Horndean Parish Council

NOTICE OF MEETING

A MEETING OF THE GROUNDS COMMITTEE WILL BE HELD ON MONDAY 28 SEPTEMBER 2015 AT JUBILEE HALL AT 7.15 pm.

Members of the Committee Cllr E Tickell (Chairman), Cllr Mrs L Evans, Cllr M Burridge, Cllr Mrs D Denston, Cllr Alexander, Cllr Sowden, Cllr Wren are summoned to attend.

Carla Baverstock-Jones
Executive Officer and Clerk to the Council

21 September 2015

AGENDA

1. To receive apologies for absence.
2. Declaration of interest: Members are reminded of their responsibility to declare any disclosable pecuniary interest which they may have in any item of business on the agenda no later than when that item is reached. Unless dispensation has been granted, you may not participate in any discussion of, or vote on, or discharge any function related to any matter in which you have a pecuniary interest as defined by regulations made by the Secretary of State under the Localism Act 2011. You must withdraw from the room or chamber when the meeting discusses and votes on the matter.
3. To elect a Vice Chairman to the Grounds Committee.
4. To receive and approve the Minutes of the Grounds and Property meeting held on Monday 06 July 2015.
5. To open the meeting to members of the public to enable them to address questions to Parish Councillors**.** *The period of time which is designated for public participation shall not exceed 20 minutes. Each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than 3 minutes. A question asked by a member of public during public participation session at a meeting shall not require a response or debate.*
6. To receive and consider a report in respect of a works site area for the Countryside Team.
7. To receive and consider a report in respect of the replacement of play equipment at Merchistoun Hall.
8. To receive and consider a report in respect of fencing for the purpose of woodland management.
9. To consider the future use of the remaining wood from the recently felled tree at Catherington.

10. To consider the planting of a tree in commemoration of the Queen being the longest reigning monarch.

11. To consider the setting of the Budget 2016/17.

12. To receive and note the application to modify the Definitive Map.

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 (Admissions to meetings) Act 1960).

11. To consider the way forward in terms of the possible encroachment of parish land.

HORNDEAN PARISH COUNCIL

MINUTES OF THE GROUNDS COMMITTEE MEETING HELD AT JUBILEE HALL ON MONDAY 06 JULY 2015 AT 7.00 P.M.

PRESENT: Councillor Mrs E Tickell (Chairman), Councillors D Alexander, Mrs D Denston, Mrs L Evans and N Wren

IN ATTENDANCE: Sarah Guy, Senior Administrator (Minute Taker).

PUBLIC ATTENDANCE: No members of the public were present.

G15/16 001 **TO RECEIVE APOLOGIES FOR ABSENCE**

No apologies for absence were received from Councillors M Burridge and R Sowden.

G15/16 002 **TO RECEIVE ANY DECLARATIONS OF INTEREST**

There were no declarations of interest.

G15/16 003 **TO RECEIVE AND APPROVE THE MINUTES OF THE GROUNDS COMMITTEE MEETING HELD ON MONDAY 02 MARCH 2015**

It was **RESOLVED** that the minutes of the Grounds Committee Meeting held on 02 March 2015 be duly signed as a true record of the meeting.

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

G15/16 004 **TO OPEN THE MEETING TO MEMBERS OF THE PUBLIC**

No members of the public were present, therefore no discussions took place.

G115/16 005 **TO RECEIVE AN UPDATE REGARDING PROJECTS BEING PLANNED AND UNDERTAKEN**

A report by the Grounds Manager was circulated. A discussion was had by Council members and the following points and queries were raised.

- Clarification required as to the other party to the HLS agreement.
- Whether any tickets had been issued by Wardens in the Countryside Team in respect of dog fowling.
- A reminder that amendments to the management plans needed to be approved by the Committee for recommendation to Council.
- In relation to the planting project at Downs Park, the planting detail is to be approved at Committee before the autumn.
- In respect of the replacement of the information boards, Councillors understood that this was coming back to Council with more detailed information including that in relation to the cost.
- Clarification as to the climbing equipment for tree work needed, whether a log was being kept of all equipment owned by HPC and whether or not it was marked as HPC property.

- Information requested regarding the voluntary clean up event to be organised.
- The Current Management Plan for green waste was discussed. It was stated that the Countryside Team currently have an agreement with Blendworth Tree Surgeons, whereby he takes and disposes of any green waste.
- Clarification was sought as to where the Aspen Coppice was planted. This was answered by Cllr Mrs E Tickell, who stated that this was done at Hazleton Common.

It was **RESOLVED** that

1. The Management plans go before the Grounds Committee for discussion and approval regarding green waste and wood disposal.
2. Any changes to the Management Plan at Wagtail Copse be reviewed by the Grounds Committee.
3. Clarification be sought and fed back to the Grounds Committee with regards to the following:
    - In relation to the HLS agreement, the nature of the last minute projects planned and the timescales for completion.
    - The other party to the HLS agreement.
    - The number of tickets issued at Catherington Down in respect of dog fowling.
    - The climbing equipment for tree work already owned, that needed, whether there is a log being kept of all equipment owned by HPC and whether or not it is marked as HPC property.
    - The clean-up voluntary event.

