HORNDEAN PARISH COUNCIL

MINUTES OF THE COUNCIL MEETING HELD AT JUBILEE HALL ON MONDAY 18 JANUARY 2016 AT 7.00 P.M.

PRESENT: Councillor Mrs L Evans (Chairman), Councillors D Alexander, P Beck, M Burridge (Vice Chairman), Mrs D Denston, D Evans, A Forbes, Dr C Jacobs, R Sowden, Mrs E Tickell, Mrs I Weeks, N. Wren.

IN ATTENDANCE: Carla Baverstock-Jones, Executive Officer and Clerk to the Council, Sarah Guy, Senior Administrator (Minute Taker), Simon Ritson, Responsible Financial officer (RFO).

PUBLIC ATTENDANCE: Three members of the public and County Councillor Mrs Marge Harvey were in attendance.

HPC 195/15 **TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr Miss J Murray. No apologies were received from Cllr Mrs A Reece who was absent.

HPC 196/15 **TO RECEIVE ANY DECLARATIONS OF INTEREST**

No declarations of interest were received, however, Cllr Mrs Tickell said she would not be voting with regards to agenda Item 14 due to her property adjoining the track designated as a BOAT.

HPC 197/15 **TO RECEIVE A WRITTEN UPDATE FROM COUNTY COUNCILLOR MRS M HARVEY REGARDING COUNTY COUNCIL MATTERS**

A report by County Councillor Mrs M Harvey was circulated (see attached).

Cllr Beck said that the traffic lights at the top of Catherington Lane were dangerous due to the filter light not working as it should. He said it was an accident waiting to happen and said that the pollution levels must be increasing due to the queuing traffic. County Cllr Mrs Harvey assured Cllr Beck that she would be meeting with Sean Woodward who is the portfolio holder for Road, Economy etc. to discuss these issues.

Cllr Forbes mentioned that there were issues with the traffic lights at the top of Hazleton Way stating that unlike the traffic lights close by at the top of Catherington Lane, a green light did not mean it was safe to turn right.

It was agreed that the Clerk would send a letter to Hampshire County Council, addressed to Sean Woodward in support of County Cllr Mrs Harvey's meeting with him.

HPC 198/15 **TO RECEIVE AN UPDATE FROM A DISTRICT COUNCILLOR REGARDING DISTRICT COUNCIL MATTERS**

District Councillor Mrs Schillemore stated that the S106 Agreement had still not been signed but had been verbally agreed by all parties. She said that the LEOH development public consultation was scheduled to take place at Merchistoun Hall on Saturday 23rd January 2016, between 10am and 4pm and was hopeful of getting a good response from the public.

HPC 199/15 **PUBLIC SESSION**

District Councillor Mrs Schillemore asked County Councillor Mrs Harvey if the work on White Dirt Lane could take place during the Easter Holidays as term time would be busier. She asked if HPC would write a letter to HCC backing up the request.

It was agreed that HPC would write to HCC in support of the request.

HPC 200/15 **TO APPROVE THE MINUTES OF THE COUNCIL MEETING HELD ON THE 21 DECEMBER 2015**

It was **RESOLVED** that the minutes of the Council meeting held on the 21st December 2015 be duly signed as a true record of the meeting with the following amendments being made

- Remove the letter D from the word "enable" in the title of the minute HPC 178/15 so it is spelt correctly.
- Amend the wording in the second paragraph of minute HPC 179/15 by adding the wording "at this time" after "the earmarked reserves" and change the wording "as is this" to "at the same level as this"
- Amend the third paragraph in minute HPC 179/15 by replacing the wording "not be reduced in this year's budget" to "remain unchanged".
- Amend the second paragraph of minute HPC 181/15 by replacing the wording "she had heard that the" with "the proposed" and the word "pitches" to "strips".

HPC 201/15 **TO RECEIVE AND APPROVE THE ORDERS FOR PAYMENT (LIST 9 ATTACHED)**

The orders for payment (list 9) were circulated.

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

HPC 202/15 **TO RECEIVE AND APPROVE THE BANK RECONCILIATION, CLYDESDALE AS AT 31/12/2015 AND CO-OPERATIVE AS AT 31/12/2015**

It was queried by Cllr Forbes what the WEL MEDICAL Ltd payment of £1,944.00 was for. The RFO answered by saying that it was payment for part of the Defibrillator/AED equipment.

It was also queried what the payment of £3,025.99 to HAGS-SMP LTD was for. This was confirmed by the RFO to be for playground equipment (cargo net) at Merchistoun hall.

It was **RESOLVED** that the bank reconciliations for the Clydesdale (£41,900.79) and Co-Operative (£428,185.24) as at 31st December 2015 be approved and duly signed.

HPC 203/15 **TO RECEIVE AND CONSIDER THE QUARTERLY MANAGEMENT ACCOUNTS TO 31 DECEMBER 2015**

A report by the RFO was circulated, along with the quarterly Management Accounts to 31st December 2015.

Cllr Forbes asked what the variance related to in Admin Salaries. The RFO advised that generally a variance in the admin salaries for a month usually related to overtime, with the month in question relating to Remembrance Service.

Cllr Beck stated that the IT Support showed as being very high, however it was confirmed that the IT Support including new PC's and monitors, including the installation of and also an update in software.

It was **RESOLVED** that the quarterly Management Accounts to 31st December 2015 be agreed.

HPC 204/15 **TO CONSIDER AND AGREE THE SIGNATORIES IN RESPECT OF AN ADDITIONAL BANK ACCOUNT**

The Chairman informed Council Members that signatories were required in respect of an additional bank account. She suggested that five signatories should be sought in the interest of security.

