



HORNDEAN PARISH COUNCIL

MINUTES OF THE COUNCIL MEETING HELD AT JUBILEE HALL ON 10 JULY 2023 AT 7.00 P.M.

PRESENT: Councillors J Lay (Chairman), Mrs E Tickell (Vice Chairman), P Beck, P Little, D Prosser, S Freeman, T Attlee

IN ATTENDANCE: Sarah Guy, Office Manager (Minute Taker), Simon Ritson, RFO

PUBLIC ATTENDANCE: District Cllr D Evans, District Cllr S Schillemore & 3x members of the public

HPC 068/23/24 **TO RECEIVE APOLOGIES FOR ABSENCE**

No apologies were received as all in attendance.

HPC 069/23/24 **TO RECEIVE ANY DECLARATIONS OF INTEREST**

No declarations of pecuniary interest were received.

HPC 070/23/24 **TO RECEIVE A WRITTEN UPDATE FROM COUNTY COUNCILLOR MRS M HARVEY REGARDING COUNTY COUNCIL MATTERS**

No report received.

HPC 071/23/24 **TO RECEIVE A WRITTEN UPDATE FROM DISTRICT COUNCILLORS REGARDING DISTRICT COUNCIL MATTERS**

A report by District Councillor D Evans was received and congratulations to EHDC for being honoured with Armed Forces award was noted.

A report by District Councillor J Hogan was received and noted.

HPC 072/23/24 **TO OPEN THE MEETING TO MEMBERS OF THE PUBLIC**

The meeting was duly opened to members of the public.

District Cllr S Schillemore made reference to District Cllr J Hogan's report, stating that the data collated through the new speed cameras would then be sent to the Police.

HPC 073/23/24 **TO APPROVE THE MINUTES OF THE COUNCIL MEETING HELD ON THE 12 JUNE 2023, AND THE MINUTES OF THE EXTRAORDINARY COUNCIL MEETING HELD ON THE 26 JUNE 2023**

It was **RESOLVED** that the minutes of the Council meeting held on 12 June 2023 be signed as a true record of the meeting, following an amendment to the number of members of the public present, being changed from 1 to 3 for accuracy. All agreed.

It was **RESOLVED** that the minutes of the Extraordinary Council meeting held on 26 June 2023 be signed as a true record of the meeting. All agreed.

HPC 074/23/24 **TO RECEIVE THE ROSPA REPORT PERTAINING TO THE AGILITY TRAIL AT FIVE HEADS RECREATION GROUND AND CONSIDER THE WAY FORWARD**

It was agreed that this item be brought forward on the agenda.

A copy of the ROSPA report was circulated and the Grounds Manager gave an update, informing Members that half the equipment had already been removed, due to Health and Safety concerns. He said there were two pieces of play equipment remaining, which had been flagged up by ROSPA, showing some extensive repair work was required.

A discussion took place and It was **RESOLVED** that the agility trail be removed with immediate effect and a discussion take place at a later date for Council to look at what equipment they would like to be installed in its place. A vote was taken as follows

For – 4 members

Against – 3 members

HPC 075/23/24 **TO REVISIT THE FUTURE OF NAPIER HALL AND CONSIDER THE AVAILABLE OPTIONS**

A report by the Chief Officer was circulated and a discussion took place. It was **RESOLVED** that Napier Hall be left to run as is, with it being a separate Community Hall to Jubilee Hall.

HPC 076/23/24 **TO RECEIVE AND APPROVE THE ORDERS FOR PAYMENT (LIST 4 ATTACHED)**

The RFO clarified the reason for the additional cleaning, on line 20. He said it was ad-hoc cleaning dates to cover pre-booked leave for the new Caretaker at Napier Hall.

It was **RESOLVED** that the Orders for Payment (List 4 attached) be approved and duly signed. All agreed.

HPC 077/23/24 **TO RECEIVE AND NOTE THE MONTHLY FINANCE REPORT**

A report by the RFO was circulated and noted by members.

