Horndean Parish Council

NOTICE OF MEETING

A MEETING OF HORNDEAN PARISH COUNCIL WILL BE HELD ON MONDAY 05 AUGUST 2019 at 7.00 P.M in JUBILEE HALL

Members are summoned to attend

Carla Baverstock-Jones GCILEx, PSLCC, MCMI
Chief Officer

30 July 2019

AGENDA

1. To receive and approve apologies for absence.

2. To receive any Declarations of Interest.

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 15 July 2019.

7. To receive and approve the Orders for Payment (List 5 attached).

8. To note the appointment of the contractor and the cost details pertaining to the construction of the building linked to Jubilee Hall – Parish Office, Workshop and Sports Changing Rooms.

9. To receive a report and consider the future of hosting the Armed Forces Day event.

10. To receive and consider the report prepared in respect of the monitoring of the car park/WC's within Blendworth Lane.

11. To consider a response to the Dog Control – EHDC Public Space Protection Order Consultation.

12. To receive the recommendation from the Finance and General Purposes Committee on the 22 July 2019, in respect of the acceptance of card payments within the Parish Office.

13. To receive the recommendation from the Finance and General Purposes Committee on the 22 July 2019, in respect of the applications for the following Grants:

    - Home-Start Butser - £1,000
    - South of Butser Community Speed Watch - £1,000
    - Horndean Community Association - £1,500.

14. To note the next scheduled meeting of the Council on the 09 September 2019.

15. **To resolve to exclude the public and the press, in the view that publicity would prejudice the public interest by reason of the confidential nature of the business or arising out of the business about to be transacted. (Public Bodies (Admissions to meetings) Act 1960).**

16. To receive and agree the proposed new Lease Agreement in respect of Tyfield House.

HORNDEAN PARISH COUNCIL

MINUTES OF THE COUNCIL MEETING HELD AT JUBILEE HALL ON MONDAY 15th 2019 AT 7.00 P.M.

PRESENT: Councillors Mrs L Evans (Chairman), D Evans, J Lay, Mrs E Tickell, A Forbes, D Alexander, R. Veitch.

IN ATTENDANCE: Carla Baverstock-Jones, Chief Officer, Gill Foster Administrative Assistant (Minute Taker)

PUBLIC ATTENDANCE: 1 member of the public was present.

HPC 072/19/20 **TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs Mrs I weeks, Dr C Jacobs and P. Beck.
Apologises were also received from County Councillor Mrs M Harvey and District Councillor C Hatter.

HPC 073/19/20 **TO RECEIVE ANY DECLARATIONS OF INTEREST**

No declarations of interest were received.

HPC 074/19/20 **TO RECEIVE A WRITTEN UPDATE COUNTY COUNCILLOR MRS M HARVEY REGARDING COUNTY COUNCIL MATTERS**

Cllr Mrs L Evans advised that a Report had not been received and asked if any members wished to comment about anything. There were no comments or queries for Cllr Mrs M Harvey.

HPC 075/19/20 **TO OPEN THE MEETING TO MEMBERS OF THE PUBLIC**

The meeting was duly opened. Cllr Mrs L Evans asked the member of public attending, if he wished to comment on anything.

The resident expressed his concerns about the number of Estate Agent signs around the Horndean area advertising for their own benefit. He advised that there seemed to also be a lot of signs on roundabouts too. A discussion took place, Cllr Mrs L Evans asked the resident to supply the Parish Office with the location of the offending boards and that they look into this. The resident was also advised that it was dependant on who owned the land as to whose responsibility this was.

HPC 076/19/20 **TO APPROVE THE MINUTES OF THE COUNCIL MEETING HELD ON 17th June 2019 & EXTRAORDINARY MEETING ON 24TH JUNE 2019.**

It was **RESOLVED** that the minutes of the Council meeting held on 17TH June 2019 and the Extraordinary meeting held on 24th June 2019 be duly signed as a true record of the meetings.

HPC 077/19/20 **TO RECEIVE AND APPROVE THE ORDERS FOR PAYMENT (LIST 4 ATTACHED)**

Cllr Mrs L Evans referred to the Orders for Payment (List 4) and advised that she had already queried with the office the payment to ECLIPS with regard to the car park survey. The Chief Officer advised that the Report had been received and will be on the next Council meeting. Cllr R Veitch referred to the Sound Advice payment for the Loop that had been installed in Napier Hall, this was with regards to the asbestos within the walls in the main hall. Cllr Mrs L Evans advised that a portable loop had been obtained for the Committee Room at Napier.

It was **RESOLVED** that the Orders for Payment (List 4 attached) be approved and duly signed.

HPC 078/19/20 **TO RECEIVE AND APPROVE THE BANK RECONCILIATION - CO-OPERATIVE, LLOYDS AND CAMBRIDGE & COUNTIES AS AT 30TH JUNE 2019.**

Cllr Mrs L Evans suggested that in the absence of Cllr Mrs I Weeks, Cllr D Evans sign the Reconciliations as he is not a member of the Finance Committee.