It was **RESOLVED** that

- The following four Councillors be signatories for the additional bank account
  - Cllr Mrs L Evans
  - Cllr D Evans
  - Cllr A Forbes
  - Cllr P Beck

- The signatories be reviewed and mandates be revisited each May time to ensure there were enough Councillors still standing as a signatory.

HPC 205/15 **TO RECEIVE A REPORT AND CONSIDER THE WAY FORWARD IN RESPECT OF THE PAYMENT OF AN OUTSTANDING INVOICE**

A report by the Clerk was circulated.

The RFO stated that the invoice was received from the original contractor who was instructed to complete resurfacing works at Lith Lane.

The Chairman said that the Clerk had been waiting on guidance from the Council.

A short discussion took place and it was **RESOLVED** that the invoice be returned to the contractor, unpaid for the following reason

- Lith Lane is a single track, making turning difficult and had an assessment of the track been carried out by the contractor, they would have noticed the water pipes, leading them to realise they were unable to carry out the works due to not having the appropriate machinery to do so.

HPC 206/15 **TO RECEIVE AND CONSIDER A REQUEST FROM A RESIDENT TO PURCHASE A PIECE OF LAND**

A letter by the resident was circulated, along with a copy of the land registry document.

The Chairman stated that the land in question forms part of HPCs open spaces and said she felt HPC should keep it in their possession as open space for use by the public. The Chairman also advised that there was a covenant in place whereby it had to be kept as an open space.

Cllr Dr Jacobs added that she had lived near the land in question for thirty years and the open space is used by members of the public walking their dogs and families walking with their children to school.

Cllr D Evans said that pieces of land were deliberately left open as a public amenity. He said he was not in favour of the land being sold.

The resident wishing to purchase the land said that she was not wanting to purchase the green area in its entirety, right up to the pathway, but said she was interested in purchasing approximately 1 metre of land. She said her fence line was "smack bang in the middle of the tress", positioned on HPC owned land and said the ivy and shrubs had completely destroyed her fence. She asked for repair costs towards a new fence and said that HPC had taken some time to establish that the land was even in their remit after emailing them to make enquiries.

The Chairman said she would like to see evidence of the emails sent to HPC by the resident and apologised for any delay in HPC responding to her. She said she did not feel that HPC could be expected to contribute towards the cost of repairing her fence, given that the condition of the resident's fence was the responsibility of the home owner.

The resident said that due to HPC taking some time to establish the land was in their remit, it was apparent that the land had not been maintained previously and said that if the land had been maintained, then she would not be experiencing the issues with her fence. She said that due to the trees on the land being in the way of her fence line, she would not be able to erect a new fence.

A vote was taken with all Council Members in agreement. It was **RESOLVED** that

- The land in question would remain as a public open space and would not be sold.
- The Chairman would attend on site to look at the resident's fence in order to establish where the trees were positioned in relation to the resident's fence line.

HPC 207/15 **TO CONSIDER THE WAY FORWARD IN RESPECT OF THE DISPOSAL OF THE SURPLUS SOUND AND VISUAL EQUIPMENT FROM JUBILEE HALL**

The Chairman said that HPC used to have a different sound system and believed it was not purchased for the correct purpose. She said she believed it to be more useful for a disco. She suggested that it be disposed of and said she would prefer for it to be offered up in case someone wished to use it.

Suggestions were made by Council Members for the equipment to be advertised for sale on Gumtree or the Parish web-site and noticeboards.

It Was **RESOLVED** that the surplus sound and visual equipment from Jubilee Hall be disposed of in the best way possible.

HPC 208/15 **TO CONSIDER THE ISSUES RELATING TO THE TRACK (DEISGNATED AS A BOAT) BETWEEN SOUTHDOWN ROAD AND CATHERINGTON LANE AND TO AGREE A "PARISH VIEW" IN TERMS OF SUPPORT**

The Chairman stated that years ago green lanes were designated byways to be open to all traffic. She said the track between Southdown Road and Catherington Lane should never have been designated as a Byway Open to All Traffic (BOAT).

Cllr Mrs Tickell made a request for an application to be made for a Traffic Regulation Order (TRO), whereby HPC request HCC review the reclassification of the road.

Cllr Forbes asked if there was any reason why vehicles required the BOAT for access. He requested that HPC contact HCC for clarification. The Chairman said that the Catherington Lane end was flat and provided required access to the properties and fields.

A short discussion took place and it was mentioned that the track was not level. Cllr D Evans said that 4x4 vehicles had caused a lot of damage to the track and said he was concerned that if the surface was made flat, it could encourage bikers to use it. Cllr N Wren said that the condition of the track was probably what attracted 4x4 drivers to use it.

It was **RESOLVED** that

- HPC apply for a Traffic Regulation Order (TRO).
- HPC apply for a reclassification of the BOAT.

HPC 209/15 **TO NOTE THE NEXT SCHEDULED MEETING OF THE COUNCIL BEING THE 15 FEBRUARY 2016.**

Noted.

HPC 210/15 **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.**

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

HPC 211/15 **TO APPROVE THE CONFIDENTIAL MINUTES OF THE COUNCIL MEETING HELD ON THE 21 DECEMBER 2015**

It was **RESOLVED** that the confidential minutes of the Council meeting held on the 21st December 2015 be duly signed as a true record of the meeting.

The meeting closed at 8:00pm.

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Chairman

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Dated