# Horndean Parish Council
## NOTICE OF MEETING

**MEMBERS ARE HEREBY SUMMONED TO ATTEND a meeting of the Council held on MONDAY 1ST JUNE 2026 at 6.30pm, at Jubilee Hall, Crouch Lane, Horndean PO8 9SU**

*Becky White*
*Clerk to the Council*
*26th May 2026*

## AGENDA

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

   *Schedule 12 of the Local Government Act 1972 requires a record to be kept of the members present and that this record form part of the minutes of the meeting. Councillors giving their apologies should specify their reason for absence and it is for the Council to consider whether to accept them.*

2. **To receive any Declarations 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. ***Public Question Time***

   *Limited to 15 minutes in total, and a maximum of 3 minutes for any one speaker, to allow members of the public to raise any matters for the Council's attention*

4. **To approve the Minutes of the Annual Council Meeting held on 11th May 2026.**

5. **To receive and consider a recommendation from the Working Party appointed on 11th May 2026 on the transfer offer from Highwood Homes of public open space at Land off Rowlands Castle Road.**

6. **To consider a response in respect of the South Downs National Park Authority's consultation on its new Local Plan** www.southdowns.gov.uk/planning-policy/new-south-downs-local-plan/.

7. **To consider a report from the Clerk on options which support the establishment of permanent Horndean based youth provision from The Kings Arms.**

8. **To consider a request from Openreach to install ducting for internet connection at land owned by the Council at the boundary of 17 Eskdale Close.**

9. **To consider a resident's request in respect of Horndean Footpath 32 at Yoell's Copse.**

10. **To receive a written update from County Councillor I Young regarding Hampshire County Council matters.**

11. **To receive a written update from District Councillors regarding East Hampshire District Council matters.**

12. **To note the Officers Report.**

13. **To receive an update from Members representing the Parish Council within external organisations and Working Parties.**

14. **To receive and approve the Orders for Payment from 1st to 30th April 2026.**

15. **To receive and note the speeding data report for May 2026.**

16. **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).**

17. **To consider quotations received in respect of potential Lith Lane remedial surfacing works and determine next steps.**

18. **To receive and consider the Review Panel's recommendation in respect of the Clerk's end of probationary period review.**

**Public Attendance**

Members of the public are very welcome to attend this meeting. If you would like to make comments or have a view on any item on this Agenda you wish to have taken into consideration, you are invited to write to the Clerk or contact a Parish Councillor, prior to the meeting.

**Filming and use of social media**

During this meeting, the public are permitted to film the Council in the public session of a meeting or use social media, providing it does not disrupt the meeting. The public gallery should not be filmed. You are encouraged to let the Clerk know in advance if you wish to film. Mobile devices should be switched to silent for the duration of the meeting

# HORNDEAN PARISH COUNCIL

## MINUTES OF THE ANNUAL COUNCIL MEETING HELD AT JUBILEE HALL ON 11TH MAY 2026 AT 6.30 P.M.

**PRESENT:** Councillors A Redding (Chairman), T Attlee, D Prosser, N Smith, R Smith and R Sowden

**IN ATTENDANCE:** Becky White, Clerk; Sarah Guy, Deputy Clerk (Minute Taker)

**PUBLIC ATTENDANCE**: 2 members of the public & County Cllr Ian Young

**HPC 1/26/27 TO ELECT THE CHAIR OF THE COUNCIL AND TO RECEIVE THE CHAIR'S DECLARATION OF ACCEPTANCE OF OFFICE**

Cllr N Smith proposed, seconded by Cllr D Prosser, that Cllr A Redding be elected as Chair. There were no other nominations and this was **RESOLVED** unanimously. Cllr Redding read out his Declaration of Acceptance of Office which was was signed by both himself and the Clerk. He thanked his fellow Councillors for their support, particularly Cllr Prosser for his huge contribution and commitment over the past year.

**HPC 2/26/27 TO ELECT THE VICE CHAIR OF THE COUNCIL AND TO RECEIVE THE DECLARATION OF ACCEPTANCE OF OFFICE.**

Cllr A Redding proposed, seconded by Cllr R Smith, that Cllr D Prosser be elected as Vice Chair. There were no other nominations and this was **RESOLVED** unanimously. Cllr Prosser read out his Declaration of Acceptance of Office which was was signed by both himself and the Clerk.

**HPC 3/26/27 TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs P Beck, A Dodsworth and J Lay. District Cllr J Hogan had also sent their apologies.

**HPC 4/26/27 TO RECEIVE ANY DECLARATIONS OF INTEREST**

No declarations of a pecuniary interest were received.

**HPC 5/26/27 TO OPEN THE MEETING TO MEMBERS OF THE PUBLIC**

The meeting was duly opened to members of the public.
A resident in attendance made representation to the Council regarding the wintertime condition of Footpath 32, requesting support. After listening, the Chair confirmed that the matter would be considered by Council at the scheduled Grounds Committee meeting of 8th June 2026.

**HPC 6/26/27 TO APPROVE THE MINUTES OF THE MEETING HELD ON 13TH APRIL 2026**

An amendment was raised noting that several locations were under consideration for the siting of the Monarchs Way boards. It was **RESOLVED** that, subject to the amendment being made, the minutes of the Council meeting held on 13th April 2026 be signed by the Chair as a true record of the meeting.

**HPC 7/26/27 TO RECEIVE AND APPROVE THE ORDERS FOR PAYMENT FOR MARCH 2026**

It was **RESOLVED** that the Orders for Payment as listed be approved.

**HPC 8/26/27 TO CONSIDER AND DETERMINE ARRANGEMENTS FOR THE INTERNAL AUDIT 2026/27.**

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The Clerk advised that the current Internal Auditor had advised his intention to retire and confirmed that an appropriate procurement exercise would be undertaken over the next few months with the issue being brought back to Council to resolve the appointment of a new IA for 26/27. This was noted.

**HPC 9/26/27 RECEIPT OF NOMINATION TO EXISTING COMMITTEES AND ELECTION OF CHAIRS TO COMMITTEES AS FOLLOWS**

- **Finance & General Purposes**

It was proposed by Cllr A Redding, seconded by Cllr T Attlee that the membership be **RESOLVED** as Cllr J Lay (Chair), Cllr T Attlee, Cllr D Prosser and Cllr A Redding.

- **Planning & Public Services**

It was proposed by Cllr N Smith, seconded by Cllr R Sowden that the membership be **RESOLVED** as Cllr P Beck (Chair), Cllr T Attlee, Cllr A Dodsworth, Cllr D Prosser and Cllr A Redding.

- **Grounds**

It was proposed by Cllr R Sowden, seconded by Cllr A Redding that the membership be **RESOLVED** as Cllr R Smith (Chair), Cllr J Lay, Cllr D Prosser, Cllr A Redding and Cllr R Sowden.

- **Staff**

It was proposed by Cllr A Redding, seconded by Cllr R Smith, that the membership be **RESOLVED** as Cllr D Prosser (Chair), Cllr A Dodsworth, Cllr J Lay, Cllr N Smith and Cllr R Smith.

**HPC 10/26/27 APPOINTMENT TO WORKING PARTIES AS FOLLOWS:**

- **Neighbourhood Plan Working Party**

It was proposed by Cllr A Redding, seconded by Cllr N Smith, that the membership be **RESOLVED** as Cllrs T Attlee, J Lay, R Smith and R Sowden.

**HPC 11/26/27 TO APPOINT TWO OR MORE MEMBERS TO A NEW WORKING PARTY TO REVIEW DELEGATION ARRANGEMENTS, INCLUDING COMMITTEE TERMS OF REFERENCE AND THE COUNCIL'S STANDING ORDERS WITH THE CLERK AND DEPUTY CLERK AND MAKE RECOMMENDATIONS.**

It was proposed by Cllr A Redding, seconded by Cllr N Smith, that the membership be **RESOLVED** as Cllr T Attlee, Cllr J Lay, Cllr D Prosser, Cllr A Redding and Cllr R Smith.

**HPC 12/26/27 TO APPOINT TWO OR MORE MEMBERS TO A NEW WORKING PARTY INCLUDING THE CLERK TO REVIEW EHDC ASSETS IN HORNDEAN PARISH AND MAKE RECOMMENDATIONS ON WHETHER EXPRESSIONS OF INTEREST IN A COMMUNITY ASSET TRANSFER SHOULD BE MADE TO EHDC.**

It was proposed from the Chair, that the membership be **RESOLVED** as Cllr T Attlee, Cllr J Lay and Cllr A Redding.

**HPC 13/26/27 TO APPOINT TWO OR MORE MEMBERS TO A NEW WORKING PARTY INCLUDING THE CLERK TO CONSIDER THE TRANSFER OFFER FROM HIGHWOOD HOMES OF PUBLIC OPEN SPACE AT LAND OFF ROWLANDS CASTLE AND MAKE RECOMMENDATIONS.**

It was proposed from the Chair, that the membership be **RESOLVED** as Cllr J Lay, Cllr D Prosser and Cllr A Redding.