G115/16 006 **TO RECEIVE AND CONSIDER A REPORT IN RESPECT OF THE REPLACEMENT OF PLAY EQUIPMENT AT MERCHISTOUN HALL**

A report by the Clerk was circulated.

The recommendation in the report was for the replacement of the net and the overhead log given that it is assessed as being a medium risk, or alternatively to continue to repair the net by taping over the exposed wire.

A discussion was had by Council members and the following points were made:

- The play equipment at Merchistoun hall is very well used, especially around school time.
- The Chairman of the Ground Committee suggested that further investigation is done regarding the cost of the netting, and suggested that office staff make enquiries regarding costing with a company called Huck Netting, who specialise in netting equipment. Huck netting are able to remove sections of netting and replace with new netting, fixed together using specialist grips.
- There is no budget for a replacement net, therefore the money would need to be found, but in the meantime should continue to be repaired.
- Cllr Denston felt that the replacement of the net could not be ignored if it could be dangerous not to replace it.

It was **RESOLVED** that

1. Huck Netting should be contacted for further investigation regarding costing.
2. The netting at Merchistoun hall should continue to be repaired in the meantime, making it safe for use.
3. Investigation into the money available and sources of funding.

4. A report to be done and presented at the next Grounds Committee meeting, detailing how matters picked up on weekly inspections are brought forward as a repair/replacement and how this is achieved.

The meeting closed at 8:15PM

.....
Chairman

.....

Dated

HORNDEAN PARISH COUNCIL

GROUNDS AND PROPERTY MEETING **Date: 28/09/15**

AGENDA ITEM: 6

SUBJECT OF REPORT: Works site for the Countryside Team

PURPOSE OF REPORT: To discuss options for and decide on a suitable works site

BACKGROUND:

In house tree work has now started and as a result the team is left with a large amount of green waste, brash and wood. This is set to increase dramatically as acres of tree work set out in the management plans across the parish at sites such as Catherington Lith, Catherington Down and Hazleton Common will commence in winter 2015 and continue each winter thereafter.

During winter months green waste gets burnt on designated burn sites and taken to Blendworth Tree Surgeons for disposal in summer when it's not suitable to have fires on site. Blendworth Tree Surgeons charge £35 a load (each load approx. 6 cubic meters 150-200kg). Since April 2015 there have been 14 loads totalling £490. This will remain the best way to dispose of green waste in summer.

Large amount of timber and brash will be extracted from the sites each winter. This work is essential to fulfil management plans and adhere to the HLSA. The product removed will be useful to the team and wood can be stored and used in path maintenance and other infrastructure building, brash that is chipped will be stored and used for mulching round plants and trees in the parish and also in path maintenance

Requirements

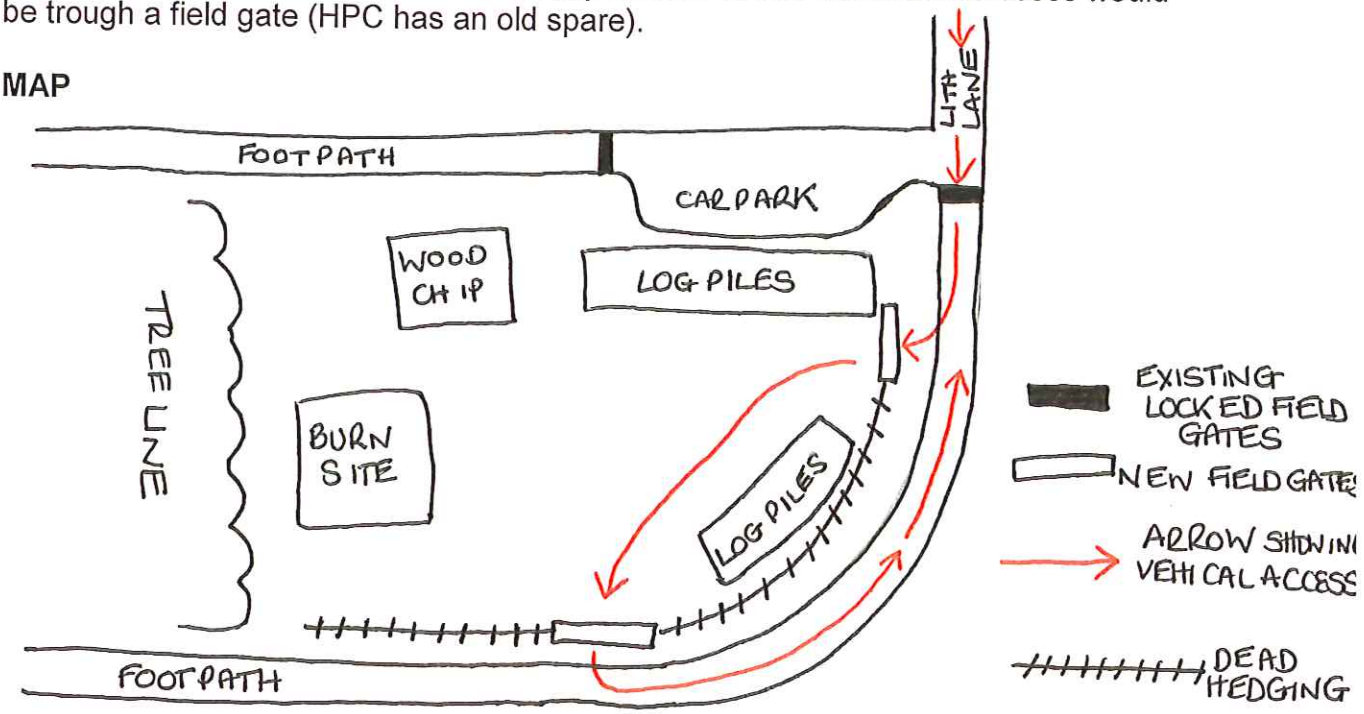
- Wood chip store
- Space to stack timber and log piles
- Burn site
- Works site to be fenced off from the public

