



HORNDDEAN PARISH COUNCIL

MINUTES OF THE COUNCIL MEETING HELD AT JUBILEE HALL ON 3RD OCTOBER 2022 AT 7.00 P.M.

PRESENT: Councillors Mrs L Evans (Chairman), D Alexander, T Attlee, P Beck, A Forbes, S Freeman, P Little, D Prosser, B Raymond, Mrs E Tickell, Mrs I Weeks

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

PUBLIC ATTENDANCE: County Cllr Sara Schillemore and 2 members of the public were present.

HPC 118/22/23 **TO RECEIVE AND APPROVE APOLOGIES**

Apologies were received from Cllr D Evans, Cllr Lay and Cllr Veitch.

HPC 119/22/23 **TO RECEIVE ANY DECLARATIONS OF INTEREST**

No declarations of pecuniary interest were received.

HPC 120/22/23 **TO RECEIVE A WRITTEN UPDATE FROM COUNTY COUNCILLOR
MRS M HARVEY REGARDING COUNTY COUNCILLOR MATTERS**

No update received.

It was queried if the two large potted planters on London Road would be put back in position following the completion of the road works, as these had been installed by the developers, as per the S106 Agreement.

The Chairman confirmed that District Cllr D Evans was currently investigating a review of the redirection in place, for the road closure of the B2149, as the signage was currently not broad enough.

HPC 121/22/23 **TO RECEIVE A WRITTEN UPDATE FROM DISTRICT COUNCILLORS
REGARDING DISTRICT COUNCIL MATTERS**

No update received.

HPC 122/22/23 **TO OPEN THE MEETING TO MEMBERS OF THE PUBLIC**

The meeting to members of the public was duly opened and the Chairman confirmed to those present, that they would have a chance to speak during agenda item 11 – “To receive and consider the request to place a platinum Jubilee time capsule, and bench within Old School Field, Catherington”.

HPC 123/22/23 **TO APPROVE THE MINUTES OF THE COUNCIL MEETING HELD ON THE 05 SEPTEMBER 2022**

It was **RESOLVED** that the minutes of the Council meeting held on 05 September 2022 be signed as a true record of the meeting. All agreed.

HPC 124/22/23 **TO RECEIVE AND APPROVE THE ORDERS FOR PAYMENT (LIST 6 ATTACHED)**

The orders for payment (list 6) was circulated. The RFO said that the annual cost of the PPL/PRS Music Licence for Napier and Jubilee Hall (line 26) had increased in price, due to the previous year being part of the pandemic/lockdown.

HPC 125/22/23 **TO RECEIVE AND NOTE THE MONTHLY FINANCE REPORT**

A report was circulated by the RFO. It was noted that the hall hire income usually drops during the month of August due to some regular hirers taking a break with their classes during the summer. The RFO stated that the hall income is currently sitting at an average of 74.4% as of September.

HPC 126/22/23 **TO RECEIVE AND NOTE THE EXTERNAL AUDITOR REPORT FOR THE YEAR ENDED 2021/22**

The External Auditor report from PKF Littlejohn LLP, for the year ended 2021/22 was circulated and noted by members. The RFO stated that no recommendations or inaccuracies had been noted.

Cllr Freeman thanked the RFO and said he had done an excellent job.

HPC 127/22/23 **TO RECEIVE A REPORT AND CONSIDER THE UPDATE PROVIDED FROM THE HAMPSHIRE LGPS IN RESPECT OF THE OPTION ARISING TO OPT IN/OUT OF THE TPC PENSION POOL**

A report by the RFO was circulated and a short discussion took place. It was **RESOLVED** that HPC remain in the Town & Parish Council (TPC) pension pool.

HPC 128/22/23 **TO RECEIVE AND CONSIDER THE REQUEST TO PLACE A PLATINUM JUBILEE TIME CAPSULE, AND BENCH WITHIN OLD SCHOOL FIELD, CATHERINGTON**

Information was circulated and an update provided by the CVRA Chair and District Cllr Sara Schillemore.

It was **RESOLVED** that

- A Platinum Jubilee Time Capsule be placed within Old School Field by the CVRA, at the Southern edge, with the Grounds Manager arranging for the hole to be dug.
- The CVRA propose a bench for consideration by Council.

HPC 129/22/23 **TO CONSIDER THE PROPOSED 10% INCREASE IN RESPECT OF HALL AND FOOTBALL PITCH HIRE CHARGES**

It was **RESOLVED** that the proposed 10% increase in respect of hall and football pitch hire charges be agreed.

HPC 130/22/23 **TO RECEIVE AN UPDATE IN RESPECT OF THE TENDERING PROCESS/PROJECT AND CONTRACT MANAGEMENT, OF THE REPLACEMENT PLAY EQUIPMENT AT FIVE HEADS RECREATION GROUND**

Cllr Tickell updated members, explaining that the tendering document had been prepared and was waiting approval from the Working Party. She said they were in the process of looking into insurance.

The Chairman said that all documentation pertaining to the tendering process/project would be transferred to the office and stored on the Council system.

HPC 131/22/23 **TO RECEIVE AND CONSIDER THE ADDITIONAL INFORMATION RECEIVED IN RESPECT OF THE INDEPENDENT STAFF SALARY REVIEW, AND AGREE THE WAY FORWARD**

Additional information from HALC was circulated.

It was **RESOLVED** to proceed with the Staff Salary Review as per the quotation received from HALC, total cost of £500.

HPC 132/22/23 **TO RECEIVE AND CONSIDER SIGNING UP TO THE CIVILITY AND RESPECT PLEDGE**

Information was circulated and it was **RESOLVED** to decline signing up to the Civility and Respect Pledge. All agreed. It was noted that neither staff nor Councillors were aware of the existence of any problems within HPC regarding civility and respect.

HPC 133/22/23 **TO NOTE THE NEXT SCHEDULED MEETING OF THE COUNCIL ON THE 07 NOVEMBER 2022**

The next scheduled meeting of the Council is noted as 07 November 2022. This meeting will be held in Jubilee Hall.

Meeting closed at 19:59pm

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Signed - The Chairman

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Date