The statements were duly approved.

HPC 079/19/20 **TO RECEIVE AND AGREE THE MONTHLY FINANCE REPORT**

The monthly Finance Report was duly noted. Cllr Mrs L Evans advised that it does look like we are over achieving as our income looks a lot higher than our outgoings. This is due to monies being approved last year and not yet being spent. This will be used in due course. Cllr D Alexander queried line 40 on the orders of payment, the Admin and Election costs. He asked why this expenditure could not come out for the earmarked General Reserves, a short discussion took place.

It was **RESOLVED** that this expense should be coded to come out of the General Reserves.

HPC 080/19/20 **TO CONSIDER AND AGREE A WAIVER OF THE DPA AT DOWNHOUSE ROAD.**

Cllr Mrs L Evans referred to the Report within the Councillor packs. Cllr Mrs L Evans advised that a DPA is placed on some affordable housing to protect them in relation to the portion of the house you can buy, this is for shared ownership. Unfortunately mortgage companies are reluctant to grant mortgages with a DPA in place. Cllr Mrs E Tickell explained the reasons from a Developers point of view. A discussion took place, Cllr D Alexander asked if there were other areas within Horndean that were likely to have the same issue, if so could we not have a blanket waiver. Cllr Mrs L Evans advised that this would not be possible.

Cllr R Veitch proposed that the DPA at Downhouse Road should be waivered, Cllr D Alexander seconded.

It was **RESOLVED** that there was no objection to the waiver of the DPA at Downhouse Road.

HPC 081/19/20 **TO RECEIVE AND CONSIDER A PROPOSAL TO TRADE WITHIN HORNDEAN SQUARE.**

Cllr Mrs L Evans referred to the documents within the members packs. A discussion took place and it was agreed that nothing should be sold within the Horndean Memorial Square. Further discussion took place and it was agreed that our comments would be 'that this was not wanted in the Square and reserve any further comment for any other areas requested'.

It was **RESOLVED** that the recommended comments be used in replying to the Applicant.

HPC081/19/20 **TO RECEIVE THE RECOMMENDATION FROM THE GROUNDS COMMITTEE ON THE 24TH JUNE 2019, IN RESPECT OF THE SDNP S106 FUNDS OF £9,589 AND THE PROPOSED PROJECTS.**

Cllr Mrs L Evans referred to the Report received from the Grounds Committee. Cllr Mrs L Evans advised that these funds were being offered and had not been requested and HPC need to be aware of areas where this can be spent. The Chief Officer advised that the Grounds Manager had made enquires to SDNP and they are not keen for the funds to be used outside the park areas, he is also chasing Natural England for a reply.

It was agreed to note this and bring it back to a future Grounds Committee meeting.

HPC082/19/20 **TO RECEIVE THE RECOMMENDATION FROM THE GROUNDS COMMITTEE ON THE 24TH JUNE 2019, IN RESPECT OF THE S106 FUNDING APPLICATION FOR THE PROVISION OF BOARDWALKS.**

Cllr Mrs L Evans referred to the Report made at the Grounds Committee meeting in respect of provisional funding to replace boardwalks. This is being applied for from EHDC S106 funds.

It was **RESOLVED** that this Application should proceed.

HPC083/19/20 **TO RECEIVE THE RECOMMENDATION ROM THE GROUNDS COMMITTEE ON THE 24TH JUNE 2019, IN RESPECT OF THE CLOSURE OF THE PARISH OFFICE FOR ONE AFTERNOON.**

Cllr Mrs L Evans commented that it would be a good idea for the Office Staff to see all of the Countryside sites. A short discussion took place.

It was **RESOLVED** that the Parish Office should close for one afternoon, date to be confirmed.

HPC084/19/20 **TO RECEIVE THE RECOMMENDATION FROM THE STAFF COMMITTEE ON THE 01 JULY 2019, IN RESPECT OF THE AMENDED JOB DESCRIPTIONS.**

Cllr Mrs L Evans referred to the discussions that took place at the Staff Committee meeting and advised that all the changes were just updates on several staff Job Descriptions as some of the positions had developed over time.

It was **RESOLVED** that that the new Job Descriptions become effective.

HPC 084/19/20 **TO NOTE THE NEXT SCHEDULED MEETING OF THE COUNCIL BEING THE 05TH AUGUST 2019**

The date was duly noted.

HPC 084/19/20 **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 (ADMISSION TO MEETINGS) ACT 1960.**

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

Public Meeting closed 7.45pm

Confidential part of the meeting

HPC 085/19/20 **TO CONSIDER AND APPOINT A CONTRACTOR IN RESPECT OF THE CONSTRUCTION OF THE PARISH OFFICE ADJACENT TO JUBILEE HALL.**

A discussion took place whereby members of the Jubilee Working Party, provided feedback as to their findings and observations pertaining to the tenders received, and subsequent interviews with the two preferred contractors.

