



HORNDEAN PARISH COUNCIL

MINUTES OF THE COUNCIL MEETING HELD AT JUBILEE HALL ON 5TH SEPTEMBER 2022 AT 7.00 P.M.

PRESENT: Councillors Mrs L Evans (Chairman), D Alexander, T Attlee, D Evans, S Freeman, J Lay, P Little, D Prosser, B Raymond, R Veitch, Mrs I Weeks

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

PUBLIC ATTENDANCE: No members of the public were present.

HPC 106/22/23 **TO RECEIVE AND APPROVE APOLOGIES**

Apologies were received from Cllr Beck, Cllr Forbes and Cllr Mrs E Tickell.

HPC 107/22/23 **TO RECEIVE ANY DECLARATIONS OF INTEREST**

No declarations of pecuniary interest were received.

HPC 108/22/23 **TO RECEIVE A WRITTEN UPDATE FROM COUNTY COUNCILLOR MRS M HARVEY REGARDING COUNTY COUNCILLOR MATTERS**

No update received.

HPC 109/22/23 **TO RECEIVE A WRITTEN UPDATE FROM DISTRICT COUNCILLORS REGARDING DISTRICT COUNCIL MATTERS**

No update received.

A discussion took place regarding the bottle bank not being emptied in the HPC owned Car Park at Clanfield. It was agreed that photos would be sent into the office so enquiries could be made.

HPC 110/22/23 **TO OPEN THE MEETING TO MEMBERS OF THE PUBLIC**

No members of the public were present.

HPC 111/22/23 **TO APPROVE THE MINUTES OF THE COUNCIL MEETING HELD ON THE 15 AUGUST 2022**

It was **RESOLVED** that the minutes of the Council meeting held on 15 August 2022 be signed as a true record of the meeting. All agreed.

HPC 112/22/23 **TO RECEIVE A REPORT AND CONSIDER THE OPTION TO OPT-OUT OF THE SMALLER AUTHORITIES AUDIT (SAAA) ARRANGEMENTS – CENTRAL PROCUREMENT EXTERNAL AUDITOR SCHEME.**

A report by the RFO was circulated and it was **RESOLVED** to remain 'opted-in' to the central procurement audit regime managed by SAAA.

HPC 113/22/23 **TO CONSIDER THE FUTURE FUNDING IN RESPECT OF THE ONGOING ENGAGEMENT OF A SECURITY COMPANY TO UNDERTAKE DAILY PATROLS**

A verbal update was provided by the Chief Officer. She said that the ASB appeared to have decreased and suggested that Council may wish to consider continuing with the engagement of the security company until the end of the month with the view to reinstating next summer.

It was **RESOLVED** that the security company continue their daily patrols until the end of September. This was proposed by Cllr Veitch and seconded by Cllr D Evans.

HPC 114/22/23 **TO RECEIVE AND CONSIDER THE QUOTATION RECEIVED IN RESPECT OF THE POTENTIAL CIL PROJECT – HAZLETON COMMON FOOTPATH IMPROVEMENTS, AND AGREE THE WAY FORWARD**

A report by the Chief Officer was circulated and a discussion took place. It was **RESOLVED** to

- Proceed with the footpath improvements at Hazleton Common as per the work tendered for, at a total cost of £13,247.
- Fund the project using the CIL Neighbourhood Portion.
- Incorporate the additional section of footpath in the improvement works, on the proviso that the total cost doesn't exceed £15,000.

This was proposed by Cllr Lay and seconded by Cllr Veitch. All agreed.

HPC 115/22/23 **TO RECEIVE AND CONSIDER THE QUOTATIONS RECEIVED IN RESPECT OF THE TENDERING PROCESS/PROJECT AND CONTRACT MANAGEMENT, OF THE REPLACEMENT PLAY EQUIPMENT AT FIVE HEADS RECREATION GROUND**

A report by the Chief Officer and Cllrs Mrs Tickell and Little were circulated and a lengthy discussion took place.

There were concerns regarding the contract management of the project, with some Cllrs preferring the option to employ an external provider.

A vote was taken and 4 members voted for employing an external provider to undertake the Contract Management, with 5 members voting against employing an external provider, instead opting for Horndean Parish Council to undertake the Contract Management of the project.

It was **RESOLVED** that

- Horndean Parish Council undertake the Contract Management in relation to the replacement play equipment at Five Heads Recreation Ground.
- A working Party be set up to proceed with the procurement, tendering and evaluation process, consisting of the Chief Officer, Cllrs Mrs E Tickell, P Little, R Veitch and J Lay.

HPC 116/22/23

TO RECEIVE AND CONSIDER THE QUOTATIONS RECEIVED IN RESPECT OF THE INDEPENDENT STAFF SALARY REVIEW

A report by the Chief Officer was circulated. The Chairman confirmed that Staff were no longer under the NJC Local Government pay scheme, but said pay increments were managed partly by way of performance and cost of living.

It was **RESOLVED** that the Chief Officer obtain clarification as to the manner in which the review would be undertaken and the total cost.

HPC 117/22/23

TO NOTE THE NEXT SCHEDULED MEETING OF THE COUNCIL ON THE 03 OCTOBER 2022

The next scheduled meeting of the Council is noted as 03 October 2022. This meeting will be held in Jubilee Hall.

Meeting closed at 20:23pm

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Signed - The Chairman

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Date