



# HORNDDEAN PARISH COUNCIL

## MINUTES OF THE COUNCIL MEETING HELD AT JUBILEE HALL ON 07 AUGUST 2023 AT 7.00 P.M.

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

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

**PUBLIC  
ATTENDANCE:** District Cllr D Evans,  
Lisa Clements,  
Nigel Smillie, Consents Officer at Savills,  
2x members of the public in relation to SSE proposal at Hazleton Common -  
agenda item 10,  
1 x member of the public in relation to SSE proposal at Hazleton Common  
entered the meeting late, at the end of item 9, as noted in the minutes.

**HPC 088/23/24** **TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Freeman.

**HPC 089/23/24** **TO RECEIVE ANY DECLARATIONS OF INTEREST**

A declaration of pecuniary interest was received from Cllr Beck in relation to agenda item 13.

**HPC 090/23/24** **TO RECEIVE A WRITTEN UPDATE FROM COUNTY COUNCILLOR MRS  
M HARVEY REGARDING COUNTY COUNCIL MATTERS**

No report received.

**HPC 091/23/24** **TO RECEIVE A WRITTEN UPDATE FROM DISTRICT COUNCILLORS  
REGARDING DISTRICT COUNCIL MATTERS**

A report by District Councillor D Evans was received and noted.

**HPC 092/23/24** **TO OPEN THE MEETING TO MEMBERS OF THE PUBLIC**

The meeting was duly opened to members of the public.

District Cllr D Evans stated that County Cllr Marge Harvey's husband had sadly passed away very recently. The Chairman asked for condolences to be passed on to her and asked that Horndean Parish Council are informed of any funeral details.

**HPC 093/23/24                    TO APPROVE THE MINUTES OF THE COUNCIL MEETING HELD ON THE 10 JULY 2023**

It was **RESOLVED** that the minutes of the Council meeting held on 10 July 2023 be signed as a true record of the meeting. All agreed.

**HPC 094/23/24                    TO RECEIVE AND NOTE THE MONTHLY FINANCE REPORT**

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

Cllr Teresa Attlee asked how the solar panels were being accounted for and it was agreed that the RFO would provide an update regarding this.

**HPC 095/23/24                    TO RECEIVE AND APPROVE THE BANK RECONCILIATION – CO-OPERATIVE, LLOYDS AND CAMBRIDGE & COUNTIES AS AT 30 JUNE 2023**

It was **RESOLVED** to approve the bank reconciliation –Co-Operative, Lloyds and Cambridge & Counties as at 30 June 2023.

It was noted that the RFO is currently liaising with Cambridge and Counties, in order to get the previous Chairman, Lynn Evans removed as a signatory on the account.

**HPC 096/23/24                    TO NOTE THE RESPONSE TO THE PROPOSED DEVELOPMENT PRESENTED BY THAKEHAM IN RELATION TO LAND SOUTH OF FIVE HEADS ROAD**

The response to the proposed Development presented by Thakeham in relation to the Land South of Five Heads Road was noted by Members.

*Another member of the public entered the Council meeting in relation to SSE proposal at Hazleton Common.*

**HPC 097/23/24                    TO RECEIVE AND CONSIDER THE PROPOSAL PRESENTED BY SCOTTISH AND SOUTHERN ELECTRICITY NETWORKS IN RELATION TO HAZLETON COMMON**

Cllr Mrs Tickell provided an update to members, stating that the revised wayleave and access documentation had been received and a request to add the following paragraphs to the documents was put forward to Nigel Smillie, Consents Officer at Savills. It was agreed that Mr Smillie be sent the paragraphs HPC wish to be added to the documents.

*1. Access document.*

*1.1. Under Ecology, point 1, add in 'great crested newts'.*

*1.2 Staying with Ecology, a new paragraph after point 1:*

*"Following on from paragraph 1 and the status of Hazleton Common as a Local Nature Reserve containing protected species, the following additional conditions apply with respect to access: -*

- Pylon works to take place outside of reptile/amphibian breeding season being April – May and before birth in late July and August*

- *Works are to be completed over the summer months but outside of the above months, as the reptiles will be able to relocate themselves if the disturbance becomes too much*
- *Hibernations sites will be disturbed if not completed over summer months, therefore there is a narrow window of June to early July for any works to take place.*
- *Any vegetation cutting in preparation for main works is to be undertaken by hand/small machinery being strimmer's, mowers and chainsaws and over winter to cause the least disturbance to the site, nesting birds/reptiles*
- *Heavy machinery in winter will be detrimental to the site and should not be used."*

*1.3 Staying with Ecology, under the old point 3, amend the final sentence so that the task Risk Assessment and Method Statement (RAMS) is to be made available on request.*

*The assessment should include full details of the public signage to be erected, site security such as Heras fencing, the maximum vehicle speed on site should be 5mph and full details should be provided of how many vehicles and what will be on site*

*1.4. Under Enabling Works Overview, figure 2, the wicker fencing should only be removed temporarily.*

*2 Wayleave document.*

*1.1 Under paragraph 1, entry can only be on notice with works being carried out under the same restrictions as per the Access document above except in the case of emergency.*

*1.2. Under 2(a), the company should make good all damage done and provide compensation where appropriate. All making good has to take into account the fact of the protected species onsite and their habitat.*

Mr Smillie said he was awaiting an answer from SSE re payment of legal costs, vat and disbursements and said they would look at how they could accommodate any specifications in the document. He said he would forward the response from Natural England to HPC. He then thanked the Chief Officer, Grounds Manager and the other members in attendance who met them on site and said they were very helpful.