It was **RESOLVED** subject to funding, that the agreed preferred Contractor be awarded the contract. to construct the linked building to Jubilee Hall, proposed by Cllr D Alexander and seconded by Cllr R Veitch.

HPC 086/19/20 **TO RECEIVE THE RECOMMENDATION FROM THE STAFF COMMITTEE ON THE 01 JULY 2019, IN RESPECT OF THE EXPIRY OF AN EMPLOYEES PROBATIONARY PERIOD.**

A report prepared by the Chief Officer was circulated and it was **RESOLVED** that The Office Manager has successfully completed her probationary period, and therefore her employment should continue on a permanent basis.

HPC 087/19/20 **TO RECEIVE THE RECOMMENDATION FROM THE STAFF COMMITTEE ON THE 01 JULY, IN RESPECT OF A FLEXIBLE WORKING REQUEST AND CONSIDER THE DRAFT JOB DESCRIPTION PERTAINING TO THE ROLE.**

A report prepared by the Chief Officer was circulated and a discussion took place, whereby it was **RESOLVED** for the Operations Officer to return to work initially for 2 days per week extending to 3 days after a 6 month period should she so desire.

Meeting concluded at 8.22pm.

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Signed – The Chairman

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Date

Item: 7

PAYMENTS SINCE LAST ORDER OF PAYMENTS 2019-10			LIST 5 - 05-AUG-2019			BANK ENTRIES: 06/07/19 - 28/07/19
Ref	Date	Payee/Payer	Net	VAT	Total	Details
DIRECT DEBITS		BANK ENTRIES: 06/07/19 - 28/07/19				
1	09/06/2019	PHS	£189.75	£37.95	£227.70	Jubilee: Air Freshener/Drier/Waste Collection: 14/7/19-13/10/19
2	04/07/2019	Plusnet	£15.00	£3.00	£18.00	Tyfield WiFI: 4/7/19 - 3/8/19
3	01/07/2019	Peach	£155.12	£31.02	£186.14	Tyfield Line, Alarm, Napier, Jubilee WIFI : June Calls/July Rent
4	01/07/2019	Fuelgenie	£212.38	£42.47	£254.85	Fuel: June 2019
5	03/07/2019	SSE Napier Gas	£13.63	£0.68	£14.31	Napier Gas: 4 June - 1 July 2019
6	03/07/2019	SSE Napier Electric	£258.22	£12.91	£271.13	Napier Electric: 24 Mar - 25 June
B.A.C.S.		BANK ENTRIES: 06/07/19 - 28/07/19				
7	01/07/2019	Screwfix	£32.94	£6.58	£39.52	Paint for Bollards in The Square/PPE items
8	27/06/2019	Horndean Tyres	£136.00	£27.20	£163.20	2 Tyres for ST08 XVV
9	02/07/2019	Microsoft	£225.60	£45.12	£270.72	Online Services 2/7/18-1/7/19
10	03/07/2019	Blendworth Property Maintenance	£55.00	£0.00	£55.00	Re-tighten Gents toilet tap and reseal caretakers tap
11	30/06/2019	The New Blendworth Centre	£140.00	£28.00	£168.00	Litter Picking: June 2019
12	03/07/2019	Screwfix	£15.83	£3.17	£18.99	Black Paint for Village Square Bollards and Chain
13	19/06/2019	Keydell Nurseries	£45.59	£9.11	£54.70	Various Plants for Hanging Baskets at Tyfield Office
14	12/07/2019	AVS Fencing	£69.70	£13.94	£83.64	5 Softwood Sleepers for Benches
15	12/07/2019	Screwfix	£11.03	£2.20	£13.23	Ear Defenders, Gloves. Safety Specs
16	31/05/2019	Viking	£11.26	£2.25	£13.51	2 Packets Graffiti Wipes
17	19/07/2019	Horndean PC Employees	£16,415.56	£0.00	£16,415.56	Net Salaries: July 2019
18	19/07/2019	Lloyds Bank	£6.50	£0.00	£6.50	Bank Charges: July 2019
19	15/07/2019	Southern Fire Protection	£30.50	£6.10	£36.60	Annual Service of Fire Extinguishers at Jubilee Hall
20	15/07/2019	B & Q	£161.67	£32.33	£194.00	Materials for Exterior Refurbishment of Napier Hall
21	14/07/2019	Happy Days Cleaning	£257.50	£0.00	£257.50	Jubilee /Napier In & Out, Office Cleaning & Windows Outside
22	16/07/2019	Screwfix	£96.77	£19.35	£116.12	Materials for Exterior Refurbishment of Napier Hall
23	18/07/2019	Screwfix	£19.15	£3.82	£22.97	Marking Paint, Hazard Tape
24	17/07/2019	WeFix Windows and Doors Ltd	£214.00	£42.80	£256.80	2 Double Glazed Windows at Jubilee Hall
25	20/07/2019	Beaver Tool Hire	£51.36	£10.28	£61.64	Hire Cable Detector, Batteries
26	22/07/2019	SMS (Southern Mower Services)	£45.00	£9.00	£54.00	Sharpen Hedge Trimmer
27	30/06/2019	Richard Merritt Chemicals	£50.75	£10.15	£60.90	June Janitorial Supplies
DEBIT CARD		BANK ENTRIES: 06/07/19 - 28/07/19				
28	09/07/2019	Amazon	£17.90	£3.58	£21.48	Office Kettle
		TOTAL EXPENDITURE	£18,953.71	£403.01	£19,356.71	

