



HORNDEAN PARISH COUNCIL

MINUTES OF THE COUNCIL MEETING HELD VIRTUALLY ON 9th NOVEMBER 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, P Beck, P Little

IN ATTENDANCE: Carla Baverstock-Jones, Chief Officer; Cheree Garvey, Office Manager (Minute Taker); Sarah Guy, Operations Officer (Meeting Facilitator); Simon Ritson (Responsible Finance Officer); Matthew Madill (Grounds Manager)

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

HPC 079/20/21 **TO RECEIVE APOLOGIES FOR ABSENCE**

No apologies were received. Cllr Mrs I weeks did not attend.

HPC 080/20/21 **TO RECEIVE ANY DECLARATIONS OF INTEREST**

No declarations of pecuniary interest were received.

HPC 081/20/21 **TO RECEIVE A WRITTEN UPDATE FROM COUNTRY COUNCILLOR MRS M HARVEY REGARDING COUNTY COUNCIL MATTERS**

No written report was received.

Cllr Mrs M Harvey attended the meeting and provided a verbal update. The following points were noted:

- The clearance of the vegetation at the Morrison's roundabout has been pushed to the top of the agenda
- With regard to the overgrown hedges on Catherington Hill, HCC had written to the residents requesting they trim the hedges. Some were done by residents. The remaining hedges, especially along White Dirt Lane has been included in the work programme.
- A TRO has been issued for Bevan road and will come into effect week commencing 9th November 2020.
- A request has been put it for the repainting of all the white lines and double yellow lines across Horndean.

Members had no questions for Cllr Mrs Harvey.

HPC 082/20/21 **TO RECEIVE A WRITTEN UPDATE FROM DISTRICT COUNCILLORS REGARDING DISTRICT COUNCIL MATTERS**

No written report was received.

Cllr D Evans provided a verbal update. The following points were noted:

- The White Paper for planning has been submitted by EHDC.

Members had no questions for District Councillors.

HPC 083/20/21 **TO OPEN THE MEETING TO MEMBERS OF THE PUBLIC**

There were no members of the public or press present.

HPC 084/20/21 **TO APPROVE THE MINUTES OF THE COUNCIL MEETING HELD ON THE 12th OCTOBER 2020**

It was **RESOLVED** that the minutes of the Council meeting held on 12th October 2020 be signed as a true record of the meeting.

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

HPC 085/20/21 **TO RECEIVE AND APPROVE THE ORDERS FOR PAYMENT (LIST 4 ATTACHED)**

Cllr B Raymond queried the reason for the refund for gas supply at Napier. The RFO explained that due to lockdown the hall was not in use and once an actual reading was provided the bill was much lower compared to the estimated readings.

It was **RESOLVED** that the Orders for Payment (List 4 attached) be approved and duly signed. This was proposed by Cllr Mrs L Evans and seconded by Cllr B Raymond. All agreed

HPC 086/20/21 **TO RECEIVE AND APPROVE THE BANK RECONCILIATION – CO-OPERATIVE, LLOYDS AND CAMBRIDGE & COUNTIES AS AT 30th SEPTEMBER 2020**

It was **RESOLVED** that the bank reconciliation as at 30th September 2020 be approved and duly signed.

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

HPC 087/20/21 **TO RECEIVE AND NOTE THE MONTHLY FINANCE REPORT**

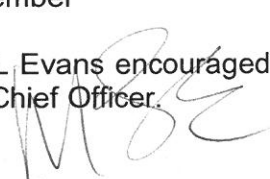
The monthly finance report was circulated prior to the meeting.

The RFO noted the following:

- The tax base numbers are expected from EHDC late November/early December

Cllr D Evans mentioned that District is working on a CIL Protocol. Cllr Mrs L Evans encouraged members to feed any suggestions of how the CIL monies can be spent to the Chief Officer.

The monthly finance report is noted.



HPC 088/20/21 **TO RECEIVE A REPORT AND CONSIDER THE EXTERNAL AUDITORS REPORT FOR THE ENDED 2019/2020**

The report was circulated prior to the meeting. The auditor reported that nothing in the review had cause for concern.

The auditor's comments are noted.

HPC 089/20/21 **TO RECEIVE A REPORT AND CONSIDER CHANGING THE INTERNAL AUDITOR IN ACCORDANCE WITH BEST PRACTICE**

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

The RFO confirmed that the current auditor will finish out the current financial year. The replacement auditor will be looked at to take over in the new financial year.

Cllr Mrs L Evans proposed that the additional quotes are obtained and that it is taken to the F&GP Committee for consideration and recommendation to Council.

HPC 090/20/21 **TO RECEIVE A REPORT AND CONSIDER THE QUOTATIONS IN RESPECT OF THE EXTERNAL REFURBISHMENT OF JUBILEE HALL**

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

Cllr Mrs E Tickell proposed the acceptance of Quote 2. Cllr J Lay seconded this. A vote took place with a unanimous result.

