Horndean Parish Council

NOTICE OF MEETING

A MEETING OF THE GROUNDS COMMITTEE WILL BE HELD ON MONDAY

20th April 2026 at 7.30pm in Jubilee Hall

Members of the Committee Cllr J Lay, Cllr R Sowden, Cllr D Prosser, Cllr A Redding (Chair), Cllr R Smith, Cllr J Tyler are summoned to attend.

14th April 2026

Becky White
Clerk to the Council

AGENDA

1. **To receive and approve apologies for absence.**

2. **To receive any Declaration of interest**
Members are reminded of their responsibility to declare any disclosable pecuniary interest which they may have in any item of business on the agenda no later than when that item is reached. Unless dispensation has been granted, you may not participate in any discussion of, or vote on, or discharge any function related to any matter in which you have a pecuniary interest as defined by regulations made by the Secretary of State under the Localism Act 2011. You must withdraw from the room or chamber when the meeting discusses and votes on the matter.

3. **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. A question asked by a member of public during public participation session at a meeting shall not require a response or debate.

4. **To receive and approve the Minutes of the Grounds Committee meeting held on Monday 16th February 2026.**

5. **To receive information regarding badger activity at Wagtail Copse and determine next steps**.

6. **To receive and consider the Grounds Manager's report and work programme for Catherington Pond as determined by the Pond Survey & Management Strategy, adopted 15th December 2025 (https://horndeanpc-hants.gov.uk/wp-content/uploads/2026/03/Pond-Survey-Management-Plan-Horndean-Ponds.pdf) .**

7. **To receive a verbal update on the LincFest memorial music festival, scheduled for 11th July 2026 at Jubilee Field, from the organiser, Mr Sean Burridge.**

8. **To receive a verbal update from the owner of Dollys Coffee in respect of the current Coffee Vendor Agreement in place at Jubilee Field.**

9. **To receive a verbal update in respect of the completed projects/significant works undertaken by the Countryside Team including:**
    - **Catherington Down handover to HCC**

- **Hedge laying works**
- **Status of tree survey**
- **Replacement of Ford Ranger**
- **General update on works and activities across the parish**

10. **To receive an update in respect of the Horndean Green Trail and Heritage Network.**

11. **To receive a verbal update on The Granary at Catherington Lane and determine next steps.**

12. **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).**

13. **To receive an update from the Clerk regarding ongoing insurance matters at Stonechat Road and Hollybank Close.**

HORNDEAN PARISH COUNCIL

MINUTES OF THE GROUNDS MEETING HELD AT JUBILEE HALL ON 2 FEBRUARY 2026 AT 6.30 P.M.

PRESENT: Councillors A Redding (Chairman), J Lay, D Prosser and R Sowden.

IN ATTENDANCE: Becky White, Clerk; Matt Madill, Grounds Manager; Susan Blake, Admin Assistant (Minute Taker)

PUBLIC ATTENDANCE: 1 member of the public.

G 47/25/26 TO RECEIVE APOLOGIES FOR ABSENCE
Apologies were received from Cllrs R Smith & J Tyler.

G 48/25/26 TO RECEIVE ANY DECLARATIONS OF INTEREST
No declarations of a pecuniary interest were received.

G 49/25/26 TO OPEN THE MEETING TO MEMBERS OF THE PUBLIC
The meeting was duly opened to members of the public.

G 50/25/26 TO APPROVE THE MINUTES OF THE GROUNDS COMMITTEE MEETING HELD ON 24TH NOVEMBER 2025
The minutes of the previous meeting had been previously circulated.

It was **RESOLVED** that the minutes of the Committee meeting held on 24 November 2025 be signed by the Chair as a true record of the meeting.

G 51/25/26 TO CONSIDER A WAYLEAVE REQUEST FROM CITYFIBRE AT LAND AT CATHERINGTON LITH AND STUBBINS DOWN [TITLE NO. HP528224] IN RESPECT OF THE UK GOVERNMENT'S PROJECT GIGABIT.
Project Gigabit is a UK Government funded initiative to deliver ultrafast full-fibre broadband infrastructure to 'hard to reach' and underserved rural communities across the country, including Horndean and the surrounding area, which are not considered viable by commercial operators.
In Hampshire, the network rollout is being implemented by CityFibre. The network is designed to use public land as much as possible, however in some cases it inevitably crosses private land. CityFibre have therefore requested that HPC grant them a wayleave to install infrastructure at land owned by HPC at Catherington Lith and Stubbins Down. The Clerk's report on the matter had been circulated prior to the meeting, recommending that UpConnect, CityFibre's contractor, pay a visit to site prior to the commencement of works in the view of the footpath designations and single track pathway.