**HPC 14/26/27 REVIEW OF REPRESENTATION ON OR WORK WITH EXTERNAL BODIES AND ARRANGEMENTS FOR REPORTING BACK**

External representation for 2026/27 was **RESOLVED** as listed:

| | |
|---|---|
| EH Association Town & Parish Councils | Cllr A Redding |
| Catherington Village Residents Association | Cllr A Dodsworth |
| Horndean Community Association | Cllr R Sowden |
| Horndean Twinning Association | Cllr P Beck |
| Lovedean Village Residents Association | Cllr P Beck |
| SDNP | Cllr A Redding, Cllr J Lay |
| HCC Passenger Transport Forum | Cllr D Prosser |

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| | |
|---|---|
| Parish Design Statement Review Steering Group | Cllr J Lay, Cllr T Attlee, Cllr R Smith, Cllr B Sowden |
| EHDC ABCD Stewardship Group | Cllrs A Redding, T Attlee & R Smith |

**HPC 15/26/27 REVIEW OF THE COUNCILS AND/OR EMPLOYEES' MEMBERSHIPS OF OTHER BODIES.**

- Hampshire Association of Local Councils (HALC) and additional HR Service
- South East Employers for HR and Employment Law Advice
- Society for Local Council Clerks

It was **RESOLVED** that the Council would continue membership of the organisations as listed above.

**HPC 16/26/27 CONFIRMATION OF ARRANGEMENTS FOR INSURANCE COVER IN RESPECT OF ALL INSURED RISKS.**

A copy of the existing insurance policy had been circulated prior to the meeting. Members requested that the Clerk and Deputy Clerk check that the solar panels at Jubilee Hall were included in the policy. The Clerk noted that the Council had been with Zurich Insurance for some years and would request that the RFO run a procurement exercise when in post to ensure best value. This was noted.

**HPC 17/26/27 TO NOTE THE S.137 SPENDING LIMIT FOR 2026/27.**

The Clerk/Interim RFO advised that as the Council did not operate the General Power of Competence it was required to note the spending limit for 2026/27 as defined by Section 137 of the Local Government Act 1972. This was noted as £11.60 per elector for 2026/27. 10,436 electors in Horndean Parish making total spending limit £121,057.60.

**HPC 18/26/27 TO APPOINT THE RESPONSIBLE FINANCE OFFICER.**

It was **RESOLVED** to appoint Becky White as Interim RFO Becky White with Rachel Cole being in post as RFO from 27th July 2026.

**HPC 19/26/27 REVIEW THE COUNCILS COMPLAINTS PROCEDURE.**

The policy had been reviewed and circulated by the Clerk prior to the meeting.

It was **RESOLVED** to adopt the policy as presented.

**HPC 20/26/27TO RECEIVE THE SPEEDING DATA FOR APRIL & MAY 2026.**

This had been circulated prior to the meeting and was available in the public meeting pack. Cllr D Prosser gave an overview, noting that Rowlands Castle Parish Council had requested the use of HPC's old ASW cameras. Thanks was given for his continuing commitment.

**HPC 21/26/27 TO RECEIVE AND CONSIDER A GRANT APPLICATION FROM THE KINGS ARM YOUTH SERVICE IN RESPECT OF AN ART PROJECT IN HORNDEAN VILLAGE CENTRE.**

The Kings Arms had made a grant application in respect of a proposed art project to discourage graffiti and antisocial behaviour at the location of the BT building within Horndean village centre. The Chair and Clerk confirmed that the grant criteria had been met and that all supporting documents had been provided satisfactorily. It was agreed that the project met several of the Council's own objectives but members requested that they be informed of the proposed design in advance and received regular updates.

It was proposed by Cllr R Sowden, seconded by Cllr A Redding, that the award of the TKA grant request for £1000 be **RESOLVED.**

**HPC 22/26/27 TO CONFIRM BANK MANDATES AND SIGNATORIES FOR ACCOUNTS.**

It was **RESOLVED** that the Chair of Council plus the Chair of Committees be approved as bank signatories to the Council's accounts, being Cllr A Redding, Cllr J Lay, Cllr D Prosser, Cllr R Smith and Cllr P Beck respectively.

**HPC 23/26/27 TO NOTE THE TOTAL PRECEPT REQUIREMENT IN RESPECT OF 2026/27 BEING £538,095.**

This was noted.

**HPC 24/26/27 TO NOTE THE NEXT SCHEDULED MEETING OF THE COUNCIL BEING 1ST JUNE 2026.**

This was noted.

The meeting concluded at 7.58pm

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Signed - The Chairman

……..

Dated

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# Land off Rowlands Castle Road Transfer Offer
# Working Party Summary of Findings
# To Council Meeting of 1st June 2026

**Background**

Highwood Homes are building on a site immediately to the west of the Blendworth Hills Retirement Village and a potential transfer of assets was discussed by Martin Hawthorn of Highwood and Cllr Lay of Horndean Parish Council, in April 2024.

The attached plans show the overall layout, the potential area of POS to be transferred (as stated in the S106) and the planting proposal. As with the assets on the larger LEOH development, we are being offered first refusal. If we do not accept the transfer within 2 months, this POS will be placed with a management company.

We were originally offered a larger bundle, including all aspects of the SUDS but, following the 2024 discussions with the developer, this was reduced to the package currently being offered.

At the Council meeting of 15th December 2025 progress was resolved as follows:

**HPC 208/25/26** **TO RECEIVE AN UPDATE FROM MEMBERS REPRESENTING THE PARISH COUNCIL WITHIN EXTERNAL ORGANISATIONS AND WORKING PARTIES**

Highwood Homes – Land at Rowlands Castle Road
Cllr J Lay updated Council on Highwood Homes' approach regarding the areas of open space at their development off Rowlands Castle Road.

*Under Standing Order 5 ix, it was **RESOLVED** that the Clerk contact Highwood, request the formal offer and begin looking at the implications, with a view to reporting back to Council by the end of the current Council year*

Confirmation of this was communicated to Highwood Homes by email on 18th December 2025.

A site visit was completed by the Countryside Team in February 2026 and we received the following report from the Grounds Manager.

- The site in itself is not massive, but will include a number of shrub beds, grassed areas, a proposed play area, wildflower areas etc
- Based on experience within the team, it is believed that to manage the 5 planted beds proposed could take up to two days a week to be kept to a high standard. What standard of maintenance is going to be expected?
- There are no plans for the play area, and there isn't a known budget – sadly, without this info we can't make any recommendations. However, just to inspect a play area we would be looking at 30mins a week so approx. 26 hours a year (equal to 1 full time staff member working nearly 4 days – this does not include travel time to and from the site).
- Site patrols could take approx. another 30 mins on-top of play area checks. This does not include any additional waste disposal costs (bin bags, bin capacity, waste contract removals etc)
- In regard to the grass cutting, we do not currently have the correct equipment to take this on inhouse, so we would need to seek quotes from Norse to see what the additional cost would be, they currently cut and leave (I'm not sure if they have the equipment to collect – I have never seen them do this). In regard to wildflower grassland, we really should cut and collect every season but this would be more costly.
- Pond management – we would need to add this to our pond management plan. How much will that cost? What management expectations/costs will fall on us. Do the 3 ponds require water

safety equipment due to being in a high residential area and if so, how often would this need inspecting? Staff would require training in this.
- There were a couple of large TPO'd trees and other trees surrounding the site - before taking these trees on, we really should have an independent survey carried out to gage any potential safety related works and costs that may come from these.

The formal offer (letter and site plan attached below the report) was received on 23rd April 2026, on behalf of Abri as the landowners and the Council have until 23rd June to respond.

The Working Party was appointed by Council on 11th May 2026 and comprises Cllrs Lay, Prosser and Reading, the Clerk & the Grounds Manager.

The Grounds Manager and Clerk revisited the offer in a Grounds Team meeting in early May – their concerns still stand as highlighted in the Grounds Manager's report of February 2026.

The Clerk shared observations as follows:

- Since being with HPC for only 6 months, that the issues which arise out of the small parcels of residential amenity land that HPC have taken on elsewhere in the parish – tree management, property damage, subsidence, boundary ownership queries, badger damage, permission of works – have a disproportionate impact on resources, increasing the workloads of the management, admin and grounds teams and exposing the Council to financial risk in terms of remedial works, insurance claims and legal proceedings. The Council's ongoing and perpetual liability as the landowner means that some issues will become more prevalent and significant as the spaces in question age, plant and wildlife populations flourish and climate change makes extensive flooding and severe droughts both increasingly likely and impossible to predict on any seasonal basis.
- The parcels of land within this site are set to only benefit the residents of the estate; I can't see residents travelling to take advantage of the play area and the open space is not significant enough to attract visitors. It is essentially just residential amenity land which the homeowners will expect to be managed to that level
- The Asset Transfer Policy is clear that 'HPC will not normally consider taking on assets that may only benefit residents of a single development, unless a strong business case can be made'.
- Equally the Asset Transfer Policy generally means that HPC is free to evaluate all and any offer of land on a case by case basis.
- On balance, my advice to Council would be to decline the offer of transfer.

Consideration was given by the Working Party to the potential of partnering with Inspired Living, the company behind Blendworth Hills, on maintenance of some of the areas within the site as they had expressed openness to this approach in the past. Although contact was made, they did not respond in time to give proper consideration to this option.

**Summary**

The Working Group would prefer, for the sake of the future occupiers, that small areas of residential amenity land such as this did not fall to management companies however recognise the Council's responsibility to consider the interests of all our residents when taking on assets which will require a financial commitment. In this case, the recommendation is that the offer of transfer is declined but that HPC should remain open to offers of land, perhaps focussing on larger sites or play areas which offer a clear and long term leisure and amenity benefit to the wider population of Horndean parish.