HPC 078/23/24 **TO RECEIVE AN UPDATE FROM MEMBERS REPRESENTING THE PARISH COUNCIL WITHIN EXTERNAL ORGANISATIONS**

A report by Cllr Freeman was circulated and noted and a lengthy discussion took place. It was agreed that any outreach work should be undertaken as a private individual and not as a member of Horndean Parish Council.

**HPC 079/23/24 TO RECEIVE AND CONSIDER THE QUOTATION IN RESPECT OF THE
INSTALLATION OF CCTV AT NAPIER HALL**

The item was deferred, awaiting the quotation, which would be chased up by the office.

**HPC 080/23/24 TO RECEIVE AND CONSIDER THE QUOTATION IN RESPECT OF THE
REPLACEMENT HEIGHT BARRIER AT JUBILEE CAR PARK**

A quotation from Newgate (Newark) Ltd was circulated in respect of the replacement height barrier at Jubilee Car Park and it was **RESOLVED** that it be accepted, total cost £1833.00 + VAT.

**HPC 081/23/24 TO RECEIVE AND CONSIDER THE WAY FORWARD IN RESPECT OF
THE MANAGEMENT OF THE SPEED INDICATOR DEVICE**

A report by the Chief Officer was circulated.

The item was deferred until the next meeting of Horndean Parish Council on 07 August 2023, for Cllr Little to obtain further information from the SID volunteers.

**HPC 082/23/24 TO RECEIVE A REQUEST FROM CLANFIELD CRICKET CLUB FOR CIL
NEIGHBOURHOOD FUNDING**

A report by Clanfield Cricket Club was circulated and it was agreed that the item be deferred until the next Council meeting on 07.08.2023, in order for the office to seek clarity/ask the Cricket Club the following questions

1. How much has been applied for from the CIL Neighbourhood portion from Clanfield Parish Council? We understand that this is already allocated elsewhere but have not seen any evidence to support the statement.
2. When do you require an answer by re Horndean parish Council CIL Neighbourhood funding?
3. Will the remaining work could be completed in stages?

HPC 083/23/24 TO RECEIVE AND REVIEW THE MEMBER/OFFICER PROTOCOL

The Member/Officer Protocol was circulated and it was **RESOLVED** that it be agreed with the following changes

- Page 3 – viii. Remove the wording “dress formally” and replace with the wording “dress smart casual”.
- Page 4 – xi. Change the wording “Data Protection Act” to General Data Protection Regulation”.

**HPC 084/23/24 TO RECEIVE THE RECOMMENDATION FROM THE GROUNDS
COMMITTEE ON THE 26 JUNE 2023, IN RESPECT OF THE
ADVERTISING POLICY**

The Advertising Policy was circulated and it was **RESOLVED** that it be accepted with the following addition

- Consent will not be given to any advertising on play areas. If Planning permission is required, this will need to be submitted to Horndean Parish Council at the same time as the application.

HPC 085/23/24 TO REVIEW THE SECURITY PATROLS CURRENTLY TAKING PLACE AT FIVE HEADS RECREATION GROUND

A discussion took place and it was **RESOLVED** to disband the patrols at Five Heads Recreation Ground. A vote was taken as follows

For – 6 members

Against – 1 member

It was noted that the security patrols were still continuing at Jubilee and Napier.

HPC 086/23/24 TO RECEIVE AND CONSIDER THE FOLLOWING GRANT APPLICATION

- **HORNDEAN COMMUNITY ASSOCIATION - £1,000**

The grant application request for Horndean Community Association was declined by Council for the following reason - Grants are not used to fund running costs.

HPC 087/23/24 TO NOTE THE NEXT SCHEDULED MEETING OF THE COUNCIL BEING THE 07 AUGUST 2023

The next scheduled meeting of the Council was noted as 07 August 2023. This meeting will be held in Jubilee Hall.

Meeting concluded at 20.25pm

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Signed - The Chairman

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Date