HORNDEAN PARISH COUNCIL

MINUTES OF THE GROUNDS COMMITTEE MEETING HELD AT JUBILEE HALL ON MONDAY 14th OCTOBER 2019 AT 7:00 P.M.

PRESENT: Cllr Mrs E Tickell (Chairman), Cllr J Lay, Cllr Mrs L Evans, Cllr D Alexander

IN ATTENDANCE: Carla Baverstock-Jones, Chief Officer; Cheree Garvey, Office Manager (Minute Taker); Matthew Madill, Grounds Manager

PUBLIC ATTENDANCE: There were three members of the public present. No press attended.

G 026/19/20 **TO RECEIVE APOLOGIES FOR ABSENCE**

All members of the committee attended.

G 027/19/20 **TO RECEIVE ANY DECLARATIONS OF INTEREST**

There were no declarations of interest received.

G 028/19/20 **TO RECEIVE AND APPROVE THE MINUTES OF THE GROUNDS COMMITTEE MEETING HELD ON MONDAY 19th AUGUST 2019**

It was **RESOLVED** that the minutes of the Grounds Committee Meeting held on 19th August 2019 be duly signed as a true record of the meeting.

This was proposed by Cllr J Lay and seconded by Cllr Mrs E Tickell. All agreed.

G 029/19/20 **TO OPEN THE MEETING TO MEMBERS OF THE PUBLIC**

The meeting was duly opened to the public. There were no questions for members.

G 030/19/20 **TO RECEIVE AN UPDATE REGARDING FUTURE PROJECTS IN RESPECT OF THE AVAILABLE s106 FUNDS SDNP DEVELOPER CONTRIBUTIONS BEING A TOTAL OF £9,589.14**

A report was circulated and a discussion took place.

The funds available are split into two specific covenants:

- Environmental Improvement - £2,712.71

  Cllr Mrs L Evans suggested improvement on public footpaths not covered by HCC. Cllr Mrs E Tickell and Matt Madill will make enquiries to identify suitable footpaths.

- Public Open Space - £6.567.70

  Matt Madill is to liaise with SNDP with regard to list of projects they are working from as the skate park at Five Heads have been removed some time ago and will question whether the funds could be used for the play equipment at Five Heads

Matt Madill to produce an updated report for the next Grounds Committee meeting on 2nd December 2019

G 031/19/20 **TO RECEIVE AN UPDATE AND CONSIDER THE WAY FORWARD IN RESPECT OF THE PLAY AREA AT MERCHISTOUN HALL**

No funding has been secured to renew the playground equipment at Merchistoun. Cllr Mrs L Evans proposed that the dangerous equipment (as per the ROSPA report) is removed and that the remaining playground equipment be offered to Merchistoun Hall to manage and maintain. Cllr D Alexander seconded this proposal.

It was **RESOLVED** to recommend to Council that the remaining playground equipment at Merchistoun hall is offered to the trustees. All agreed

G 032/19/20 **TO RECEIVE A REPORT AND CONSIDER THE QUOTATIONS IN RESPECT OF HEDGE CUTTING WITHIN CATHERINGTON LITH**

A report by the Grounds Manager was circulated and a brief discussion took place.

Matt Madill explained that the previously granted TPO permission had expired and that a new application has been made.

It was **RESOLVED** to accept the recommendation as per the report. Contractor 2 was selected.

This was proposed by Cllr Mrs E Tickell and seconded by Cllr D Alexander. All agreed.

G 033/19/20 **TO RECEIVE A REPORT AND CONSIDER THE QUOTATIONS IN RESPECT OF THE TREE WORKS TO BE UNDERTAKEN WITHIN YEOLLS COPSE**

A report by the Grounds Manager was circulated and a brief discussion took place.

It was **RESOLVED** to accept the recommendation as per the report. Contractor 3 was selected.

This was proposed by Cllr Mrs E Tickell and seconded by Cllr J Lay. All agreed.

G 034/19/20 **TO RECEIVE A VERBAL UPDATE AND CONSIDER THE WAY FORWARD IN RESPECT OF FOOT PATH 26a**

Cllr Mrs E Tickell provided a verbal update and circulated some photographs taken of the footpath. The condition of the footpath is pretty good and accessible. It is evident that the vegetation has been trimmed. No work is required at this time.

E P Tickell

G 035/19/20 **TO CONSIDER PROJECTS IN READINESS FOR PREPARATION OF THE BUDGET 2020/2021**

A short discussion took place and the following projects were identified as requiring future work:

- Bracken control at Hazleton Common (3-4 year plan)
- Potholes on Lith Lane (suggested an amount be accumulated in EMR)
- Boardwalks at Hazleton Common and Dell Piece West - following rejection of the funding application from s106 this will need to budgeted.

It was **RESOLVED** that Matt Madill will gather quotes for the proposed works which is to be received at the next F&GP meeting.

G 036/19/20 **TO RECEIVE AND CONSIDER THE PROPOSAL FOR A CHRISTMAS TREE TO BE PLANTED/DECORATED WITHIN CATHERINGTON**

A submission by CVRA was received and a brief discussion took place.

The suggested location next to the pond was considered to be inappropriate. Cllr Mrs E Tickell also explained the environmental impact of the dropped needles. The alternative suggestion next to the school is on land owned by HCC, therefore HPC cannot grant permission. There is a decorated tree in the Horndean Square at Christmas time and this is for the entire Parish.

It was **RESOLVED** to reject the application for the decorated Christmas tree within Catherington.

This was proposed by Cllr Mrs E Tickell and seconded by Cllr Mrs L Evans. All agreed.

G 037/19/20 **TO CONSIDER HPC's SUPPORT OF THE WOODLAND TRUST TREE CHARTER DAY, ON THE 30th NOVEMBER 2019**

A brief discussion took place.

It was **RESOLVED** not to participate in the Woodland Trust Tree Charter Day on 30th November 2019.

This was proposed by Cllr Mrs L Evans and seconded by Cllr Mrs E Tickell.

G 038/19/20 **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 (ADMISSION TO MEETINGS) ACT 1960.**

The attending members of the public left the meeting.

Public Meeting closed 7:50 pm

E P Tickell

Confidential part of the meeting.

G 039/19/20 **TO RECEIVE A VERBAL UPDATE AND DISCUSS THE WAY FORWARD AS TO UNAUTHORISED ACCESS ON TO HPC LAND**

An update was given by the Grounds Manager, Matt Madill. A brief discussion took place.

Cllr Mrs E Tickell proposed a second letter to be sent to the resident following the correct ownership information being obtained from the electoral register.

It was requested that the Chief Officer liaise with the insurer as to the significance of unauthorised access with regard to HPC liability.

A verbal update will be given at the next Grounds meeting on 2nd December 2019.

G 040/19/20 **TO REVIEW THE CONTRACTUAL TERMS AND CONDITIONS PERTAINING TO THE HIRE OF THE FOOTBALL PITCHES**

A copy of the current agreement was circulated for both Five Heads and Jubilee.

Cllr J Lay noted a number of discrepancies between the contracts and proposed that the wording be consistent for both locations.

Cllr J Lay proposed that amended contracts be brought back to the next Grounds Committee meeting of 2nd December 2019. This was seconded by Cllr Mrs L Evans. All Agreed.

The meeting closed at 8:10 pm

E Tickell.

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Chairman

10.02.20.

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Dated