***Becky White***
**Clerk to the Council**
**27th May 2026**

HIGHWOOD

RECORDED DELIVERY

Dated: 22 April 2026 Our ref: 2403/S106/POS

Horndean Parish Council,
Tyfield House,
Blendworth Lane,
Horndean,
Hampshire, PO8 0AA

Dear Sirs

**Re: Notice in relation to Section 106 Agreement -Application ref no 55562/013.**

With reference to their obligation under the Section 106 Agreement, relating to land east of Horndean, Rowlands Castle Road and Havant Road, Horndean, in the County of Hampshire (Application ref no 55562/013) we write on behalf of Abri Group Homes Limited (registered no: 03482228, registered address: Collins House, Bishopstoke Road, Eastleigh, Hampshire, SO50 6AD) who are now the land Owner, and in accordance with Schedule 7, Clause 1.3, of the Agreement we **hereby serve notice on Horndean Parish Council**, offering to transfer areas of Open Space Land as follows:

| Phase of Development | POS ref.s related to that phase (see attached plan) | First Occupation Anticipated: |
|---|---|---|
| 1 | B1 B2 | 20.08.2026 |
| 2 | E | 11.12.2026 |
| 3 | F INC LEAP PLAY AREA | 13.11.2026 |
| 4 | A1 A2 C D | 16.10.2026 |

In accordance with 1.4 please respond within 2 months of this notice confirming if you require the Open Space Land within the relevant Phases to be transferred to you.

Should you have any queries please contact us.

Yours faithfully
On behalf of Highwood Construction Ltd

Samantha Andrews
Managing Surveyor

Copied to:

- Abri Group Homes Limited, Collins House, Bishopstoke Road, Eastleigh, Hampshire, SO50 6AD (FTAO Mr Alex Witchell)
- Hampshire County Council, The Castle, Winchester, Hampshire, SO23 8UJ (FTAO The Assistant Director for Legal services & Monitoring Officer)
- East Hampshire District Council, Monterey House, Bedford Road, Petersfield, Hampshire, GU32 3LJ (FTAO The Director)

HIGHWOOD GROUP
THE HAY BARN, UPPER ASHFIELD FARM
HOE LANE, ROMSEY, HAMPSHIRE SO51 9NJ

TELEPHONE 023 8074 8900
EMAIL INFO@HIGHWOODGROUP.CO.UK
WEBSITE HIGHWOODGROUP.CO.UK

Highwood Group Limited Registered No: 05892469
Registered Office: The Hay Barn, Upper Ashfield Farm
Hoe Lane, Romsey, Hampshire SO51 9NJ

Highwood Construction Limited Registered No: 05080117
Highwood Homes Limited Registered No: 10417361
Highwood Projects Limited Registered No: 05824608

SPECIFICATION
All works generally, to comply with the written Soft Landscape Specification.

NOTES:
DO NOT SCALE FROM DRAWING
NOT FOR CONSTRUCTION, FOR PLANNING PURPOSES ONLY

## Legend - POS

- Land to be transferred to Parish Council under S106 agreement
- Sewer Easement-
  - Ownership and maintenance of sewer - Management Company
  - Maintenance of ground above sewer - Parish Council
- Existing High Pressure Gas Main and Exclusion Zone

A1
A2
B1
B2
C
D
E
F

SUDS
LEAP

| Rev | Date | Details | Drawn |
|---|---|---|---|
| A | 20.02.26 | Client Comments | JH |


ACD ENVIRONMENTAL

HEAD OFFICE
Rodbourne Rail Business Centre, Grange Lane, Malmesbury, SN16 0ES
Tel: 01666 825646

4 & 5 The Old Mill, Fry's Yard, Bridge Street, Godalming, GU7 1HP
Tel: 01483 425714

Suite 6, Crescent House, Yonge Close, Eastleigh, SO50 9SX
Tel: 02382 026300

email: mail@acdenv.co.uk
www.acdenvironmental.co.uk


scheme: Land East of Horndean, Rowlands Castle Road
client: Highwood Construction Ltd
drawing: Public Open Space
date: September 2025
scale: 1:500@A1 POS
drawing no: PRI24937 11
drawn: JH checked: RH


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# Clerk's Summary Report on TKA Napier Hall Proposal
# To Council Meeting of 1st June 2026

**Background**

Council's work on developing its vision and strategy and its participation in the EHDC Asset Based Community Development pilot scheme have identified that the permanent provision of youth services is something that both Horndean Parish residents and the Council consider a priority. The Kings Arms, a well-established youth charity operating in both Petersfield and Alton, with the support of the town councils, have identified Horndean as a development area and have begun to offer services in the locality in conjunction with partners such as Horndean Technology College. TKA are now in the process of establishing a permanent operating site in order to expand this provision and secure its long term future. Having been unsuccessful in their bid to HCC for the former library building, TKA are looking for a short to medium term solution whilst partnership work continues to establish a long term base.

**Objectives**

To establish a short term base for youth work provision in Horndean with the long term aim of securing a permanent building for TKA.

Following several multi agency meetings, including EHDC, TKA, HPC and the local churches, the principle of finding a semi-permanent solution to a Horndean based location has been agreed. TKA already operate out of Napier Hall as it meets their location criteria, being within 7-10 minutes walking distance to the local secondary school and located within the centre of Horndean. The TKA team, having collaborated closely with both the parish council's team and the Horndean Baptist Church on potential options, have submitted a proposal for a 'licence to occupy' the Napier Hall Committee Room including access to the kitchen, toilet facilities and some outside space for up to three years, subject to an annual review with HPC. This document covers the full scope of TKA's aims in Horndean, their agreements and partnership working with HBC in terms of use of the Committee room and clearly identifies where the proposal will meet and deliver against HPC's own priorities in our strategic plan.

**Costs & Constraints**

It is my suggestion that Council, should it approve the proposal, consider charging hall hire at standard rate for any work that TKA undertake for third parties (such as the local secondary school), whilst providing free of charge use (including overheads as described in the TKA proposal) for their regular youth drop in sessions, after school activities and administrative time.

The table below shows income figures for 2025/26.

| | | |
|---|---|---|
| **Total Committee Room Income 2025-26** | **£5,342.78** | **100%** |
| Horndean Baptist Church | £2,053.60 | 38% |
| The Kings Arms | £1,412.40 | 26% |
| Horndean Drama Group | £ 815.88 | 15% |
| Butser Lace | £ 577.80 | 11% |
| U3A | £ 251.45 | 5% |
| Miscellaneous non-repeat | £ 231.65 | 4% |

As shown above, HBC and TKA represent 64% of the facility's total income. Of the remainder, we have identified that Butser Lace and U3A could be accomodated at Jubilee Hall, which has better parking and offers a larger space. Horndean Drama Group could potentially be accomodated with some flexibility on timings. Of the miscellaneous bookings, none of the hirers used the room between December 2025 and March 2026. Of course, it may not be possible to transfer these hirers and so should the Council go ahead with this proposal, a potential loss in income of 35% (allowing for roundings), based on the 2025/26 figures, should be considered.

It is likely however that having this secure base will allow TKA to undertake additional project work for third parties. As we will be charging hall hire at standard rates for this type of usage, we will be able to offset this additional income against losses should we be unable to relocate hirers to Jubilee Hall.

**Required Works**

As detailed in their proposal, TKA would like to undertake some internal decoration works to the room to fit with their house style and create their signature 'home from home' environment. As part of this, they would like to create a small kitchen area in the corner backing onto the existing kitchen. This will allow them to have running water, a sink, fridge and a small surface area for a toaster, kettle and microwave so that they can continue to provide food during group activities. The artwork project around the BT building enabled TKA to create a relationship with BT's facilities management company who have offered materials and labour to complete this work free of charge. The cost of alterations will therefore not be borne by the Council and could be considered a considerable upgrade for such time as TKA find a permanent home and no longer require use of the facility.

**Risks**

TKA will provide full risk documentation for their proposed use of the room. Our general risk assessment covers third party use of Council facilities. There may be some short term negative reactions to the changes in the availability of the room but generally, the reaction of residents seems very positive as seen at the Annual Parish Meeting.

Summary

This proposal represents a relatively low-risk, low-cost start to Council's ambitions to provide permanent youth provision within Horndean parish and fits well with our stated intentions to strengthen partnership work to achieve shared strategic objectives.

***Becky White***
**Clerk to the Council**
**26th May 2026**

# Business Case for the use of Parish premises for

# The King's Arms' youth work provision in Horndean

## Introduction

The King's Arms Youth Project have been delivering a limited level of youth work in Horndean since January 2025. However, as an organisation we have a 25-year history of impactful, creative and meaningful work with young people in the wider East Hants area, originating in Petersfield and then extending to Alton, that has helped us to hone our offer to young people and properly assess our impact on local communities.

In the last 15 months we have continued to build strong relationships in Horndean with the schools, statutory and voluntary agencies, other charities, local churches and local community groups as well as, of course, with local young people and their families.

Using local community facilities including Napier Hall, Horndean Technology College and St Edmunds Catholic Church we have commenced a range of youth work programmes and sought to extend our place in Horndean.

We are now at a stage where Horndean Parish Council, East Hants District Council and ourselves are ready to take the next steps towards establishing a permanent presence in Horndean, a task for which a youth centre building is both essential and desirable.

