HORNDEAN PARISH COUNCIL

MINUTES OF THE COUNCIL MEETING HELD AT JUBILEE HALL ON MONDAY 21 DECEMBER 2015 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, Miss J Murray, R Sowden, Mrs E Tickell, Mrs I Weeks, N. Wren.

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

PUBLIC ATTENDANCE: Three members of the public, one member of the Press and County Councillor Mrs Marge Harvey.

HPC 168/15 **TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Dr C Jacobs and Mrs A Reece.

HPC 169/15 **TO RECEIVE ANY DECLARATIONS OF INTEREST**

No declarations of interest were received.

HPC 170/15 **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 Forbes asked if there were any plans to put white lines down the cycleway to separate it from the walkway on Victory Avenue. District Councillor Mrs M Harvey said that this would not be done until completion of the work.

Cllr Beck said he had received a lot of queries from residents regarding why a lot of money had been spent on replacing the speed humps down Victory Avenue with speed humps of the same height. District Councillor Mrs M Harvey assured Cllr Beck that the angle of the ramp on the replacement speed humps were different to the original speed humps.

Cllr Mrs Tickell queried when the Horndean parking review would be taking place as it was yet to be agreed. District Councillor Mrs M Harvey stated that the parking consultation would be taking place and that the parking review should have already been completed but said she would find out what has caused the delay and email the Clerk with an answer.

HPC 171/15 **TO RECEIVE AN UPDATE FROM A DISTRICT COUNCILLOR REGARDING DISTRICT COUNCIL MATTERS**

No reports received from District Councillors.

HPC 172/15 **PUBLIC SESSION**

The Chairman addressed the public and asked if anyone had any questions to address to Council.

Mr Evershed thanked the Council for the refreshments before the meeting. He referred to Item 16 on the agenda and said that he thought HCC should meet the legal costs. He also referred to item 21 on the agenda and stated that he felt HPC should renew the contract with CPRE.

Mr Steward congratulated HPC on the listing of the war Memorial. He also referred to item 13 on the agenda (resurfacing of Lith Lane) and said he felt that HPC may be picking something up that they were not obliged to deal with and that perhaps HPC should consider seeking legal advice or recording Councillor votes.

HPC 173/15 **TO APPROVE THE MINUTES OF THE COUNCIL MEETING AND THE EXTRAORDINARY COUNCIL MEETING HELD ON THE 23 NOVEMBER 2015 AND 02 NOVEMBER 2015 RESPECTIVELY**

It was **RESOLVED** that the minutes of the Council meeting and the extraordinary Council meeting held on the 23rd November 2015 and 2nd November 2015 be duly signed as a true record of the meeting.

HPC 174/15 **TO RECEIVE AND APPROVE THE ORDERS FOR PAYMENT (LIST 8 ATTACHED)**

The orders for payment (list 8) were circulated.

Cllr Mrs Weeks queried why £350 had been spent on the Christmas tree as she said she thought this was usually donated. It was clarified by the Clerk that the person who usually donates the tree no longer wishes to do so.

The Chairman said that there is available funds in the events budget for the Christmas tree and lights. She said that in the past the tree was decorated by the Countryside Team, but that this had been stopped due to the expense in hiring a cherry picker to dress the tree and to take the lights down, the purchase of the lights and two days' worth of resource within the team.

It was **RESOLVED** that the orders for payment (List 8 attached) be approved and duly signed.

HPC 175/15 **TO RECEIVE THE MONTHLY FINANCE REPORT**

The monthly Finance Report by the responsible Financial Officer was circulated (see attached).

The report was noted as received by Council Members.

HPC 176/15 **TO RECEIVE AND CONSIDER A REPORT IN RESPECT OF THE INVESTMENT OF PARISH FUNDS**

A report by the RFO was circulated and Cllr D Evans suggested that Council support the recommendation.

It was **RESOLVED** that the RFO be instructed to invest £130,000 in a 60-Day Notice Business Savings Account with Cambridge & Counties Bank.

It was proposed by Cllr D Evans and seconded by Cllr Beck.

HPC 177/15 **TO RECEIVE AND AGREE THE DOCUMENTATION TO ENABLE THE RESPONSIBLE FINANCE OFFICER TO COMMUNICATE WITH THE CO-OPERATIVE BANK IN RESPECT OF THE MAINTENANCE OF THE PARISH COUNCIL'S BANK ACCOUNT**

The Clerk explained that the purpose of the agenda item was for Council to agree whether or not they were happy for the RFO to be a signatory on the bank account so that he could liaise with them on the phone.

