HORNDEAN PARISH COUNCIL

MINUTES OF THE COUNCIL MEETING HELD AT JUBILEE HALL ON MONDAY 16th DECEMBER 2019 AT 7.00 P.M.

PRESENT: Councillors Mrs L Evans (Chairman), A Forbes (Vice Chairman), P Beck, J Lay, Mrs E Tickell, R Veitch, D Evans, B Raymond, Mrs I weeks

IN ATTENDANCE: Carla Baverstock-Jones, Chief Officer; Chereé Garvey, Office Manager (Minute Taker); Simon Ritson, Responsible Finance Officer; Matthew Madill, Grounds Manager

PUBLIC ATTENDANCE: There were two member of the public present. No press attended.

HPC 174/19/20 **TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies were received from Cllr D Alexander and Dr C Jacobs.

HPC 175/19/20 **TO RECEIVE ANY DECLARATIONS OF INTEREST**

No declarations of pecuniary interest were received. Cllr Mrs E Tickell declared that she is one of the residents supporting the Traffic Regulation Order application – Old Lane BOAT.

HPC 176/19/20 **TO RECEIVE A WRITTEN UPDATE FROM COUNTY COUNCILLOR MRS M HARVEY REGARDING COUNTY COUNCIL MATTERS**

There was no written report from County Cllr Mrs M Harvey. Members had no questions for Cllr Harvey.

HPC 177/19/20 **TO RECEIVE A WRITTEN UPDATE FROM DISTRICT COUNCILLORS REGARDING DISTRICT COUNCIL MATTERS**

There was no written report from District Councillors. Members had no questions for District.

HPC 178/19/20 **TO OPEN THE MEETING TO MEMBERS OF THE PUBLIC**

The meeting was duly opened.

One resident requested thanks be extended to EHDC Planning Enforcement for dealing with the large number of estate agent boards not associated with any properties.

The resident further raised a concern with regard to the flooding of Downhouse Rd and proposed cut offs being dug to channel the excess water into the neighbouring woodland. He also requested that the ditches along the side of the road be cleared again and the hedgerow cut back.

The Chairman explained that such works is the responsibility of Hampshire County Council and that the Parish office will raise this with County.

HPC 179/19/20 **TO CONSIDER THE ELECTION OF CLLR RAYMOND TO THE FINANCE & GENERAL PURPOSES COMMITTEE**

It was **RESOLVED** that Cllr Brian Raymond be elected to the F&GP Committee. All agreed.

HPC 180/19/20 **TO APPROVE THE MINUTES OF THE COUNCIL MEETING HELD ON 11th NOVEMBER 2019**

It was **RESOLVED** that the minutes of the Council meeting held on 11th November 2019 be signed as a true record of the meeting.

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

HPC 181/19/20 **TO RECEIVE AND APPROVE THE ORDERS FOR PAYMENT (LIST 9 ATTACHED)**

The Orders for Payment was received. Cllr D Evans noted an error at line 47 with regard to PAYE and NI payment being made to Hampshire Revenue & Customs. This should read HMRC.

It was **RESOLVED** that the Orders for Payment (List 9 attached) be approved and duly signed.

HPC 182/19/20 **TO RECEIVE AND NOTE THE MONTHLY FINANCE REPORT**

A report by the RFO was circulated (as attached) and a brief discussion took place.

It is noted that 3 of the 4 payments of s106 funding for the Jubilee Hall Project had been received and the final payment should have been received by the end of December 2019.

HPC 183/19/20 **TO RECEIVE AND AGREE THE BUDGET 2020/2021 AND TO SET THE PRECEPT**

The final draft budget was received.

It was **RESOLVED** that the budget 2020/2021 be approved. This was proposed by Cllr Mrs L Evans and seconded by Cllr J Lay. All agreed.

Following the F&GP meeting of 9th December 2019 it is recommended to freeze the precept.

It was **RESOLVED** that the precept remains at the current level. This was proposed by Cllr Mrs L Evans and seconded by Cllr A Forbes. A vote took place resulting in 8 in favour, 1 abstention.

HPC 184/19/20 **TO RECEIVE AND CONSIDER THE QUOTATIONS IN RESPECT OF THE CLEARANCE OF TREES SUFFERING ASH DIEBACK AND AGREE THE VIREMENT OF FUNDS ACCORDINGLY**

A report from the Grounds Manager was received. The two quotes presented were briefly discussed. Funding for this work will be drawn from General Reserves.

It was **RESOLVED** that Quote 1 be accepted and that the works are scheduled. This was proposed by Cllr J lay and seconded by Cllr P Beck. All agreed.

The Chairman proposed that public notification of the planned works is to be undertaken. This will be done by press release, localised signage, website and social media. All agreed.

HPC 185/19/20 **TO RECEIVE A VERBAL UPDATE IN RESPECT OF THE LAND EAST OF HORNDEAN DEVELOPMENT**

In the verbal update by Cllr Mrs L Evans it was noted that a number of items have changed since the original planning application was considered. She added that new documents are available and encouraged members to have a look.

Cllr J Lay enquired whether the latest developer plans from Bloor are available to view. The Chairman requested the Parish office to make contact with EDHC Planning Department to request a copy to be sent to the office.

Cllr R Veitch raised the concern of road safety with regard to the location of the school and that children will need to cross the busy Havant Road.