A step along the road to that aspirational goal would be a space 'set aside' for youth work which could form an interim space to deliver a wide range of youth work in a place that young people can strongly identify with, easily locate and access and, in essence, call their own. This document sets out the option of obtaining a 'licence to occupy' for Napier Hall's committee room (with shared access and use of toilets and kitchen) in partnership with Horndean Baptist Church.

## The Social Value of Youth Work

Youth work organisations play a critical role in society, offering invaluable support and development opportunities for young people. Their social value is multi-faceted, encompassing education, social inclusion, personal development, and community engagement.

### 1. Education and Skill Development

Youth work organisations provide informal education that complements formal schooling. They offer programmes in leadership, teamwork, communication, and critical thinking. These skills are essential for personal growth and future employability. For instance, through workshops, team games and creative projects, young people can discover and hone their talents and interests, often leading to better educational and career outcomes.

### 2. Social Inclusion and Equality

Youth organisations are instrumental in promoting social inclusion by reaching out to marginalised and disadvantaged groups. They provide safe and welcoming spaces where all young people, regardless of background, can participate. This inclusivity fosters a sense of belonging and helps to break down

barriers of race, gender, and socio-economic status. By supporting diversity and equality, youth work organisations help to build more cohesive and tolerant communities.

**3. Personal Development and Wellbeing**

Youth work is central to the personal development of young people. Through mentorship and positive role models, young individuals receive guidance that helps build self-esteem, resilience, and emotional intelligence. Mental health support, often provided by these organisations, is crucial in addressing issues like anxiety, depression, and stress, promoting overall wellbeing. Activities that encourage self-expression, such as graffiti or model building, also play a significant role in enhancing self-confidence and personal identity.

**4. Civic Engagement and Responsibility**

Youth organisations encourage active citizenship by involving young people in community service and volunteer activities. This engagement teaches the value of giving back to the community and fosters a sense of responsibility and ownership. Projects that involve environmental conservation, social justice, and local governance empower youth to make tangible contributions to their communities, thereby fostering a generation of informed and active citizens.

**5. Crime Prevention and Safety**

By providing structured activities and a sense of purpose, youth work organisations can help deter young people from engaging in anti-social behaviour and crime. They offer alternatives to negative influences and environments, creating pathways for positive social interactions. Programmes focused on conflict resolution, peer mediation, and awareness about the consequences of criminal behaviour contribute to safer communities.

**6. Support for Transitions**

Youth work organisations assist young people in navigating critical transitions, such as from primary to secondary school, secondary school to college or work or from adolescence to adulthood. They provide wellbeing advice, skills development, and learning critical thinking or curiousity skills that smooth the transition into the world of work. Additionally, life skills education, covering financial literacy, time management, and independent living, equips young people with the tools they need to succeed in adult life.

**7. Community Building**

These organisations act as a bridge between young people and the wider community, fostering mutual understanding and respect. They create networks that connect young people with local businesses, educational institutions, and civic bodies. By doing so, they help to build stronger, more integrated communities where young people feel valued and supported.

The social value of youth work organisations is profound. It contributes to the holistic development of young people, ensuring they grow into capable, responsible, and engaged adults. By addressing emotional intelligence gaps, promoting inclusion, enhancing personal well-being, and fostering community engagement, these organisations play a pivotal role in shaping a better future for all. Their impact is not only felt by the individuals they directly support but also by society at large, as they nurture the next generation of leaders, innovators, and active citizens.

**The Social Value of The King's Arms Youth Project**

For 25 years, The King's Arms Youth Project has been a trusted, creative and highly relational presence in the lives of young people across East Hampshire. Our work in Petersfield and Alton has demonstrated—time and again—that consistent, high-quality youth provision transforms both individual lives and whole communities. Since beginning work in Horndean in January 2025, we have already seen the same patterns of positive change emerging.

The social value we bring is rooted in our long-term, relationship-centred approach and our ability to tailor programmes to the specific needs of each community we serve.

**1. Education, Confidence and Skill Development**

The King's Arms specialises in informal education that builds confidence and capability. Our programmes in Horndean—ranging from creative arts to leadership activities—help young people develop:

- communication and teamwork
- problem-solving and critical thinking
- confidence in their own abilities
- motivation to engage more positively in school

Our experience in Petersfield and Alton shows that young people who attend KA sessions regularly often re-engage with education, improve attendance, and discover new interests that shape their future pathways.

**2. Inclusion, Safety and Belonging**

A hallmark of The King's Arms is our ability to create spaces where *every* young person feels welcome. We are known locally for:

- reaching young people who struggle socially or academically
- supporting those with additional needs
- providing safe, non-judgemental environments
- building trust with families who may feel disconnected from other services

In Horndean, our early work has already drawn in young people who previously had no supportive space outside school or home.

**3. Personal Development, Wellbeing and Emotional Support**

Our youth workers are trained to offer practical wellbeing support, early intervention, and a listening ear. Across our sites, young people consistently report:

- increased resilience
- improved emotional regulation
- reduced anxiety
- stronger self-esteem

Activities such as creative arts, gaming, cooking, and discussion groups give young people safe ways to express themselves and explore identity. Parents frequently tell us that KA is the only place their child feels understood.

**4. Community Responsibility and Positive Citizenship**

The King's Arms has a strong track record of helping young people become active contributors to their communities. Through volunteering, social action projects, and environmental initiatives, young people learn:

- responsibility
- empathy
- the value of contributing to something bigger than themselves

In Petersfield and Alton, KA young people have led community clean-ups, intergenerational projects, and charity fundraisers—activities we are beginning to replicate in Horndean with a planned art project being planned to combat the rising scourge of vandalism and graffiti in the area.

**5. Prevention of Anti-Social Behaviour and Increased Community Safety**

Our presence in other towns has consistently reduced the number of young people spending evenings in unsafe or unsupervised environments. KA provides:

- structured, appealing alternatives to risky behaviour
- positive peer groups
- trusted adults who can intervene early when concerns arise

Local police and schools in Petersfield and Alton regularly acknowledge the stabilising effect of our work. Horndean is already seeing similar benefits.

**6. Support Through Key Life Transitions**

The King's Arms is particularly effective at supporting young people through challenging transitions, including:

- moving from primary to secondary school
- navigating adolescence
- preparing for college, apprenticeships or work

Our programmes build life skills such as budgeting, time management, communication and self-advocacy—skills that many young people do not acquire elsewhere.

**7. Strengthening the Wider Community**

Because we work closely with schools, churches, councils, charities and families, KA acts as a bridge between young people and the wider community. Our long-term presence in Petersfield and Alton has shown that this leads to:

- stronger community cohesion
- better interagency cooperation
- earlier identification of young people at risk
- families feeling more supported and connected

In Horndean, we are already becoming a trusted partner to local organisations and a consistent point of support for families.

**Requirements for The Kings Arms – Napier Hall**

The King's Arms currently provide youth spaces in Petersfield and Alton that meet a general aesthetic style that we term *"home away from home"* from which we seek to offer "*radical hospitality"* to everyone who visits through an attitude of *"unconditional positive regard"*.

As such we are looking for a permanent 'set-aside' space that is fun, safe, accessible and welcoming and in which the young people using the spaces feel a sense of ownership and responsibility.

In practical terms that means comfortable permanent seating (e.g. sofas), a place to sit and eat together in small groups or to do crafts (e.g. a table and chairs), games, books, video gaming and normally access to a pool table/air hockey/table tennis, etc.

More flexible seating in terms of beanbags is also helpful. Other resources and materials will also be needed (art materials, resources for group work, etc) from time to time with a place to store and keep it neatly and in a way that encourages young people to pick up something and try it.

In terms of decor, we would look for a space that is bright, visually interesting and *'youthy'*, whilst still maintaining that 'home from home' look. We will often use some signage, a display of our code of conduct and have display boards on the walls. Due to the presence of asbestos in the committee room, we would be looking to stick some of these items to the wall, or else painting it directly to walls where possible.

As Napier Hall committee room offers a moderately limited space we would be looking for some of the furniture items listed above to be foldable and able to be got out and put away as needed. We would also be looking in some of our sessions to hire space in the main hall to offer flexibility and the ability to offer more physical activities and/or greater space to move. We work on limiting numbers using a ratio basis of 1 youth worker to 6 young people. In a space such as the committee room we would therefore look to limit space to around 12 – 18 young people at a time.

We note that the Committee Room is fully wheel-chair accessible and offers more than adequate features to ensure that our use of the room would be safe and healthy. However, as it is tucked away at the back of the larger Napier Hall building we would also want to add signage at the front of the building plus other direction markers in order to help young people find us easily and without disturbing any other parts of the building.

Shared access to the building's toilets and kitchen will be essential with a need to establish a procedure and risk assessment for the use of these spaces whilst the hall is being used by other groups. This can be managed on a session-by-session basis as we review our youth work delivery and identify times when

we are sharing the building. The accessible toilet directly opposite the committee rooms may offer a workable solution, as would the installation of a small sink and work surface in the committee room itself - as previously discussed at a recent site visit.

Consideration will need to be given also to the provision of a small amount of storage space, access to the small areas of outdoor space and access to parking for our youth work team. The existing car parking area would be more than adequate. KA would establish robust health and safety procedures to ensure that our use of the building is safe, fire safety compliant, and that we would be able to deal with any unexpected difficulties should they occur. Copies of all these documents can be provided to the parish council.