Option 1

To re-instate the old works yard at Catherington Lith. Since this area ceased being used as a works site no replanting or unique flora succession has occurred.
The area is relatively enclosed and as it is still used as a burn site, brash dead hedging has been added along one site and the public do not currently use it was a walk through.

The proposed plans would not have a detrimental effect on the Lith's beauty. An appropriate fence could be installed to fully cordon off this small area. Access would be trough a field gate (HPC has an old spare).

MAP



The wood chip container would be built from wood and all infrastructure in keeping with the surroundings (see map). The current burn site there will still only be used to burn arising's from Catherington Lith (see map).

Logistics

50% of the wood and wood chip that would be stored at the Lith would have originated there as it is the Parishes site which requires the most removal. Some product from Hazleton and other sites would be chipped and cut into logs on the site it was removed and transported to the Lith in the vehicles or trailer depending on suitability. Product would only be stored until it was needed for maintenance around the parish. Transportation back and forth from the site would be kept to a minimum.

Option 2

To rent a piece of land in the Parish and carry out the same function as the above mentioned plan. This option may be useful in the future with the acquisition of more land by HPC and the increased need for more space.

RECOMMENDATION:

For the next two years the requirements could be met easily and economically with the amount of space that the Catherington Lith site would offer, this is the preferred option

Carole Burnett
Grounds Manager

HORNDEAN PARISH COUNCIL

GROUNDS COMMITTEE MEETING **Date: 28th September 2015**

AGENDA IETM 7

SUBJECT OF REPORT:
To consider the replacement of play equipment at Merchistoun Hall

Background
The Cargo Net attached to an item of play equipment – Trailblazer Victoria Falls at Merchistoun Hall has become worn to the extent that the metal core has become exposed in several areas. These have been covered with tape on a regular basis as a temporary repair. The RoSPA report, which was completed on the 19th May 2015, has assessed the net as being of medium risk and for it to be repaired. The net has been redesigned and therefore to replace the net will incur an additional cost, as the log to which the net is attached would need to be replaced.

On further investigation, it transpires that the net cannot be professionally repaired on a cost effective basis and therefore this is not a viable option.

The play equipment at this site is provided by one company who additionally undertakes repairs of the same. There is a reluctance for contractors to part repair/replace equipment to existing framework provided by another contractor.

The net is currently being repaired by taping over the exposed wire, however the issue to consider id that eventually the strands of wire will break which will increase the level of risk and will necessitate prompt removal.

We have obtained a quote from the company who currently provide the play equipment at this site (Quote 1).

Quote 1
To replace the Cargo Net and crossbar £2,521.66 + VAT

I have been in contact with a second contractor and they have only been able to provide us with a quote for the Cargo net. They have stated that they do not carry out inspections as a company so are unable to come out and do a survey to check if the net they have quoted us for can be fitted to the existing cross bar or whether this will also need replacing. They have also stated that their installation team only install large pieces of equipment and that to install just the net would cost far more than the net itself.

Recommendation
It is therefore recommended that the net and crossbar be replaced as per quotation 1, given that it is assessed as being a medium risk.