It was **RESOLVED** to approve the requested grant of wayleave for signature, subject to UpConnect's confirmation that a site visit will take place before works are scheduled.

G 52/25/26 TO DETERMINE NEXT STEPS REGARDING THE CURRENT CONTRACTUAL USAGE OF THE FOOTBALL PITCH AT FIVE HEADS RECREATION GROUND.
The Council would like to see all pitches in regular use and co-operation between clubs is essential to this aim. Since the last Committee meeting the Grounds Manager has been in touch with both Football Clubs as requested, however no progress has been achieved regarding improved access to pitches. The contracts with the club run on a year to year basis. No progress has been made and Cllrs were in agreement that the situation had gone on long enough and that both teams need to be brought to the table together to work out a lasting solution.

It was **RESOLVED** that Horndean Football Club and Horndean Hawks be invited to attend a joint meeting with the Clerk, the Grounds Manager and the Chair of Committee to discuss the existing arrangements and those for the forthcoming 2026/27 season to allow clear and equitable agreements to be issued to each club in a timely way.

G 53/25/26 TO RECEIVE AND CONSIDER AN UPDATE REGARDING OPTIONS, AS ADVISED BY THE LANDOWNER HAMPSHIRE COUNTY COUNCIL, FOR THE LEASE NEGOTIATIONS IN RESPECT OF HPC'S MANAGEMENT OF LAND AT CATHERINGTON DOWN.

Horndean PC has leased Catherington Down from Hampshire County Council since 2006, renewing the agreement in 2016. HPC receive £750 per year towards maintenance of the land from HCC, which is managed in accordance with HCC's Site Management Plan 2004-2009, which was appended to the 2016 lease agreement, although not updated. The lease is due to expire in April 2026 and HPC have been in contact with HCC regarding the options for renewal over the past year. Following a meeting with a member of the HCC Countryside Team, attended by the Grounds Manager, the Clerk and Cllrs Redding and Prosser, at which possible options for the way forward were discussed, HCC has now outlined three possible options for future management of the Down: 1. Do not renew lease, HCC's Countryside Service to carry out site management going forward; 2. Relinquish ownership of the site to HPC; 3. Extend current lease by 2 years. A report by the Clerk had been circulated prior to the meeting. The Chair and Grounds Manager gave further verbal updates, noting that a meeting was scheduled with the Hampshire County Council Countryside Team on 4th Feb 2026. The options were discussed, with most feeling that allowing the Down to return to HCC would be a retrograde step whilst acknowledging that Option 2 exposed HPC to significant and ongoing capital outlay to bring the fenceline up to an acceptable standard. Option 3 was considered the preferred way forward, partly because it would create a continuing relationship with the forthcoming Unitary Council but only on the proviso that HCC be amenable to making investment in the required works.

It was **RESOLVED** that a recommendation of option 3 to go to Full Council with the Clerk, Chair and Grounds Manager delegated to continue negotiations in the interim.

G 54/25/26 TO RECEIVE AN UPDATE IN RESPECT OF POTENTIAL TREE WORKS AT WAGTAIL ROAD AND DETERMINE NEXT STEPS.

Two separate residents have been in touch regarding a HPC owned tree which is covered by a Tree Preservation Order and reported incidences of debris, dead wood, bird droppings and squirrel access and are requesting the tree be cut back. It was noted that property owners are entitled to cut back trees which are overhanging their boundary but are still required to apply to EHDC for permission in light of the TPO and that this information has been shared with the residents. Both the Grounds Manager and the Clerk have made site visits and the tree, whilst quite large in height and reach, appears to be healthy, having been cut back five years previously. The tree in question is on the list for inspection during the annual survey. A report by the Clerk had been circulated prior to the meeting. It was noted that the Tree Policy required updating and it was agreed that this would be brought back for consideration to a future meeting of the Committee.