We would also request that the items currently stored in the committee room (tables and chairs) be moved into the main hall as they take up considerable space which is already at a premium. We are aware that one set of shelves on wheels which contains games and books is owned and used by Horndean Baptist Church. We have discussed this with them and have agreed to work together to find a suitable alternative space (within their current storage allocation) or to agree another workable solution that fits both KA and HBC.

**Requirements for Horndean Baptist Church –Napier Hall**

Horndean Baptist Church currently use the Committee Room on a Sunday morning as a break-out space for delivering youth and children's work whilst the main service is taking place in the hall. The space is used by a variety of different ages (including toddlers) for the short period that the service is taking place.

At a recent meeting (26th March 2026) The King's Arms (KA) and Horndean Baptist Church (HBC) came together specifically to discuss how we might be able to reasonably share the Committee Room space. It was agreed that:

KA will not have any requirement to use the Committee Room on a Sunday.

HBC occasionally use the Committee Room for a mid-week coffee morning/craft activity. They will look to move this into the main hall or other suitable location.

It was agreed that a workable solution could easily be met for both KA and HBC to use the space. Although KA would put permanent furniture in the space (e.g. sofa's, table, storage, TV, etc) an area of floor space will always be kept clear that will allow HBC to use the space for small children on a Sunday. Some items will be sourced that will be foldable and storable, freeing up more space for HBC on a Sunday (e.g. table and chairs). Storage solutions will also be sourced that allows KA items to be put away and out of temptation for small hands. It was also acknowledged that sofas, tables and chairs and other items will be of use to older children on a Sunday and parents too.

Similarly, it was agreed by all that a brighter, more 'youthy' decor in the space will be a positive improvement for both church and KA use.

The key to successfully sharing the space was regular feedback and discussion. It was acknowledged that the transformation of this space will help to develop HBC's youth work ministry, help them to deliver additional youth work opportunities themselves (hopefully in partnership with KA), such as youth nights, Christian Union clubs, etc.

A full risk assessment would be carried out together before shared use commences and reviewed at regular intervals with KA also committing to leaving the space ready for HBC on a Friday afternoon at the end of a week's business.

It was agreed that with all these principles in place all were agreeable to us sharing the space as proposed in this document.

**How the Committee Room will be used by The King's Arms.**

The King's Arms operates Monday to Friday throughout the whole year, although youth programmes are focussed during school term, with lighter holiday use or trips out offered at other times.

Over a three-to-five-year period we would look to slowly expand our youth work in Napier Hall as revenue funding is secured, and demand and staffing expands. Our work falls into four distinct categories which we would look to offer in Horndean gradually over this period.

1. After-School. This is an open-access programme with the potential to open every day (Monday to Friday) from the end of the school day (2.15pm) for 90 minutes for young people aged 11-18 years old. The programme is run typically by two youth workers and two volunteers (sometimes a junior volunteer). Young people accessing after-school use the time to hang out, play games, make friends and do other activities such as craft. Youth workers facilitate a collaborative, fun and safe space in which young people can relax but also access the support and encouragement of the team. We would look to offer a tuck shop facility at after-school and would also like to provide hot and cold drinks and simple snacks such as toast.

2. Mentoring. KA offers a range of group mentoring programmes that we would seek to deliver from Napier Hall. These take place both during the school day (morning and afternoon) as well as in the evening. Those attending will be aged 11-18 years. Daytime groups (of up to 6 students) are nominated by HTC with young people taking time out from school to look at a range of issues that are affecting them. Evening groups will be referred into from other agencies, the schools/college, parents and/or are identified by youth work staff from other programmes. These groups can be larger than the day-time groups with an ideal target number of 10-12 young people. These programmes often involve simple food preparation (toasties, pizza, etc) and time spent eating together.

3. Targeted Work. KA also offers weekly 'respite' youth groups for both young people with additional needs and Young Carers. These offer fun, engaging and creative opportunities for young people to have fun together, make new friends, eat together and learn a new craft or activity. Opportunities are also built in to support young people in their specific needs via peer support and adult nurture. Our young carers groups start from the age of 8 –18 years and include a full programme of respite, mentoring, trips, and access to life skills development or other projects. Our additional needs group supports young people aged 11-18 years who typically live with autism, downs syndrome or mild learning difficulties.

4. Unite and Journey. Reflecting KA's roots as a Christian charity we provide a weekly group in which young people aged 11 –18 years can meet other young people who are exploring faith, meaning and the big questions or life. These groups include games, activities, food and opportunities for discussion and exploration together. They are open to young people of all faiths and none and are generally funded and supported by the local church community.

KA's priorities in year one of having a licence to occupy the Committee Room would be to expand our after-school provision and to offer young carers groups from that space. We already offer mentoring

groups and would seek to continue that. Over subsequent years we would look to expand in all areas of provision as funding and other opportunities allow.

In addition, we would look to use the Committee Rooms as a base for the KA team in Horndean, for team meetings, training and other 'back room' tasks as necessary.

**Value of KA Youth Work mapped against the relevant sections of the currently published 'Five Year Strategic Vision 2025-2030'**

1. **Horndean in Context.** The current five-year strategic vision highlights the diversity of the area and the need to provide a sense of unity. The King's Arms provision in Horndean is aimed to provide a single focal point for youth work for the entirety of Horndean and the surrounding villages of the 'Southern Parishes' (Rowlands Castle and Clanfield). Napier Hall will allow us to offer this provision from a central location that is easily accessible from the school and close to connecting bus routes.

   There has clearly been identified a lack of local community facilities in the area, which is also destined to grow significantly over the next few years as new housing (predominantly family housing) is built south of the town. KA will aim to be a part of the answer to this lack of local provision, meeting the needs of young people and offering a safe space and a diversion away from young people becoming involved in anti-social or criminal behaviour. Our Aspire mentoring programme (currently being delivered from Napier Hall) is funded by the Office of the Police and Crime Commissioner for this essential work of reducing Anti-Social Behaviour perpetrated by young people in the area.

   Indeed, the BT exchange building also identified in the Five-Year Strategic Vision will be improved via the delivery of our Aspire programme in a project to be carried out in the summer of 2026 in partnership between KA, East Hants District Council and the Parish Council.

2. **The Changing Landscape** As new residential development are built in the town the need for additional infrastructure support for young people also grows and KA would aim to appeal specifically to both existing and new residents. As the town grows, KA can also grow to accommodate the large numbers of young people who will move in, and grow up, in Horndean.

   KA will form an important part of the infrastructure improvement that has already been identified as being needed in the community.

3. **Some issues for Horndean Parish Council to seek to address.** The need to support the creation of youth provision in the Parish has already been identified, and The King's Arms is seeking to bring its wealth of experience and the stability of a 25-year-old charity into the area. KA is committed to long term investment in the Horndean community and the establishment of a lasting legacy.

   KA would also be part of the published plan to enhance local halls and other venues by helping to develop Napier Hall and its use for the community benefit.

4. KA also operates its services through the engagement of the local community, including the local business community, voluntary and statutory services and other stakeholders, and in particular by seeking large numbers of local volunteers to support the work we do. We believe that this is an important part of growing community and investing our work in and as a part of the community. We

would hope that this would help to develop the idea of a youth provision in Horndean being ultimately the work of the local community for the benefit of local people. This will help to make Horndean a better place to visit, to live and work in, volunteer in and ultimately build a stronger local community and a feeling of cohesion.

**Strategy in support of the Parish Plan**

We would identify that KA's presence in Napier Hall and the development of a dedicated youth space in the committee room there would contribute directly to the following strategic aims of the Parish Plan as currently published:

- To continue the provision and enhancement of recreation facilities, other amenities, and our natural environment, to support and enhance the health, welfare and wellbeing of residents and visitors to Horndean.
- To maintain and improve the environment within Horndean, including the reduction of vehicle pollution, speeding and anti-social behaviour such as vandalism, littering and graffiti.
- To engage with relevant stakeholders to explain our role, to listen to their concerns and to represent their interests as appropriate.
- To support eligible organisations through grants and advice.

**Financial Considerations**

The King's Arms is a registered charity, delivering a range of youth work activities and programmes through a mixture of grant funding, individual and corporate donors, legacies and our own fundraising activities. Our youth work in Horndean is free at the point of delivery to all the young people who use our services making us accessible to all and able in particular to reach those who are most in need.

Generally, we seek medium to long term funding and investment in our work that enables us to be confident that the work we do can maintain consistency and match the needs of young people as they grow towards adulthood.

Whilst Napier Hall Committee Room will enable us to create a strong and invaluable foothold in Horndean and help us develop our work, we will eventually require larger premises in the locality to allow us to scale our operation and make it truly sustainable whilst meeting the high needs for youth work in the area in perpetuity.

We would therefore hope that the use of the Committee Room would be an interim measure whilst we seek **together with the parish, district council and the wider community** the options for a larger and more bespoke youth centre in the future. It is therefore also really important that, whilst we wait for this, we remain financially viable, operationally efficient, and minimise any undue expenditure accordingly so that we can focus on the needs of young people in the community.

The Parish Council have proposed the exclusive use of Napier Hall Committee Rooms, together with Horndean Baptist Church, with KA reimbursing the parish council at the current hire rate for the room (£10.70 ph) for **just those times that we are delivering face-to-face youthwork** only. This would allow us to accommodate a steadily growing service in a financially affordable way and allow us to grow steadily. This arrangement would need to include access to the shared toilets and kitchen area in Napier Hall. We would propose that this would be agreed in terms of a 'licence to occupy'.