INVOICES TO BE APPROVED FOR PAYMENT			LIST 5 - 05-AUG-2019			
Ref	Date of Invoice	Payee/Payer	Net	VAT	Total	Details
29	11/08/2019	SSE	£878.01	£0.00	£878.01	Cable Damage whilst Installing Bollards at Deep Dell
		TOTALS	£878.01	£0.00	£878.01	

RECEIPTS RECEIVED SINCE LAST ORDER OF PAYMENTS			LIST 5 - 05-AUG-2019			BANK ENTRIES: 06/07/19 - 28/07/19
Ref	Date	Payee/Payer	Net	VAT	Total	Details
RECEIPTS		BANK ENTRIES: 06/07/19 - 28/07/19				
30	various	Regular Hall Users	£264.00	£0.00	£264.00	Hire of Jubilee Hall
31	various	Regular Hall Users	£1,487.26	£0.00	£1,487.26	Hire of Napier Hall
32	various	Casual Hall Users	£201.96	£0.00	£201.96	Hire of Jubilee Hall
33	various	Casual Hall Users	£100.00	£0.00	£100.00	Deposits Received
34	various	Casual Hall Users	-£400.00	£0.00	-£400.00	Deposits Refunded
35	17/07/2019	HMRC	£9,012.16	£0.00	£9,012.16	Q1 2019-20 VAT Reclaim
36	18/07/2019	Rural Payments Agency	£7,761.55	£0.00	£7,761.55	Higher Level Stewardship Payment 2018-19
37		TOTAL INCOME	£18,426.93		£18,426.93	

SIGNED:	
SIGNED:	
DATE:	LIST 5 - 05-AUG-2019

ITEM: 8

HORNDEAN PARISH COUNCIL

COUNCIL MEETING : 5th August 2019

SUBJECT OF REPORT: Jubilee Hall Public Works Loan Application

1. Speltham Contracts Limited have been named as the preferred supplier.
2. Following the Council meeting on the 18th June, an additional £25k was transferred from General Reserves into the Jubilee Hall Project Earmarked Reserve.
3. Following the Council meeting on the 18th June, an application was submitted to the Public Works Loan Board for £500k over 25 years. Savings made from vacating Tyfield House and Lucky Lite will fund interest payments. Additional information and documentation has subsequently been provided on request.
4. The Speltham tender price was formally confirmed on Friday 26th July at £763,455 with an additional 10% contingency.
5. Following the confirmation of the tender price the loan application has now been submitted for approval and we are expected to hear the outcome by the end of the week commencing Monday 5th August.
6. If the loan application is successful, it will be valid for 12 months from the date of issue. During that period we can draw down up to, or all of the, £500k in one or multiple chunks. Initial cash flow forecasts suggest that we will not need to access the loan funds until very late this financial or early in the next financial year.
7. Once the 12 month period expires, the Public Work Loans Board will issue an approval letter for any balance that is still required.
8. Interest will only be paid on the funds borrowed and not on the full £500k.

Report Prepared by Simon Ritson, Responsible Finance Officer, July 29th 2019

HORNDEAN PARISH COUNCIL

COUNCIL MEETING **Date: 05 August 2019**

AGENDA ITEM: 9

SUBJECT OF REPORT: Armed Forces Day

BACKGROUND

Horndean Parish Council has supported Armed Forces Day since 2011, insofar as annually arranging and facilitating the event in its entirety, at a cost this year of £479.

It is of note that the event is poorly attended and the numbers appear to be diminishing on a yearly basis.

In 2016 attendance figures were between 50-60 and in 2017 approximately 25 and this year 24 members of the public attended.

The duration of the event is between 5-9 minutes at a cost of £19.96 per person.

The Parish Councils key involvement in Armed Forces Day is perhaps unusual given the low participation of neighbouring councils both town and parish, whereby the day is marked by the raising of the appropriate flag.

In contrast the Remembrance Day Service has increased significantly with public participation in 2018, being in excess 1,000, at a cost of £2,720 excluding staffing.

RECOMMENDATION

Members may wish to review the future of hosting the event, given the low attendance numbers and the disproportionate costs involved.

The focus perhaps could be placed upon the escalating support for the Remembrance Day Service, ensuring that resources are directed where best received.

