillors and no vacancies within the staff team. So important to the achievement of our plans and aims.

During the year Cllr Amanda Reece resigned and we thank her for her work. We have welcomed two new Councillors, Cllr Richard Veitch and Cllr Peter Little.

Mr Matt Madill, Countryside Team Manager, Mr Derek Barham and Mr Callum Fenegan joined the team so we are very fortunate to have a professional group of staff ably led by Mrs Carla Baverstock-Jones.

Our playground projects are complete and all the new and improved areas are well-used and much appreciated by those who visit them.

Again we have been able to achieve a zero precept rise for the coming year without reducing what we do.

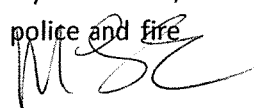
During the year I have worked on recruiting new volunteers to operate our Speed Indicator Devices (SID) and we should be able to restart the placement of these effective units during the next month or so.

We hope to move forward with an extension to Jubilee Hall and Napier Hall condition is under review.

Footpath 26A continues to be a priority but has not progressed as we wished during this year. We await a report from Hampshire County Council which should enable us to move forward.

Land East of Horndean has not visibly progressed but a lot of work is continuing in the background.

Finally, I would like to thank all the people who continue to keep the Parish of Horndean a safe and beautiful place to live: Councillors, Parish, District and County, all our staff, our Thursday volunteers, those who regularly pick litter (and those who don't drop it in the first place!), the police and fire services and all the residents who work to keep Horndean a desirable place to live.



Chairman's Report: Grounds Committee 03.04.17

The Council Year 2016/2017 saw the completion of one of the biggest projects undertaken by the Grounds Committee in the upgrade and refurbishment of the play areas across the Parish. Jubilee Hall was the main focus with the existing play area being made over with a jungle theme. A new area for older children was built that included a zip wire. The aim was to have a destination play area for a wider age group of youngsters in the area. The formal opening in the October 2016 half term was very well attended with all attendees (including adults) enjoying the party and various activities put on for the event. We continue to receive good feedback on the upgrade. The upgrades on the other play areas such as Deep Dell and Downs Park have also received favourable feedback. Developers Contributions funded the bulk of the cost.

The Grounds Team headed up by Matthew Madill has proved to be a successful team. They have an unmatched dedication, passion and enthusiasm when working on both the Open Spaces and the more formal recreation areas of the Parish. The Grounds Team is now focussing on the Village Centre. That includes the provision of planters by the Parish Council. In full bloom, the Centre should look stunning.

Last year's Bioblitz event at Hazleton Common was a very successful event carried out over a twenty four hour period. The aim was to sight, identify and record the various species living and growing on the Common. A variety of experts were present at various times of the event. Members of the public were encouraged to attend and participate in the various activities. It was lovely to see so many people attend and enjoy themselves. The next Bioblitz will be at Catherington Down on the 7th and 8th July 2017.

Lastly, the Committee would like to extend a very big thank you to the volunteers who assist the Grounds Team across the Parish. It means that we can do more to maintain and enhance our recreation areas.

Report on the activities of the Planning Committee of Horndean Parish Council for 2016-2017

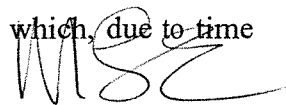
During this year to date, a large number of Planning Applications that were registered with East Hants District Council, were dealt with. There were also a number from South Downs National Park.

Due to the varying levels of existing development spread across the Parish Wards, this has often resulted in an imbalance in the workload of Planning committee Ward Councillors, and I would like to thank all Councillors who took on applications other than their own to help out

In many cases, members of the public who would be affected by the would-be application, attended our meetings, and were given every opportunity to put their thoughts to the committee, and I am confident that in nearly every case, our committee decision was in line with the their thoughts and wishes

As stated on previous occasions, our planning committee is a consultation body, not a decision making one. Our role is to consider planning applications against a set of guidelines and to make recommendations as to the suitability of an application against those guidelines. It was apparent that some of our interpretations of the guidelines were slightly at odds with EHDC interpretation, and we are very grateful to have had Mark Webb, Planning Communications Manager, and Simon Jenkins, Head of Planning visit us and give expert guidance on the regulations to members of the Planning Committee

Finally I would again like to thank all members of the Planning Committee who took on applications, and prepared reports, for their hard work and efforts, and also the Office staff who have worked hard to organise, and collate reports in time for meetings, which, due to time constraints imposed by EHDC, have to occur at three week intervals.



