Horndean Parish Council

NOTICE OF MEETING

A MEETING OF HORNDEAN PARISH COUNCIL WILL BE HELD ONLINE ON MONDAY 24 AUGUST 2020 at 7.00 P.M.

Members of the public can login – please follow this link:

Documents pertaining to the meeting are available to download from the HPC website.

Members are summoned to attend

Carla Baverstock-Jones GCILEx, PSLCC, MCMI
Chief Officer

18 August 2020

AGENDA

1. To receive and approve 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 receive a written update from County Councillor Mrs M Harvey regarding County Council matters.

4. To receive a written update from District Councillors regarding District Council matters.

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. Questions shall not require a debate and those that cannot be answered at the meeting may be answered in writing later.***

6. To approve the Minutes of the Council Meeting held on the 10 August 2020 and the Extraordinary Council Meeting on 03 August 2020.

7. To receive and approve the Orders for Payment (List 1 attached).

8. To receive and note the monthly finance report.

9. To receive and approve the bank reconciliation – Co-operative, Lloyds and Cambridge & Counties as at the 30 June 2020.

10. To receive a report and consider the purchase of a DDA compliant toddler swing at Downs Park funded by the Community Infrastructure Levy: Neighbourhood Portion.

11. To receive a report and consider the applications in respect of the following grants:

    - Citizens Advice East Hampshire - £1,000 per year for 2 yrs
    - Horndean Technology College - £350
    - Holy Trinity Church - £725
    - Victim Support - £200

12. To receive and consider road names in respect of the 29 dwellings being built on land within Downhouse Road.

13. To elect Cllr Tickell to liaise between EHDC/Parish Council and other wardens in respect of her position as Tree Warden

14. To receive a report and consider the advice received from HPC's insurers pertaining to the removal of trees within Yoells Copse, and agree the way forward.

15. To note the following decisions made as per the delegated powers agreed at the meeting of the Council on the 23 March 2020:

    - Tree Carving Quotation 1 Agreed
    - Grant approved: Clanfield Coronavirus Community Support Group - £250
    - Grant declined: Horndean Community Association - £600
    - LEOH response to Messrs Terence O'Rouke
    - Installation of signage within Down Road to be provided/installed by residents
    - Replacement of fencing – Barton Close/Heath close - £1604.21 inc VAT, works undertaken in-house
    - Jubilee construction - extension of contract additional cost £4,977.13
    - Australian War Memorial Landscaping – proposed plan rejected
    - Planning Applications as per attached list.

16. To receive an update in respect of the Land East of Horndean Development and confirm members of the LEOH Working Party.

17. To receive an update in respect of the Jubilee construction works.

18. To agree the signage to be placed within Catherington Lith - Lith Lane.

19. To note the next scheduled meeting of the Council being the 07 September 2020.

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 (Admissions to meetings) Act 1960).**

21. To approve the Confidential Minutes of the Council Meeting held on the 10 August 2020.

HORNDEAN PARISH COUNCIL

Date: 24th August 2020

AGENDA ITEM: 3

SUBJECT OF REPORT: REPORT RECEIVED FROM COUNTY COUNCILLOR MRS MARG HARVEY

As all of you will have noticed, the weeds at Morrisons and throughout Horndean are really awful, but HCC have said that they will be dealt with in September.

You will ;also have noticed that overgrown hedges are a problem which HCC have said they are trying to deal with, sending letters to people who privately own the hedges, but this is taking some time, as we only have a Skelton staff, but they will be sent!!

At last we have the lay by back on Horndean Road, Hooray.

You also may be aware that EHDC own the car park on Blendworth Lane and as there is not too many parking spaces in the village itself, it would be a great pity if this was with drawn, which is the rumour.

If you use this car park, you need to contact EHDC to find out their intentions.

I have asked for white lines to be redrawn in many areas of Horndean and there are also some double yellows going down in areas where there has been problems. Please watch out for consultation in these areas.

As you may know, I have been voted in as Vice Chairman of HCC for this year and if elected next year, will become Chairman.

ITEM: 6

HORNDEAN PARISH COUNCIL

ITEM: 6

MINUTES OF THE COUNCIL MEETING HELD VIRTUALLY ON 10th AUGUST 2020 AT 7.00 P.M. WITH MICROSOFT TEAMS

PRESENT: Councillors Mrs L Evans (Chairman), D Alexander, D Evans, D Prosser, B Raymond, Mrs E Tickell, R Veitch, J Lay

IN ATTENDANCE: Carla Baverstock-Jones, Chief Officer; Cheree Garvey, Office Manager (Minute Taker); Sarah Guy, Operations Officer (Meeting facilitator)

PUBLIC ATTENDANCE: There were no members of the public or press present.

HPC 013/20/21 **TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Mrs I. Weeks, P Beck and A Forbes.

HPC 014/20/21 **TO RECEIVE ANY DECLARATIONS OF INTEREST**

No declarations of pecuniary interest were received.

HPC 015/20/21 **TO OPEN THE MEETING TO MEMBERS OF THE PUBLIC**

There were no members of the public present.

HPC 016/20/21 **TO APPROVE THE MINUTES OF THE COUNCIL MEETING HELD ON THE 23 MARCH 2020 AND 13 JULY 2020**

It was **RESOLVED** that the minutes of the Council meeting held on 23rd March 2020 be signed as a true record of the meeting.

This was proposed by Cllr Mrs L Evans and seconded by Cllr D Alexander.

It was **RESOLVED** that the minutes of the Council meeting held on 13th July 2020 be signed as a true record of the meeting.

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

HPC 017/20/21 **TO RECEIVE A REPORT AND CONSIDER THE PURCHASE OF REPLACEMENT TREES WITHIN CATHERINGTON LITH FUNDED BY THE COMMUNITY INFRASTRUCTURE LEVY: NEIGHBOURHOOD PORTION**

A report by the Grounds Manager had been circulated and a discussion took place.

Cllr D Evans proposed a viewing platform be installed in the Lith prior to the replanting works being undertaken. This will provide residents a view across the valley to Windmill Hill. This was seconded by Cllr J Lay.

It was **RESOLVED** to investigate the options of a viewing platform and the associated costs.

It was **RESOLVED** to progress with securing funding via various grant applications for the replanting programme.

This was proposed by Cllr Mrs L Evans and seconded by Cllr D Alexander. All agreed

HPC 018/20/21 **TO RECEIVE A REPORT AND CONSIDER THE PURCHASE A DDA COMPLIANT ROUNDABOUT – FIVE HEADS RECREATION GROUND, FUNDED BY THE COMMUNITY INFRASTRUCTURE LEVY: NEIGHBOURHOOD PORTION.**

A report by the Operations Officer had been circulated and a discussion took place.

It was **RESOLVED** to accept quote 2 in favour of the DDA compliant roundabout.

This was proposed by Cllr Mrs E Tickell and seconded by Cllr R Veitch. All agreed.

HPC 019/20/21 **TO RECEIVE A REPORT AND CONSIDER THE QUOTATIONS IN RESPECT OF THE REPAIRS WITHIN LITH LANE**

A report by the Grounds Manager had been circulated and a discussion took place.

It is to be noted that Lith Lane is a footpath and not a road. Only residents with vehicular access rights are allowed to use the footpath as a road. HPC has a responsibility to maintain the footpath in accordance to the standards for a public footpath. Further works would be in the control of and at the direction of HPC but would need to be funded by those with access rights.

It was **RESOLVED** to infill the potholes on Lith Lane after the replanting works have been completed.

This was proposed by Cllr Mrs L Evans and seconded by Cllr R Veitch. All agreed.

HPC 020/20/21 **TO RECEIVE A REPORT AND CONSIDER THE INSTALLATION OF SIGNAGE AND BARRIERS WITHIN LITH LANE**

A report by the Grounds Manager had been circulated and a discussion took place. This also included an email from a local resident.

Barrier

It was **RESOLVED** to install a collapsible bollard at the end of Lith Lane is proposed to prevent vehicles from driving into the woods.

This was proposed by Cllr Mrs L Evans and seconded by Cllr R Veitch. All agreed.

Passing Spaces

There are currently three passing places within Lith Lane.

It was **RESOLVED** that no additional passing places were required within Lith Lane.

