



HORNDEAN PARISH COUNCIL

MINUTES OF THE COUNCIL MEETING HELD AT JUBILEE HALL ON 13 MARCH 2023 AT 7.00 P.M.

PRESENT: Councillors Mrs L Evans (Chairman), A Forbes (Vice Chairman), D Alexander, T Attlee, P Beck, D Evans, J Lay, P Little, S Freeman, D Prosser, B Raymond, Mrs E Tickell, R Veitch

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

PUBLIC ATTENDANCE: No members of the public present.

HPC 207/22/23 **TO RECEIVE AND APPROVE APOLOGIES**

Apologies were received from Cllr Mrs I Weeks.

HPC 208/22/23 **TO RECEIVE ANY DECLARATIONS OF INTEREST**

No declarations of pecuniary interest were received.

HPC 209/22/23 **TO RECEIVE A WRITTEN UPDATE FROM COUNTY COUNCILLOR MRS M HARVEY REGARDING COUNTY COUNCILLOR MATTERS**

No report received.

HPC 210/22/23 **TO RECEIVE A WRITTEN UPDATE FROM DISTRICT COUNCILLORS REGARDING DISTRICT COUNCIL MATTERS**

A report by District Cllr D Evans was circulated and noted.

HPC 211/22/23 **TO OPEN THE MEETING TO MEMBERS OF THE PUBLIC**

No members of the public present.

HPC 212/22/23 **TO RECEIVE A PRESENTATION FROM A REPRESENTATIVE OF SCOTTISH AND SOUTHERN ELECTRICITY NETWORKS, PERTAINING TO THE PROPOSED WORKS TO BE UNDERTAKEN AT HAZLETON COMMON**

Nigel Smillie from Savills UK Ltd gave a PowerPoint presentation and the following points were raised and noted. He said he had been employed by SSE to liaise with the landowners and SSE.

- Overview of the scheme- To replace the rutter poles with H poles for health and safety reasons.
- The power cannot be turned off on the overhead lines.
- The proposed route would need to be agreed by HPC & SSE.
- A risk assessment and method statement would be supplied.

- A Deed of Easement document would be drawn up.

A lengthy discussion took place, whereby questions were raised by Members and answered by Mr Smillie and the SSEN Team, including Dave Jones, Ecologist.

It was noted that

- Hazleton Common would likely need to be closed to members of the public during the undertaking of works, if approved.
- SSEN have their own Public Relations Team, who would manage letter drops and media updates throughout.

It was requested that SSEN provide HPC with a Project Plan and realistic timeframe for the project, including a start date for the works to commence. Mr Smillie and the SSEN Team members left the meeting.

A short discussion took place. Concern was expressed as to the impact of work on ecology and the protected amphibians and reptiles (wildlife and habitat).

HPC 213/22/23 TO APPROVE THE MINUTES OF THE COUNCIL MEETING HELD ON THE 06 FEBRUARY 2023

It was **RESOLVED** that the minutes of the Council meeting held on 06 February 2023 be signed as a true record of the meeting.

All agreed.

HPC 214/22/23 TO RECEIVE AND APPROVE THE ORDERS FOR PAYMENT (List 11 & 12 attached)

The orders for payment (list 11 & 12) was circulated and noted by members.

Clarification was given regarding line 39 on list 12 – FMG Repair Services. The RFO said that HPC is liable for the entire amount of VAT on the insurance claim and not just the excess amount being paid out.

HPC 215/22/23 TO RECEIVE AND NOTE THE MONTHLY FINANCIAL REPORT

A report by the RFO was circulated and noted.

HPC 216/22/23 TO NOTE PURSUANT TO HPC FINANCE REGULATIONS PARA 3.4, THE EXPENDITURE INCURRED FOR EMERGENCY TREE WORKS UNDERTAKEN AT CATHERINGTON DOWN £1,700.

Noted by members. The Chairman said that two trees had fallen down, both in the vicinity of footpaths.

HPC 217/22/23 TO RECEIVE AN UPDATE IN RESPECT OF THE LAND EAST OF HORNDEAN DEVELOPMENT

A verbal update was given by Cllr Attlee who gave a recap of what had already been done

- The paperwork for the reserved matters application had been received.
- The report had been completed and sent to Planning at EHDC.

She said that the following objections had been made

1. Design Code- Hasn't yet been approved in writing.
2. Low proportion of buildings with flint and ambient noise application.
3. Air Source/heat pumps (appearance).

Cllr Attlee said that the working party would be looking at a sustainable drainage system (SUDS), where they would need to consider the impact to HPC, such as the management, upkeep and maintenance etc., which would need to be put to EHDC. She informed members that the approved allocated time within which all queries had to be made to EHDC by, was 20th April.