Councillor Paul Beck

Chairman, Planning and Public Services committee

Item 4d

We have had few changes to the staff this year. As I mentioned last year, Matt Madill was appointed as our new Grounds Manager on the 18 April 2016, taking over from Simon Howe who had covered the role on a temporary basis following Carole Burnett's departure to move to be nearer her family. Matt has been supported in his new role by Jordan Walker whose recent promotion to Assistant Grounds Manager is making excellent use of the knowledge and experience he has gained as the longest serving member of the team.

The Countryside Team was augmented by the appointment of Derek Barham and Calum Fenegan as Estate and Horticulture Wardens who joined existing Estate Warden Mark Iglesias on the 13 June 2016 on 18 month fixed term contracts. Derek and Calum replaced Paul Edwards who retired in June after working for the Council for 12 years. We are grateful to Paul for all he did for the Team during his time with Council.

Our Finance Administrator Kim Hall was appointed as a permanent member of staff in September having completed her 26 week probationary period. Working one day a week, Kim assists the RFO Simon Ritson with general financial matters and has also undertaken additional duties during staff leave or sickness.

Our Senior Administrator Sarah Guy continues to provide energy and enthusiasm to all aspects of her role. She supports the Chief Officer and her colleagues in all aspects of their work in a thorough, accurate and timely manner and took the lead role in organising the Carol Service which was a very successful event.

Our Responsible Financial Officer Simon Ritson applies a high level of professionalism to every aspect of his role and the exceptional standard of his work frequently exceeds the requirements of his position. His work on the Budget was just particularly appreciated and valued by the Council.

Finally I would like to thank our Chief Officer Carla Baverstock-Jones for the extremely professional and effective way she manages the Office, providing support and guidance to the Staff, as well as sound and clear advice to the Councillors who appreciate all that she does for the Parish Council.



Andrew Forbes
Staff Committee Chairman

Horndean Parish Council,
Finance and General Purposes Committee Annual Report
March 2017

Jubilee Hall

Work continues on the project to develop Jubilee Hall with the possibility of adding junior changing rooms, extra storage space and facilities and providing Council offices and a workshop/store for the Countryside team.

The RFO has established the broad financial viability of the project and it has been ascertained that significant funds would be available from developer's S106 contributions. There are reserves set aside for the project and it is expected that the balance would come from a Public Works Loan at costs no greater than the rents on our present premises.

Policy changes were debated and subsequently agreed in Full Council in respect of:

Electrical safety of Portable Appliances: A scheme was devised in accordance with HSE guidelines that will eliminate unnecessary testing and thereby reduce costs.

Finance Committee Terms of Reference: These were reviewed and amended to include the delegation of various powers from Council to the F&GP Committee in areas such as detailed financial scrutiny which can be satisfactorily and more efficiently dealt with by the Committee. This is in accordance with Best Practice advice for making the best use of Committees.

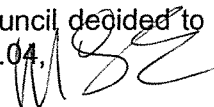
Policy regarding the Sale of land owned by HPC: Occasionally, residents ask HPC to sell them parts of its landholdings. Investigating and producing a report for Council's consideration absorbs considerable officer resource and Council time and requests are almost always refused. This policy was drawn up to clarify the Council's position in order that residents avoid spending time and money making requests for HPC land that have no reasonable prospect of succeeding.

The Council's finances continue to be very strong. The out-turn for 16/17 is forecast to be an underspend of about £40,000, made up largely of a salary underspend due to staff vacancies, a better than expected Halls income, lower tree maintenance and vehicle running costs. In addition, the Chief Officer and her staff continue to be watchful of expenditure and their excellent work in reducing costs has contributed to the underspend. As always, the 2017/18 budget has, where appropriate, been adjusted accordingly.

The Council continues to set aside reserves, funds allocated for various uses such a replacement of vehicles, playground equipment and major halls projects and these are now substantial but within recommended limits. With these funds, the Council will be able to carry out significant upgrades to the facilities it operates for the benefit of residents without making large increases in its precept.