S. Guy

Report prepared by Sarah Guy, Senior Administrator

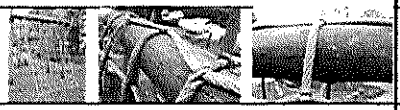
Playground Inspection and Maintenance

Inspections | Maintenance | Refurbishment | Partnerships

QUOTATION

HAGS-SMP LTD T/As RSS

QUOTATION AND COSTING SHEET

HORNDEAN PARISH COUNCIL **Our Ref: M16345**						**14-May-15**
DESCRIPTION	**Part Code**	QTY	UNIT	RATE	DISC %	TOTAL £
MERCHISTOUN HALL PLAY AREA						
TRAILBLAZER VICTORIA FALLS 						
Remove and dispose of existing damaged net, fixings and timber top bar, supply and fit with new upgraded top bar, cargo	**I&MREPMAINS**	1				**750.00**
net and fixings.						
LTB24 Horizontal Log	**780-624**	1	each	231.00		**231.00**
SN4 Cargo Net	**780-524**	1	each	1,200.00	15.0	**1020.00**
M16x190 Horizontal Log to Post Bolt	**780-574**	2	each	6.00		**12.00**
8mm Quick Links	**400-770**	2	each	3.22		**6.44**
BTN135 Rope Bolt	**780-593**	8	each	53.00		**424.00**
Pivot Bar for BTN Bolt	**780-595**	10	each	5.00		**50.00**
M5 x 25 Grub Screw	**780-594**	10	each	0.50		**5.00**
M16 Penny Washer	**780-598**	10	each	0.82		**8.20**
M16 Nyloc Nut	**780-597**	10	each	0.53		**5.30**
Large Black Plastic Cap	**786-904**	12	each	0.81		**9.72**
Above prices are subject to VAT						**2521.66**

HORNDEAN PARISH COUNCIL

GROUNDS AND PROPERTY MEETING **Date: 28/09/15**

AGENDA ITEM : 8

SUBJECT OF REPORT: Heras fencing for woodland management

PURPOSE OF REPORT: In order for the countryside team to fulfil management plans laid across at least 4 of its sites, rotational coppicing needs to start this winter. Coppicing is a highly sustainable, traditional method of woodland management that is of great benefit to the environment but also results in a useful product that can be used in many activities which HPC countryside team carries out such as hedgerow laying (this year a section of Parsonage Field was laid with volunteers in February using product from coppicing on Hazleton Common in January).

In sections 3.2 of Wagtail Copse, 5.3 of Catherington Down, 3.2 of Yoells Copse and part 2 section E of Catherington Lith management plans talk about coppicing being ideal for parish woodland management. The HLSA also mentions that in all the woodland that is under the agreement when, management by thinning, felling and coppicing being essential and that adequate protection from mammals must be realised.

The coppicing part can be done fairy efficiently with hand tools and volunteers however, once the stools are cut its essential to protect the shoots and the stump form grazing of wild mammals and our contractor grazing. Once the stool are browsed by animals, the growth if halted and you end up destroying the habitat. It is vital to fence off areas that you copping, then only practical way to do this is with heras fencing.

Fresh cut stools

The product (poles)

Young first growth

RECOMMENDATION:

Year 1 (2014/15) Purchase 100 panels of fencing and clips to join them. This winter copping will take place in section 1 of Hazleton and the panel will stay here for 2-3 years until the shoot growth on the stools are out of reach of browsing animals. They will then be moved on in winter to the next section that will be managed that year and so on.

Year 2 (2015/16) Purchase a further 100 panels to be used in the first coppice section at Catherington Lith.

Year 3 (2016/17) Purchase a further 100 panels to be used in the first coppice section at Yoells Copse or Catherington Down.

QUOTES:

Quote 1 = £2484

Quote 2 = £2025

Quote 3 = £2430

We will then end up with a stock of fencing that we can for many years to come in management of all the countryside sites. It will always be on site and so storage would not ever be an issue.

A good example locally where this fencing is being used is Bluebell Woods managed by Wesnet.

Carole Burnett
Grounds Manager

Jacksons

Guaranteed Quality since 1947
www.jacksons-fencing.co.uk

Horndean Parish Council
Tyfield House
Blendworth Lane
Waterlooville
Hampshire
PO8 0AA

0

QUOTATION	1584991	Page 1 of 1
Your sales advisor:	**Piers Jinks** Ashford Retail Office	Rep: 103
Direct dial No.:	01233 750714	
Email:	piers.jinks@jacksons-fencing.co.uk	

For Delivery to: Horndean Parish Council
Tyfield House
Blendworth Lane
Waterlooville
Hampshire
PO8 0AA

Account No. 990834
Customer Contact: Miss Burnett
Tel. / Fax Number: 0239 2597766 /
Date Printed: 14/09/2015

To supply materials as per customer's telephone call list.

Quantity	Code	Product Description	£ Unit Price	Disc%	£ Total
100	050008	Standard Express Panel 2.0m High x 3.5m Wide Anti-Climb mesh 38mm Uprights, 25mm Rails	26.20	10.00	2,358.00
200	050035	Fence Coupler for Express Fence Panel	0.70	10.00	126.00
1	DEL	Delivery charge	0.00		0.00
1	AL	Articulated Lorry is acceptable as means of delivery. Should the articulated lorry be equipped with a forklift,it can only offload on hardstanding areas. Please note your delivery may be made earlier than originally stated.	0.00		0.00
1	SDI	**Work 0239 2597766 - Please advise delivery on Email carole.burnett@horndeanpc-hants.gov. Applied KA price, ok'd by AW**	0.00		0.00

Goods Total:	**2,484.00**
VAT @ 20.00%	496.80
Total Inc. VAT	**2,980.80**

E. & O. E. Orders are subject to our terms and conditions, these are available on request

H. S. Jackson & Son (Fencing) Ltd

VAT Reg.No. GB 201104842

SOUTHEAST Head Office
Stowting Common Ashford Kent TN25 6BN
Tel 01233 750393 Fax 01233 750403

