



# HORNDEAN PARISH COUNCIL

## MINUTES OF THE COUNCIL MEETING HELD AT JUBILEE HALL ON 04 SEPTEMBER 2023 AT 7.00 P.M.

**PRESENT:** Councillors J Lay (Chairman), T Attlee, S Freeman, P Little, D Prosser

**IN ATTENDANCE:** Sarah Guy, Office Manager (Minute Taker), Susan Blake, Simon Ritson, Responsible Financial Officer

### PUBLIC

**ATTENDANCE:** 3 x members of Thakeham Project Development Team & 19 x members of public

### **HPC 113/23/24** **TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Beck.

### **HPC 114/23/24** **TO RECEIVE ANY DECLARATIONS OF INTEREST**

No declarations of pecuniary interest were received.

### **HPC 115/23/24** **TO ELECT A VICE CHAIRMAN**

It was **RESOLVED** that Cllr Beck be elected as Vice Chairman of Horndean Parish Council. This was proposed by The Chairman and seconded by Cllr Freeman.

### **HPC 116/23/24** **TO RECEIVE AND CONSIDER THE TEMPORARY SUSPENSION OF THE GROUNDS COMMITTEE, AND FOR ALL BUSINESS PERTAINING TO THAT COMMITTEE TO BE INCLUDED WITHIN THE MEETING OF FULL COUNCIL**

A discussion took place and it was **RESOLVED** that the Grounds Committee be suspended until there are a sufficient No. of Members on the Council, with Grounds Committee business being undertaken within the scheduled Council meetings

This was proposed by Cllr Little and seconded by Cllr Prosser. All agreed.

### **HPC 117/23/24** **TO RECEIVE A WRITTEN UPDATE FROM COUNTY COUNCILLOR MRS M HARVEY REGARDING COUNTY COUNCIL MATTERS**

No report received.

### **HPC 118/23/24** **TO RECEIVE A WRITTEN UPDATE FROM DISTRICT COUNCILLORS REGARDING DISTRICT COUNCIL MATTERS**

A report by District Councillor D Evans and a joint report by District Councillor J Hogan and District Councillor E Woodard was received and noted.

## **HPC 119/23/24    TO OPEN THE MEETING TO MEMBERS OF THE PUBLIC**

The meeting was duly opened to members of the public.

A resident made a request for the SID equipment to be installed along Rowlands Castle Road and Havant Road, due to the number of cars speeding and there being 5 unmarked pedestrian crossing points. The resident referred to Havant Road being in poor condition with cracks and pot holes etc. He asked if HPC would support the HCC, 20 is Plenty Initiative. The Chairman noted the request.

Cllr Little responded to the request and stated that the current SID devices in HPC's possession did not comply with the HCC licence conditions, due to them exceeding the weight limit. He explained that the licence application made by HPC had been declined, due to the update in HCC's licence conditions regarding weight limit.

A Havant Road resident requested the possibility of the diversion being signposted away from Havant Road and the introduction of a one-way system being introduced, in light of the ongoing roadworks.

## **HPC 120/23/24            TO APPROVE THE MINUTES OF THE COUNCIL MEETING HELD ON THE 07 AUGUST 2023 AND THE EXTRAORDINARY COUNCIL MEETING ON THE 14 AUGUST 2023**

It was **RESOLVED** that the minutes of the Council meeting held on 07 August 2023 and the minutes of the Extraordinary Council meeting on the 14 August 2023 be signed as a true record of the meeting. All agreed.

## **HPC 121/23/24            TO RECEIVE A SHORT PRESENTATION FROM THAKEHAM, IN RELATION TO THE RESPONSE TO THE PROPOSED DEVELOPMENT ON LAND SOUTH OF FIVE HEADS ROAD**

A presentation was given by Thakeham, in relation to the proposed development on Land South of Five Heads Road. Thakeham confirmed, that following a public consultation and feedback, the original proposal of 125 homes had now been reduced to 110 with the apartment blocks being moved to the centre- north of the site, away from existing properties. Thakeham were proposing to introduce more green spaces to the development and would be looking to gift the open spaces to HPC or EHDC. Thakeham confirmed that their amended proposal involved no access to the development from the bridal path.

