



# HORNDEAN PARISH COUNCIL

## MINUTES OF THE COUNCIL MEETING HELD AT JUBILEE HALL ON 18<sup>TH</sup> OCTOBER 2021 AT 7.00 P.M.

**PRESENT:** Councillors Mrs L Evans (Chairman), A Forbes (Vice Chairman), D Alexander, D Evans – arrival time 19:18pm, J Lay, P Little, D Prosser, B Raymond, Mrs E Tickell, R Veitch, Mrs I Weeks.

**IN ATTENDANCE:** Carla Baverstock-Jones, Chief Officer, Sarah Guy, Office Manager (Minute Taker), Simon Ritson, Responsible Financial Officer

**PUBLIC ATTENDANCE:** No members of the public were present.

**HPC 105/21/22** **TO RECEIVE AND APPROVE APOLOGIES**

Apologies of absence were received from Cllr P Beck & Cllr D Evans.

**HPC 106/21/22** **TO RECEIVE ANY DECLARATIONS OF INTEREST**

No declarations of pecuniary interest were received.

**HPC 107/21/22** **TO RECEIVE A WRITTEN UPDATE FROM COUNTY COUNCILLOR  
MRS M HARVEY REGARDING COUNTY COUNCILLOR MATTERS**

No update received.

**HPC 108/21/22** **TO RECEIVE A WRITTEN UPDATE FROM DISTRICT COUNCILLORS  
REGARDING DISTRICT COUNCIL MATTERS**

A report by District Cllr D Evans was circulated and noted. Cllr Lay queried if he had missed circulation of the date for the Cllr workshop. The Chairman said she would email the date to him.

**HPC 109/21/22** **TO OPEN THE MEETING TO MEMBERS OF THE PUBLIC**

There were no members of the public present.

**HPC 110/21/22** **TO APPROVE THE MINUTES OF THE COUNCIL MEETING HELD ON THE  
20<sup>TH</sup> SEPTEMBER 2021**

It was **RESOLVED** that the minutes of the Council meeting held on 20<sup>th</sup> September 2021 be signed as a true record of the meeting.

**HPC 111/21/22      TO RECEIVE AND APPROVE THE ORDERS FOR PAYMENT (LIST 6 ATTACHED)**

The Orders for Payment (List 6) was circulated. It was noted that

- The total column on line 26 was correct.
- The total column on line 27 was not added up correctly.
- Line 15 (Zurich), related to the Countryside Team Vehicles.

It was **RESOLVED** that the Orders for Payment (List 6 attached) be approved and duly signed. All agreed.

**HPC 112/21/22      TO RECEIVE AND APPROVE THE BANK RECONCILIATION – CO-OPERATIVE, LLOYDS AND CAMBRIDGE & COUNTIES AS AT 30 SEPTEMBER 2021**

Circulated and noted.

**HPC 113/21/22      TO RECEIVE AND NOTE THE MONTHLY FINANCE REPORT**

A report by the Responsible Financial Officer was circulated and noted.

**HPC 114/21/22      TO RECEIVE A REPORT IN RESPECT OF THE QUOTATIONS FOR THE REFURBISHMENT OF JUBILEE HALL**

A report by the Chief Officer was circulated.

Cllr D Evans entered the meeting at this point of the agenda- 19:18pm.

A discussion took place and it was **RESOLVED** to proceed with quotation 2 and 4 as follows.

- Quote 2: Painting of the entire interior, external doors and porch, exterior window frames, facias, support posts and gutters in order to present an enhanced, uniform appearance with the Parish Office - total £5,695.20.
- Quote 4: Replacement curtains and poles – total £3,533.54 + VAT.

**HPC 115/21/22      TO CONSIDER THE ARRANGEMENTS IN RESPECT OF THE REMEMBRANCE SERVICE GIVEN THE ONGOING PRESENCE OF CORNOVIRUS (COVID-19)**

The Chief Officer said that she wished to seek Councils view regarding the arrangements for the Remembrance Service, given the increasing number of Covid cases. She said that if Council were minded to continue with the service, that they may wish to consider reducing the number of participants in the parade.

A short discussion took place and it was **RESOLVED** to continue with the Remembrance Service arrangements, encouraging the groups taking part to limit the number of participants.

**HPC 116/21/22      TO RECEIVE A VERBAL UPDATE IN RESPECT OF THE LAND EAST OF HORNDEAN DEVELOPMENT**

The Chairman informed Members that she had attended the meeting with Bloor Homes, alongside the Chief Officer and said that the S106 Agreement had still not been signed.



She explained that HPC will be asked at various points for input regarding the details surrounding the Community Facilities- Community Hall, Football Pitch, Playgrounds, Allotments and land for the Skate Park.

It was agreed that Cllr Little would take over the lead from Cllr Mrs L Evans, on the LEOH Working Party.

Members of the LEOH Working Party were confirmed as follows: Cllrs P Little, J Lay, Mrs E Tickell, D Evans, R Veitch, L. Evans and Carla Baverstock-Jones, Chief Officer. It was noted that Cllr A Forbes was stepping down as a member of the LEOH Working Party.

**HPC 117/21/22**                      **TO NOTE THE NEXT SCHEDULED MEETING OF THE COUNCIL ON THE 22 NOVEMBER 2021.**

The next scheduled meeting of the Council is noted as 22<sup>nd</sup> November 2021. This meeting will be held in Jubilee Hall.

**HPC 118/21/22**                      **TO RESOLVE TO EXCLUDE THE PUBLIC AND THE PRESS, IN THE VIEW THAT PUBLICITY WOULD PREJUDICE THE PUBLIC INTEREST BY REASON OF THE CONFIDENTIAL NATURE OF THE BUSINESS OR ARISING OUT OF THE BUSINESS ABOUT TO BE TRANSACTED. (PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960.**

There were no members of the public present.

*Meeting closed at 19:50pm*

**HPC 119/20/21**                      **TO APPROVE THE CONFIDENTIAL MINUTES OF THE COUNCIL MEETING HELD ON THE 20 SEPTEMBER 2021**

It was **RESOLVED** that the minutes of the Council meeting held on 20<sup>th</sup> September 2021 be signed as a true record of the meeting.

**HPC 120/20/21**                      **TO RECEIVE THE RECOMMENDATION FROM THE STAFF COMMITTEE ON THE 04 OCTOBER 2021, IN RESPECT OF THE FUTURE MANAGEMENT OF JUBILEE HALL**

The recommendation from the Staff Committee Meeting on 4<sup>th</sup> October 2021 was circulated.

It was **RESOLVED** that the Chief Officer proceed with the commencement of the redundancy procedure, as per the recommendation from the Staff Committee on the 04 October 2021.

**HPC 121/20/21**                      **TO RECEIVE THE RECOMMENDATION FROM THE STAFF COMMITTEE ON THE 18 OCTOBER 2021, IN RESPECT OF A DISCIPLINARY MATTER**

The Chief Officer explained that the disciplinary matter had been withdrawn.

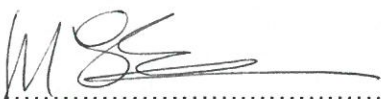
This decision was noted by Members.

**HPC 122/20/21**                      **TO NOTE THE ALLEGED INCIDENT AND ONGOING MATTER IN RESPECT OF DELL PIECE WEST**

The Chief Officer informed Council that there was an ongoing claim which is being contested.



Confidential meeting closed at 20:02pm.

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Signed - The Chairman

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22/11/2021

Date