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

Signage

Signage has to be clearly visible and have an immediate impact.

It was **RESOLVED** to install a sign denoting that Lith Lane is a footpath and that only residents and delivery vehicles have access. The Chief Officer and Grounds Manager are to draft a design and consult councillors before submission to Council.

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

HPC 021/20/21 **TO DISCUSS AND AGREE THE DATE OF THE NEXT COUNCIL MEETING**

The meeting requirements were discussed.

It was **RESOLVED** that:

- A Budget Workshop Pre-Meeting is to be held on Monday 17th August 2020
- The next full Council Meeting is to be held on Monday 24th August 2020

HPC 022/20/21 **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.**

There were no members of the public or press present.

Public meeting closed at 8:15pm

Confidential part of the meeting

HPC 023/20/21 **TO APPROVE THE CONFIDENTIAL MINUTES OF THE COUNCIL MEETINGS HELD ON THE 23rd MARCH 2020**

It was **RESOLVED** that the Confidential minutes of the Council meeting held on 23rd March 2020 be signed as a true record of the meeting.

This was proposed by Cllr Mrs L Evans and seconded by Cllr R Veitch.

HPC 024/20/21 **TO CONSIDER THE TERMINATION OF THE LEASE PURSUANT TO CLAUSE 21 PERTAINING TO TYFIELD HOUSE**

It was **RESOLVED** that notice be given as per Clause 21 (six-month break clause) of the lease agreement in regard to Tyfield House with immediate effect..

This was proposed by Cllr Mrs L Evans and seconded by Cllr B Raymond.

Meeting concluded at 8:37pm

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Signed - The Chairman

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Date

HORNDEAN PARISH COUNCIL

MINUTES OF THE EXTRAORDINARY COUNCIL MEETING HELD AT JUBILEE HALL ON 03 AUGUST 2020 AT 7.00 P.M.

PRESENT: Councillors Mrs L Evans (Chairman), A Forbes (Vice Chairman), D Alexander, P Beck, D Evans, D Prosser, B Raymond, Mrs E Tickell, R Veitch

IN ATTENDANCE: Carla Baverstock-Jones, Chief Officer; Sarah Guy, Operations Officer (Minute Taker); Simon Ritson, Responsible Finance Officer

PUBLIC ATTENDANCE: There were no members of the public or press present.

HPC 008/20/21 **TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies were received from Cllr J Lay. No apologies were received from Cllr Mrs I. Weeks.

HPC 009/20/21 **TO RECEIVE ANY DECLARATIONS OF INTEREST**

No declarations of pecuniary interest were received.

HPC 010/20/21 **TO OPEN THE MEETING TO MEMBERS OF THE PUBLIC**

There were no members of the public present.

HPC 011/20/21 **TO CONSIDER THE TWO OPTIONS PUT FORWARD BY PWLB AND TO AGREE A WAY FORWARD WITH REGARD TO THE BORROWING NECESSARY TO COVER THE COST OF THE JUBILEE HALL EXTENSION**

A report by the RFO was circulated and a discussion took place. It was asked if the 500K would still be required for the Jubilee Hall extension and whether or not the drawdown of the loan could take place in stages, rather than in one go.

The RFO stated that the plan was originally to drawdown the loan in stages, but due to the upcoming deadline, the loan had to be drawn down by the end of the year from which it was agreed. He said that if nothing goes wrong during the remainder of the build, he anticipates that there would be £110K left; but said that it could be risky not taking the entire amount. He suggested that he would expect to be able to put 100K early on in the Cambridge and Counties Bank Account and said that HPC could look to withdraw some if needed, giving 45 days' notice.

It was **RESOLVED** that HPC would request the drawdown from the Public Works Loan Board of 500K to avoid risk of insufficient funds and the Chief Officer and RFO would manage it in the best way going forward.

This was proposed by Cllr Mrs L Evans and seconded by Cllr Veitch.

HPC 012/20/21 **TO CONSIDER THE HOSTING OF FUTURE EVENTS NAMELY, THE SERVICE OF REMEMBRANCE AND THE CHRISTMAS CAROL SERVICE, GIVEN THE RESTRICTIONS IN TERMS OF LARGE GATHERINGS DUE TO COVID-19**

A report by the Chief Officer was circulated and a discussion took place. Cllr D Evans and Cllr Raymond said that they felt that both events should be cancelled due to the scale of the events and high risk in running them safely.

It was agreed by members that the way in which both events are run could not proceed.

The Chairman suggested that the appropriate manner for the Parish Council to mark the occasion could be discussed at a later date and said that HPC could take advice/look at what the British Legion decide to do.

It was **RESOLVED** that

- The hosting of the Remembrance Service and Carol Service for 2020 be cancelled due to the current restrictions in place, in terms of large gatherings due to Covid-19.
- The cancellation of both events be publicised on the HPC website and Facebook page- now, and again- nearer to the original event dates.
- Arrangements made with the Traffic Management Company, Sound System company and invited guests and participants be contacted, informing them of the cancellation of events.