Report prepared by:

Carla Baverstock-Jones
Chief Officer

Item 10

Eclips Corporation UK Ltd

Blendworth Lane Car Park Survey

Document short title:	Car Park Report
Reference:	HPC03/ECL01
Revision:	01
Date:	13 July 2019
Project name:	Blendworth Car Park Survey
Project number:	HPC1
Author(s):	Colin Brown
Drafted by:	Colin Brown
Checked by:	David Bamber
Date / initials:	13/07/19 DPB
Approved by:	David Bamber
Date / initials:	13/07/19 DPB

This survey and report was produced by:

Eclips Corporation UK Ltd
92 Kingston Road
Portsmouth
Hampshire

This survey and report was commissioned by:

Horndean Parish Council
Blendworth Lane
Horndean
Hampshire

Introduction

Eclips Corporation UK Ltd was commissioned by Horndean Parish Council to undertake a 14-day monitoring survey of a car park in Blendworth Lane, Horndean. The car park is owned and operated by East Hants District Council on a free to use basis with no time restriction. The object of the survey was to establish the general usage of both the car park and the adjacent public toilet block.

This report has been correlated with the information gathered by this survey. The report gives the reader a good understanding on the type of use the car park attracts.

The last 3 digits of the cars number plate was recorded along with their duration of stay. The reason for the driver parking was not recorded.

Methodology used

Recording times started on each day at 08:00 and finished at 18:00 as most offices and shops use 8-9 am as their start time and 17:00 as their closing time, the survey will reflect their impact on the car park.

information gathered include:

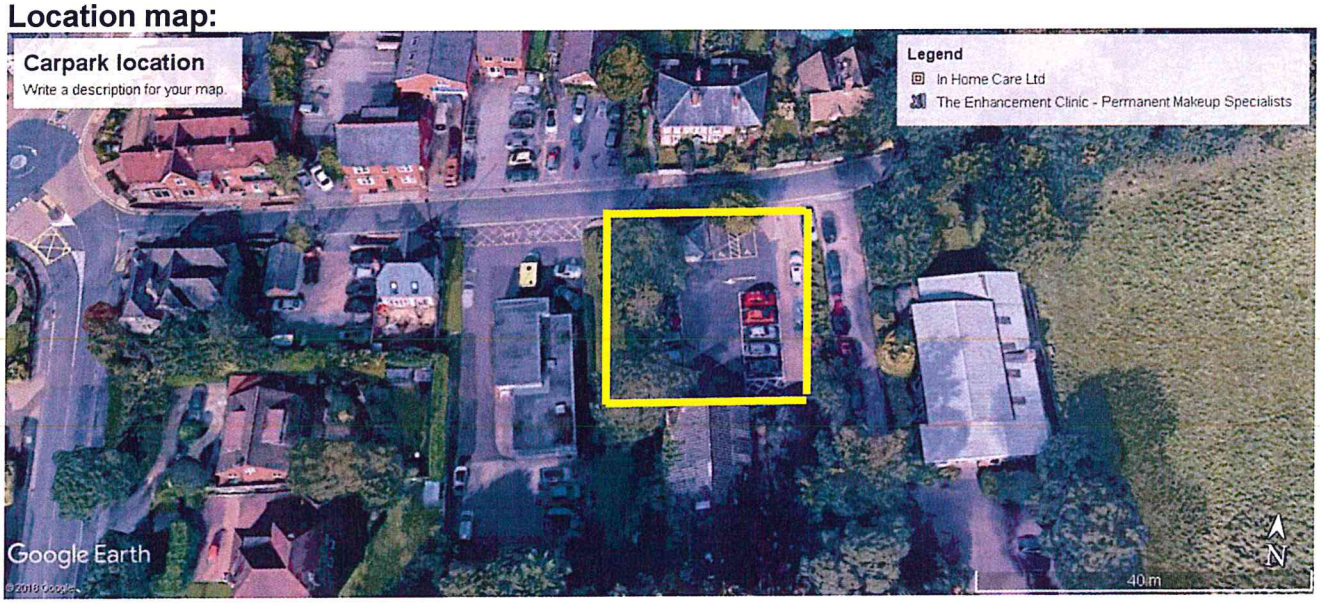
- Number of vehicles parked within the survey times, 08:00 to 18:00 over a 14-day period.
- Length of stay recorded in four different time periods, under 2 hrs, 2-4 hrs, 4-8 hrs and over 8hrs
- Number of vehicles entering the car park but left due to no vacant parking bays available
- Number of vehicles parking outside of designated parking bays
- Number of people male/female using the toilet amenities

Location:

The car park is situated in Blendworth Lane, Horndean between the Fire Station in the middle of the picture and Holy Trinity church hall situated on the right.

The car park consist of 14 general use lined parking bays with 2 additional disabled parking bays. *See 'car park bay numbering system' diagram in appendix 1*

Location map:



Survey Details:

More details of the daily recordings can be found in **Appendix 1 'Daily log'**

The following is a day-to-day summary of vehicle movements using the car park, along with a daily usage of the public toilet block located at the car park.

In the table the first four columns indicate the duration of time that a number of cars were parked

In the table the column '***Number of cars not able to park'*** indicates the number of cars that entered the car park then left as there were no empty bays to use.