SOUTHWEST New Rock
Chilcompton Radstock Bath BA3 4GJ
Tel 01761 232666 Fax 01761 232647

NORTHWEST Dragon Hall Whitchurch Rd
Chowley Tattenhall Chester CH3 9DU
Tel 01829 770776 Fax 01829 770778

International Tel 44 1233 750393 Website www.jacksons-fencing.co.uk
Registered Office: Stowting Common Ashford Kent TN25 6BN Registered in England No. 910291

FSC www.fsc.org FSC® C008381
The mark of responsible forestry
Only the products identified as such on this document are FSC® certified

PEFC PEFC/16-37-1121 Promoting Sustainable Forest Management www.pefc.org

QUOTATION

Quotation number. : SQ-UK-152724
Quotation date : 8 September 2015
Your sales contact : Stuart Law

READYFENCE HIRE & SALES

National Control Centre,
Unit B1, Castle Road, Eurolink,
Sittingbourne, Kent ME10 3RL
T :0800 073 9987 F:01795 426351
E: sales@readyfence.co.uk

To:
Horndean Parish Council
Tyfield House
Blendworth Lane
Horndean, Hampshire
PO8 0AA

Delivery address:
Horndean Parish Council
Tyfield House
Blendworth Lane
Horndean, Hampshire
PO8 0AA

Your reference :

For the attention of: Carole Burnett

Many thanks for your valued enquiry. As requested please find prices as follows:-

Quantity	Product description	Price (£)	Per	Total (£)
100	Heras Anti Climb ST Panel	18.95	Item	1,895.00
100	Plastic Foot	5.50	Item	550.00
200	Coupler	0.65	Item	130.00
50	Standard Strut	5.75	Item	287.50
100	Soil Pin (Galv)	1.95	Item	195.00
1	Delivery To Site		Freight	

=2025
=2057

Please note:

All prices are subject to VAT
All rental agreements unless otherwise agreed are subject to a 4 weeks minimum hire period

Validity : 14 days
Payment : 30 days nett monthly
Our full terms and conditions on which this quotation is made is obtainable from our web site.

If any further details are required then please do not hesitate to contact me at your earliest convenience.
Alternatively full company & product details are available on our website:

www.herasreadyfence.co.uk

Kind regards,

Stuart Law
National Sales Team
National Control Centre
Email : stuart.law@readyfence.co.uk

Carole Burnett

From: Craig Platts <craig@tempfence.co.uk>
Sent: 09 September 2015 15:32
To: 'Carole Burnett'
Subject: Temporary fencing enquiry

Hello Carole,

Many thanks for your enquiry. As requested, please note our current prices below:-

To Purchase:-

100 x Budget panel @ £16.40 each = £1640.00
100 x Thermo Plastic block @ £5.50 each = £550.00
200 x Fence Clip @ £0.60 each = £120.00

Carriage to Horndean = £120.00

Therefore, total cost to Purchase = £2430.00

All prices are **excluding VAT**. If you would like to place an order, could you please forward the following info:

Full invoice address
Full delivery address
Site contact name and number for our driver
Method of payment – either by BACS before delivery, or by card over the phone.
Please note that if using a credit card there is a 2.5% charge, however, debit cards are free.

I hope the above is of interest, and look forward to hearing from you.

Best Regards
Craig Platts
Tel: 0114 2419370 DDI
Fax: 0114 2751932

www.TEMPFENCE.co.uk
FREEPHONE 0800 9961233

This e-mail message (and its attachment(s) if any) is CONFIDENTIAL and may contain legally privileged information. If you are not the intended recipient you should not read, copy, distribute, disclose or otherwise use the information in this e-mail. Please also telephone or fax us immediately and delete the message from your system. E-mail may be susceptible to data corruption, interception and unauthorized amendment, and we do not accept liability for any such corruption, interception or amendment or the consequences thereof. Any view(s) or opinion(s) expressed in this e-mail may not necessarily be the view(s) or opinion(s) held by Tempfence Supplies Ltd

Spearhead

ITEM: 12

Carla Baverstock-Jones

From: Giles, Liz <liz.giles@hants.gov.uk>
Sent: 05 August 2015 08:58
To: Housby, Mark; Wright, Mark; 'carla.cotton@horndeanpc-hants.gov.uk'
Subject: HORNDEAN - Application to modify the Definitive Map- Add Bridleway - Claim Ref: 1153. Wildlife & Countryside Act 1981.
Attachments: SCAN-tvc1tlv2p_(HF000009888715).pdf

Dear Sir or madam,

Hampshire County Council has received an application to modify the Definitive Map as shown highlighted in red on the attached map.
The claim, which is made under the Wildlife and Countryside Act 1981 , will be investigated in due course, but this may not be for some time as we have a considerable backlog to deal with.