*Horndean Baptist Church have a separate contract for the use of the building that would not be affected by this new arrangement.*

When not delivering face-to-face youthwork we are proposing that the room would still be available for the exclusive use of KA and HBC and would be used for planning, meetings and other non-delivery related functions. We would be looking to decorate the space in accordance with the look of an exciting and attractive youth space but are conscious of the restrictions necessary due to the presence of asbestos in the building and any other requirements or restrictions that the Parish Council may have. We would also like to place appropriate signage to the front of the building with additional signage directing young people down the side of the building to access the new space directly from the door into the Committee Room. This would be done at KA's expense, and we would also undertake all cleaning responsibilities for the Committee Room.

We would request that this arrangement would include the cost of heating, lighting, maintenance and security (fire alarms, security system, etc) as the responsibility of Horndean Parish Council. This could hopefully be seen as a positive investment on the part of the parish council towards the development of KA in Horndean.

We would suggest that we make an agreement for the use of Napier Hall Committee Room in this way for up to three years, with an opportunity to review costs annually by agreement.

**Conclusion**

At The King's Arms we are excited and honoured by the interest and investment of Horndean Parish Council in our work, and in the positive way that they have prioritised the provision of youth work in Horndean generally. In the limited time that we have been working in Horndean it seems clear that there are positive working relationships and shared goals and ambitions between local and district governance, the schools, statutory agencies and the community itself. We hope that KA can continue to become a growing part of the development of Horndean's future with a focus on the needs of young people.

April 2026

openreach

# Permission to carry out work on private property

To: HORNDEAN PARISH COUNCIL
Address: Jubilee Hall, Crouch Lane, Horndean, Hampshire P08 9SU
Openreach order reference circuit number: OGEAA5449557
From: Openreach) Email: PTW@support.openreach.co.uk
Before Openreach can **provide** service, additional work or equipment need to be completed at these premises. If you are not the property owner, then it may be necessary to obtain permission from the building landlord/owner to access and complete the works summarised below.
Openreach confirms that all work will be completed in a proper and workmanlike manner. Site specific work details (SSRAMS) will be supplied where requested.

PERMISSION FROM THE BUILDING OCCUPIER /LANDLORD/ OWNER IS REQUIRED FOR THE FOLLOWING INTERNAL WORK:

Drill through external walls: ☐
Install equipment: ☐
Erect equipment on roof: ☐
Remove ceiling tiles: ☐
Other ☐

Break through floors: ☐
Work in non-customer area: ☐
Install equipment on roof: ☐
Remove computer flooring: ☐

Open existing service routes: ☐
Drill internal holes: ☐
Add to electrical installation: ☐
Use existing cable route ☐

**For Internal Installation Only**
***(I have been advised it is my responsibility to make the existing hole compliant with safety standards by using a Fire Stopping Compound (for more information on your responsibilities SMS the word FIRE to 81192)***

PERMISSION FROM BUILDING OCCUPIER /LANDLORD/ OWNER IS REQUIRED FOR THE FOLLOWING EXTERNAL WORK TO PROVIDE OWN SERVICE:

Access only: Breaking ground to install duct: ☑ Opening of external service routes: ☑ Install box(s): ☐
Install CBT: ☐ Deploy hoist (vehicle details can be provided if required): ☐
Prune branches or cutback shrubs: ☐ Drill external holes (tetra) ☐ Erect Scaffolding ☐ Other: ☐

Location where the work is required: Land outside 17, Eskdale Close, Waterlooville, PO8 0DJ

If you consent to the work being done, please fill in the details below: -

- The work to be carried out has been explained to me. Yes ○ No ○
- I wish to be present when the work is carried out. Yes ○ No ○

**Return options –**
If emailed to yourself, you can print this form and

- Sign and date below and return copy to; email – PTW@support.openreach.co.uk by either scanning it or emailing a photo of the signed form.
- You can post it to the address in the cover letter
- You can reply to the email to state if permission is granted, further information/contact is required (state how, i.e. mobile, landline) or if declined stating why and if the order is still required. Please add your full name for our records.

Thank you: PTW Team

**a) I confirm that I am authorised to give the permissions as described above on behalf of the Building Occupier/Landlord/Land Owner** Yes ○ No ○

**b) I grant Permission for the works to take place:** Yes ○ No ○

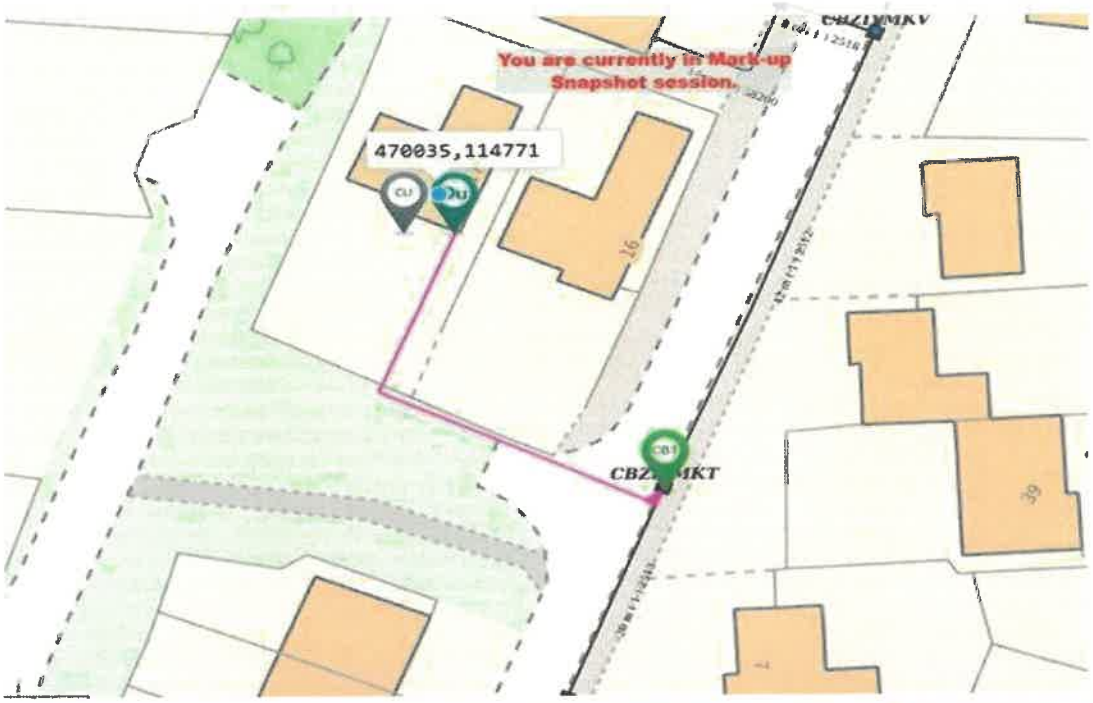
**Building Occupier/Landlord /Owner's Representative:**