HPC 186/19/20 **TO RECEIVE AN UPDATE REGARDING FUTURE PROJECTS IN RESPECT OF THE AVAILABLE s106 FUNDS – SNDPA DEVELOPER CONTRIBUTIONS BEING A TOTAL OF £9.589.14**

A report from the Grounds Manager was received and a brief discussion took place.

- The Public Open Space portion of the funds (£6,568.70) will only provide one piece of playground equipment. It is recommended to use the funds to create wood carvings on the stumps left following the tree felling works due to Ash dieback.
- The Environmental Improvement portion of the funds (£2,712.71) can be applied to replant some of the trees felled due to Ash dieback and planting Cherry trees at St. Giles graveyard.

It was **RESOLVED** that the recommendations of the Grounds Manager be accepted. This was proposed by Cllr J Lay and seconded by Cllr E Tickell. All agreed.

HPC 187/19/20 **TO RECEIVE A VERBAL UPDATE IN RESPECT OF THE PLAY EQUIPMENT AT MERCHISTOUN HALL AND AGREE THE WAY FORWARD**

The Chief Officer provided a verbal update. A letter was sent to both the Community Association Manager and the Chairman of the Association detailing the resolutions from the previous Council meeting. To date no response has been received.

Cllr Mrs E Tickell proposed a second letter is sent to HCA with a deadline for response, failing which will result in all playground equipment being removed and the land reinstated.

An update is to be provided at the next Council Meeting of 20th January 2019.

HPC 188/19/20 **TO NOTE THE VARIATION TO THE LICENCE IN RESPECT OF THE LAND PERTAINING TO THE AUSTRALIAN WAR MEMORIAL**

The variation to the agreement is noted.

The Chairman requested that the Australian War Memorial team is reminded that planting plans are to be submitted to Richard Sykes of Hampshire Highway for approval prior to any works being undertaken.

HPC 189/19/20 **TO RECEIVE A VERBAL UPDATE IN RESPECT OF THE TRAFFIC REGULATION ORDER APPLICATION – OLD LANE BOAT**

The response from Hampshire County Council to the application was circulated and noted.

HPC 190/19/20 **TO RECEIVE AN UPDATE IN RESPECT OF THE REFURBISHMENT OF NAPIER HALL**

A written report was circulated followed by a brief slideshow of before and after pictures. This brings to conclusion the Napier Hall refurbishment project.

HPC 191/19/20 **TO RECEIVE THE EMERGENCY TREE WORKS UNDERTAKEN PURSUANT TO HPC'S FINANCIAL REGULATIONS**

The emergency work undertaken at Causeway Copse is noted.

HPC 192/19/20 **TO RECEIVE A REPORT AND CONSIDER THE QUOTATION IN RESPECT OF THE IT SOFTWARE UPGRADE, REQUIRED WITHIN THE PARISH OFFICE**

The report was received and a brief discussion took place. Funding will be drawn from the earmarked reserves for IT.

It was **RESOLVED** to accept the recommendation and go ahead with the software upgrade.

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

HPC 193/19/20 **TO RECEIVE A REPORT AND CONSIDER PARTICIPATION WITHIN THE 'HAPPY TO CHAT BENCH' INITIATIVE**

The report was received and a brief discussion took place. The following locations were suggested as suitable:

- The benches located at Causeway Farm
- The bench en route to Morrison's leaving the traffic lights on Portsmouth Road

It was **RESOLVED** to arrange for the 'Happy to Chat' signs to be located on the suggested benches and to raise public awareness by press release, website and social media.

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

HPC 194/19/20 **TO RECEIVE AND CONSIDER THE RESPONSES RECEIVED IN RESPECT OF THE ARMED FORCED DAY EVENT, AND DISCUSS FUTURE PUBLIC CONSULTATION**

The report was received. Following a brief discussion it was **RESOLVED** to replace the Armed Forces event with displaying the flag for the corresponding week. Residents will be informed by an article on HPC website with an opportunity to comment.

HPC 195/19/20 **TO CONSIDER THE TIME OF CLOSURE FOR THE PARISH OFFICE ON CHRISTMAS EVE**

A proposal by Cllr Mrs L Evans was put to a vote. 7 for and 2 against.

It was **RESOLVED** that the Parish office may close at 3pm on Christmas Eve.

HPC 196/19/20 **TO NOTE THE NEXT SCHEDULED MEETING OF THE COUNCIL ON THE 20th JANUARY 2020**

The date was duly noted.

HPC 197/19/20 **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.**

Members of the public were excused.

Public Meeting closed at 8:10 pm

HPC 198/19/20 **TO APPROVE THE CONFIDENTIAL MINUTES OF THE COUNCIL MEETINGS HELD ON THE 11th NOVEMBER 2019**

It was **RESOLVED** that the confidential minutes of the Council meeting held on 11th November 2019 be signed as a true record of the meeting.

HPC 199/19/20 **TO RECEIVE A VERBAL UPDATE AND DISCUSS THE WAY FORWARD AS TO THE UNAUTHORISED ACCESS ON TO HPC LAND**

Two letters has been sent to the resident requesting that the gate installed in the back fence leading directly onto Parish Council land be removed. To date no response has been received from the resident.

Cllr Mrs L Evans proposed that the bench in the play areas be relocated and placed across the gate opening thereby blocking the access until such time the gate can be removed and the fence reinstated.

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Signed - The Chairman

20/1/2020
Date