



# HORNDEAN PARISH COUNCIL

## MINUTES OF THE COUNCIL MEETING HELD AT JUBILEE HALL ON 08 JANUARY 2024 AT 7.00 P.M.

**PRESENT:** Councillors J Lay (Chairman), T Attlee, P Beck, S Freeman, K Jenkins, D Prosser, R Smith, R Sowden

**IN ATTENDANCE:** Sarah Guy, Office Manager (Minute Taker), Matthew Madill, Grounds Manager, Simon Ritson, Responsible Finance Officer

**PUBLIC ATTENDANCE:** 2 x members regarding a presentation on behalf of Portsmouth, Havant & East Hampshire Fire Service  
District Cllr D Evans & District Cllr J Hogan  
& 1 x members of the public

The meeting started at 7.02 pm.

**HPC 225/23/24**      **TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr Redding.

**HPC 226/23/24**      **TO RECEIVE ANY DECLARATIONS OF INTEREST**

No declarations of pecuniary interest were received.

**HPC 227/23/24**      **TO RECEIVE A WRITTEN UPDATE FROM COUNTY COUNCILLOR MRS M HARVEY REGARDING COUNTY COUNCIL MATTERS**

No report was received.

**HPC 228/23/24**      **TO RECEIVE A WRITTEN UPDATE FROM DISTRICT COUNCILLORS REGARDING DISTRICT COUNCIL MATTERS**

A report by District Councillor D Evans and a report by District Councillor J Hogan were received and noted.

The Chairman highlighted the information relating to the Draft Local Plan and said he would encourage members and the public to respond to the public consultation.

**HPC 229/23/24**      **TO RECEIVE AN UPDATE FROM THE GROUP COMMANDER FOR PORTSMOUTH, HAVANT AND EAST HAMPSHIRE FIRE SERVICE, IN RESPECT OF SERVICE COVER WITHIN HORNDEAN**

A presentation was given by the Group Commander for Portsmouth, Havant and East Hampshire Fire Service, in respect of service cover within Horndean. Statistics for Fire Service attendance were viewed, which was very insightful and the following points were noted by members

- There are 12 Fire Stations for which the Group Commander is responsible for.
- There is a national challenge in recruiting staff for daytime cover, due to the cost of living and restrictions with logistics of living/working within a few minutes of a Fire Station.
- Recruitment for Fire Staff is currently open.
- A H&S check sheet can be printed from their website for households to make use of.

It was suggested that the Council would like a second presentation to be given, if availability allows, given the low number of members of the public present at the Council meeting this evening.

**HPC 230/23/24            TO OPEN THE MEETING TO MEMBERS OF THE PUBLIC**

The meeting was duly opened to members of the public questions were raised.

**HPC 231/23/24            TO ELECT A CHAIRMAN TO THE GROUNDS COMMITTEE**

It was **RESOLVED** that

- Cllr Simon Freeman be elected as Chairman of the Grounds Committee. This was proposed by Cllr Attlee and seconded by Cllr Beck. All agreed.
- Cllr Bob Sowden be elected as a member of the Grounds Committee. All agreed.

**HPC 232/23/24            TO APPROVE THE MINUTES OF THE COUNCIL MEETING HELD ON 11 DECEMBER 2023, AND THE EXTRAORDINARY COUNCIL MEETING ON 20 DECEMBER 2023**

It was **RESOLVED** that the minutes of the Council meeting held on 11 December 2023, and the Extraordinary Council meeting on 20 December 2023 be signed as a true record of the meeting, with the following amendment to the Council meeting minutes on 11 December 2023. All agreed.

- Page 54, minute HPC 209/23/24 – Remove the last paragraph, which is a duplication of the minute from the previous month.

**HPC 233/23/24            TO RECEIVE AND APPROVE THE ORDERS FOR PAYMENT (NOVEMBER ATTACHED)**

The RFO confirmed that the payment to Horndean Tyres on line 26 was for a replacement tyre, due to a non-repairable puncture on one of the Countryside Team vehicles, Reg: HY65 UVJ.

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

**HPC 234/23/24            TO RECEIVE AND NOTE THE MONTHLY FINANCE REPORT**

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

**HPC 235/23/24            TO RECEIVE A REPORT AND CONSIDER THE QUOTATIONS IN RESPECT OF THE REPAIRS TO JUBILEE PLAY AREA**

A report by the Grounds Manager was circulated and a short discussion took place.

It was **RESOLVED** that the Jubilee Play Area Project would be put out to tender. All agreed.