Residents were invited to ask questions and the following points were noted.

- Immense impact on current properties, with the new development not in keeping with current housing.
- Issue with flats and carpark proposal being at end of property owner's garden.
- Proposed development land is waterlogged. Thakeham advised that this would be monitored.
- Concerns regarding footpath access to the bridleway. Thakeham advised that the amended proposal doesn't allow footpath access across the development to the bridleway.
- Nature could be compromised.
- Catherington is a gateway into South Downs National Park.
- Local facilities such as Schools and Doctor Surgeries could be overwhelmed with an influx of new residents.
- Screening barrier/hedging will compromise the light into current properties. Thakeham confirmed that the management of the screening barrier would either be gifted to EHDC or HPC to maintain or would be handed over to a management company.
- Traffic increase in the area will greatly Impact all roads, which are already heavy in traffic.

The Chairman thanked Thakeham and members of the public.



**HPC 122/23/24                      TO RECEIVE AND APPROVE THE ORDERS FOR PAYMENT  
(JULY ATTACHED)**

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

**HPC 123/23/24                      TO RECEIVE AND NOTE THE MONTHLY FINANCE REPORT**

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

The Chairman said that he hoped the budget workshop, scheduled on 4<sup>th</sup> December wouldn't be required and said that Cllr Beck would also need to be added to the bank mandates when this process is undertaken.

The RFO explained that there was now a vacancy within the Countryside Team, due to a member of staff recently handing in their notice.

**HPC 124/23/24                      TO NOTE PURSUANT TO HPC FINANCE REGULATIONS PARA 3.4, THE  
EXPENDITURE INCURRED FOR ESSENTIAL WORKS UNDERTAKEN TO  
COMPLY WITH THE REGULATIONS PERTAINING TO LEGIONNAIRES'  
DISEASE**

The following was noted by members: Pursuant to HPC Finance Regs para 3.4, the expenditure incurred for essential works undertaken to comply with the regulations pertaining to Legionnaires' disease.

**HPC 125/23/24                      TO NOTE PURSUANT TO HPC FINANCE REGULATIONS PARA 3.4, THE  
EXPENDITURE INCURRED FOR EMERGENCY TREE WORKS UNDERTAKEN  
TO ENSURE PUBLIC SAFETY**

A report by the Grounds Manager was circulated and the following was noted by members: Pursuant to HPC Finance Regs para 3.4, the expenditure incurred for emergency tree works undertaken to ensure public safety.

**HPC 126/23/24                      TO RECEIVE AND CONSIDER THE REPORT PREPARED BY THE  
ENGAGEMENT STRATEGY WORKING PARTY, AND AGREE THE WAY  
FORWARD**

The Engagement Strategy report by the working party was circulated. The Chairman advised that a Parish Plan is required as part of the Engagement Strategy, with the idea that it is brought back to each annual meeting to see how HPC are getting on.

It was **RESOLVED** that the following recommendations be agreed as per the report

- Version 0.9 of the, linked, Engagement Strategy and Parish Plan is adopted. This was proposed by Cllr Freeman and seconded by Cllr Little.
- The Pro Forma Strategy Template is adopted and application to those Key Priorities where further information may increase understanding and engagement. This was proposed by Cllr Prosser and seconded by Cllr Freeman.
- It is recommended that the Engagement Strategy Working Party is tasked with drafting concise Strategy documents for Key Priorities 1 and 2 in the Parish Plan, using an approved version of the Strategy Template. This was proposed by Cllr Attlee and seconded by Cllr Little.

- It recommended that the Engagement Strategy Working Party be renamed the Parish Plan Working Party and that membership remain open, to allow further Councillors to join it, should they choose to. This was proposed by Cllr Little and seconded by Cllr Attlee.

**HPC 127/23/24      TO RECEIVE AND CONSIDER THE QUOTATIONS IN RESPECT OF THE REPAIRS TO JUBILEE PLAY AREA**

It was **RESOLVED** that the item be deferred until the next Council meeting on 02 October 2023, due to awaiting some quotations. The quotations are to be chased/obtained by the office.