The Chairman suggested that Council agree for the RFO to be made a signatory on the bank account in order to make things run more efficiently within the office. Cllr Mrs Denston said she had no issues with agreeing to this.

It was **RESOLVED** that the RFO be made a signatory for the Co-Operative bank account. This was proposed by Cllr Burridge and seconded by Cllr D Evans.

HPC 178/15 **DISPENSATION TO BE AGREED TO ENABLE COUNCILLORS TO DETERMINE THE SETTING OF THE COUNCIL TAX PRECEPT AND THIS DISPENSATION TO EXPIRE ON THE 31 MAY 2019**

The Chairman explained that dispensation can be done once every four years.

It was **RESOLVED** that dispensation was agreed to enable Councillors to determine the setting of the Council tax precept with the dispensation expiring on the 31st May 2019.

HPC 179/15 **TO RECEIVE AND AGREE THE BUDGET FOR 2016/2017**

A report by the RFO was circulated.

Cllr D Evans said that he did not anticipate HPC moving any funds from the general reserves to the earmarked reserves at this time. He said that the RFO had made a word of caution with regards to reducing the precept at this stage, where he had advised that the precept is not reduced this year. Cllr D Evans proposed that the precept be left at the same level as this year.

It was **RESOLVED** that the precept remain unchanged for 2016/2017. No other changes were to be made.

This was proposed by Cllr Burridge and seconded by Cllr Beck.

HPC 180/15 **TO RECEIVE AND CONSIDER QUOTATIONS IN RESPECT OF THE RESURFACING OF LITH LANE**

A report by the Senior Administrator was circulated. The Chairman explained that Council had previously agreed to re-surface Lith Lane at the cost of £5,000, however, the job was re-costed due to the original contractor not having the correct equipment to do the job.

Cllr Mrs Tickell said that she felt Councillors did not have enough information to make a decision and said she felt the following questions needed answering:

What the provisions were from homeowners regarding how much of the costs were to be covered.

- What would be done regarding the run off of water into properties gardens down Lith Lane.

- What safeguarding measures were to be put in place.
- What insurance potential contractors had.
- Who the beneficiaries in the Parish were.

The Chairman said that the original quote which Council agreed to implement was relatively modest and the level of expenditure involved would only benefit 4 properties.

Cllr Burridge said that if Lith Lane was only partially re-surfaced and patched up, HPC would constantly be revisiting it.

Cllr D Evans said he felt HPC were very generous in offering to put forward £5,000 for the lane to be resurfaced and said if it would be costing more, perhaps the residents should pay some money towards the cost.

The Chairman said she felt HPC should seek legal advice regarding the responsibilities regarding maintenance of the lane.

It was **RESOLVED** that the Clerk

- Investigate the legal position of HPC with regards to maintenance of Lith Lane.
- Investigate obtaining quotes for partial repair of Lith Lane.

HPC 181/15 **TO RECEIVE AN UPDATE FROM THE WORKING PARTY REGARDING THE LAND EAST OF HORNDEAN DEVELOPMENT**

The Chairman said that the LEOH development would at first be concentrating on the Cricket Pitch and Pavilion. She said that the S106 Agreement hadn't yet been signed to her knowledge, which needed to be completed before HPC could engage an architect. She said that the Cricket Clubs seemed very interested, more so than the general public.

The Chairman said that the proposed Cricket Pitches were to consist of 9 strips with one being artificial for use in all weather conditions.

HPC 182/15 **TO RECEIVE AN UPDATE IN RESPECT OF LAKESMERE ROUNDABOUT**

A report by the Clerk was circulated whereby it was noted by Council members that as from 31st December 2015 Hampshire County Council would resume responsibility for the ongoing maintenance of Lakesmere Roundabout.

HPC 183/15 **TO RECEIVE AND CONSIDER THE LEGAL COSTS IN RESPECT OF THE LEASE OF LAND AT CATHERINGTON DOWN**

A letter from the Solicitors regarding the lease costs was circulated. The Chairman said it had been agreed that HPC would manage Catherington Down but would not own it. The lease contract is for 10 years and is at a cost of £750 + VAT.