The table column named '***Number of cars parked outside of bays'*** indicates that the car driver parked then left the car parked not in a designated lined parking bay, but inside the car park boundary.

Summary of daily log:

Car park week 1: week commencing Saturday 28th June 2019

Day	Less than 2 hrs	2-4 hrs	4 - 8hrs	Over 8 hrs	Number of cars not able to park	Number of cars parked outside of lined bays	Total number cars entering car park
1 Sat	18	3	5	1	0	0	**27**
2 Sun	6	2	2	4	0	0	**14**
3 Mon	23	3	4	9	32	2	**73**
4 Tue	14	4	9	7	20	3	**57**
5 Wed	18	4	8	6	11	1	**48**
6 Thurs	26	1	4	10	14	2	**57**
7 Fri	25	2	10	6	15	2	**60**

Car park week 2: week commencing Saturday 6th July 2019

Day	Less than 2 hrs	2-4 hrs	4-8hrs	Over 8 hrs	Number of cars not able to park	Number of cars parked outside of lined bays	Total number cars entering car park
1 Sat	16	2	2	4	0	0	**24**
2 Sun	6	5	2	2	0	0	**15**
3 Mon	13	4	4	10	36	2	**69**
4 Tue	25	0	9	6	14	1	**55**
5 Wed	24	2	7	6	19	1	**59**
6 Thurs	25	10	7	2	14	2	**60**
7 Fri	32	6	5	6	10	1	**60**

Toilet Block week 1		
Day	Male	Female
1 Sat	4	3
2 Sun	6	2
3 Mon	11	1
4 Tues	7	2
5 Wed	4	7
6 Thurs	9	1
7 Fri	7	2

Toilet Block week 2		
Day	Male	Female
1 Sat	6	2
2 Sun	3	3
3 Mon	8	4
4 Tues	5	1
5 Wed	5	2
6 Thurs	6	2
7 Fri	6	3

General observations:

The same cars on average 4 in number, were consistently parked overnight and most of the weekends, this would indicate that they belong to local residents of Blendworth Lane.

Long stay parkers make up over 50% of all parking spaces and would indicate due to the time of their arrival and departure, that they work in the local area.

It was observed that a large proportion of the cars that could not find an empty parking bay went on to the church hall car park and parked there.

The main users of the male toilet were taxi drivers/delivery drivers and postal workers.

During the working week i.e. Monday to Friday by 08:30 all but 2-3 parking bays are in use. In contrast the two disabled bays are rarely used. It was also noted that the disabled bays are not generally misused with most vehicles displaying the appropriate badge. During the survey only 2 cars were observed using a disabled bay without a blue badge.

Conclusions:

The car park is well utilised with a steady flow of vehicles coming and going mainly in the mornings, it would appear that not only is it used by local residents for off road parking but also by shop/office workers within the local area.

It is apparent that given the number of vehicles which are unable to park within the existing car park and then go on to use the church hall parking area *approx 40%,* indicates there is a need for more short-term parking, as almost all stayed less than 1 hour. Indicating that they are either visiting the doctor's surgery located on the opposite side of the road and/or local shops.

There is a need in the area for more parking as without the use of the church hall car park it is not clear where alternative parking would be obtained. To assess availability of alternative parking within the locality a further survey of the area would be required.

Item. 4

East Hampshire DISTRICT COUNCIL

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@EastHantsDC
/EastHampshireDistrictCouncil

Horndean Parish Council
Tyfield House
Blendworth Lane
Horndean
Waterlooville, Hants.
PO8 0AA

Enquiries to: Ryan Gulliver
Direct line: 01730 234 167
Email: ryan.gulliver@easthants.gov.uk
Date: 22nd July 2019

Dear Sir or Madam

DOG CONTROL – PUBLIC SPACE PROTECTION ORDER CONSULTATION

East Hampshire District Council are considering making a District wide (any place to which the public has access, on payment or otherwise, as of right or by express or implied permission), Public Space Protection Order (PSPO) in relation to the control of dogs. This consideration is a result of recent concerns raised by members of the public as well as an increase in identified issues.

Dogs are a large and enjoyable part of everyday life for many of our residents and visitors, and the majority of those are responsible and caring owners. East Hampshire District Council (EHDC), in our role as stewards for our streets and open spaces are proposing to update our existing orders with a Public Space Protection Order (PSPO) to: ·

- Create a clearer, simpler system thereby making it easier for the public to understand.
- Provide a more comprehensive and consistent approach to the control of dogs in the district.
- Increase the penalties for those committing offences.
- Balance the needs of dog owners and other members of the community.

The council of course recognises the pleasure that dogs bring to individuals and families, and the desire and the legal requirement to provide their dog with regular opportunities for exercise and play with people or other friendly dogs.

A period of public consultation will ensure the views of those affected are considered.

The public consultation will run from Monday 22 July to Monday 9 September 2019.