The Chairman stated that ROSPA had made a recommendation to HPC to replace the wooden posts in favour of repair, due to their condition.

**HPC 128/23/24      TO RECEIVE A REPORT PREPARED BY CLLR FREEMAN IN RESPECT OF THE COMMUNITY PAYBACK SCHEME PROVIDED BY HAMPSHIRE PROBATION SERVICE**

A report by Cllr Freeman was circulated and the following points were made

- It felt inappropriate to give unappealing work to the Community Payback Scheme.
- Council did not wish for the Community Payback Scheme to replace the Volunteers that currently undertake work with the Countryside Team.

It was agreed that Council were happy for the Chief Officer and Grounds Manager to be aware of the Community Payback Scheme and consider its use if they deem it appropriate. It was noted that if any knowledge or information was required, they could liaise with Cllr Freeman.

**HPC 129/23/24      TO RECEIVE AN UPDATE FROM MEMBERS REPRESENTING THE PARISH COUNCIL WITHIN EXTERNAL ORGANISATIONS**

Cllr Little reported that an update had been requested in relation to Aquind, but stated that he would be very surprised if the project did not go ahead.

Cllr Freeman reported that he had made Horndean Technology College aware of the Green Trail and Heritage Network. He said he had been asked to attend Horndean Junior School on Wednesday 13 September 2023 at 13:15.

**HPC 130/23/24      TO RECEIVE AN UPDATE FROM THE WORKING PARTIES**

Heating, Jubilee Hall - An update was provided in Cllr Beck's absence, informing members that he was looking into the available heating options and that S106 money was available under the Community Facilities pot which could be considered, following an application request.

Green Trail & Heritage Network update – Cllr Lay confirmed that the S106 bid had been drafted, with the comments being due in by 22.09.2023 and the WP now consists of Cllr Lay and Cllr Freeman. It was **RESOLVED** that Cllr Little be elected as a member of the Green Trail and Heritage Network working party. Cllr Lay suggested that he would like to have an Advisory Committee started, where a Terms of Reference could be put in place, albeit the Committee would have no power.

LEOH – Cllr Attlee confirmed that the report/comments had been submitted to EHDC.

Solar Panels, Jubilee - Cllr Prosser confirmed that a Solar Panel Meeting had been arranged with Solar powerful on 05.09.2023 and the install date has been scheduled for w/b 25.09.2023.



**HPC 131/23/24                    TO CLARIFY THE WAY FORWARD IN RESPECT OF THE INSTALLATION OF CCTV AT NAPIER HALL**

A report by the Chief Officer was circulated.

Cllr Little said that once the works start with the housing development next to Napier Hall, the vandalism issues may die down.

A discussion took place and Council agreed that they did not want any further quotations to be obtained and agreed that they would hold this in abeyance.

**HPC 132/23/24                    TO RECEIVE A VERBAL UPDATE FROM CLLR LITTLE, AND CONSIDER THE WAY FORWARD IN RESPECT OF THE MANAGEMENT OF THE SPEED INDICATOR ADVICE**

Cllr Little confirmed that the SID devices had been taken down from the lampposts and were now within the possession of HPC, due to HCC having changed their licence requirements, whereby the current units owned by HPC were now too heavy, exceeding the weight limit restrictions. Cllr Little said he was in the process of looking into other units available on the market and would report back to Council with an update in due course.

**HPC 133/23/24                    TO NOTE THE NEXT SCHEDULED MEETING OF THE COUNCIL BEING THE 02 OCTOBER 2023**

The next scheduled meeting of the Council was noted as 02 October 2023. This meeting will be held in Jubilee Hall.

**HPC 134/23/24                    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**

It was **RESOLVED** to exclude the public from the meeting. Members of the public left the meeting.

*Public Meeting closed at 20:35pm*

**HPC 135/23/24                    TO APPROVE THE CONFIDENTIAL MINUTES OF THE COUNCIL MEETING HELD ON THE 07 AUGUST 2023, AND THE EXTRAORDINARY COUNCIL MEETING HELD ON THE 14 AUGUST 2023**

It was **RESOLVED** that the Confidential minutes of the Council meeting held on 07 August 2023 and the confidential minutes of the Extraordinary Council meeting on the 14 August 2023 be signed as a true record of the meeting. All agreed.