Over the last few years, Council has monitored closely the financial security of the Co-op Bank where substantial HPC funds have been invested for many years. In light of recent increased concerns raised in the press about the Bank and notwithstanding that it remains, we are told, most unlikely actually to fail, the Council decided to adopt a cautious policy and remove funds to another bank leaving the operating current account at the Co-op at a level below the £85k guaranteed level. The work of opening a new account has now been completed and the necessary transfers made.

The RFO completed his work on the draft budget with input and discussions with Councillors and Committees. The resultant budget draws a small amount from the general reserve amounting to less than half the forecast underspend and is therefore easily affordable. Council decided to leave the precept unchanged for the third consecutive year at Band D figure of £72.04.



As chairman of the Finance and general Purpose committee, I would like to conclude by paying tribute to the excellent work done by Simon Ritson, our RFO, in running the Council's finance department in an exemplary manner and in providing the Committee and Council with accurate and easily understandable reports and highly professional advice.

Cllr David Evans, Chairman F & GP Committee

HORNDEAN PARISH COUNCIL

ANNUAL PARISH MEETING

3rd April 2017

SUBJECT OF REPORT: HORNDEAN PARISH TWINNING ASSOCIATION

Horndean Parish Twinning Association was formed in May 1990. Following the withdrawal of our original French counterpart of Domfront in 1997, a new official charter twinning the village with Aubergenville, Yvelines, France was signed on 2nd May 1998 in Aubergenville and on 16th May 1998 in Horndean.



The aims of the Association are to

- Promote and foster friendship and understanding between the people of the Parish of Horndean and those of the town of Aubergenville, Yvelines, France.
- Encourage visits by individuals and groups to and from our twinned town, particularly by young people, and develop personal contacts to broaden the mutual understanding of the culture, recreational, educational and commercial activities of the linked communities.

The Association raises all the money it spends on its aims and activities from an annual membership fee and from fund raising events,

Last year's visit to France was from Friday 13 May to Monday 16 May and as usual coincided with the Fêtes D'Aubergenville, which is when the other towns from Germany, Poland and Portugal twinned with Aubergenville are also invited. The Fête runs over the Saturday and Sunday and includes a large parade of bands and floats through the town ending up in the local park where there is entertainment and various stalls. On the Saturday evening a multi-national show and disco was held and then on Sunday evening we were invited by the Mayor of Aubergenville to the official dinner. The events over the weekend also included visits to the Peugeot museum at Poissy and to the Museum of Impressionism at the Château d'Auvers sur Oise.

We were accompanied on our visit to Aubergenville by Paul Ferguson, a reporter for the Petersfield Post who wrote a report about Twinning for the Paper the week after the trip in connection with a series of articles on Europe that the Post was doing during the run-up to the Referendum last June.

The Hoe Down and Ploughman's Supper on Saturday 18th June 2016 at Blendworth Church Centre was enjoyed by around 40 members and friends.

The AGM on 16th July 2016 was followed by barbecue held in the Chairman's garden.

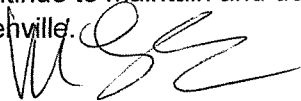
The French Visit to Horndean on the weekend of 23rd to 26th September 2016 started with a visit to the Mary Rose exhibition on their arrival in Portsmouth. This was followed by visit to Whitchurch Silk Mill on Saturday morning and a pub lunch in the village and the Blendworth Band Concert in the evening. On Sunday, there was a visit to Hambledon Vineyard on the morning followed by a barbecue at the home of Chairman.

The Quiz Nights at Jubilee Hall on Saturday 15th October 2016 and Saturday 11th March 2017 included a fish, chicken or sausage and chips meal and were very well attended.

The Christmas social was a 'traditional Christmas dinner' at the Chairman's home on 15th December, which was enjoyed by all

The next visit to France will be 2nd to 5th June 2017.

More Quizzes, Hoedowns and Concerts are also planned for the coming year to raise funds to enable the Association to continue to maintain and develop its strong and long standing links with our friends in Aubergenville.



Report prepared by Cllr Andy Forbes