The details of the claimed routes are as follows:
Current public status: unrecorded
Claimed public status: Public Bridleway
Grid Reference: From SU 678.151 SU 679.154

The claim submitted is based on historical evidence and is part of the PATHH project (Discovering Lost Ways)
The claimed bridleway, as shown on the attached plan, runs between existing Bridleway No 501 and Bridleway No 502.

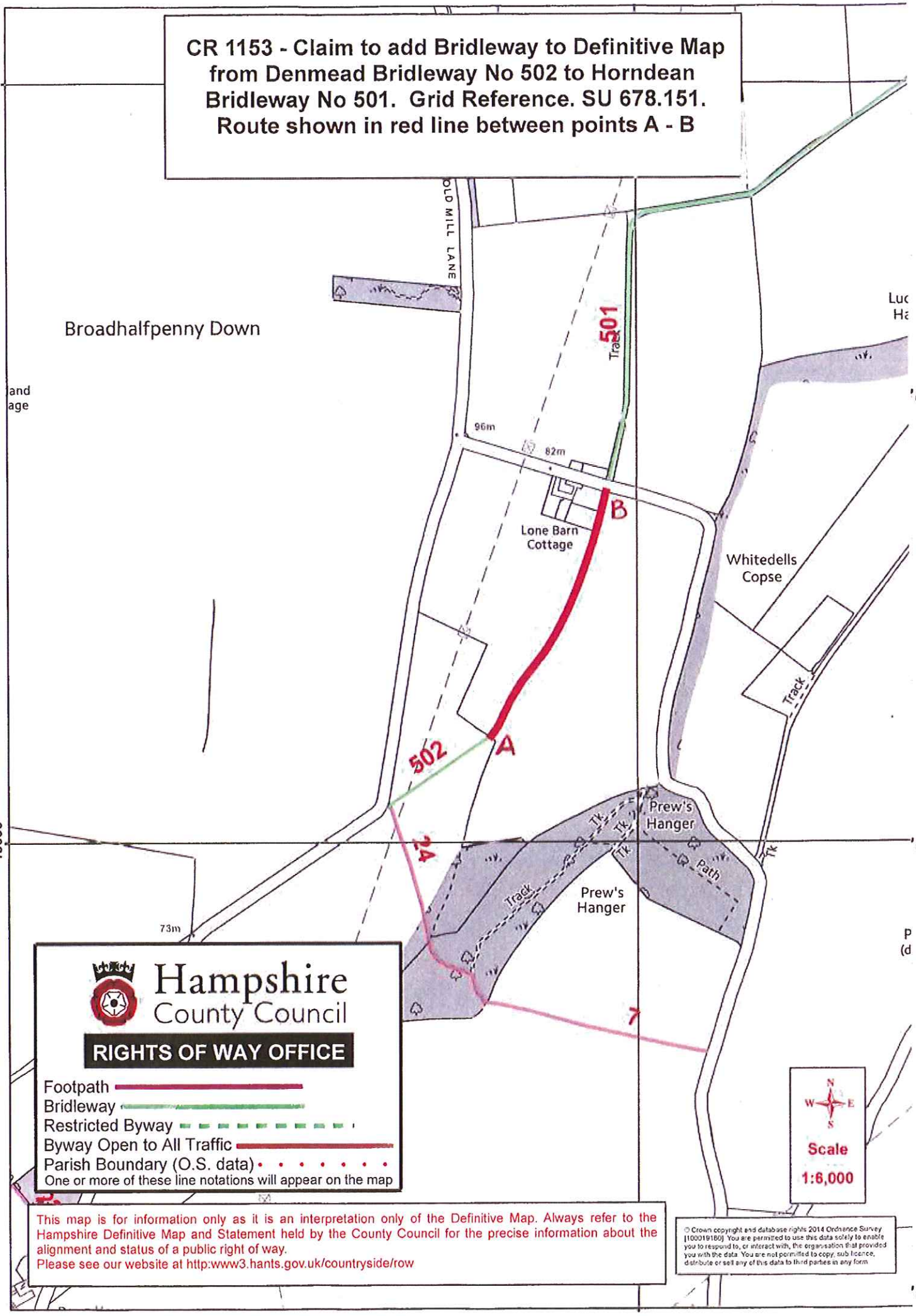
If you have any comments or observations to make please let me know.

Yours sincerely

Mrs E Giles
Map Review Assistant.
Countryside Service.
Culture, Communities and Business Services Department.
Hampshire County Council.
Room 0.01
Castle Avenue.
Winchester.
SO23 8UL.
Tele: 01962 846043.
Mail: Liz Giles@ hants.gov.uk

*** This email, and any attachments, is strictly confidential and may be legally privileged. It is intended only for the addressee. If you are not the intended recipient, any disclosure, copying, distribution or other use of this communication is strictly prohibited. If you have received this message in error, please contact the sender. Any request for disclosure of this document under the Data Protection Act 1998 or Freedom of Information Act 2000 should be referred to the sender. [disclaimer id: HCCStdDisclaimerExt] ***