**HPC 236/23/24**                    **TO RECEIVE A REPORT AND CONSIDER THE QUOTATIONS IN RESPECT OF THE TENDER/PROCUREMENT AND PROJECT MANAGEMENT OF JUBILEE PLAY AREA REFURBISHMENT**

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

It was **RESOLVED** that Council are happy to proceed with quotation 1, Sports and Play Consulting, total cost of £1,950.00 (No VAT) for Procurement and Tendering and £2,500.00 (No VAT) for Project Management, subject to the Chief Officer contacting Micheldever Parish Council and Ferndown Town Council to confirm their testimonials.

**HPC 237/23/24**                    **TO CONSIDER FUNDING APPLICATIONS IN RESPECT OF THE JUBILEE PLAY AREA PROJECT AND AGREE THE WAY FORWARD**

The following funding options were discussed as follows

- S106 relevant monies for Play Areas - £29,500.00 available.
- Communities Fund
- Local District Councillors (EHDC)
- Neighbourhood CIL pot

**HPC 238/23/24**                    **TO RECEIVE AND CONSIDER THE REQUEST RECEIVED FROM HORNDEAN BAPTIST CHURCH IN RESPECT OF IMPROVEMENTS TO NAPIER HALL**

Information from Horndean Baptist Church was circulated and It was **RESOLVED** that Council are happy to support Horndean Baptist Church in its request to improve the area at the back of Napier Hall as follows

- Paving slabs to be used, as a hard-standing area. The Council does not want to concrete the entire grassed area.
- Matt Madill, Grounds Manager of Horndean Parish Council to liaise with Horndean Baptist Church regarding the work/before the work is booked in and agreed upon. The Grounds Manager will be liaising with a Contractor regarding the work.

**HPC 239/23/24**                    **TO RECEIVE AND CONSIDER THE REVISED BIODIVERSITY POLICY IN ACCORDANCE WITH THE ENVIRONMENT ACT 2021**

A discussion took place and it was **RESOLVED** that the HPC Biodiversity Policy be amended as follows

- Page 1- Planning Applications Section to be looked at by the Planning Committee.
- Page 2 – Monitoring Section: Reword the paragraph to read “The Policy was adopted on 08 January 2024, and will be reviewed when legislation dictates and each year at the annual meeting”.

**HPC 240/23/24**                    **TO RECEIVE AN UPDATE FROM MEMBERS REPRESENTING THE PARISH COUNCIL WITHIN EXTERNAL ORGANISATIONS AND WORKING PARTIES**

**Havant Thicket Reservoir:** Cllr Attlee informed members that she had attended

**LEOH:** Cllr Attlee provided an update, following a meeting she attended with EHDC on 11 December 2023. She said that the use of the community building was to be considered, including whether the football pitch would be Astro Turf or grass. She said that the location of the 2x SUDS in the Southern Boundary of the Parish is in Rowlands Castle Parish territory and not Horndean.

**Havant Thicket Reservoir:** Cllr Attlee informed members that she would be attending the Stakeholder Advisory Committee meeting on 29 February and said that there is lots of information on their website, which gets regularly updated.

**Speed Indicator Device Group:** Cllr Prosser updated members, informing them that he had taken over from Peter Little, as the Cllr representative for the SID Group. He said he had been in contact with EHDC regarding the speed camera devices on offer and is currently awaiting an update from them, as to the availability.

**Horndean Green Trail and Heritage Network:** The Chairman provided an update, informing members that confirmation for the S106 money to get the project started had been approved. He said he would be meeting with Urban Labs and has scheduled to walk the trail with relevant parties.

**Horndean Neighbourhood Improvement Project:** Cllr Prosser said that the working party had met with a resident and the company involved in looking after the telephone exchange in Horndean. He said that the telephone exchange is often broken into, with doors and windows being broken for access in to the building. The plan is for glass to be replaced with polycarbonate, with some of the telephone exchange buildings having been listed for closure by BT. Cllr Prosser said he was waiting to find out if the one in Horndean is listed for closure.

**HPC 241/23/24**                    **TO NOTE THE NEXT SCHEDULED MEETING OF THE COUNCIL BEING THE 12 FEBRUARY 2024**

The next scheduled meeting of the Council was noted as 12 February 2024. This meeting will be held in Jubilee Hall.

**HPC 242/23/24**                    **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 20:35 pm*

**HPC 243/23/24**                    **TO APPROVE THE CONFIDENTIAL MINUTES OF THE COUNCIL MEETING HELD ON 11 DECEMBER 2023**

It was **RESOLVED** that the Confidential minutes of the Council meeting held on 11 December 2023 be signed as a true record of the meeting. All agreed.

*The meeting concluded at 8:45 pm*

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Signed - The Chairman

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Date