HORNDEAN PARISH COUNCIL

MINUTES OF THE COUNCIL MEETING HELD AT JUBILEE HALL ON 07 OCTOBER 2024 AT 7.00 P.M.

PRESENT: Councillors J Lay (Chairman), T Attlee, J Hodgson, K Jenkins, D Prosser, A Redding, R Smith, B Sowden, S Freeman

IN ATTENDANCE: Carla Baverstock-Jones, Chief Officer**,** Sarah Guy, Office Manager (Minute Taker), Simon Ritson, RFO

PUBLIC ATTENDANCE: 7 members of the public & District Councillors J Hogan & D Evans

HPC 102/24/25 **TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Smith and Cllr Beck.

HPC 103/24/25 **TO RECEIVE ANY DECLARATIONS OF INTEREST**

No declarations of pecuniary interest were received.

HPC 104/24/25 **TO RECEIVE A WRITTEN UPDATE FROM COUNTY COUNCILLOR MRS M HARVEY REGARDING COUNTY COUNCIL MATTERS**

A report by County Cllr Mrs M Harvey was received and noted by members.

HPC 105/24/25 **TO RECEIVE A WRITTEN UPDATE FROM DISTRICT COUNCILLORS REGARDING DISTRICT COUNCIL MATTERS**

A joint report by District Cllr J Hogan and District Cllr E Woodard and a report by District Cllr D Evans was circulated. Both reports were noted with thanks.

HPC 106/24/25 **TO RECEIVE THE DONATION OF A DEFIBRILLATOR FROM THE WATERLOOVILLE GOSPEL HALL TRUST**

Horndean Parish Council gratefully received funding for an additional defibrillator and cabinet, which is to be positioned on the front of the building of the Nisa Local on Frogmore Lane.

The defibrillator was handed to Cllr Hodgson and Ashok Pothugunta, owner of the Nisa Local store by Tony Reynolds of Waterlooville Gospel Hall Trust.

The funding was generously donated to us by Waterlooville Gospel Hall Trust, who are affiliated to Plymouth Brethren Christian Church. The installation of the defibrillator cabinet, will very kindly be installed, free of charge by BCG – Electrical Services Ltd.

HPC 107 /24/25 **TO OPEN THE MEETING TO MEMBERS OF THE PUBLIC**

The meeting was duly opened to members of the public.

HPC 108/24/25 **TO APPROVE THE MINUTES OF THE COUNCIL MEETING HELD ON 02 SEPTEMBER 2024**

It was **RESOLVED** that the minutes of the Council meeting held on 02 September 2024 be signed as a true record of the meeting. All agreed.

HPC 109/24/25 **TO ELECT CLLR ATTLEE TO THE FINANCE AND GENERAL PURPOSES COMMITTEE, AND CLLR N SMITH TO THE HORNDEAN GREEN TRAIL AND HERITAGE NETWORK WORKING PARTY**

It was **RESOLVED** that

- Cllr Attlee be elected as a member of the Finance and General Purposes Committee.
- Cllr N Smith be elected as a member of the Horndean Green Trail and Heritage Network working party.

HPC 110/24/25 **TO RECEIVE AN UPDATE FROM MEMBERS REPRESENTING THE PARISH COUNCIL WITHIN EXTERNAL ORGANISATIONS AND WORKING PARTIES**

HNIP: Cllr Smith advised members that

- the weeds had been cleared near the Drs Surgery, Post Office and Pharmacy. He said that First Port Management company has agreed a weekly schedule for emptying the bins, rather than the previously agreed fortnightly emptying.
- He will chase for an update regarding some of the main drains being full.
- There is still some fly tipping that needs to be cleared at the precinct.

HGTHN: Cllr Redding stated that a Defra funding application had been approved today for up to 35k, primarily to be used at Catherington Lith, given it is a rural grant.

Veterans Festival: Cllr Redding informed members that the Veterans Festival will be taking place at Petersfield Festival Hall on Friday 24 January 2025 and will be advertised on the HPC website.

LEOH: The Chairman provided an update regarding recent meetings that had taken place. He said that Cllr Attlee and himself had attended a football workshop, with Hants FA and EHDC where the following was discussed

- The cost of looking after a football pitch
- Advice and support that can be offered in terms of grass maintenance etc.
- The proposal of a 3G pitch.