Meeting concluded at 7.30pm

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Signed - The Chairman

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Date

ITEM: 7

PAYMENTS & RECEIPTS SINCE LAST ORDER OF PAYMENTS			LIST 1 - 24-AUG-2020			BANK ENTRIES: 13 MAR - 14 AUG 2020
Ref	Date	Payee/Payer	Net	VAT	Total	Details
DIRECT DEBITS		BANK ENTRIES: 13 MAR - 14 AUG 2020				
1	01/03/2020	Peach	£181.54	£36.31	£217.85	Tyfield Line-Feb Calls, March Rent + Alarm. Jub/Nap Wi Fi
2	26/03/2020	SSE	£322.02	£64.40	£386.42	Napier Hall Gas: 8 Feb - 5 Mar 2020
3	20/03/2020	EE & T Mobile	£96.54	£19.31	£115.85	Mobiles: 20 Feb - 19 Mar 2020
4	30/03/2020	Veolia	£204.50	£40.90	£245.40	Waste Collection: February 2020
5	23/03/2020	Castle Water	£14.08	£0.00	£14.08	St Catherines Cotts : Water : 01/01-28/06/20
6	10/03/2020	PHS Group	£189.75	£37.95	£227.70	Jubilee Waste Collection: 14/04-13/07/20
7	24/03/2020	SSE	£180.21	£9.01	£189.22	Napier Hall Electricity: 20 Dec 2019 - 18 Mar 2020
8	01/04/2020	FuelGenie	£132.38	£26.47	£158.85	Fuel: March 2020
9	04/04/2020	Plusnet	£15.00	£3.00	£18.00	Tyfield WiFI: 04/04/20 - 03/05/20
10	27/03/2020	Castle Water	£4.65	£0.00	£4.65	Tyfield House : Water : 01/12-30/12/19
11	27/03/2020	Castle Water	£8.09	£0.00	£8.09	Jubilee Hall : Water : 01/12-30/12/19
12	31/03/2020	Castle Water	£17.10	£0.00	£17.10	Tyfield House : Water : 31/12/19-30/03/2020
13	31/03/2020	Castle Water	£25.11	£0.00	£25.11	Jubilee Hall : Water : 31/12/19-30/03/2020
14	01/04/2020	Peach	£170.80	£34.16	£204.96	Tyfield Line-Mar Calls, Apr Rent + Alarm. Jub/Nap Wi Fi
15	02/04/2020	SSE	£246.70	£49.34	£296.04	Napier Hall Gas: 6 Mar - 1 Apr 2020
16	30/04/2020	Veolia	£204.50	£40.90	£245.40	Waste Collection: March 2020
17	20/04/2020	EE & T Mobile	£85.87	£17.17	£103.04	Mobiles: 20 Mar - 19 April 2020
18	19/04/2020	British Telecom	£42.60	£8.52	£51.12	Jubilee Payphone: 1 April - 30 June
19	21/04/2020	British Telecom	£189.24	£37.85	£227.09	Tyfield Wi Fi/Jubilee Alarm
20	22/04/2020	SSE	£813.95	£162.79	£976.74	Tyfield Electric: 11 Jan - 20 April 2020
21	22/04/2020	SSE	£1,218.64	£243.72	£1,462.36	Jubilee Electric: 11 Jan - 20 April 2020
22	04/05/2020	Plusnet	£15.00	£3.00	£18.00	Tyfield WiFI: 04/05/20 - 03/06/20
23	01/04/2020	FuelGenie	£96.41	£19.29	£115.70	Fuel: April 2020
24	01/05/2020	Peach	£173.41	£34.68	£208.09	Tyfield Line-Apr Calls, May Rent + Alarm. Jub/Nap Wi Fi
25	15/05/2020	Information Commissioner's Office	£35.00	£0.00	£35.00	Annual Data Protection Fee
26	04/05/2020	SEE	£136.44	£6.82	£143.26	Napier Gas: 2 April - 1 May 2020
27	11/02/2020	Initial Washroom Hygiene	£116.35	£23.27	£139.62	Napier Hall Waste Collection: 01/03/20 - 31/05/20
28	30/05/2020	Veolia	£132.65	£26.53	£159.18	Waste Collection: April 2020
29	20/05/2020	EE & T Mobile	£81.76	£16.35	£98.11	Mobiles: 20 Apr - 19 May 2020
30	13/05/2020	Initial Washroom Hygiene	£116.35	£23.27	£139.62	Napier Hall Waste Collection: 01/06/20 - 31/08/20
31	04/06/2020	Plusnet	£15.00	£3.00	£18.00	Tyfield WiFI: 04/06/20 - 03/07/20
32	01/06/2020	Peach	£173.90	£34.78	£208.68	Tyfield Line-May Calls, June Rent + Alarm. Jub/Nap Wi Fi
33	01/06/2020	Fuelgenie	£93.68	£18.74	£112.42	Fuel: May 2020
34	05/06/2020	Castle Water	£18.04	£0.00	£18.04	St Catherines Cotts : Water : 01/04/20-30/9/20
35	05/06/2020	Castle Water	£8.93	£0.00	£8.93	Jubilee Hall : Water : 31/3/20-30/4/20
36	05/06/2020	Castle Water	£6.26	£0.00	£6.26	Tyfield House : Water : 31/3/20-30/4/20
37	02/06/2020	SSE	£61.64	£3.08	£64.72	Napier Gas: 2 May - 1 June
38	05/06/2020	Castle Water	£53.30	£0.00	£53.30	Napier Hall: Water 01/4/20-30/9/20
39	20/06/2020	EE & T Mobile	£81.76	£16.35	£98.11	Mobiles: 20 May - 19 June 2020
40	31/05/2020	Veolia	£132.59	£26.52	£159.11	Waste Collection: May 2020
41	09/06/2020	PHS Group	£189.75	£37.95	£227.70	Jubilee Waste Collection: 14/07-13/10/20
42	26/06/2020	SSE	£264.42	£13.22	£277.64	Napier Hall Electricity: 19 Mar 2020 - 25 June 2020
43	04/07/2020	Plusnet	£15.00	£3.00	£18.00	Tyfield WiFI: 04/07/20 - 03/08/20
44	01/07/2020	Fuelgenie	£180.35	£36.06	£216.41	Fuel: June 2020
45	01/07/2020	Peach	£178.31	£35.66	£213.97	Tyfield Line-June Calls, July Rent + Alarm. Jub/Nap Wi Fi
46	06/07/2020	Castle Water	£12.45	£0.00	£12.45	Tyfield water: 1 may - 30 June 2020
47	02/07/2020	SSE	£14.18	£0.70	£14.88	Napier Gas: 2 June - 1 July
48	06/07/2020	Castle Water	£17.79	£0.00	£17.79	Jubilee water: 1 May - 30 Jun 2020
49	30/06/2020	Veolia	£204.50	£40.90	£245.40	Waste Collection: June 2020
50	20/07/2020	EE Limited	£81.76	£16.35	£98.11	Mobiles: 20 June - 19 July 2020
51	14/07/2020	SSE	£174.44	£8.72	£183.16	Tyfield Electric: 21 April - 9 July 2019
52	14/07/2020	SSE	£343.60	£17.18	£360.78	Jubilee Electric: 21 April - 9 July 2020
53	19/07/2020	British Telecom	£42.60	£8.52	£51.12	Jubilee Payphone: 1 July - 30 July
54	21/07/2020	British Telecom	£188.07	£37.61	£225.68	Tyfield Wi Fi/Jubilee Alarm
55	04/08/2020	Plusnet	£15.00	£3.00	£18.00	Tyfield WiFI: 04/08/20 - 03/09/20
56	03/08/2020	FuelGenie	£49.17	£9.83	£59.00	Fuel: July 2020
B.A.C.S.		BANK ENTRIES: 13 MAR - 14 AUG 2020				
57	09/03/2020	Speltham Contracts Ltd	£34,128.62	£6,825.72	£40,954.34	Contract Payment No 6 - Jubilee Project
58	17/03/2020	Lloyds Bank	£6.50	£0.00	£6.50	Bank Charges: March 2020
59	20/03/2020	Horndean PC Employees	£13,814.12	£0.00	£13,814.12	Net Salaries: March 2020
60	14/03/2020	Happy Days	£220.00	£0.00	£220.00	Windows/Office Cleaning
61	19/03/2020	Watling & Hirst	£190.00	£38.00	£228.00	Payroll: Q4 2019-20
62	29/02/2020	Richard Merritt	£43.60	£8.72	£52.32	Janitorial Supplies
63	17/03/2020	Screwfix	£95.17	£19.01	£114.18	Various Equipment/PPE
64	19/03/2020	FR Jones & Son	£379.15	£75.83	£454.98	Various Equipment/PPE
65	25/03/2020	Connected IT	£1,447.00	£0.00	£1,447.00	3 x Laptops for Working from Home
66	24/03/2020	Idverde	£1,413.72	£282.74	£1,696.46	Emptying of Bins: 01/01/20-31/03/20
67	31/03/2020	Hampshire Pension Fund	£4,049.42	£0.00	£4,049.42	Pensions: March 2020
68	31/03/2020	HM Revenue & Customs	£3,525.66	£0.00	£3,525.66	PAYE/NI: March 2020
69	01/04/2020	LuckyLite	£560.00	£0.00	£560.00	Rent: April 2020
70	21/03/2020	RB Harriott	£3,815.00	£763.00	£4,578.00	Tyfield House Rent : Quarter 1 2020/21
71	21/03/2020	RB Harriott	£210.00	£0.00	£210.00	Rent: Nov, Dec 2019 backdated increase
72	21/03/2020	RB Harriott	£201.55	£0.00	£201.55	Insurance: Q1 2020/21
73	13/03/2020	East Hampshire District Council	£4,441.10	£0.00	£4,441.10	Tyfield House Rates 2020/21
74	13/03/2020	East Hampshire District Council	£2,694.60	£0.00	£2,694.60	Lucky Lite Rates 2020/21
75	13/03/2020	East Hampshire District Council	£1,222.55	£0.00	£1,222.55	Car Park Lith View Rates 2020/21
76	23/03/2020	East Hampshire District Council	£0.00	£0.00	£0.00	Jubilee Hall Rates 2020/21 (100% DISCOUNT)
77	23/03/2020	East Hampshire District Council	£0.00	£0.00	£0.00	Napier Hall Rates 2020/21 (100% DISCOUNT)