Member of the public - Project Manager of SSE stated that the project was due to commence May 2024, where they would require access to the site and he said enabling works would be undertaken initially.

*Mr Smillie and the 3x members of the public in relation to SSE proposal at Hazleton Common left the meeting.*

**HPC 098/23/24**

**TO RECEIVE AN UPDATE FROM MEMBERS REPRESENTING THE PARISH COUNCIL WITHIN EXTERNAL ORGANISATIONS**

Cllr Little informed members that things had gone quiet in terms of Aquind, but stated that he thought that the project would be going ahead.

Cllr Mrs Tickell said that a meeting had been arranged with EHDC re the proposed Horndean Green Trail & Heritage Network in terms of the pots of money available for the project, subject to an application being submitted.

**HPC 099/23/24**

**TO RECEIVE AN UPDATE FROM THE WORKING PARTIES**

Cllr Beck provided an update to members, informing them that he was currently working on presenting a report/proposal to Council with regards to the heating at Jubilee Hall, before winter.

The Chairman informed members that a meeting had taken place in respect of the Engagement Strategy, whereby an update would be provided shortly.

**HPC 100/23/24**

**TO RECEIVE AND CONSIDER THE QUOTATION IN RESPECT OF THE INSTALLATION OF CCTV AT NAPIER HALL**

A quotation in respect of the installation of CCTV at Napier Hall was presented to Council with two different options available.

A short discussion took place and it was **RESOLVED** that a further two quotations be received, with one being sourced from A1 Security – Cllr Beck's Company. It was noted that Cllr Beck would not be involved in the quotation process.

**HPC 101/23/24**

**TO RECEIVE A VERBAL UPDATE AND CONSIDER THE WAY FORWARD IN RESPECT OF THE MANAGEMENT OF THE SPEED INDICATOR DEVICE**

Cllr Little provided an update to Council, informing them that he had looked into the equipment being offered by EHDC in respect of the Speedwatch Camera Initiative. He said the equipment is significantly lighter than what HPC currently use. He suggested that the initiative be considered.

Cllr Tickell said that the current SID equipment was no longer approved for use, due to the change in licencing, whereby the weight of equipment being allowed for install had been reduced. She informed members that HPC had already received funding from County Cllr Marge Harvey for one new speed device and funding had been secured from District Cllr Sara Schillemore for the installation of a new temporary lamppost.

It was agreed that Cllr Little would contact the current SID Team volunteers, asking them to remove the SID equipment from the lampposts due to the updated weight restrictions, meaning the devices in use were no longer viable.

**HPC 102/23/24**

**TO RECEIVE AND CONSIDER THE REQUEST TO PLACE A MEMORIAL BENCH WITHIN ST GILES CHURCHYARD**

A request was circulated and it was **RESOLVED** that a plaque with the agreed wording be purchased by the requesting family to install on the existing bench at St Giles Churchyard, which will be dedicated to their family member.

**HPC 103/23/24**

**TO CONSIDER THE POSSIBILITY OF CLOSING THE OFFICE AT MIDDAY ON A DAY TO BE CONFIRMED TO ENABLE STAFF TO ENGAGE IN A TEAM BUILDING ACTIVITY**

A discussion took place and it was agreed that the office could close midday on a day to be confirmed by the Chief Officer, to enable staff to engage in a team building activity.

**HPC 104/23/24                    TO RECEIVE AN UPDATE IN RESPECT OF THE REQUEST RECEIVED FROM CLANFIELD CRICKET CLUB FOR CIL NEIGHBOURHOOD FUNDING**

A discussion took place and it was suggested that Clanfield Cricket Club could apply for a grant from HPC, perhaps for the purchase and planting of trees, as per their list of outstanding work.

**HPC 105/23/24                    TO NOTE THE NEXT SCHEDULED MEETING OF THE COUNCIL BEING THE 04 SEPTEMBER 2023**

The next scheduled meeting of the Council was noted as 04 September 2023. This meeting will be held in Jubilee Hall.

**HPC 106/23/24                    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**

District Cllr D Evans and Lisa Clements left the meeting.

*Public Meeting closed at 19:55pm*

**HPC 107/23/24                    TO RECEIVE AND CONSIDER THE QUOTATION RECEIVED IN RESPECT OF AN ALTERNATIVE INSURANCE**

A quotation was circulated from an alternative insurance provider, along with a report by the Chief Officer.

A discussion took place and it was **RESOLVED** that an additional provider be approached and a quotation requested. It was noted that the Chief Officer was still awaiting a quotation from the current insurance provider – Zurich.

*Meeting concluded at 20:05pm*

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Signed - The Chairman

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Date