HPC 111/24/25 **TO RECEIVE AN UPDATE IN RESPECT OF THE DATA RECEIVED FROM THE AVERAGE SPEED CAMERAS**

A report by Cllr Prosser was circulated (see attached) and a verbal update given.

Cllr Prosser said that an invite had been sent to Hampshire Police, asking if they wish to attend to undertake a Radar patrol on Lovedean Lane Southbound at around 3pm to 4pm outside of Lovedean Village Hall on a Friday. There appears to be general frustration from SpeedWatch groups with not getting support from the Police. District Cllr Hogan suggested that he would also contact the Police, asking for support.

None of the companies whom HPC wrote to last month have been caught speeding this month.

HPC 112/24/25 **TO RECEIVE AND APPROVE THE ORDERS FOR PAYMENT (AUGUST ATTACHED)**

It was **RESOLVED** that the Orders for Payment (August) be amended, as discussed, and brought back to the next Council meeting, for approval. Line 5 is to be looked into, to ascertain what the shackles and hooks are required for at Napier Hall.

HPC 113/24/25 **TO RECEIVE AND NOTE THE MONTHLY FINANCE REPORT**

A report by the RFO was circulated and noted by members.

HPC 114/24/25 **TO RECEIVE AND NOTE THE EXTRENAL AUDITOR REPORT FOR THE YEAR ENDED 2023/2024**

A report by the External Auditor was circulated for the year ended 2023/2024. The following was noted

- Section 2, box 11a – The box should have been ticked.

HPC 115/24/25 **TO RECEIVE AND REVIEW THE SECURITY PATROLS CURRENTLY UNDERTAKEN AT JUBILEE AND FIVE HEADS RECREATION GROUND**

The Chief Officer informed members that there hadn't been any reports of ASB or the security company having to move people on, of late.

A discussion took place and it was **RESOLVED** that the security patrols at Jubilee and Five Heads Recreation Ground be stopped. This was proposed by Cllr Freeman and seconded by Cllr Prosser.

HPC 116/24/25 **TO RECEIVE AND CONSIDER THE RECOMMENDATION FROM THE FINANCE AND GENERAL PURPOSES COMMITTEE ON THE 23 SEPTEMBER 2024, IN RESPECT OF THE POTENTIAL TRANSFER OF ASSETS POLICY**

It was **RESOLVED** that the Potential Transfer of Assets Policy be adopted, as per the recommendation of the Finance and General Purposes Committee on 23 September 2024.This was proposed by Cllr Smith and seconded by Cllr Redding.

HPC 117/24/25 **TO RECEIVE AND CONSIDER THE RECOMMENDATION FROM THE FINANCE AND GENERAL PURPOSES COMMITTEE ON THE 23 SEPTEMBER 2024, IN RESPECT OF THE DEVELOPER ENGAGEMENT POLICY**

It was **RESOLVED** that the Developer Engagement Policy be adopted, as per the recommendation of the Finance and General Purposes Committee on 23 September 2024.This was proposed by Cllr Prosser and seconded by Cllr Freeman.

HPC 118/24/25 **TO RECEIVE AND CONSIDER THE RECOMMENDATION FROM THE FINANCE AND GENERAL PURPOSES COMMITTEE ON THE 23 SEPTEMBER 2024, IN RESPECT OF THE REVISED EMPLOYER LOCAL GOVERNMENT PENSION SCHEME DISCRETIONS POLICY**

The Chief Officer said that she had sent the pension provider a copy of the policy, who confirmed that all looked to be in order.

It was **RESOLVED** that the Employer Local Government Pension Scheme Discretions Policy be adopted, as per the recommendation of the Finance and General Purposes Committee on 23 September 2024. All Agreed.

HPC 119/24/25 **TO RECEIVE AND CONSIDER THE RECOMMENDATION FROM THE FINANCE AND GENERAL PURPOSES COMMITTEE ON THE 23 SEPTEMBER 2024, IN RESPECT OF THE REVISED HIRE FEES PERTAINING TO HALL AND FOOTBALL PITCH HIRE**

An update was provided by the Chairman.