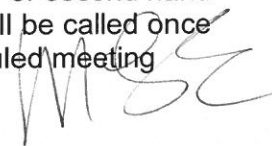
It was **RESOLVED** to accept Quote 2 with instruction that the work is undertaken as soon as possible.

HPC 091/20/21 **TO RECEIVE A REPORT AND CONSIDER THE PURCHASE OF A REPLACEMENT COUNTRYSIDE VEHICLE**

The report was circulated prior to the meeting. A brief discussion took place and Members deliberated the options of purchase vs lease as well as the most suitable vehicle type.

It was **RESOLVED** to purchase a tipper truck as a replacement vehicle. This was proposed by Cllr Mrs L Evans and seconded by Cllr P Beck. A vote took place with a unanimous result.

The grounds manager was tasked with sourcing the appropriate vehicle, either new or second hand and to provide quotations. If necessary an extraordinary meeting of the Council will be called once all the quotes have been received, otherwise quotes will be considered at a scheduled meeting



HPC 092/20/21 **TO CONSIDER THE WRITTEN REQUEST TO OPERATE A PIZZA MOBILE FOOD OUTLET WITHIN THE CAR PARK ADJACENT TO THE PARISH OF CLANFIELD**

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

Members raised a number of objections and it was **RESOLVED** to decline the request of a mobile food outlet. This was proposed by Cllr D Evans and seconded by Cllr P Beck. All agreed.

HPC 093/20/21 **TO RECEIVE A REPORT AND CONSIDER THE CLOSURE OF THE PARISH COUNCIL WHILST RELOCATING**

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

Cllr P Beck offered assistance with the relocation of the Parish office.

Cllr Mrs L Evans proposed that the decision be deferred to closer to the proposed relocation date as there are a number of factors which are uncertain at this time. All agreed.

HPC 094/20/21 **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 completion of S106 has been delayed until the 12th December. The current proposal of the S106 includes a skate park additionally to the community building and a 3G pitch.

Cllr D Evans mentioned that the Council of Alton has recently completed a skate park and their experience may be useful.

Cllr Mrs L Evans proposed that in the near future a full Council working party meeting is called to ensure that members are fully informed about the LEOH development.

HPC 095/20/21 **TO RECEIVE A REPORT AND CONSIDER THE APPLICATION IN RESPECT OF THE FOLLOWING GRANT:**

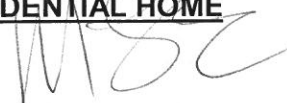
- **Horndean Community Association - £463.10**

The grant application and supporting financial documents was circulated prior to the meeting. A brief discussion took place.

Additional information is required. The Chief Officer will contact the applicant to obtain additional information or an alternative solution. This will be returned to the next Council meeting.

HPC 096/20/21 **TO NOTE THE USE OF JUBILEE AND NAPIER HALL AS EMERGENCY FACILITIES IN THE EVENT OF WISTERIA LODGE RESIDENTIAL HOME BEING EVACUATED**

This is noted and agreed.



HPC 097/20/21 **TO RECEIVE THE RECOMMENDATION FROM THE GROUNDS COMMITTEE ON THE 2nd NOVEMBER 2020, IN RESPECT OF THE PURCHASE OF A DDA COMPLIANT TODDLER SWING AT DOWNS PARK**

It was **RESOLVED** to accept the recommendation from the Grounds Committee on the 2nd November to proceed with the purchase and installation of the DDA compliant toddler swing at Downs Park.

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

HPC 098/20/21 **TO RECEIVE THE RECOMMENDATION FROM THE GROUNDS COMMITTEE ON THE 2nd NOVEMBER 2020, IN RESPECT OF THE UNAUTHORISED ENCAMPMENT PROCEDURE POLICY**

It was **RESOLVED** to accept the recommendation from the Grounds Committee on the 2nd November to adopt the Unauthorised Encampment Procedure Policy.

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

Cllr Mrs L Evans request the Chief Officer to forward a copy of the adopted policy to Members.

HPC 099/20/21 **TO NOTE THE NEXT SCHEDULED MEETING OF THE COUNCIL BEING THE 14th DECEMBER 2020**

The next meeting of the Council is noted as 14th December 2020.

HPC 100/20/21 **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 9.02pm



Confidential part of the meeting.

HPC 101/20/21 TO APPROVE THE CONFIDENTIAL MINUTES OF THE COUNCIL MEETING HELD ON THE 12th OCTOBER 2020

It was **RESOLVED** that the confidential minutes of the Council meeting held on 12th October 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.

Meeting concluded at 9:17pm



Signed - The Chairman

4/2/2021
Date

Virtual Meetings