It was **RESOLVED** to defer any decisions on required works until the tree surgeons survey report had been received following the scheduled inspection. A further update would be brought to Committee.

G 55/25/26 TO RECEIVE AN UPDATE IN RESPECT OF THE PROCUREMENT PROCESS FOR IMPROVEMENTS AT JUBILEE FIELD AND DETERMINE NEXT STEPS

The Grounds Manager gave an update, noting that all bids had been received and were currently being reviewed with a meeting scheduled for 4th Feb 2026 to review all tenders with the consultant. The item would appear for consideration and resolution at the next Council meeting of 9th February 2026. The project implementation would be managed in-house and would also cover the installation of an accessible pathway. This was noted.

G 56/25/26 TO RECEIVE AN UPDATE IN RESPECT OF THE COMPLETED PROJECTS/SIGNIFICANT WORKS UNDERTAKEN BY THE COUNTRYSIDE TEAM

The Ground Manager gave an update on recent activities including a tidy up of the Downs Park woodland strip, spread and shrub tidy up around the parish and the hedge laying project at Parsonage Field (which had involved twice the usual number of volunteer sessions over the last few weeks). The new information boards for the Green Trail & Heritage Network had been installed in all but one of the agreed locations, with the remaining location pending formal agreement from HCC. Works identified within the new Pond Management Strategy would be scheduled from Spring onwards. Modifications to the workshop layout to create a new drying area for staff & volunteer clothing had been agreed. The Chair thanked the Grounds Manager for his update, the efforts of the Countryside Team and the continued involvement of the volunteers who were recognised as a most valued asset.

G 57/25/26 TO RECEIVE AN UPDATE IN RESPECT OF THE HORNDEAN GREEN TRAIL AND HERITAGE NETWORK

The Chair of Committee gave an update, noting that all the information boards were now in situ much earlier than anticipated, bar the one at Blendworth, and thanked the Countryside team for giving this priority. One landowner noted that the maps marked a path across their land that was not a Public Right of Way. This had been acknowledged by the Council and the offer made to install additional signage at the site to advise members of the public regarding using the correct route of the PRoW; the landowner had been satisfied with HPC's confirmation and agreed that the project was very positive. Waymarkers had been installed on the Catherington and Blendworth trails including some with QR codes which linked directly to the HPC website. Information leaflets had also been designed, supported by HCC and the two trail routes were available via the HCC MyJourney app. Discussion was held regarding making the leaflets available in paper form and potential outlets for collection, including distribution to local businesses and deferred for further consideration. Legal work was required regarding the siting of the outstanding information board in Blendworth and two milestones & 1 gateway at Dell Piece West, all of which were sited on HCC land. A quote had been received from HCC Legal, which was within the project budget, and HPC was now awaiting the relevant documentation. This was noted.

G 58/25/26 TO RESOLVE TO EXCLUDE THE PUBLIC AND THE PRESS, IN THE VIEW THAT PUBLICITYWOULD 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.

The part of the meeting held in public concluded at 7.30 pm and those members of the public in attendance left the meeting.

G 59/25/26 TO RECEIVE AND APPROVE THE CONFIDENTIAL MINUTES OF THE GROUNDS COMMITTEE MEETING HELD ON 24 NOVEMBER 2025.

It was **RESOLVED** that the confidential minutes of the Committee meeting held on 24 November 2025 be signed by the Chair as a true record of the meeting.

G 60/25/26 TO RECEIVE AN UPDATE FROM THE CLERK REGARDING ONGOING INSURANCE MATTERS AT STONECHAT ROAD AND HOLLYBANK CLOSE

A report had been circulated by the Clerk prior to the meeting giving updates on each matter and recommendations for next steps.

It was **RESOLVED** that the officer recommendations in respect of insurance matters were accepted.

G 61/25/26 TO RECEIVE AND CONSIDER A REQUEST FROM COFFEE@DOLLYS REGARDING AN AMENDMENT TO THE EXISTING FOOD AND DRINK VENDORS AGREEMENT.

A report had been circulated by the Clerk prior to the meeting outlining the vendors request to trial an additional day's trading at the Jubilee Field site and retail hot food items.