78	23/03/2020	Engelbert Strauss	£90.97	£18.19	£109.16	Fleeces for new Countryside Staff
79	24/03/2020	WeFix	£246.00	£49.20	£295.20	Supply & install Windows & Door at Jubilee Hall
80	31/03/2020	A1 Security Systems Limited	£600.00	£120.00	£720.00	Installation of CCTV + April Rent
81	31/03/2020	Beaver Tool Hire	£84.53	£16.91	£101.44	Hire of Rotavator
82	01/04/2020	Speltham Contracts Ltd	£20,400.28	£4,080.06	£24,480.34	Contract Payment No 7 - Jubilee Project
83	17/03/2020	Screwfix	£10.48	£2.10	£12.58	2 x Screwdriver Bit Box
84	14/04/2020	Clanfield Voluntary Care Group	£250.00	£0.00	£250.00	Grant re Coronavirus Support Group
85	20/04/2020	Horndean PC Employees	£16,851.61	£0.00	£16,851.61	Net Salaries: April 2020
86	20/04/2020	Lloyds Bank	£6.50	£0.00	£6.50	Bank Charges: April 2020
87	14/04/2020	A1 Security Systems Ltd	£100.00	£20.00	£120.00	Monthly Rental of CCTV at Jubilee Hall
88	03/04/2020	Glanvilles	£771.00	£154.20	£925.20	Professional Fees acting on behalf of Horndean Parish Council
89	30/04/2020	HM Revenue & Customs	£4,440.58	£0.00	£4,440.58	PAYE/National Insurance: April 2020
90	30/04/2020	Hampshire Pension Fund	£4,836.96	£0.00	£4,836.96	Pension Contributions: April 2020
91	04/05/2020	Luckylite	£560.00	£0.00	£560.00	Rent : May 2020
92	04/05/2020	Staff Expenses	£154.26	£6.66	£160.92	Staff Expenses : March/April 2020
93	28/04/2020	Viking	£101.97	£20.39	£122.36	Executive Chair
94	01/05/2020	SEE (South East Employers)	£220.00	£44.00	£264.00	Associate Membership 2020/21
95	11/05/2020	Staff Expenses	£163.85	£23.77	£187.62	Uniform for New Countryside Member
96	07/05/2020	Steven Rogers	£8,000.00	£1,600.00	£9,600.00	Remove Playground Equipment at Merchistoun Hall
97	29/04/2020	Hampshire Association of Local Councils	£1,827.10	£0.00	£1,827.10	Affiliation Fees 2020/21, NALC Levy
98	28/04/2020	WEL Medical Ltd	£525.95	£105.19	£631.14	3 Disposable Batteries/3 Electro Pads for Defibrillator
99	27/04/2020	Connected IT	£70.00	£0.00	£70.00	2 years domain name renewal
100	16/04/2020	Came & Company	£426.32	£0.00	£426.32	Agricultural vehicle/Add Named Young Driver
101	15/04/2020	Cartridge Save	£53.81	£10.76	£64.57	Cyan/ Black Toner cartridges
102	04/05/2020	Cartridge Save	£27.35	£5.47	£32.82	Magenta Toner cartridge
103	15/05/2020	Branditright Ltd	£17.50	£3.50	£21.00	HPC Embroidered onto Countryside Team Uniform
104	20/04/2020	Lloyds Bank	£6.50	£0.00	£6.50	Bank Charges: May 2020
105	14/05/2020	Annodata	£206.82	£41.36	£248.18	Photocopier Printing: 13/2/20 to 13/5/20
106	15/05/2020	Screwfix	£40.60	£8.10	£48.70	Cable Ties, Screws, PPE Gloves
107	15/05/2020	Hampshire Association of Local Councils	£190.00	£38.00	£228.00	LCPD Bronze Membership 20/21
108	12/05/2020	Playsafety Ltd (ROSPA)	£493.20	£98.64	£591.84	Annual Inspection
109	03/04/2020	Viking	£159.96	£31.99	£191.95	Printer for Home Working
110	01/04/2020	Viking	£2.17	£0.43	£2.60	Pack 4 Pens
111	01/04/2020	Viking	£42.11	£8.42	£50.53	Lever Arch Files, Labels
112	20/05/2020	Horndean PC Employees	£16,128.49	£0.00	£16,128.49	Net Salaries: May 2020
113	29/05/2020	Hampshire Pension Fund	£4,653.91	£0.00	£4,653.91	Pensions: May 2020
114	29/05/2020	HMRC	£4,152.34	£0.00	£4,152.34	PAYE/NI: May 2020
115	21/05/2020	AVS Fencing	£112.50	£22.50	£135.00	15 Posts - Hazleton Common
116	27/05/2020	Screwfix	£16.60	£3.32	£19.92	Paint Brushes, Wire Brush, Paint
117	19/05/2020	Hampshire County Council	£65.25	£13.05	£78.30	5 Boxes A4 Paper
118	20/05/2020	Blendworth Tree Surgeons	£400.00	£80.00	£480.00	Remove Fallen Maple-Jubilee/Frogmore Lane
119	19/05/2020	Viking	£104.99	£15.80	£120.79	Stationery, Coffee for Tyfield
120	30/04/2020	Happy Days	£177.50	£0.00	£177.50	Window Cleaning Jubilee in/out, Napier, Office Clean x 3
121	19/05/2020	Luckylite	£35.00	£0.00	£35.00	Refundable Deposit for 2nd Key Fob to Luckylite
122	30/04/2020	Annodata	£201.93	£40.39	£242.32	Photocopier Rental 26 May - 25 Aug 2020
123	31/03/2020	Richard Merritt Chemicals	£35.55	£7.11	£42.66	Janitorial Supplies
124	02/06/2020	Luckylite	£560.00	£0.00	£560.00	Rent: June 2020
125	08/06/2020	Staff Expenses	£61.34	£0.00	£61.34	Staff Expenses: May 2020
126	03/06/2020	Screwfix	£13.06	£2.61	£15.67	Cable Ties/Postcrete - Play Areas
127	31/05/2020	A1 Security Systems Ltd	£100.00	£20.00	£120.00	Monthly Rental of CCTV at Jubilee Hall
128	31/05/2020	Richard Merritt Chemicals	£307.50	£61.50	£369.00	Janitorial Supplies
129	28/05/2020	Plantscape Ltd	£1,155.00	£231.00	£1,386.00	Flower Towers/Window Boxes
130	26/05/2020	Viking	£46.46	£9.29	£55.75	Pens
131	05/06/2020	Online Playgrounds (Fenland Leisure)	£85.00	£17.00	£102.00	Cradle Swing at Deep Dell
132	26/05/2020	Auditing Solutions	£445.00	£89.00	£534.00	Internal Audit 2019-20 Final End of Year
133	29/05/2020	East Meon Forge	£240.00	£0.00	£240.00	Welding Repairs at Deep Dell Play Areas
134	09/06/2020	Merrid Ltd	£291.67	£58.33	£350.00	Fence Panel-Basketball Court Jubilee
135	01/06/2020	Dickies	£75.00	£15.00	£90.00	6 Polo Shirts, 1 Sweatshirt, Embroidered Logos
136	30/06/2020	HMRC	£4,160.30	£0.00	£4,160.30	PAYE/NI: June 2020
137	21/06/2020	R B Harriott	£4,016.55	£763.00	£4,779.55	Quarterley Rent and Insurance
138	04/06/2020	Broxap	£1,124.75	£224.95	£1,349.70	5 Litter Bins and Fixing Kits
139	12/06/2020	Vision ICT	£85.00	£17.00	£102.00	Writing & Adding Accessibility Report to Council Website
140	08/06/2020	Sean Mason Electrical	£120.00	£24.00	£144.00	Repair Light in Garage at Tyfield House
141	11/06/2020	AVS Fencing	£16.68	£3.34	£20.02	4 Gravel Boards - BBQ Signs
142	11/06/2020	AVS Fencing	£18.76	£3.75	£22.51	4 Postcrete
143	19/06/2020	Horndean PC Employees	£16,199.40	£0.00	£16,199.40	Net salaries: June 2020
144	19/06/2020	Lloyds Bank	£6.50	£0.00	£6.50	Bank Charges: June 2020
145	17/06/2020	AVS Fencing	£8.69	£1.74	£10.43	Post 75 x 75 for Ashley Close
146	19/06/2020	AVS Fencing	£110.70	£22.14	£132.84	1200 mm Chain Link-Fencing at Five Heads
147	16/06/2020	Alsoils Ltd	£45.83	£9.17	£55.00	1 x Ton Topsoil for Jubilee Field/Five Heads Rec
148	18/06/2020	FR Jones & Son	£67.21	£13.44	£80.65	Hedge Trimmer Gear Housing
149	30/06/2020	Hampshire Pension Fund	£4,656.35	£0.00	£4,656.35	Pensions: June 2020
150	26/06/2020	Screwfix	£16.99	£0.00	£16.99	Safety Boots
151	22/06/2020	PDP Architecture	£750.00	£150.00	£900.00	Mechanical & Electrical Consultancy No 3 Payment- Jubilee Project
152	30/05/2020	Happy Days	£82.50	£0.00	£82.50	Office Cleaning, Office Windows
153	24/06/2020	Watling & Hirst	£200.00	£40.00	£240.00	Q1 Payroll Charges
154	23/06/2020	Idverde	£1,566.72	£313.34	£1,880.06	Q1:19 Bins Emptied, Parsonage Car Park plus 1 Extra Lift
155	01/07/2020	Christie Intruders Alarms	£570.00	£114.00	£684.00	Service Agreement 1/7/20 - 30/6/21
156	22/06/2020	Southern Fire Protection Ltd	£75.00	£15.00	£90.00	6M Fire Alarm Service
157	19/06/2020	Speltham Contracts Ltd	£68,982.21	£13,796.44	£82,778.65	Contract Payment No 8 - Jubilee Project
158	01/07/2020	Luckylite	£560.00	£0.00	£560.00	Rent: July 2020
159	26/06/2020	R J Water Pipes Ltd	£100.00	£20.00	£120.00	Repair to Damaged Water Supply Pipe

