HORNDEAN PARISH COUNCIL

MINUTES OF THE COUNCIL MEETING HELD VIRTUALLY ON 12th OCTOBER 2020 AT 7.00 P.M. WITH MICROSOFT TEAMS

PRESENT: Councillors Mrs L Evans (Chairman), A Forbes (Vice 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 061/20/21 **TO RECEIVE APOLOGIES FOR ABSENCE**

All members were in attendance. Cllr J Lay joined later at 7:19pm.

HPC 062/20/21 **TO RECEIVE ANY DECLARATIONS OF INTEREST**

No declarations of pecuniary interest were received.

HPC 063/20/21 **TO RECEIVE A WRITTEN UPDATE FROM COUNTRY COUNCILLOR MRS M HARVEY REGARDING COUNTY COUNCIL MATTERS**

A written report was received and noted. Members had no questions for Cllr Mrs M Harvey.

HPC 064/20/21 **TO RECEIVE A WRITTEN UPDATE FROM DISTRICT COUNCILLORS REGARDING DISTRICT COUNCIL MATTERS**

A written report had not been received. Members had no questions for District Councillors.

HPC 065/20/21 **TO OPEN THE MEETING TO MEMBERS OF THE PUBLIC**

There were no members of the public or press present.

HPC 066/20/21 **TO CONSIDER THE ELECTION OF CLLR PETER LITTLE TO THE PLANNING & PUBLIC SERVICES COMMITTEE, AND THE FINANCE & GENERAL PURPOSES COMMITTEE**

It was **RESOLVED** that Cllr Peter Little is elected to both the Planning & Public Services Committee and the Finance & General Purposes Committee. This was proposed by Cllr P Beck and seconded by Cllr D alexander. All agreed.

HPC 067/20/21 **TO APPROVE THE MINUTES OF THE COUNCIL MEETING HELD ON THE 7th SEPTEMBER 2020**

It was **RESOLVED** that the minutes of the Council meeting held on 7th September 2020 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 068/20/21 **TO RECEIVE AND APPROVE THE ORDERS FOR PAYMENT (LIST 3 ATTACHED)**

Cllr B Raymond queried the payment for grass cutting. The RFO explained that this was an annual fee. The RFO proposed requesting a quarterly bill from Norse.

It was **RESOLVED** that the Orders for Payment (List 3 attached) be approved and duly signed. This was proposed by Cllr Mrs L Evans and seconded by Cllr D Alexander. All agreed

HPC 069/20/21 **TO RECEIVE AND NOTE THE MONTHLY FINANCE REPORT**

Cllr J Lay joined the meeting at this time.

The monthly finance report was circulated prior to the meeting.

The RFO noted the following:

- The adjustments agreed at the budget workshop meeting has been made to budget following the preparation of the meeting documents
- Due to a delay from The Co-=Operative Bank the bank reconciliations are not included in this meeting.

The monthly finance report is noted.

HPC 070/20/21 **TO RECEIVE A REPORT AND CONSIDER THE QUOTATIONS IN RESPECT OF THE LANDLINE/MOBILE TELEPHONE CONTRACTS**

The report was circulated prior to the meeting. A brief discussion took place.

It was **RESOLVED** to accept Quote 1 in regard to the ISDN 2 option.

This was proposed by Cllr J Lay and seconded by Cllr R Veitch. All agreed.

HPC 071/20/21 **TO RECEIVE A REPORT AND CONSIDER THE QUOTATION IN RESPECT OF THE STORAGE/FURNITURE REQUIREMENTS PERTAINING TO THE NEW PARISH OFFICE**

The report was circulated prior to the meeting. A brief discussion took place.

It was **RESOLVED** to move all the current furniture into the new building and then decide what is required additionally. Canteen furniture may be obtained for the Kitchen.

This was proposed by Cllr Mrs L Evans and seconded by Cllr A Forbes. A vote took place with 8 in favour and 1 against.

HPC 072/20/21 **TO RECEIVE A VERBAL UPDATE IN RESPECT OF THE SPEED INDICATOR DEVICE AND CONSIDER THE WAY FORWARD**

This item has been deferred to the next meeting.

HPC 073/20/21 **TO CONSIDER THE MOST APPROPRIATE MANNER IN WHICH TO RESPECTFULLY ACKNOWLEDGE ARMISTICE DAY, GIVEN THE CANCELLATION OF HPC'S REMEMBRANCE SUNDAY SERVICE, DUE TO COVID-19 CONSTRAINTS**

Cllr Mrs L Evans proposed that it is fitting that wreaths are still laid at the memorial and the churches as is done every year. Cllr R Veitch seconded the motion. Cllr P Little offered to lay the wreath at All Saints in Catherington and Cllr B Raymond will be laying the wreath at Holy Trinity.

The public is to be encouraged to privately lay wreaths and crosses to commemorate the occasion.

HPC 074/20/21 **TO RECEIVE A VERBAL UPDATE IN RESPECT OF THE LAND EAST OF HORNDEAN DEVELOPMENT**

Cllr Mrs L Evans updated members in respect of LEOH in that the planning consent for S106 should be completed by the end of October in respect of Community benefits. This will include a community building and a 3G pitch.

HPC 075/20/21 **TO RECEIVE A REPORT AND NOTE THE VEHICLE ACCIDENT WHICH OCCURRED INVOLVING MEMBERS OF THE COUNTRYSIDE TEAM**

The Chief Officer reported the vehicular accident involving the Ford Ranger ST08XVV. She has investigated and have put additional measures in place.

Cllr Mrs L Evans enquired whether the Countryside Team has had trailer towing training. The Chief Officer responded that it was not part of the standard training offered to the Countryside team.

The report is noted.

HPC 076/20/21 **TO NOTE THE NEXT SCHEDULED MEETING OF THE COUNCIL BEING THE 9th NOVEMBER 2020**

The next meeting of the Council is noted as 9th November 2020.

HPC 077/20/21 **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 present.

Recording of meeting ended at 8:20pm

Confidential part of the meeting.

HPC 078/20/21 **TO RECEIVE THE RECOMMENDATION FROM THE GROUNDS COMMITTEE ON THE 21 SEPTEMBER 2020, IN RESPECT OF THE FOOTBALL PITCH HIRE AGREEMENTS**

It was **RESOLVED** to accept the contracts and forward to the football clubs respectively. The Chief Officer will be seeking agreement from the football clubs before the contracts are implemented.

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

Meeting concluded at 8:26pm

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Signed - The Chairman

4/2/2021

Date

Virtual meetings