It was **RESOLVED** that the revised hire fees pertaining to halls and football pitch hire, be agreed, as per the recommendation of the Finance and General Purposes Committee on 23 September 2024

- Football Pitch Hire to increase by 15%
- Hall Hire to increase by 10%
- Hire of Audio/Sound increase to £5.00
- Hire of Projector Screen Only to £4.00
- Hire of Projector Screen and Projector £20.00

HPC 120/24/25 **TO RECEIVE AND CONSIDER THE RECOMMENDATION FROM THE FINANCE AND GENERAL PURPOSES COMMITTEE ON THE 23 SEPTEMBER 2024, IN RESPECT OF THE REVISED STRATEGY STATEMENTS (PARISH PLAN)**

It was **RESOLVED** that the revised Strategy Statements (Parish Plan) be adopted, as per the recommendation of the Finance and General Purposes Committee on 23 September 2024. All agreed.

HPC 121/24/25 **TO RECEIVE AND CONSIDER THE RECOMMENDATION FROM THE FINANCE AND GENERAL PURPOSES COMMITTEE ON THE 23 SEPTEMBER 2024, IN RESPECT OF THE FOLLOWING GRANT APPLICATIONS:**

HORNDEAN COMMUNITY ASSOCIATION - £3,749.85

It was **RESOLVED** that £1,000 of the grant application be awarded to Horndean Community Association, pursuant to S137 Local Government Act 1972, subject to the work being completed, and evidence of the same provided. The grant is for the purchase and planting of 15 meters of established hornbeam hedging that is to be planted along the side driveway to one side of the main house to offer natural barrier between the children's play garden and the access drive running past it. All agreed.

HOMESTART BUTSER - £470

It was **RESOLVED** that £470 be awarded to Home-Start Butser, pursuant to S137 Local Government Act 1972. All agreed.

THE KING'S ARMS YOUTH CHARITY - £1,000

It was **RESOLVED** that £1,000 be awarded to The King's Arms Youth Charity, pursuant to S137 Local Government Act 1972, on the condition that the bid to acquire the building was successful. All agreed.

HPC 122/24/25 **TO RECEIVE AND CONSIDER THE RECOMMENDATION FROM THE GROUNDS COMMITTEE ON THE 16 SEPTEMBER 2024, IN RESPECT OF THE QUOTATIONS RECEIVED PERTAINING TO THE ANNUAL TREE INSPECTION WORKS**

A short discussion took place and it was **RESOLVED** that quotation 1 be accepted to undertake the annual tree inspection works – Southdowns Tree Services Ltd, total cost £9,800 + VAT.

HPC 123/24/25 **TO RECEIVE AND CONSIDER THE EARLY CLOSING OF THE PARISH OFFICE ON CHRISTMAS EVE**

A discussion took place and it **RESOLVED** that the Parish Council office be closed at 12:00, midday on Christmas Eve, 24 December 2024. This was proposed by Cllr Smith and seconded by Cllr Freeman. All agreed.

HPC 124/24/25 **TO NOTE THE NEXT SCHEDULED MEETING OF THE COUNCIL BEING THE 04 NOVEMBER 2024**

The next scheduled meeting of the Council was noted as 04 November 2024. This meeting will be held in Jubilee Hall.

HPC 125/24/25 **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**

It was **RESOLVED** to exclude the public from the meeting. Members of the public left the meeting. The RFO, Simon Ritson left the meeting.

The public meeting concluded at 8.35 pm

HPC 126/24/25 **TO APPROVE THE CONFIDENTIAL MINUTES OF THE COUNCIL MEETING HELD ON THE 02 SEPTEMBER 2024**

It was **RESOLVED** that the Confidential minutes of the Council meeting held on 02 September 2024 be signed as a true record of the meeting. All agreed.

HPC 127/24/25 **TO RECEIVE AND CONSIDER THE FEEDBACK RECEIVED FROM THE WORKING PARTIES PERTAINING TO THE JOB EVALUATION REPORT, AND AGREE THE WAY FORWARD**

The reports prepared by the working parties and the Chief Officer were circulated. A discussion took place and various aspects were considered. All agreed to adopt the recommendations within the report prepared by the Local Council Consultancy in its entirety regarding salaries, with one exception.

It was **RESOLVED** to move from the current salary assessment arrangements to the NJC grading and salary structure.

The reports covered a number of additional recommendations, and following discussions

It was **RESOLVED:**

- The Corporate Plan process to be commenced with a five-year vison, and presented at the Annual Meeting of the Parish Council in readiness for adoption at the Annual Parish Meeting in May 2025.
- General Power of Competence to be explored at the time of eligibility.
- NALC Quality Gold Standard Award to be considered in 2026.

The confidential meeting concluded at 9:25 pm

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Signed - The Chairman

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Dated