160	07/07/2020	Staff Expenses	£5.32	£0.00	£5.32	Staff Expenses: June 2020
161	30/06/2020	A1 Security Systems Ltd	£100.00	£20.00	£120.00	Monthly Rental of CCTV at Jubilee Hall
162	01/07/2020	Connected IT	£50.00	£0.00	£50.00	Onsite Visit to install Team Meetings on Laptop/PC
163	26/06/2020	Viking	£50.46	£10.09	£60.55	Pack 10 Archive Boxes
164	02/07/2020	Microsoft Operations	£225.60	£45.12	£270.72	365 Business Standard 1/7/20 - 30/6/21
165	08/07/2020	Blendworth Property Maintenance	£55.00	£0.00	£55.00	Refix Basin at Napier Hall
166	03/07/2020	HALC	£95.00	£19.00	£114.00	Health & Safety Course - C Garvey
167	30/06/2020	HALC	£140.00	£28.00	£168.00	Knowledge,Core Skills/Basic Planning (Cllr D Prosser)
168	01/04/2020	Lucky-Lite Caravan Storage	£552.55	£0.00	£552.55	Electricity at Unit 6 2019/2020
169	03/07/2020	Viking	£46.90	£9.38	£56.28	Card, Laminate Pouches, Wet Board Wipes
170	07/07/2020	PDP Architecture	£425.00	£85.00	£510.00	Mechanical & Electrical Consultancy No 4 Payment- Jubilee Project
171	19/06/2020	AVS Fencing	£16.21	£3.24	£19.45	4.8M Gravel Board for Sign at Wagtail Close
172	23/06/2020	Screwfix	£6.89	£1.38	£8.27	Bolts, and Lock Nuts for Basketball Fitting - Fiveheads
173	25/06/2020	B & Q	£41.67	£8.33	£50.00	White, Yellow, Blue Paint Play Areas - ROSPA
174	06/07/2020	Swish Basketball	£87.75	£17.55	£105.30	Backboard Facia for Jubilee Field
175	17/07/2020	Horndean PC Employyes	£16,090.27	£0.00	£16,090.27	Net Salaries: July 2020
176	19/07/2020	Lloyds Bank	£6.50	£0.00	£6.50	Bank Charges: July 2020
177	13/07/2020	A1 Security Systems	£100.00	£20.00	£120.00	Monthly Rental of CCTV at Jubilee Hall
178	15/07/2020	Southern Fire Protection	£49.25	£9.85	£59.10	Annual Service Fire Exts. - Tyfield
179	15/07/2020	Southern Fire Protection	£30.50	£6.10	£36.60	Annual Service Fire Exts/Blanket - Jubilee
180	03/06/2020	Microsoft Operations	£1,170.29	£234.05	£1,404.34	Microsoft 365 Business Basic (incl. Teams) : 08/08/20-07/08/21
181	19/06/2020	Viking	£33.91	£6.78	£40.69	Green Whiteboard Markers, Document Wallets
182	21/07/2020	Viking	£35.47	£7.09	£42.56	Ipad Case
183	31/07/2020	Richard Merritt	£154.60	£30.92	£185.52	July Janitorial Supplies
184	24/07/2020	MOT & Service World	£139.98	£28.00	£167.98	MOT & Service HY65 UVJ
185	15/07/2020	Speltham Contracts Ltd	£64,546.38	£12,909.28	£77,455.66	Contract Payment No 9 - Jubilee Project
186	31/07/2020	Hampshire Pension Fund	£4,681.25	£0.00	£4,681.25	Pensions: July 2020
187	31/07/2020	HM Revenue & Customs	£4,297.50	£0.00	£4,297.50	PAYE/NI: July 2020
188	03/08/2020	Staff Expenses	£22.86	£0.00	£22.86	Staff Expenses: July 2020
189	03/08/2020	Luckylite	£560.00	£0.00	£560.00	Rent: August 2020
190	28/07/2020	PDP Architecture	£3,445.00	£689.00	£4,134.00	Architectural Services Payment No. 6
191	14/07/2020	Aardvark Supplies Ltd	£25.20	£5.04	£30.24	Nitrile Gloves x 3 Boxes
192	03/08/2020	Blendworth Property Maintenance	£55.00	£0.00	£55.00	Refix Loose Fascia at Napier Hall
193	07/08/2020	HAGS	£848.17	£169.63	£1,017.80	Replacement Ropes-Trailblazer at Fiveheads Rec
194	01/08/2020	Vision ICT	£215.00	£43.00	£258.00	Website Hosting/Support 20/21
195	31/07/2020	Viking	£23.75	£4.75	£28.50	Envelopes and Clipboards
196	30/07/2020	AVS Fencing	£23.45	£4.69	£28.14	5 x Postcrete
DEBIT CARD		BANK ENTRIES: 13 MAR - 14 AUG 2020				
197	16/03/2020	Secure-a-Field	£38.59	£7.72	£46.31	Outdoor Paper A4
198	17/03/2020	Quattro Products	£72.50	£14.50	£87.00	Wet Pour Repair Kit -Deep Dell
199	17/03/2020	Gardeners Dream	£24.99	£5.00	£29.99	Weedkiller
200	18/03/2020	Amazon	£12.45	£2.49	£14.94	Plastic Paving Mat for Five Heads Rec Play Area
201	19/03/2020	Rigby Taylor	£393.00	£78.60	£471.60	Wildflower Seeds
202	23/03/2020	Car Spares Distribution (Amazon)	£38.20	£7.64	£45.84	4 x Boxes Disposable Gloves
203	23/03/2020	Snickers (Century Workwear)	£48.50	£9.70	£58.20	High Vis Rain Jacket
204	24/03/2020	Amazon	£15.82	£3.17	£18.99	1 x Pack of Surgical Masks
205	01/04/2020	DVLA	£260.00	£0.00	£260.00	12 Month Tax for ST08 XVV
206	18/03/2020	Easy Shopping (Amazon)	-£12.45	-£2.49	-£14.94	Plastic Paving Mat for Five Heads Rec Play Area : Refund
207	03/04/2020	Easy Shopping (Amazon)	£16.58	£3.32	£19.90	Plastic Paving Mat for Five Heads Rec Play Area
208	09/04/2020	SLCC	£363.00	£0.00	£363.00	Annual Membership Fee 2020-21
209	21/04/2020	Land Registry	£3.00	£0.00	£3.00	Title Plans for various Sites
210	21/04/2020	Land Registry	£3.00	£0.00	£3.00	Title Plans for various Sites
211	21/04/2020	Land Registry	£3.00	£0.00	£3.00	Title Plans for various Sites
212	30/04/2020	Top Notch Signs	£53.95	£10.79	£64.74	A4 CCTV Sign for Jubilee Construction Site
213	23/04/2020	Land Registry	£6.00	£0.00	£6.00	Title Plans for various Sites
214	22/04/2020	Land Registry	£3.00	£0.00	£3.00	Title Plans for various Sites
215	22/04/2020	Land Registry	£3.00	£0.00	£3.00	Title Plans for various Sites
216	13/02/2020	St John Ambulance	-£360.00	£0.00	-£360.00	Mental Health Course - Refund
217	26/04/2020	Dropbox International	£360.00	£72.00	£432.00	Dropbox Business Plan (3 Licenses)
218	29/04/2020	Top Notch Signs	£42.95	£8.59	£51.54	No Fly Tipping/Garden Waste Signs-Wagtail
219	04/05/2020	Amazon	£12.90	£2.58	£15.48	100 Pegs for Matting at Five Heads Rec Area
220	22/05/2020	Amazon	£35.63	£7.12	£42.75	2 Tins Hammerite Paint for Play Areas
221	22/05/2020	Medisave	£54.87	£10.98	£65.85	12 Anti Viral Sprays
222	26/05/2020	Amazon	£9.56	£1.91	£11.48	Bird repellant tape for Downs Park
223	26/05/2020	Amazon	£43.32	£8.66	£51.98	2 Rubber Floor Mats and 4 Bottles Sun Cream
224	01/06/2020	Amazon	£20.91	£4.18	£25.09	Sticky Stuff Remover-Jubilee/Yellow Paint for Play Areas
225	04/06/2020	Quattro Products	£72.50	£14.50	£87.00	Wetpour Repair Kit-Play Areas
226	09/06/2020	Top Notch Signs	£257.45	£51.49	£308.94	30 NO BBQ/FIRE Signs - Countryside Sites
227	10/06/2020	Amazon	£73.99	£14.79	£88.78	Seat covers/ Heal & Seal Treatment-Lith Trees
228	13/06/2020	Amazon	£31.75	£6.35	£38.10	Ronseal Quick Drying Woodstain for Benches
229	15/06/2020	British Bins	£15.00	£3.00	£18.00	ABS Triangle Keys for Bins
230	19/06/2020	High Speed Training	£35.00	£7.00	£42.00	DSE Assessor Online course for SG
231	19/06/2020	Apple Distribution International Ltd	£45.83	£9.17	£55.00	Apple Ipad Cover
232	24/06/2020	Apple Distribution International Ltd	£399.17	£79.83	£479.00	Apple IPAD for Online Meetings
233	01/07/2020	UK Safety Store	£135.60	£27.12	£162.72	Plastic Signs/Posters re Covid 19
234	08/07/2020	FarmSigns	£125.00	£25.00	£150.00	50 'No Cycling' Signs for various locations
235	14/07/2020	Amazon	£8.65	£0.00	£8.65	Face Masks for Covid 19 protection
236	03/08/2020	Chartered Management Institute (CMI)	£183.00	£0.00	£183.00	Annual Subscription
237	06/08/2020	Land Registry	£6.00	£0.00	£6.00	Title Plans for Three Bears, Lith Lane
238	06/08/2020	Amazon	£47.49	£9.50	£56.99	30 Litre Catering Urn
239	08/08/2020	Amazon	£42.17	£8.43	£50.60	Meetings Hot Water Dispenser
		TOTAL EXPENDITURE	**£376,821.05**	**£47,021.71**	**£423,842.78**	