CR 1153 - Claim to add Bridleway to Definitive Map from Denmead Bridleway No 502 to Horndean Bridleway No 501. Grid Reference. SU 678.151. Route shown in red line between points A - B



Hampshire County Council

RIGHTS OF WAY OFFICE

Footpath
Bridleway
Restricted Byway
Byway Open to All Traffic
Parish Boundary (O.S. data)
One or more of these line notations will appear on the map

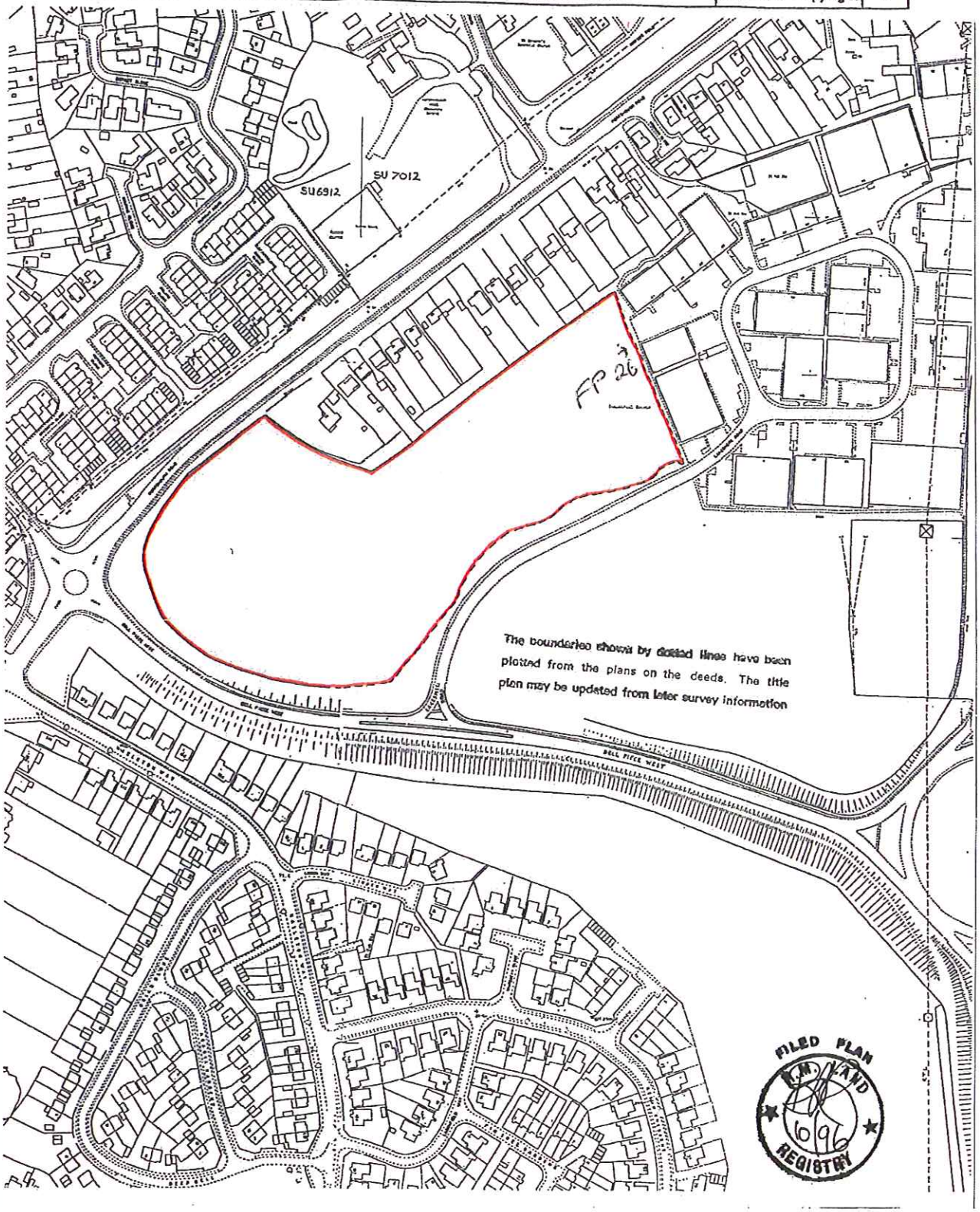
This map is for information only as it is an interpretation only of the Definitive Map. Always refer to the Hampshire Definitive Map and Statement held by the County Council for the precise information about the alignment and status of a public right of way.
Please see our website at http:www3.hants.gov.uk/countryside/row

© Crown copyright and database rights 2014 Ordnance Survey [100019180] You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub licence, distribute or sell any of this data to third parties in any form.