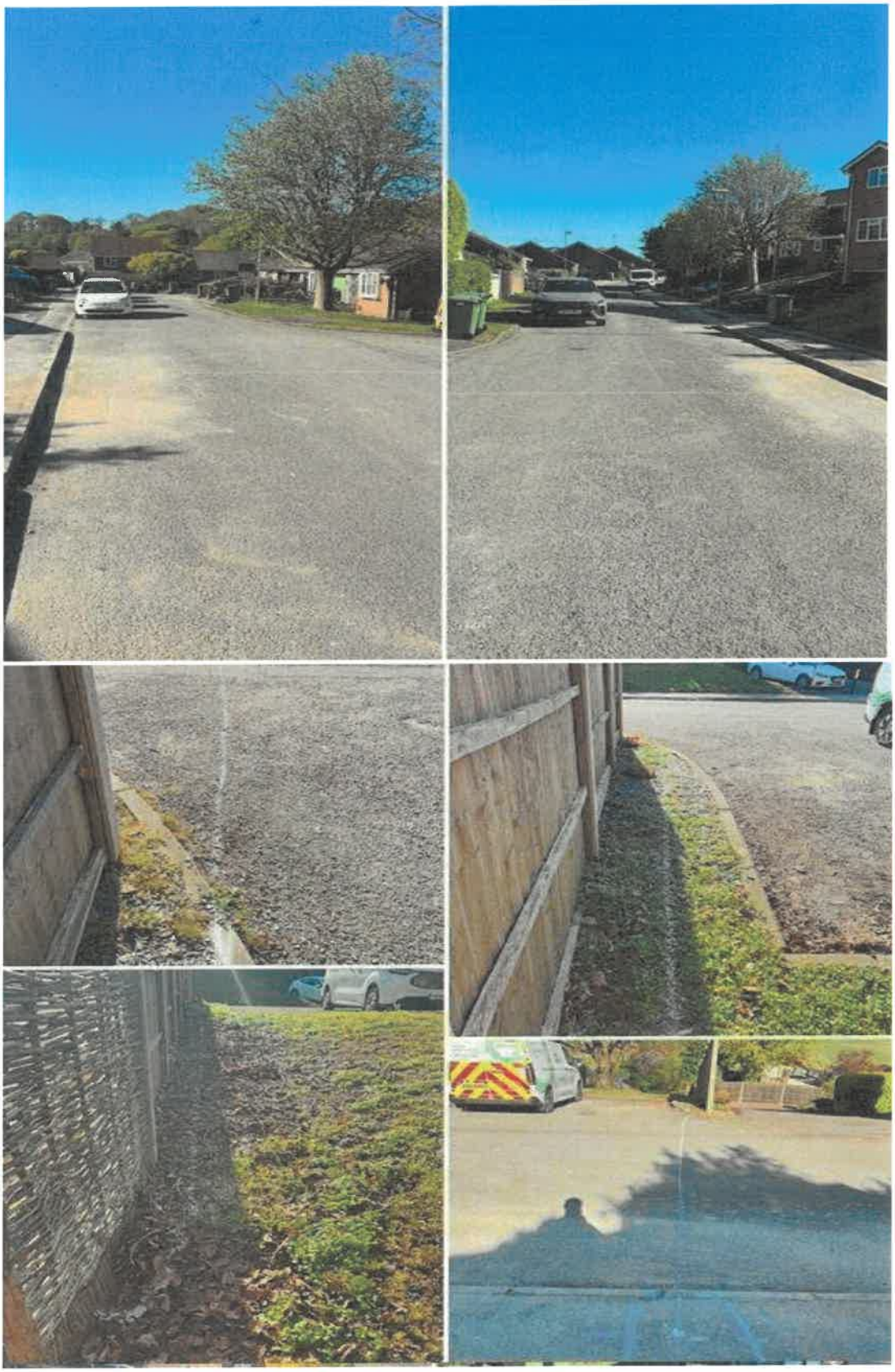
**Name:** **Signature:** **Date:**

**Position:**

We'll only use the information you provide to complete the work at your premises.
View our privacy policy on how we use your data at https://www.homeandbusiness.openreach.co.uk/privacy-policy or SMS the word 'Privacy' to 81192. Some mobile networks may not allow the SMS to complete. You can still access the privacy policy directly on the link above. Your mobile network

**Job description: 36 meters of new duct 56 required from existing duct to Customer premises. 9 meters in Carriageway tarmac, 5.5 meters in Footway tarmac and 21.5 meters in Soft grass and gravel.**





## HORNDEAN PARISH COUNCIL

**COUNCIL AGENDA** **Date: 01 June 2026**

**AGENDA ITEM: 9**

**SUBJECT OF REPORT: To consider a resident's request in respect of Horndean Footpath 32 at Yoell's Copse**

**BACKGROUND**

A local resident has contacted HPC, as per the email below, asking if HPC will consider endorsing or taking the lead in applying for a Definitive Map Modification Order (DMMO) in respect of Horndean Footpath 32.

The resident attended the Annual Council meeting of HPC to present the matter to Council during the public session, as per the attached briefing notes (Appendix 1). It was resolved to bring the matter to the Grounds Committee meeting on 08 June 2026.

**RESIDENT EMAIL**

*Recently, in agreement with Hampshire Countryside Service, Coldhill Farm laid an outer barbed wire fence along the Definitive Route north of The Curve, forcing walkers to pass over a springhead in the field. The result you can see in the attached photo, a quagmire.*

*Hampshire Countryside Service has advised us that our only recourse is to apply for a Definitive Map Modification Order to have the footpath widened as it emerges from Yoells Copse so walkers can skirt around the impassable area, something some of us have been doing for over 30 years.*

*Is that something HPC would endorse, or even lead? Right now, Horndean Footpath 32 is effectively closed.*

HPC made contact with Hampshire County Council (HCC), Rights of Way Team, to investigate and subsequently, the following response was received from The Countryside Access Team at HCC, with them closing the matter on 23 March.

**HCC COUNTRYSIDE ACCESS TEAM RESPONSE**

*This report has been resolved to our satisfaction and has now been closed. The landowner contacted the Access Team prior to installing the fencing and has provided a width that exceeds the minimum requirement set out in Hampshire County Council's Countryside Service Design Standards for enclosed footpaths. As the Definitive Map and Statement are the legal record of the route, HCC cannot enforce the availability of any width greater than the recorded legal alignment. The additional width historically used by the public is not legally protected, and therefore its reduction does not constitute an enforceable obstruction. The poaching and surface deterioration observed at present appear to be significantly influenced by the exceptionally high and prolonged rainfall experienced across the South of England this winter. Parts of the South East have recorded 31 consecutive days of rainfall, which is unprecedented in records dating back to 1909. As a consequence, many rights of way—including well-drained or regularly used routes—are experiencing extensive surface water, mud, and instability. During periods of sustained heavy rainfall, it is reasonable to expect path users to take appropriate precautions and to anticipate seasonal ground conditions. We will continue to monitor the condition of this footpath as the weather begins to settle. However, based on the information available, the current issues appear attributable to recent extreme weather rather than any failure by the landowner to maintain the legal line or width of the route. On this basis, no further action is proposed at this time. Thank you again for bringing this matter to our attention. If conditions do not improve following a period of drier weather, or if you have any further concerns, please do not hesitate to get in touch. Thank you for taking the time to contact us regarding this issue. For information on exploring Hampshire's countryside please visit https://www.hants.gov.uk/thingstodo/countryside*

**RECOMMENDATION**

Council may wish to consider

1. Endorsing or taking the lead in applying for a Definitive Map Modification Order (DMMO) in respect of Horndean Footpath 32.
2. Refraining from applying for a DMMO, in respect of Horndean Footpath 32, following the response from HCC, above, whereby the landowner has contacted HCC before installing the fencing and has provided a width that exceeds the minimum requirement set out in Hampshire County Council's Countryside Service Design Standards for enclosed footpaths.

It is of note that public rights of way (PROW's) almost always become significantly muddier in wet weather.

Report prepared by: Sarah Guy, Deputy Clerk

**County Councillor Report for Horndean Parish Council meeting 1.6.26**

1. Following election to Hampshire County Council (HCC) on 7 May, it has been a busy time, starting to represent all Horndean Parish residents in the new role. I attended the Annual General Meeting of the County Council on 21 May, where Cllr Nick Adams-King was re-elected as Leader of the Council and formed a minority administration. I have been appointed to serve on the Universal Services (covering Highways and Environment) and Health and Social Care Select Committees, which scrutinise the work of HCC in those areas.
2. I fully support and was pleased to participate in discussions on the review of the Horndean Parish Design Statement on 26 May. I also fully support the intention to produce a Neighbourhood Plan for the Parish and remain ready to provide my previous experience to this activity, where this might be of assistance.
3. At initial HCC briefings, our attention was drawn to Funding opportunities under the Hampshire Forest Partnership and their tree planting mission. This can provide free trees, hedgerows, mini forests and wildflower seeds for local green and urban spaces. Further information is available at hants.gov.uk/HampshireForestPartnership and treeplanting@hants.gov.uk .
4. Finally, support provided to young people leaving HCC's care service (care leavers) has been praised in an Ofsted report following a recent inspection. It is the first time Ofsted has visited HCC since 2024 when it received its second consecutive outstanding judgement overall for Children's Services. In that inspection, the authority was judged outstanding in four categories and good concerning the experience and progress of care leavers in the other category. In its report Ofsted acknowledges the significant HCC work in giving care leavers a more influential role in shaping the services provided to them.

Ian Young

Councillor, Catherington Division

28.5.26

# Report from District Councillors Elaine Woodard and James Hogan to Horndean Parish Council Meeting – 1st June 2026

**New Chairwoman of EHDC chooses to support The Kings Arms Youth projects**

Cllr Penny Flux was voted in as Chair of EHDC and she is the first civic head at EHDC to take up the title of Chairwoman, made available following an amendment to the constitution in 2025.

Cllr Flux highlighted that she was happy to support The Kings Arms - with the recent youth projects in Horndean. Cllr Flux thanked Cllrs Hogan and Woodard for suggesting the project.

**East Hampshire District Council Local Plan Update**

EHDC's Overview & Scrutiny Committee recently considered a report on the future of the emerging Local Plan, which was also due to be considered by Cabinet prior to this Parish Council meeting.

The report recommends a change in approach to the Local Plan in light of proposed planning reforms, revised Government housing targets, and the expected reorganisation of local government within Hampshire. It also refers to concerns that further work on the current Local Plan could become outdated before adoption, together with the need for additional technical evidence work.

EHDC intends to begin preparing for future strategic planning arrangements linked to proposed unitary authorities, including joint working with neighbouring councils where appropriate.

It was noted during discussion that any delay to the adoption of an updated Local Plan could extend the period during which the district remains open to speculative planning applications.

The Parish Council may wish to continue monitoring updates from EHDC regarding the revised timetable and changed approach to plan-making.

28/05/26

# HORNDEAN PARISH COUNCIL

## OFFICER'S UPDATE
## COUNCIL MEETING 01 June 2026

**Admin Team Update**

- Electrical Engineer has attended site to look at the lighting in the reception area of the parish office – Awaiting quotations for the sensors to be changed to either a timer or a manual switch, to make the office more accessible and visible/open to the public.
- Jubilee Hall car park lights – These are now fixed and can be controlled via the app.
- Display notice boards for the reception area of the parish office have arrived and 2 have been installed by one of the members of the Caretaking Team. Remaining 2 to be installed within the next 2 weeks.
- Additional whiteboards have been ordered and received in readiness for installation in the parish office. These will assist staff members in managing their tasks and priorities more efficiently.
- Archiving of previous years' minutes and office documentation has commenced.
- Newest member of the Admin Team and a member of the Caretaking Team have attended a morning of HPC site visits with the Grounds Team.
- Team Building - Enquiries have been made with the Communications and Engagement Officer at Portsmouth Water with regards to arranging a site visit at Havant Thicket Reservoir – All team members at HPC will be invited to attend.
- HPC Website refresher training booked for 23 June 2026 for Admin Team.
- Deputy Clerk has attended the Introduction to CILCA (Certificate in Local Council Administration.