The consultation includes the following restrictions:

- A person in charge of a dog must put the dog on a lead if asked to do so by an authorised officer;
- Persons in charge of a dog must have with them an appropriate means to pick up dog faeces deposited by that dog;
- Persons in charge of a dog must remove the faeces;

- Exclusion of dogs from fenced and gated children's play areas, skate parks, tennis courts and multi-use games areas;
- Dogs must be on a lead in East Hampshire District Council owned cemeteries;
- That the current arrangements in respect of controlling dogs in Queen Elizabeth Country Park are extended for a further three years;
- That the fixed penalty charge for breaches be set at £100 which is the maximum currently permitted by the Anti-Social Behaviour, Crime and Policing Act 2014.

Further details can be found here:
http://easthants.moderngov.co.uk/ieListDocuments.aspx?CId=126&MId=2462&Ver=4

To assist us in understanding your requirements, please could you complete and return the attached table with any additional comments to us at the address listed at the top of this letter.

East Hampshire District Council would also value your comments on the proposed PSPO and invites you to contribute to the consultation through the following link https://www.easthants.gov.uk/take-the-lead . I have also included a paper copy of the survey for your consideration. The council would be grateful if you could return your comments by 9th September 2019, after which time the council will consider all comments received and determine whether to formally make the Public Space Protection Order.

Yours faithfully,

Ryan Gulliver
Neighbourhood Quality Manager
East Hampshire District Council and Havant Borough Council

Table 1:

Area of concern	Issue to be addressed	Preferred dog control measure	Additional comments

Dog Control Public Spaces Protection Order: Have your say

Dogs are a large and enjoyable part of everyday life for many of our residents and visitors, and the majority of those are responsible and caring owners. East Hampshire District Council (EHDC), in our role as stewards for our streets and open spaces are proposing to update our existing orders with a Public Space Protection Order (PSPO) to:

- Create a clearer, simpler system thereby making it easier for the public to understand
- Provide a more comprehensive and consistent approach to the control of dogs in the district
- Increase the penalties for those committing offences
- Balance the needs of dog owners and other members of the community

The council of course recognises the pleasure that dogs bring to individuals and families, and the desire and the legal requirement* to provide their dog with regular opportunities for exercise and play with people or other friendly dogs. A period of public consultation will ensure the views of those affected are taken into account.

Please note that a registered blind person, or a person with a disability affecting their mobility, manual dexterity, physical co-ordination or ability to lift, carry or move everyday objects and who relies upon a dog trained by a prescribed charity for assistance is exempt from this order.

The public consultation will run from Monday 22 July to Monday 9 September 2019.

The survey can be completed online at www.easthants.gov.uk/takethelead

If you need help with this questionnaire please contact 01730 266551 or email research@easthants.gov.uk

The information you provide will not be used in a manner which would identify you. You do not have to participate and even if you do, you do not have to answer any questions you would rather not.

This data will not be used for any other purpose and will be held in accordance with the data protection act. You can see a copy of our privacy policy here: www.easthants.gov.uk/privacy-policy

** Defra 'Code of Practice for the Welfare of Dogs'*

Q1 Do you live or work in the East Hampshire District?

Yes ☐ No ☐

Q2 If yes do you.....

Live ☐ Work ☐ Both ☐

Q3 Are you a dog owner?

Yes ☐ No ☐

Q4 Do you regularly walk a dog / dogs?

Yes ☐ No ☐

Q5 How much of a problem do you think dog fouling is in the East Hampshire District?

A very big problem ☐
A fairly big problem ☐
Not a very big problem ☐
Not a problem at all ☐
Don't know / no opinion ☐

Q6 If you answered that dog fouling was a problem, please could you identify ONE area where you think this is an issue. Please be as specific as possible.

Q7 How much of a problem do you think dogs not being kept under control is in the East Hampshire District?

A very big problem ☐
A fairly big problem ☐
Not a very big problem ☐
Not a problem at all ☐
Don't know / no opinion ☐

Q8 If you answered that dogs not being kept under control was a problem, please could you identify ONE area where you think this is an issue. Please be as specific as possible.

Under the new PSPO, EHDC propose a number of orders and requirements.

Q9 To what extent do you agree or disagree with these proposals?

	Strongly Agree	Agree	Neither Agree or Disagree	Disagree	Strongly Disagree	Don't know
A person in charge of a dog must put the dog on a lead if asked to do so by an authorised officer	☐	☐	☐	☐	☐	☐
Persons in charge of a dog must have with them appropriate means to pick up dog faeces deposited by that dog	☐	☐	☐	☐	☐	☐
Persons in charge of a dog must remove the faeces	☐	☐	☐	☐	☐	☐
Exclusion of dogs from: fenced and gated children's play areas, skate parks, tennis courts and multi-use games areas	☐	☐	☐	☐	☐	☐
Dogs must be on a lead in East Hampshire District Council owned cemeteries	☐	☐	☐	☐	☐	☐
The fixed penalty charge for breaches be set at £100 which is the maximum currently permitted by the Anti-Social Crime and Policing Act	☐	☐	☐	☐	☐	☐
The current arrangements in respect of controlling dogs in Queen Elizabeth Country park are extended for a further three years*	☐	☐	☐	☐	☐	☐

*To view the current arrangements please visit our website: http://www.easthants.gov.uk/dog-control-orders-queen-elizabeth-country-park

Q10 Any other comments or suggestions you may have.