It was **RESOLVED** that the lease contract for the land at Catherington Down be agreed at a cost of £750 + VAT. This was proposed by Cllr D Evans and seconded by Cllr Forbes.

HPC 184/15 **TO CONSIDER THE ONGOING MAINTENANCE OF LAND NOT WITHIN THE OWNERSHIP OF THE PARISH COUNCIL**

A copy of the land registry document regarding Hawthorne Road was circulated. The Chairman explained that the land relates to a footpath that goes from one end of Hawthorne Road to the other, and suggested HPC continue to maintain the land.

It was **RESOLVED** that HPC continue to maintain the land at Hawthorne Road.

HPC 185/15 **TO CONSIDER MAKING AN APPLICATION FOR DESIGNATION OF HORNDEAN LIBRARY AS A COMMUNITY ASSET**

The Chairman explained that Horndean Library is currently not under threat but said static libraries were due to be reviewed in 2017 and Horndean Library had been recorded as one of the twenty least visited. She suggested that should the library be closed or be marketed for sale, HPC would have an opportunity to secure the building should the funds be available.

It was **RESOLVED** that HPC would complete a request to nominate a community asset form regarding the designation of Horndean Library.

HPC 186/15 **TO RECEIVE AN UPDATE AS RECOMMENDED BY THE GROUNDS COMMITTEE ON THE 16TH NOVEMBER 2015 IN RESPECT OF ANY ONGOING SAFETY ISSUES REGARDING THE EMBEDDED KERBSTONES**

The Chairman said that enquiries had been made and it had been confirmed that the kerbstones belong to Hampshire County Council, therefore HPC had been unable to remove them in the interest of safety issues.

HPC 187/15 **TO RECEIVE THE RECOMMENDATION FROM THE GROUNDS COMMITTEE ON THE 16TH NOVEMBER 2015 IN RESPECT OF THE AMENDMENTS TO THE CATHERINGTON POND MANAGEMENT PLAN**

The Catherington Pond Management Plan was circulated.

The Chairman said that the plan now indicated the length of time each task takes.

It was **RESOLVED** that the Catherington Pond Management Plan be accepted.

HPC 188/15 **TO RECEIVE THE RECOMMENDATION FROM THE GROUNDS COMMIITTEE ON THE 16TH NOVEMBER 2015 IN RESPECT OF THE ONGOING MEMBERSHIP OF CPRE**

It was **RESOLVED** that Horndean Parish Council restart the membership with CPRE.

HPC 189/15 **TO RECEIVE AND CONSIDER THE EAST HANTS DISTRICT HOUSING AND EMPLOYMENT ALLOCATIONS PLAN**

A copy of the EHDC Housing and Employment Allocations Plan was circulated. Cllr Mrs Tickell said that the sites had not been changed but the wording had been amended.

It was **RESOLVED** that overall HPC agree with the amended Housing and Employment Allocations Plan, however it was said that it was disappointing to see paragraphs Q & R had been removed. This was proposed by Cllr Mrs Tickell and seconded by Cllr Burridge.

HPC 190/15 **TO NOTE THE NEXT SCHEDULED MEETING OF THE COUNCIL BEING THE 18 JANUARY 2016.**

Noted.

HPC 191/15 **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.

The public part of the meeting closed at 8:35PM

HPC 192/15 **TO APPROVE THE CONFIDENTIAL MINUTES OF THE COUNCIL MEETING HELD ON THE 23 NOVEMBER 2015**

It was **RESOLVED** that the confidential minutes of the Council meeting held on the 23rd November 2015 be duly signed as a true record of the meeting.

HPC 193/15 **TO RECEIVE THE RECOMMENDATION FROM THE STAFF COMMITTEE ON THE 14 SEPTEMBER 2015 IN RESPECT OF PAYMENT FOR THE ADDITIONAL HOURS WORKED BY THE EXECUTIVE OFFICER**

A copy of the recommendation from the Staff Committee meeting was circulated. Cllr Forbes, Chairman of the Staff Committee said the recommendation was agreed at the Staff Committee meeting on 14th September 2015.

HPC 194/15 **TO RECEIVE AN UPDATE IN RESPECT OF BOUNDARIES ON THE LITH**

The Chairman said that she and the Clerk had been in contact with a surveyor and a meeting had been arranged to take place with the surveyor after Christmas.

The confidential part of the meeting closed at 9:00PM

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Chairman

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Dated