RECEIPTS RECEIVED SINCE LAST ORDER OF PAYMENTS			LIST 1 - 24-AUG-2020			BANK ENTRIES: 13 MAR - 14 AUG 2020
Ref	Date	Payee/Payer	Net	VAT	Total	Details
240	various	Regular Hall Users	£1,691.73	£0.00	£1,691.73	Hire of Jubilee Hall
241	various	Regular Hall Users	£2,757.37	£0.00	£2,757.37	Hire of Napier Hall
242	various	Casual Hall Users	-£68.93	£0.00	-£68.93	Hire of Jubilee Hall
244	various	Casual Hall Users	£300.00	£0.00	£300.00	Deposits Received
245	various	Casual Hall Users	-£700.00	£0.00	-£700.00	Deposits Refunded
246	various	Football Teams	£525.04	£0.00	£525.04	Hire of Football Pitches
247	various	Bank Interest	£734.78	£0.00	£734.78	Interest- March-July 2020
248	various	HMRC	£45,875.76	£0.00	£45,875.76	Q4 2019-20 + Q1 2020-21 VAT Returns
249	21/07/2020	Rural Payments Agency	£26.53	£0.00	£26.53	Rural Payments Agency
250	07/04/2020	East Hampshire District Council	£190,770.50	£0.00	£190,770.50	Precept 2020-21 (pt 1 of 2)
251	09/06/2020	East Hampshire District Council	£4,885.47	£0.00	£4,885.47	Community Infrastructure Levy Q1 2020-21
252	17/07/2020	Hampshire County Council	£750.00	£0.00	£750.00	Contribution to Land Management QE Country Park
253	30/07/2020	East Hampshire District Council	£3,404.00	£0.00	£3,404.00	Information Officer - 2020-21
254	25/06/2020	South Downs National Park Authority	£6,568.70	£0.00	£6,568.70	CIL Monies for 3 Tree carvings at Cath Lith
255	08/07/2020	SSE	£8.00	£0.00	£8.00	Income from Cable at St Bernards, Lith Cr
256	31/07/2020	Co-operative Bank	£50.00	£0.00	£50.00	Compensation Awarded
257	10/08/2020	Public Loans Work Board	£500,000.00	£0.00	£500,000.00	25 Year Fixed Loan @ 2.34%
		TOTAL INCOME	**£757,578.95**	**£0.00**	**£757,578.95**	

SIGNED:	
SIGNED:	
DATE:	**LIST 1 - 24-AUG-2020**

Item: 8

Horndean Parish Council

HORNDEAN PARISH COUNCIL

COUNCIL MEETING : 24 August 2020

SUBJECT OF REPORT: Finance Report

Jubilee Hall Construction

We have now received and paid ten invoices from Spelthams totalling £509,936 (after the retention), broken down as per the table below.

REF		BGT	YTD TOTAL	BALANCE
1	PRELIMINARIES	59,613.80	56,381.61	3,232.19
2	SUBSTRUCTURES	36,256.29	36,256.29	0.00
3	SUPERSTRUCTURES	279,007.13	178,542.14	100,464.99
4	MECHANICAL AND ELECTRICAL INSTALLATIONS	146,720.32	51,993.82	94,726.50
5	DRAINAGE AND EXTERNAL SERVICES	55,984.46	45,841.14	10,143.32
6	EXTERNAL WORKS	154,509.47	138,016.04	16,493.43
7	PROVISIONAL SUMS	7,250.00	4,000.00	3,250.00
8	OVERHEADS & PROFIT	36,916.67	16,352.99	20,563.68
9	VARIATIONS	0.00	9,390.49	
	TOTAL	776,258.14	536,774.51	248,874.12
10	50% SPLIT ON TENDER ERROR	-12,803.54		-12,803.54
	REVISED TOTAL	763,454.60		236,070.58
	RETENTION (5%)		26,838.73	
	INVOICE		509,935.79	
	VAT (to be reclaimed)		101,987.16	
	TOTAL		611,922.94	

All the s106 monies from East Hampshire District Council and our own reserves that have been put into the project have now been spent so we are now calling on the Public Works Loan.

Public Works Loan Board (PWLB)

As you will be aware, the full £500,000 (less an admin fee of £175) was received into the Co-op bank account on the 10th August.
£100,000 of this will be transferred into our Cambridge & Counties 45 day notice interest bearing account.

Management Accounts: Income & Expenditure

The 2020-21 budget was set with an increased target for hall income set at £57k and the budget was balanced by taking £8.3k from General Reserves.

Subsequently, it then became known that there would be a further c£25k hit on General Reserves to finance extensive tree works for Ash Die Back.

As at the 1st April 2020, The Council held a General Reserve of £144.7k and Earmarked Reserves of £264.0k of which £140.9k was for the Jubilee Hall Project.

The level of General Reserves equated to just over two and one third months of 2019-20 financial year average expenditure and was therefore slightly below the CIPFA guidance which recommends three to six month are held.

The July accounts have been finalised and the year to date position showed an unfavourable variance, after adjusting for earmarked reserve movements of £11.7k.

This breaks down to an unfavourable variance on income of £19.0k (halls shut) and a favourable variance on expenditure of £7.3k. (Rebate of council tax at Jubilee and Napier Halls)

As at July 2020 Earmarked Reserves stood at £104.9k and General Reserves a further £206.5k giving total funds available of £311.4k.