**Events Update**

Preparation has begun for the Remembrance Service and Carol Service Events. The organisation of the events is being run by the Admin Team, as a whole.

Update by: Sarah Guy, Deputy Clerk

| PAYMENTS & RECEIPTS SINCE LAST ORDER OF PAYMENTS | | | BANK ENTRIES: APRIL 2026 | | |
|---|---|---|---|---|---|
| **Ref** | **Date** | **Payee/Payer** | **Net** | **Total** | **Details** |
| | | | **EXPENDITURE** | | |
| 1 | 01/04/2026 | Lycamobile | £5.00 | £5.00 | SIM Card for Jubilee Mobile |
| 2 | 01/04/2026 | Staff expenses | £22.81 | £22.81 | Expenses: March 2026 |
| 3 | 30/03/2026 | AVS Fencing | £27.42 | £32.90 | 2 x Timber Posts for Downs Park Steps |
| 4 | 31/03/2026 | Beaver Tool Hire | £411.95 | £494.34 | Hire of Chipper for 1 week from 24th March |
| 5 | 30/03/2026 | Fenland Leisure (Online Playgrounds) | £150.00 | £180.00 | 2 x Anti Wrap Chains for Jubilee Swing |
| 6 | 06/04/2026 | Grenke Leasing | £341.64 | £409.97 | Photocopier Rental/Usage - Apr - June 2026 |
| 7 | 31/03/2026 | Dial-A-Digger (Positano) | £394.32 | £473.18 | Hire of Corvus DX4 ATV |
| 8 | 09/04/2026 | SSE (South East Employers) | £300.00 | £360.00 | SEE Membership 26/27 |
| 9 | 07/04/2026 | Cathedral Leasing | £224.25 | £269.10 | Supply of Hygiene Services at Jubilee Hall |
| 10 | 07/04/2026 | B & Q | £25.00 | £30.00 | 20 Litre Black Metal Petrol Can for ATV |
| 11 | 23/03/2026 | Initial (Rentokil) | £87.21 | £104.65 | Annual Hygiene Waste Collection at Jubilee Admin Office |
| 12 | 09/04/2026 | Amazon | £6.65 | £7.98 | Diary for Grounds Team |
| 13 | 14/04/2026 | Origin Amenity Solutions (Rigby Taylor) | £283.09 | £285.24 | Grass Seed for Football Pitches and Play Areas |
| 14 | 01/04/2026 | Fuelgenie | £136.08 | £163.29 | Fuel: March 2026 |
| 15 | 16/04/2026 | Staff Expenses/1 | £14.48 | £14.48 | Milk, Coffee, Sugar for office |
| 16 | 28/04/2026 | Newgate (Newark) Ltd | £1,690.00 | £2,028.00 | Height Barrier replaced due to Damage at Jubilee Park |
| 17 | 10/04/2026 | Viking | £56.71 | £68.07 | Office Stationery |
| 18 | 30/04/2026 | NBB Matting | £30.00 | £36.00 | Side Door Mat for Napier Hall |
| 19 | 15/04/2026 | AVS Fencing | £79.83 | £95.80 | Decking, Timber, Sleepers for Play Area |
| 20 | 13/03/2026 | EHDC | £2,508.80 | £2,508.80 | Rates; Napier Hall 26/27 |
| 21 | 13/3/20526 | EHDC | £5,684.00 | £5,684.00 | Rates: Jubilee Hall/Jubilee office |
| 22 | 13/03/2026 | EHDC | £983.45 | £983.45 | Rates: Lith View Car Park 26/27 |
| 23 | 13/04/2026 | HALC | £2,294.00 | £2,294.00 | HALC AffiliationFees/ Levy 26/27 |
| 24 | 10/04/2026 | MOT & Service World | £3,771.94 | £4,526.33 | New Clutch & Gearbox on Grounds vehicle HY65 UVJ |
| 25 | 31/03/2026 | Smart Marketing | £35.00 | £42.00 | Monthly Website Updates & Maintenance |
| 26 | 20/04/2026 | Horndean PC Employees | £17,866.13 | £17,866.13 | Salaries: April 2026 |
| 27 | 20/04/2026 | Lloyds Bank | £4.25 | £4.25 | Charges: April 2026 |
| 28 | 07/04/2026 | British Gas - 156695 | £265.35 | £278.62 | Napier Gas: 3 Mar - 7 April |
| 29 | 07/04/2026 | Castle Water - 2104210 | £16.60 | £16.60 | Napier water: March 2026 |
| 30 | 17/04/2026 | Focus | £340.68 | £408.82 | Switchboard, BroadBand, Payphone, Alarm - Mar 2026/May 2026 |
| 31 | 14/04/2026 | Green-Tech Ltd | £385.00 | £462.00 | Wild Flower Seeds for Parks |
| 32 | 01/04/2026 | Rialtas Business Solutions | £1,839.00 | £2,206.80 | Cashbook,Purchase, Sales Ledger Annual Support |
| 33 | 27/03/2026 | Rocket Computer Services | £410.00 | £492.00 | Design, Prep and Set Up Costs for Office Computers |
| 34 | 15/04/2026 | Screwfix | £7.99 | £9.59 | TurboGold 6 x 120mm Pk 50 Screws |
| 35 | 07/04/2026 | British Gas - 603423926 | £154.68 | £162.41 | Jub Admin Gas: 3 Mar - 2 April |
| 36 | 23/04/2026 | UK Point of Sale | £178.56 | £214.27 | 4 x Ceiling to Floor Portrait Pockets for Jubilee Admin |
| 37 | 23/04/2026 | St John Ambulance | £305.00 | £366.00 | Countryside Team Member First Aid Training |
| 38 | 23/04/2026 | Keter UK Ltd | £833.33 | £1,000.00 | Shed for Countryside Team |
| 39 | 10/04/2026 | Vodafone | £74.12 | £88.94 | Mobiles: April 2026 |
| 40 | 17/04/2026 | Alton Town Council | £700.00 | £700.00 | Routine Inspection Training x 2 |
| 41 | 13/04/2026 | Castle Water -3177681 | £7.21 | £7.21 | Water: Trough DWP March 2026 |
| 42 | 10/04/2026 | Castle Water - 3164036 | £32.57 | £32.57 | Water: Jubile Admin March 2026 |
| 43 | 21/04/2026 | Screwfix | £14.57 | £17.49 | Ring Tyre and Thread Gauge |
| 44 | 13/04/2026 | British Gas - 242787 | £79.92 | £83.92 | Napier Elec: 11 March - 11 April |
| 45 | 12/04/2026 | British Gas - 154660 | £323.14 | £387.77 | Jub Hall Elec: 9 March - 10 April |
| 46 | 13/04/2026 | Castle Water - 2103873 | £7.21 | £7.21 | Trough - Hollybank March 2026 |
| 47 | 27/04/2026 | Small Sparks Funding | £100.00 | £100.00 | 20 Is Plenty Campaign |
| 48 | 31/03/2026 | Veolia | £395.67 | £474.80 | Waste Collection: March 2026 |
| 49 | 28/04/2026 | Blendworth Centre | £177.80 | £177.80 | Plants for Village Centre |
| 50 | 30/04/2026 | HM Revenue & Customs | £5,608.04 | £5,608.04 | Tax/NI: April 2026 |
| 51 | 30/04/2026 | Hampshire Pension Fund | £5,399.39 | £5,399.39 | Pensions: April 2026 |
| | | **TOTAL EXPENDITURE** | **£55,089.84** | **£57,692.02** | |
| **Ref** | **Date** | **Payee/Payer** | **Net** | **Total** | **Details** |
| | | | **INCOME** | | |
| | various | Regular Hall Users | £2,514.90 | £2,514.90 | Hire of Jubilee Hall - Regular |
| | various | Regular Hall Users | £1,996.96 | £1,996.96 | Hire of Napier Hall - Regular |
| | various | Casual Hall Users | £244.65 | £244.65 | Hire of Jubilee Hall - Casual |
| | various | Casual Hall Users | £300.00 | £300.00 | Deposits Received |
| | various | Casual Hall Users | -£200.00 | -£200.00 | Deposits Refunded |
| | various | Football Teams | £240.00 | £240.00 | Hire of Football Pitches |
| | 30/04/2026 | Cambridge & Counties | £495.98 | £495.98 | Bank Interest |
| | 26/04/2026 | East Hampshire District Council | £269,047.50 | £269,047.50 | Precept |
| | 02/04/2026 | Miscallenous Income | £10,000.00 | £10,000.00 | Miscellaneous Income |
| | 20/04/2026 | Coffee @ Dollys | £10.00 | £10.00 | Rent for Coffee Pitch |
| | | **TOTAL INCOME** | **£284,649.99** | **£284,649.99** | |

| | |
|---|---|
| **SIGNED:** | |
| **SIGNED:** | |
| **DATE:** | **1st June 2026** |