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 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 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.

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 R Sowden.

- **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
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 ARMS 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

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Dated