HPC 218/22/23 TO RECEIVE A VERBAL UPDATE FROM THE SOLAR ENERGY WORKING PARTY, IN RESPECT OF THE PLANNED PROJECT

An update was given by Cllr Attlee.

- There would need to be two independent supplies – one for the hall and one for the office.
- Revised quotations would need to be requested for two independent supplies.
- Five suppliers had been approached for quotations, with there being two front runners.
- There appears to be a greater benefit in installing more solar panels on the office and less on the hall, compensating with more efficient heaters/timers etc.
- A diverter could be installed in the immersion heater/boiler and installing 10 solar panels to the hall.
- The total cost would be up to £25,000 + VAT.

HPC 219/22/23 TO RECEIVE A VERBAL UPDATE FROM THE JUBILEE HALL REPLACEMENT HEATERS WORKING PARTY

A verbal update was given by Cllr Beck who said the working party had met for their initial meeting. He said there were three options for consideration - More efficient replacement storage heaters, electric heaters or infrared heaters. He suggested that the layout of heaters within the hall may need to be considered and they hoped the project would be ready for next winter.

HPC 220/22/23 TO RECEIVE A VERBAL UPDATE FROM THE GREEN TRAIL AND HERITAGE NETWORK WORKING PARTY

A verbal update was given by Cllr Lay and a proposal map was circulated, with Cllr Lay saying that the working party were already working with Urban Place Lab.

HPC 221/22/23 TO RECEIVE A REPORT AND CONSIDER USAGE OF THE CIL NEIGHBOURHOOD PORTION FUND IN RESPECT OF THE GREEN TRAIL AND HERITAGE NETWORK PROJECT

A report by Cllr Lay was circulated and it was **RESOLVED** that HPC allocate £2,000 from the Neighbourhood Portion CIL Fund to support phase 1 of the Horndean Green Trail and Heritage Network Project.

HPC 222/22/23 TO RECEIVE AND CONSIDER THE DRAFT APPLICATION IN RESPECT OF CIL FUNDING FOR THE GREEN AND HERITAGE NETWORK TRAIL

A report by Cllr Lay was circulated and a short discussion took place. It was **RESOLVED** that

- HPC approves the submission of the bid for £17,000 from the EHDC CIL Fund to support Phase 1 of the Horndean Green Trail and Heritage Network Project.
- HPC submit the report to HCC, from the EHDC Local Cycling and Walking Infrastructure Plan Review meeting.

HPC 223/22/23 TO NOTE THE INVITATION TO AUBERGENVILLE IN MAY 2023

The Chairman informed Members of the invitation but explained that she is unable to attend.

HPC 224/22/23 TO NOTE ARRANGEMENTS FOR THE ANNUAL PARISH MEETING ON 3RD APRIL 2023

The arrangements for the Annual Parish Meeting were noted, with the volunteers who assist the Countryside Team having been invited to attend for tea and cake as a thank you for their hard work and support to HPC.

HPC 225/22/23 TO NOTE THE NEXT SCHEDULED MEETING OF THE COUNCIL ON THE 17 APRIL 2023

The next scheduled meeting of the Council was noted as the 17 April 2023. This meeting will be held in Jubilee Hall.

HPC 226/22/23 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

None present.

Public Meeting closed at 20:57pm

HPC 227/22/23 TO APPROVE THE CONFIDENTIAL MINUTES OF THE COUNCIL MEETING HELD ON THE 06 FEBRUARY 2023

It was **RESOLVED** that the confidential minutes of the Council meeting held on 06 February 2023 be signed as a true record of the meeting.

HPC 228/22/23 TO RECEIVE THE RECOMMENDATION FROM THE STAFF COMMITTEE ON THE 27 FEBRUARY 2023, IN RESPECT OF THE PROPOSED INCREASES TO STAFF SALARIES FOR 2023/24

It was **RESOLVED** that the proposed increases to staff salaries for 2023/24 be agreed, as per the recommendation of the Staff Committee on 27 February 2023. It was noted that the proposed increases sit within the budget.

HPC 229/22/23 TO RECEIVE THE RECOMMENDATION FROM THE STAFF COMMITTEE ON THE 27 FEBRUARY 2023, IN RESPECT OF THE CHIEF OFFICER'S SALARY FOR 2023/24

It was **RESOLVED** that the proposed increases to the Chief Officer's salary for 2023/24 be agreed, as per the recommendation of the Staff Committee on 27 February 2023.

Confidential Meeting closed at 21:13pm

.....
Signed - The Chairman

.....
Date