Q11 Please supply your full postcode

Thank you for completing this questionnaire. When completed please return to:

Community Safety Team
East Hampshire District Council
Penns Place
Petersfield
GU31 4EX

Carla Baverstock-Jones

Subject: FW: Take the lead on responsible dog control

East Hampshire DISTRICT COUNCIL News release

Communications • East Hampshire District Council • Penns Place • Petersfield • Hants • GU31 4EX

Take the lead on responsible dog control

A consultation on how to ensure responsible dog control in East Hampshire's open spaces is set to begin.

East Hampshire District Council is proposing to implement a Public Spaces Protection Order (PSPO) to replace existing outdated local dog byelaws.

The public consultation will run for a period of eight weeks from 22 July and will ask residents for their views on dog fouling and the control of dogs in specific areas.

New rules would provide a clearer and more consistent approach to dog control and make it easier for everyone to understand dog owners' responsibilities.

The district-wide controls under consideration include:

- People in charge of a dog must have a suitable bag with them or means to pick up their dog poo
- People in charge of a dog must pick-up, remove and suitably dispose of its poo
- Putting dogs on a lead if asked by an authorised officer
- Exclusion of dogs from fenced and gated areas such as: children's play areas, skate parks, tennis courts and multi-use games areas

• Dogs in council-owned cemeteries must be on a lead
• Extending the current arrangements for dog control at Queen Elizabeth Country Park for a further three years.

Some of the current dog byelaws don't come with the power to issue a fixed penalty notice. The new PSPO proposes that charges should be set at £100 which is the maximum permitted by the Anti-Social Crime and Policing Act.

Cllr Julie Butler, Deputy Leader of EHDC and Portfolio Holder for Welfare and Communities, said: "A positive outcome from this consultation will allow us to update old legislation that is no longer appropriate.

"It will make the enforcement procedure a lot clearer and allow us to issue fines to those who continue to cause upset, disruption and offence in our communities. We want to ensure robust enforcement when necessary and not just for the sake of it.

"Dogs are an important part of everyday life for many of our residents and visitors, and the majority of those are responsible and caring owners. The new rules should balance the needs of dog owners and other members of the community.

"We want to hear your views on the plans."

The new rules do not apply to registered assistance dogs.

Feedback and comments are invited from individuals and groups. To take part in the consultation online, go to **www.easthants.gov.uk/takethelead** from **Monday 22 July 2019**. Paper versions of the survey are also available on request.

Following the consultation, the council will look to implement the PSPO in late 2019.

ENDS

NOTES TO EDITORS

Media contact: Kevin Davis, EHDC Communications Officer, 01730 234081

You can find out more about the proposal in the Cabinet report (Item 7)

Pic: Deputy Leader Cllr Julie Butler takes Jack for a walk

Download a hi-res photo

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F&GP 022/19/20 **TO RECEIVE AN UPDATE REGARDING THE OPTION OF ACCEPTING CARD PAYMENTS WITHIN THE PARISH OFFICE**

The report was circulated and discussed

It was **RESOLVED** to approve the Sum Up option and purchase the card reader. The Parish office is record the number of transactions processed by card for review at the next F&GP meeting on 21st October 2019.

This was proposed by Cllr D Alexander and seconded by Cllr A Forbes. All agreed.

F&GP 023/19/20 **TO RECEIVE AND CONSIDER THE APPLICATIONS IN RESPECT OF THE FOLLOWING GRANTS:**

- **Home-Start Butser - £1,000**
- **South of Butser Community Speed Watch - £1,000**
- **Horndean Community Association - £1,500**

The grant applications were submitted and discussed.

- Home-Start Butser
  It was **RESOLVED** to recommend a grant of £1,000 to Council. This was proposed by Cllr D Alexander and seconded by Cllr Mrs L Evans. All agreed.

- South of Butser Community Speed Watch
  Cllr Mrs L Evans proposed that the Chief Officer investigate the best option to work together with Clanfield and Rowlands Castle parishes to purchase the speed indicator device and deliver to the volunteer group because the Council is not permitted to pay grants directly to individuals.

  It was **RESOLVED** to recommend a grant of £1,000 to Council. This was proposed by Cllr D Alexander and seconded by Cllr Mrs L Evans. All agreed.

- Horndean Community Association
  It was not possible to achieve a resolution on this application due to the lack of supporting information required.

  Cllr D Alexander proposed that the application is deferred until the documentation required has been received from Horndean Community Association. This was seconded by Cllr Mrs L Evans. All agreed.