Forecast

The full year forecast continues to pose considerable challenges this year mainly due to the uncertainties around COVID-19 and the Jubilee Hall Project delays and has been made with the following assumptions:

- Staffing levels remain at the current level until the end of the financial year.
- The Halls have started to re-open in July and I have assumed that income will returns to 20% of its pre COVID levels in August, rising to 40% from September and 50% from December to March 2021.
- Lower levels of utilities etc. during the period when the halls are running below capacity.
- No Football Pitch Income until September 2020.
- No rates bill for Jubilee and Napier Halls in 2020-21
- Rent on Tyfield House and Luckylite paid until the end of December 2020.
- Interest payments on £500k loan at 2.34% are payable from mid August 2020.
- The loan that is drawn down equates to the full cost of the project and results in **no change** to the levels of reserves. (i.e. any surplus funds in the reserve after the project is complete are returned to the PWLB)
- Ash Die back expenditure of c£25k

This would result in a forecast unfavourable outturn of £58.3k.against budget and £66.7k in cash terms (as £8.3k was taken from reserves to balance the budget)
This consists of an unfavourable income variance of £41.5k (halls) and an unfavourable expenditure variance of £16.9k (£25k due to Ash Die Back partially offset by reduction in expenditure due to COVID-19).

In this forecast, General Reserves would stand at only £80.0k at the end of the financial year.
Earmarked reserves would be forecast to be at £109.8k.

Report Prepared by Simon Ritson, Responsible Finance Officer, August 17th 2020

1 REN: 11

HORNDEAN PARISH COUNCIL
Grant Application Form

Please refer to Grants Procedure Notes overleaf before completing this form

Name of Organisation making the application:
Citizens Advice East Hampshire

Name of Person to whom correspondence should be addressed:
Helen Drake, Chief Executive

Payee for grant and bank details:
Citizens Advice East Hampshire
CAF Bank
Sort Code: 40-52-40
Account Number: 00022479

Address for correspondence:
Forest CommunityCentre
Pinehill Road
Bordon
GU35
0BS

Email Address: **ceo@caeasthants.org.uk**

Daytime Tel: **07834 764955**

Details of the organisation (What do you do?)
Provision of free, impartial and confidential advice and information to those in need across East Hampshire, whoever they are, whatever their problem..

Period of Grant:
2 years

What is the Grant for? (Give details of the project – continue on separate sheet if necessary)

Citizens Advice East Hampshire provide advice, information and support to residents of Horndean, primarily from our Petersfield office and by telephone, email and webchat. Last year we helped 265 Horndean residents with over 700 different issues. Since 18th March 2020 due to the coronavirus pandemic, we have closed our offices and face to face services and moved our workforce of 70 volunteers to deliver phone and email advice to local residents. (continued on sheet at the end)..

Amount of Grant applied for:
£1000 per year for 2 years

Have you applied to any other body for a grant towards this project? (if *Yes* please give details) We routinely are supported by town and parish councils across East Hampshire and we have a number of these already supporting us this year with applications in to every parish. All town councils are supporting us. We have no other funder to support Horndean residents apart from our wider EHDC core contract which does not cover all our running costs.

How else do you raise income? (Give details of subscriptions, fund raising etc.– continue on separate sheet if necessary)
Core operating costs continue to be met from East Hampshire DC and other East Hampshire Town and Parish Councils, plus local fundraising activities, grants and donations.

What age groups do you cater for?	Total Membership:	Where and when do you meet?
Over 18's	**N/A**	**While we have offices in Petersfield, Alton and Bordon, these are currently closed so we are meeting remotely and advising by phone and digitally**

You must attach the following to your application

- ➢ Last year's accounts
- ➢ Your current business plan, minutes of your last AGM or similar
- ➢ Business plan & last 3 years AGM minutes (extended grants only)

Signature of Responsible Adult *(e.g. Chairman. President, Leader)* *H Drake (CEO)*	**For Horndean Parish Council use only**

Date: 26 March 2020

HORNDEAN PARISH COUNCIL
Grant Application Form

Please refer to Grants Procedure Notes overleaf before completing this form

Name of Organisation making the application: Horndean Technology College

Name of Person to whom correspondence should be addressed:
Linda Miles

Address for correspondence: Barton Cross, Horndean, Waterlooville, Hampshire. PO8 9PQ

Email Address: linda.miles@horndeantc.hants.sch.uk

Daytime Tel: 023 9259 9753

Payee for grant and bank details:
Horndean Technology College (HTC)

Details of the organisation (What do you do?)
Community College

Period of Grant:
2020

What is the Grant for? (Give details of the project – continue on separate sheet if necessary) To help towards the cost of providing our annual senior citizens Christmas lunch and entertainment afternoon which is to be held on Wednesday 2 December 2020

- Supporting evidence in attached letter

Amount of Grant applied for:
£350

Have you applied to any other body for a grant towards this project? (if *Yes* please give details)
Clanfield Parish Council
Rowlands Castle Parish Council
East Hants District Council

How else do you raise income? (Give details of subscriptions, fund raising etc.– continue on separate sheet if necessary)
Attendees make a contribution towards the total cost of the food provided at the event

What age groups do you cater for?
50+

Total Membership:

Where and when do you meet?
Horndean Technology College – every Wednesday plus the annual Christmas lunch

You must attach the following to your application

- Last year's accounts
- Your current business plan, minutes of your last AGM or similar
- Business plan & last 3 years AGM minutes (extended grants only)

Signature of Responsible Adult
(e.g. Chairman. President, Leader)

Linda Miles

……

Date: 5 August 2020

For Horndean Parish Council use only

RECEIVED
03 JUL 2020

HORNDEAN PARISH COUNCIL
Grant Application Form

Please refer to Grants Procedure Notes overleaf before completing this form

Name of Organisation making the application:
Holy Trinity Church Blendworth PCC

Name of Person to whom correspondence should be addressed:
Mrs Suzanne Wilson (Church Warden)

Address for correspondence:

3 Victory Avenue
Horndean
PO8 9PH

Email Address: s.wilson467@ntlworld.com
Daytime Tel: 023 594778

Payee for grant and bank details:
Holy Trinity Church Blendworth PCC

Lloyds Bank plc Petersfield
Sort code 77-25-12
A/c No 86765868

Details of the organisation (What do you do?)
C of E Parish Church for Horndean and Blendworth

Period of Grant:
2020-21

What is the Grant for? (Give details of the project – continue on separate sheet if necessary)
To assist with churchyard maintenance costs incurred from employment of Blendworth Centre.

Amount of Grant applied for:
£725

Have you applied to any other body for a grant towards this project? (if *Yes* please give details)

No

How else do you raise income? (Give details of subscriptions, fund raising etc.– continue on separate sheet if necessary)Free-will offerings have been seriously reduced during this period through Corvid-19 restrictions and the closure of churches. Essential repair work to church has required any reserve to be allocated to that project. Blendworth Fete cancelled and all other fundraising initiatives currently on hold pending lifting of Covid-19 restrictions. Clergy and lay staff voluntarily support Horndean Parish Council local service initiatives .