**HPC 136/23/24                    TO RECEIVE AND CONSIDER THE WAY FORWARD IN RESPECT OF THE QUOTATION RECEIVED FROM HPC'S INSURANCE PROVIDER**

A report was circulated by the Chief Officer and a discussion took place.

It was agreed that Council were happy to proceed with the quotation from Zurich, HPC's current insurance provider.

**HPC 137/23/24      TO RECEIVE AND CONSIDER THE WAY FORWARD REGARDING A REQUEST TO CONNECT A PROPERTY IN LITH AVENUE TO THE MAINS WATER**

Information was circulated and it was noted by Council that the Chief Officer was still awaiting an update from HPC's Solicitor. It was agreed that a reply to the applicant/property owner would be sent by the Chief Officer on her return from A/L.

**HPC 138/23/24      TO RECEIVE AND CONSIDER THE OUTSTANDING ISSUES IN RESPECT OF FIVE HEADS PLAY AREA PROJECT, AND INSTRUCT THE CHIEF OFFICER ACCORDINGLY**

A report by the Chief Officer was circulated and a discussion took place.

It was agreed that

- Council is happy with the newly proposed work, as the Chief Officer and Grounds Manager is.
- HPC hold-off with the payment until the job is complete.

*Meeting concluded at 20:50pm*

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Signed - The Chairman

.....  
Date



## **District Councillor Report to HPC 4<sup>th</sup> September 2023**

Cllr David Evans. 30<sup>th</sup> August 2023

August is always a very quiet month at EHDC, however, the Decision by the Leader, Cllr Millard on the 23<sup>rd</sup> August formally to establish a Climate Task & Finish Panel may be of interest. See the link below

[Decision - Establishment of a Climate Task and Finish Panel | East Hampshire District Council \(modern.gov.co.uk\)](https://modern.gov.co.uk/decision-establishment-a-climate-task-and-finish-panel-east-hampshire-district-council)

Key paragraphs from the Decision:

### **4.1 Financial Considerations**

There are no financial implications arising from this report. Support for the Panel will be covered by existing budgets. There may be financial considerations arising from any recommendations of the panel to the Regeneration and Prosperity Portfolio Holder, and any such report would contain s151 officer comments as appropriate.

### **4.2 Background**

At its meeting on 15 June 2023, the Cabinet confirmed the membership of the Cabinet Liaison Panels for 2023/24 and resolved that:

“...2. It be noted that the Climate and Environment Liaison Panel would cease to operate, to be replaced with a panel comprising members from opposition groups, to make recommendations to the Portfolio Holder for Regeneration and Prosperity with delegated authority to action decisions on the climate agenda.

3. The Director of Corporate Governance would be tasked with ensuring the format of the new panel and the detail of the proposed delegation were legally and constitutionally compliant.”

Officers drafted Terms of Reference for a new Climate Task and Finish Panel, which are attached to this report at Appendix 1, after consultation with the Leader of the Council. The document was also shared with both opposition group leaders and Councillor Tansey as the Labour Party Councillor for their information and to seek nominations for the new Panel. Nominations were received as follows:

Cllr Ginny Boxall (Liberal Democrat) - Chairman elect

Cllr Ian James (Green Party) – Vice Chairman elect

Cllr Louise Bevan (Liberal Democrat)

Cllr James Hogan (Green Party)

Cllr Barbara Tansey (Labour)

A request was made by the Liberal Democrat Group for Councillor Ilena Allsopp be co-opted on the Task and Finish Panel in the interests of cross-party working.

Councillor Allsopp accepted the invitation and therefore will be a co-opted, non-voting member of the Panel. Councillor Penny Flux, Portfolio Holder Assistant for Climate Action, will be invited to attend meetings of the Panel.