Dell Piece – Foot Path 26

ITEM: 11

H.M. LAND REGISTRY		TITLE NUMBER	
		HP519724	
ORDNANCE SURVEY PLAN REFERENCE	SU 6912 NE SU 7012 NW SU 6912 SE SU 7012 SW	Scale	1/2500
COUNTY	HAMPSHIRE	DISTRICT	EAST HAMPSHIRE
		©Crown Copyright	

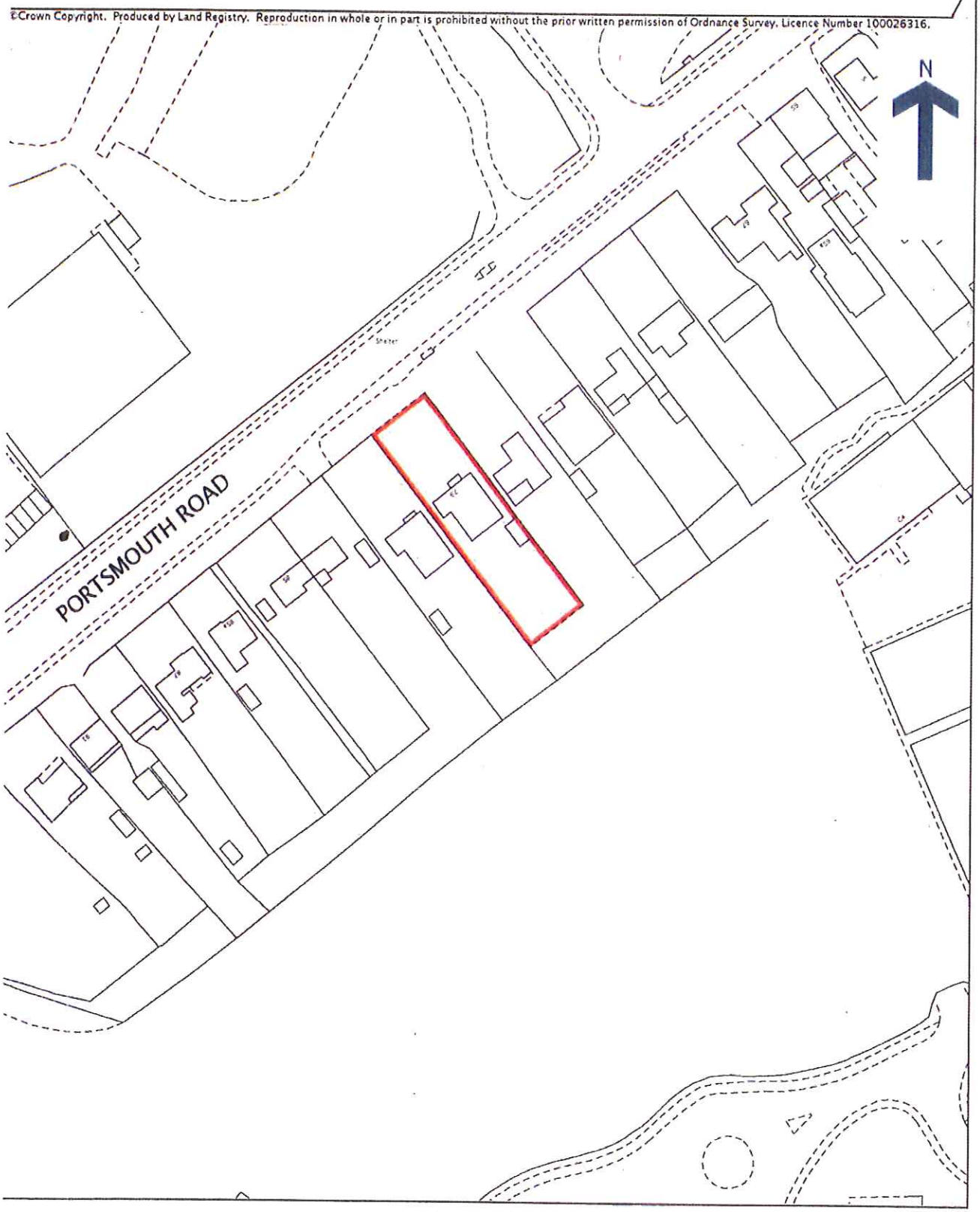


This official copy is issued, and shows the state of this title plan, on 21 June 2010 at 09:25:28.
It is admissible in evidence to the same extent as the original (s.67 Land Registration Act 2002).
This title plan shows the general position, not the exact line, of the boundaries. It may be subject to distortions in scale. Measurements scaled from this plan may not match measurements between the same points on the ground. See Land Registry Public Guide 19 - Title Plans and Boundaries.
This title is dealt with by Land Registry, Portsmouth Office.
© Crown Copyright. Produced by Land Registry. Reproduction in whole or in part is prohibited without the prior written permission of Ordnance Survey. Licence Number 100026316.

Land Registry
Current title plan

Title number **SH32358**
Ordnance Survey map reference **SU7012NW**
Scale **1:1250 enlarged from 1:2500**
Administrative area **Hampshire : East Hampshire**

©Crown Copyright. Produced by Land Registry. Reproduction in whole or in part is prohibited without the prior written permission of Ordnance Survey. Licence Number 100026316.



79, Portsmouth Road.

This is a copy of the title plan on 21 AUG 2015 at 19:21:00. This copy does not take account of any application made after that time even if still pending in the Land Registry when this copy was issued.