What age groups do you cater for?
All ages

Total Membership:
101 plus local community

Where and when do you meet?
Church sited Blendworth Lane PO8 0AB Horndean PO8 0AE

You must attach the following to your application

- Last year's accounts *
- Your current business plan, minutes of your last AGM or similar
- Business plan & last 3 years AGM minutes (extended grants only)

Signature of Responsible Adult
(e.g. Chairman, President, Leader)

M.R.Williams *(Church Warden)*

Date: 2 July 2020

For Horndean Parish Council use only

HORNDEAN PARISH COUNCIL
Grant Application Form

Please refer to Grants Procedure Notes overleaf before completing this form

Name of Organisation making the application:
VICTIM SUPPORT

Name of Person to whom correspondence should be addressed:
LISA JONES

Address for correspondence:
24A HURSLEY ROAD
CHANDLERS FORD
HANTS
Post code. SO53 2FS
Daytime Tel: 0808 178 1641

Payee for Grant Cheque:
VICTIM SUPPORT

Details of the organisation (What do you do?)
PLEASE SEE ATTACHED SHEET

Period of Grant:
CURRENT FINANCIAL YEAR

What is the Grant for? (Give details of the project – continue on separate sheet if necessary)
PLEASE SEE ATTACHED SHEET

Amount of Grant applied for:
£200

Have you applied to any other body for a grant towards this project? (if *Yes* please give details)
WE APPLY ANNUALLY TO TOWN AND PARISH COUNCILS IN THE AREA WE COVER WITH VARYING LEVELS OF SUCCESS

How else do you raise income? (Give details of subscriptions, fund raising etc.– continue on separate sheet if necessary)
WE HAVE COLLECTION POTS IN VARIOUS LOCATIONS

What age groups do you cater for?
ALL 4 AND OVER

Total Membership:
ANY RESIDENT MAY ACCESS OUR SERVICE

Where and when do you meet?
PLEASE SEE ATTACHED SHEET

You must attach the following to your application
- Last year's accounts
- Your current business plan, minutes of your last AGM or similar
- Business plan & last 3 years AGM minutes (extended grants only)

Signature of Responsible Adult
(e.g. Chairman. President, ~~Leader~~)
.....
Date: 11/6/20

For Horndean Parish Council use only

Victim Support additional information

Details of the organisation (What do you do?) Victim Support offers free and confidential help to victims of crime, witnesses, their family and friends. We strive to deliver a local approach to our service – residents of Horndean are supported by locally trained staff and volunteers ensuring a professional service with a local knowledge. Our trained volunteers offer someone to talk to in confidence, information on police and court procedures, practical items such as personal alarms and small security items for the home (dummy CCTV, window or door alarms to make people feel safer in their homes) and help in dealing with other organisations.

Residents supported via our community based service receive immediate emotional and practical support when they are contacted by our team. At this point we discuss how the crime has impacted the individual and what support we can provide to help that person cope and recover. Support can include advocacy, personal alarms and window/door alarms, referrals to other specialist agencies, if appropriate and information provision.

We are unable to provide exact statistical information for your parish, however in previous years we have supported an average of 145 Horndean residents and we would not expect this number to differ year on year.

What is the grant for? To purchase security items that we provide free of charge to victims and their families such as personal alarms and small security items for the home -dummy CCTV, window or door alarms to make people feel safer in their homes. These used to be funded via the Prisoner's Earnings Act however that funding has now ceased and, as this truly beneficial resource has such a positive impact on victim's recovery, we are seeking funding to continue this provision.

Where and when do you meet? We provide support to all of Hampshire & IOW. We have locally based staff and volunteers providing our services via our community service either by telephone or face to face appointments in safe locations. We have local offices in Chandlers Ford, Basingstoke, Havant and Newport-Isle of Wight. Our community service operates to suit the needs of the client. Our team of staff and volunteers will conduct telephone calls or face to face visits during the day, evening and over the weekend. The supporter will continue to provide support as long as the client feels they need it. Our Freephone number (0808 178 1641) is operational between 8am – 8pm Monday to Saturday

ITEM: 12

I have been advised that a new housing estate of 29 dwellings is being built on land between 102 & 120 Downhouse Road in Catherington.

The following road names have been suggested for this new development:

- **Herbert Collins,**
- **Collins.**

Note:
Herbert Collins was one of the founders of Radian Homes who are building the new dwellings.

Would you be able to discuss these road name suggestions at your next parish council meeting.
The developer is happy for the Parish Council to provide alternative names.

Location Plan

N Scale: 1:1417

Printed on: 2020-07-09 21:28:00

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COLOURED SITE PLAN (1:500)

Notes

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Curdridge, Southampton, Hampshire, SO32 2BN
Tel: 01489 786670
Email: info@vividdesignstudio.co.uk
Website: www.vividdesignstudio.co.uk

Project:-

102 -120 Downhouse Road
Catherington
Hampshire

Title:-

Coloured Site Plan

Client:-

Southcott Homes (Fareham) Ltd

Scale:-	1:500 (@A3)		
Drawn By:-	PJD	Checked By:-	
Date:-	15/02/18	Date:-	
Job.No:-	180003	Drg.No:-	COL01
		Rev:-	

Item 13

East Hampshire DISTRICT COUNCIL

The East Hants Tree Warden Network was one of the first to be formed in Britain when the Tree Warden Scheme was launched by the Tree Council as a national initiative in 1990.

How Tree Wardens can make a difference in your town or parish

Tree wardens are volunteers appointed by their Parish and Town Council to:

- **be contacts and support for all things tree related in their local areas**
- **protect trees by reporting early signs of pests, diseases and vandalism**
- **gather information, survey and record information about trees important for amenity, wildlife or heritage in their parish**
- **help look out for opportunities to plant more trees in the local community, enhancing the environment for parishioners**
- **help find the funding for local tree planting projects. For example, the Tree Council have some grants only available to tree wardens**
- **get involved in campaigns to raise awareness about the importance of trees**

Trees are important in your town or parish because they:

- are appreciated by local people for their beauty and the sense of wellbeing they bring
- can increase the property value of homes by up to 18%
- provide shade, cooling and shelter
- provide a habitat for wildlife
- can muffle traffic noise
- absorb air pollution and help reduce flood risk.

The Parish/Town Council would be expected to support their tree wardens by:

- including them in discussion about tree matters
- inviting them to attend Parish/Town Council meetings as appropriate, to report on relevant tree matters
- supporting them with any necessary resources needed to carry out their volunteering (within reason, and by agreement)
- ensuring that they are covered for health & safety and insurance as a Parish/Town volunteer.

East Hampshire District Council will support Parish and Town Councils by:

- supporting Tree Wardens through the Scheme Volunteer Coordinator and via input from the Tree Council
- providing two training sessions per year with tailored topics requested by the Tree Wardens
- hosting a central annual event with external speakers.

For more information about the tree warden scheme and how it could benefit your Parish/Town Council, contact the Co-ordinator for the East Hants Tree Warden Network, Dr Andy Moffat, on 07971 562145 or email treewardenseasthants@gmail.com

the tree council

HORNDEAN PARISH COUNCIL

COUNCIL MEETING **Date: 24 AUGUST 2020**

AGENDA ITEM: 14

SUBJECT OF REPORT: Yoells Copse – Tree Removal

BACKGROUND

On the 03 April 2020, notification was received regarding an instruction to pursue an abatement of a nuisance being caused to a property within the vicinity of Yoells Copse.

HPC's insurers are dealing with this matter and have been provided with all relevant documentation. The attached update received from the same sets out the advice provided by their Loss Adjusters.

It is noted that a number of trees are considered to be of concern and should therefore be removed – a Tree Preservation Order protects all trees.

Additionally, as a precaution the removal of an Oak tree forms part of the recommendation.

Recommendation

In view of the advice presented, Council may consider that there is no alternative but to undertake the removal of all trees as stated.

Report prepared by

Carla Baverstock-Jones
Chief Officer

Davies Group have now furnished us with their mitigation report and have provided us with guidance on further causation investigations that we will need to undertake with DAC Beachcroft.

However in terms of mitigation they are of the view that given the amount of trees and their proximity to the claimants property the trees identified in the arboriculture report supplied by DAC are removed asap, in particular the Willow and Poplar trees. The Davies Adjuster further advises the soil investigations show a high level of dehydration and that the ground level monitoring obtained so far shows a significant movement from the spring to the summer months and is more than likely a further indicator that further movement will be recorded over the course of this year's growing season. Thereby demonstrating the cause of the damage to the claimants property is on the balance of probabilities is more than likely being caused by the Councils trees.

As an aside Davies have also advised that they believe the Oak tree should be removed on a precautionary basis. Whilst no Oak roots were discovered now the Council are on notice of the subsidence risk to the property they would have to ensure the tree is regularly maintained and therefore need to consider whether they have the budget to do this or if it is easier to remove at this juncture and avail themselves of any future expenditure.

I will await your confirmation whether you are agreeable to undertaking the tree removal works outlined above in due course. Please be assured that by agreeing and removing the trees is not in any way an admission of liability.

LITH LANE

THIS IS FOOTPATH No: 18

Access only for Residents & Deliveries

No Horses, Bikes or Vehicles

ITEM 18