The Terms of Reference of the Panel are:

### **DRAFT**

### **CLIMATE TASK & FINISH PANEL**

Chairman: [TBC]

1. Chairman and Vice Chairman to be selected from Council's opposition

2. Up to 6 Councillors.

3. Panel to be led and constituted by opposition groups. Other Councillors may also be invited by the Chair to be co-opted on an ad hoc basis.

4. The Chair may invite other external representatives and other stakeholders to attend Panel meetings (including the Climate Champion).
5. Officers may be invited to attend panel meetings as and when required by the Panel.
6. Meetings to be every 6 weeks or as agreed by the Panel.

**Terms of Reference**

1. To review the work undertaken by the previous Climate Liaison Panel (CLP).
2. To make recommendations relating to climate action to the Portfolio Holder for Regeneration and Prosperity (Councillor Robert Mocatta or his successor) who in turn has delegated authority to take executive decisions on climate action.
3. To engage with and collaborate with key stakeholders, officers and members of the Council, and external stakeholders within the district and wider community.
4. As part of item 2 above, to make recommendations to the Portfolio Holder for Regeneration and Prosperity (Councillor Robert Mocatta or his successor) which propose a "roadmap" with meaningful targets to address and respond to climate change issues and challenges, and which address ways to meet these targets within the resource and financial constraints of the Council, and which may include opportunities to engage with and collaborate with key stakeholders, officers and members of the Council, and external stakeholders within the district and wider community.
5. To within six months of the first meeting set out a Climate Panel 'Task & Finish Work Plan', in order to undertake the necessary review of climate issues including those covered by the former CLP and to engage other stakeholders on relevant issues.
6. To advise the Portfolio Holder on the issues relating to the climate, environment, and sustainability.
7. To advise the Portfolio Holder on local and national best practice where available.

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Please note that the next Full Council meeting of EHDC will take place on Thursday, 28th September, 2023 6.30 pm and Proposed venue is Clanfield Community Centre



## **District Councillor report from Cllr Hogan + Woodard**

### **Brown Bin / Garden Waste Collections**

Unfortunately, the situation is still not resolved, and many residents have not had their Garden Waste collection license re-instated and are still on the "waiting list"

However, the leader of the council confirmed the following in his July report to the District council:

"The expanded garden waste service has now rolled out, as well as increasing the collection capacity through rebalanced rounds and increasing our fleet we have also negotiated an increase to the disposal allowance in the south of the district, meaning that we will be able to offer the service to everybody on the current waiting list."

Speaking to a senior officer recently he has confirmed that the new capacity for the southern parishes is now available from Monday 5<sup>th</sup> September.

However, they have had many of the teams off with illness - having got covid and other flu/colds. So, this has been affecting the current collections. So, they have chosen not to roll out the new letters for the waiting list until the team was back up to strength. As it is they are slightly behind collections at the moment. Hopefully in the coming weeks things should be resolved.

He believes then by mid-September the letters to residents on the waiting list should go out.

### **Climate Motion at Full Council in July at Horndean Technical College**

The full council is now meeting locally around the district. The July meeting was at the Horndean Technical College. A climate motion was voted through committing the council to aim to be carbon neutral by 2035.

An audit of the council's carbon footprint will be carried out. This will help the council plan what needs to be done to get to the deadline of 2035.

A climate task and finish panel has been setup, made up of councillors from various parties which includes Cllr James Hogan (Horndean Downs). Its remit to make recommendations for Climate action to the council.

The District council hopes to lead by example, and help and encourage residents, businesses and local organisations to also do the work to reduce their carbon footprint.

Note the next Full District council meeting will be held on 28th Sept, 6:30pm at the Clanfield Centre, Endal Way and will be the last local one for a while.

### **Horndean Parish council - Appeal for more councillors**



Cllr James Hogan has a newsletter going out to Downs ward which will be delivered from the 9<sup>th</sup> of September which includes a focus on Horndean parish council and a direct appeal for new councillors from John Lay.

Cllr Elaine Woodard has already sent an email to people on her mailing list asking if anyone is interested in becoming a parish councillor and this will also be included in the Focus newsletter going out shortly in Murray ward.

Regards  
James

Cllr James Hogan  
Horndean Downs ward  
East Hampshire District Council  
07941337983