It was **RESOLVED** to agree to the vendor's request and review the impact, including any resident feedback, in April 2026. The vendor would be invited to attend the next meeting to give an update to the Committee.

The meeting concluded at 7.55 PM

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Signed - The Chairman

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Dated

Clerk's Summary Report to Grounds Committee of 20th April 2026

Agenda Item 1
None received at 15th April 2026.

Agenda Item 2
No declarations of interest received at 15th April 2026.

Agenda Item 3
Public session

Agenda Item 4
Minutes of the Committee meeting of 16th February 2026 are included in the public meeting pack below.

Agenda Item 5
We have received a report regarding badger activity from a resident whose property backs on to Wagtail Copse. The Committee will need to consider the matter and decide next steps. Both the Grounds Manager and the Clerk have undertaken research and will offer verbal updates at the meeting. Further detail on the resident's report has been circulated to Committee members separately as the email contains confidential identifying data.

Agenda Item 6
The Grounds Manager has prepared a report, detailing the works programme for the ponds, which includes Catherington Pond and this is included in the public meeting pack below. The full Pond Survey & Management Plan can be viewed via the Council's website at https://horndeanpc-hants.gov.uk/wp-content/uploads/2026/03/Pond-Survey-Management-Plan-Horndean-Ponds.pdf

Agenda Item 7
The organiser of LinkFest, the memorial music festival being held at Jubilee Field on 11th July 2026, Mr Sean Burridge, will be attending in person to give an update on the progress and current status of the festival.

Agenda Item 8
At the last Grounds Committee meeting, the members agreed that the owner of Dolly's Coffee could trial an extra day and issued a request for a verbal update on the venture

Agenda Item 9
The Grounds Manager will give an update on the activities of the Countryside Team since the last meeting. The Committee may determine next steps for reporting to future Committee Meetings or make recommendations to Council against the items as listed.

Agenda Item 10
The Chair of Committee and the Grounds Manager will give a verbal update on the Horndean Green Trail & Heritage Network project's latest activities.

Agenda Item 11
The Clerk and Grounds Manager will give an update on required works to The Granary at Catherington Lane & make recommendations on a proposed way forward.

Agenda 12
As the following agenda item contains sensitive personal and commercial data, the Council may resolve to exclude the press and members of the public from the meeting.

Agenda 13
The Clerk will give an update on ongoing insurance matters.

Becky White
Clerk to the Council
14th April 2026

HORNDEAN PARISH COUNCIL – GROUNDS COMMITTEE 14TH APRIL 2026

AGENDA ITEM 6

SUBJECT TITLE: Pond Management Plan Works

PURPOSE OF REPORT:

I have attached the main management objectives which should help highlight upcoming main works for year 1 and 2.

Catherington Pond:

- Initial works will be to remove the pond dipping platform and steps. We then may need some topsoil to regrade the area the steps were removed, and may need to make safe the area the pond dipping platform was removed from – We would not want to go the pond while there could be frog/toad spawn, and newt tadpoles, so ideally this will be able to happen in summer, after everything has had time to hatch. While there may not be a lot of water, we don't want to trample what may be there - mid summer onwards
- Removal of pond vegetation in thirds – Oct/November time.
- Thin trees around pond edge (if allowed, as we don't own the bank) – Oct/November.
- Cut back bramble
- Excavate wettest area – Sept/Dec
- Create wildflower perennial area (likely year 2 as we may need to trample on a lot year 1).

Hazleton Common:

- Enhance pond edges by creating a shelf or gently sloped banks – Oct/November
- Vary depth of ponds - Sept/Dec
- Vegetation works – removal/reduction of rushes, willow, light pruning of overhanging trees,and shrubs, removal of excess leaf litter – Oct/Nov ish

DPW:

- Willow to be thinned, then manage rest on rotation (may need a chipper?) - October onwards (check for nesting birds)
- Consider excavating wetter areas – Sept/Dec
- Clearance of New Zeland pigmyweed (smother in black plastic or remove) - April/May
- Connect three damp sections by a ditch (connect ponds in a U shape) - Sept/Dec

REPORT PREPARED BY:

Matthew Madill

Report