



HORNDEAN PARISH COUNCIL

MINUTES OF THE COUNCIL MEETING HELD AT JUBILEE HALL ON 10 FEBRUARY 2025 AT 7.00 P.M.

PRESENT: Councillors J Lay (Chairman), P Beck, S Freeman, D Prosser, A Redding, N Smith, B Sowden,

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

PUBLIC ATTENDANCE: 5x members of the public & District Cllr D Evans

HPC 192/24/25 **TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies were received from Councillors T Attlee, J Hodgson & R Smith.

HPC 193/24/25 **TO RECEIVE ANY DECLARATIONS OF INTEREST**

No declarations of pecuniary interest were received.

HPC 194/24/25 **TO RECEIVE A WRITTEN UPDATE FROM COUNTY COUNCILLOR MRS M HARVEY REGARDING COUNTY COUNCIL MATTERS**

A report by County Councillor Mrs M Harvey was circulated and noted.

HPC 195/24/25 **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 E Woodard & J Hogan were circulated and noted.

HPC 196/24/25 **TO OPEN THE MEETING TO MEMBERS OF THE PUBLIC**

The meeting was duly opened to members of the public.

HPC 197/24/25 **TO APPROVE THE MINUTES OF THE COUNCIL MEETING HELD ON THE 13 JANUARY 2025**

It was **RESOLVED** that the minutes of the Council meeting held on 13 January 2025 be signed as a true record of the meeting. All agreed.

HPC 198/24/25

TO RECEIVE AN UPDATE FROM MEMBERS REPRESENTING THE PARISH COUNCIL WITHIN EXTERNAL ORGANISATIONS AND WORKING PARTIES

South Downs Nation Park Authority: Cllr Redding stated that he had recently attended a presentation in Petersfield regarding the consultation, which is currently open for the Local Plan Review. The consultation ends on 17 March 2025.

HGTHN: An update by Cllr Redding was provided, informing members that

- the Catherington Lith footpath improvements had been completed, with funding received from DEFRA.
- the new Information boards are in production.
- the tree sculptures x4, are in production.
- all timber works will be undertaken by the HPC Countryside Team and volunteers.
- the 12k Community Climate Action Fund grant application, from EHDC was successful.

HNIP: Cllr Prosser provided an update, following the HNIP meeting on 28 January 2025, as per attached minutes.

- still awaiting a response from HCC, regarding an update relating to the blocked drains in The Coppice and flooding in The Coppice, Victory Avenue and Havant Road.
- the EHDC public toilets in Horndean will not be re-opened due to ASB.
- the drains have been cleared in Horndean centre, but there is a larger issue with the drains, which First Port Management Company are aware of, and are allocating funds to get it resolved.
- Lewis-Tucker have not addressed issues with the precinct site, including fly tipping of oil drums.

LEOH: The Chairman said that Bloor Homes had submitted their "Southern Expansion" pre-application and have offered HPC a chance to meet with them.

Devolution: A discussion took place regarding Devolution and Local Government Restructure and it was proposed that a working party be setup, with Cllr Lay being nominated as the lead. It was agreed that the working party would be formalised at the next Council meeting on 10 March 2025.

HPC 199/24/25

TO RECEIVE AN UPDATE IN RESPECT OF THE DATA RECEIVED FROM THE AVERAGE SPEED CAMERAS

A report by Cllr Prosser was circulated (as attached) and an update provided.

HPC 200/24/25

TO RECEIVE AND APPROVE THE ORDERS FOR PAYMENT (DECEMBER/JANUARY ATTACHED)

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

It was noted that item 12 – "Urban Place Lab" on the January Orders for Payment was in relation to part payment for the inspection of interpretation boards & tree sculptures location, with funding received from DEFRA.

HPC 201/24/25

TO RECEIVE AND NOTE THE MONTHLY FINANCE REPORT

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

HPC 202/24/25

TO RECEIVE AND APPROVE THE BANK RECONCILIATION – CO-OPERATIVE, LLOYDS AND CAMBRIDGE AND COUNTIES AS AT 31 DECEMBER 2024

It was **RESOLVED** to approve the bank reconciliation – Co-Operative, Lloyds, and Cambridge and Counties as at 31 December 2024.

HPC 203/24/25 TO RECEIVE AND CONSIDER THE FINANCIAL RISK ASSESSMENT

It was noted that Financial Risk Assessment was last looked at approximately 3 years ago at the Finance & General Purposes Committee.

It was **RESOLVED** that the Financial Risk Assessment be adopted.

HPC 204/24/25 TO RECEIVE AND CONSIDER THE HEALTH AND SAFETY POLICY STATEMENT

It was **RESOLVED** that the Health & Safety Policy Statement be adopted. This was proposed by Cllr Beck. All agreed.

HPC 205/24/25 TO RECEIVE AND CONSIDER THE MEETINGS SCHEDULE FOR 2025/2026

The draft meetings schedule for 2025/2026 was circulated and the following amendments were recommended

- All meetings start at 6:30pm, rather than 7pm.
- 2x Grounds Committee meetings dates be moved: Move 01 December 2025 – 25 November 2025 and move 23 February 2026 – 02 February 2026.

It was **RESOLVED** that the recommendations be actioned and the amended meetings scheduled be brought to the next Council meeting on 10 March 2025, for adoption.

HPC 206/24/25 TO RECEIVE AND CONSIDER THE RECOMMENDATION FROM THE FINANCE AND GENERAL PURPOSES COMMITTEE ON THE 20 JANUARY 2025, IN RESPECT OF THE REVISED FINANCIAL REGULATIONS

It was **RESOLVED** that

- the revised Financial Regulations be agreed, as per the recommendation of the Finance & General Purposes Committee meeting on 20 January 2025, with the Chief Officer's authorised spending limit to be increased from £750 to £1,000.
- agreed amendments be made to Appendix C: Annual Budget and Precept setting Process chart (page 12 of 12).

HPC 207/24/25 TO RECEIVE AND CONSIDER THE RECOMMENDATION FROM THE FINANCE AND GENERAL PURPOSES COMMITTEE ON THE 20 JANUARY 2025, IN RESPECT OF THE REVISED MEMBER/OFFICER PROTOCOL POLICY

It was **RESOLVED** that the Member/Officer Policy be adopted, as per the recommendation of the Finance & General Purposes Committee meeting on 20 January 2025. All agreed.

HPC 208/24/25 TO RECEIVE AND CONSIDER THE RECOMMENDATION FROM THE FINANCE AND GENERAL PURPOSES COMMITTEE ON THE 20 JANUARY 2025, IN RESPECT OF THE GRANT APPLICATION SUBMITTED BY THE KING'S ARMS YOUTH PROJECT - £1,000

It was **RESOLVED** that The King's Arms Youth Project be awarded £1,000, pursuant to S137 Local Government Act 1972, as per the recommendation of the Finance & General Purposes Committee meeting on 20 January 2025. All agreed.

HPC 209/24/25

TO RECEIVE AND CONSIDER THE RECOMMENDATION FROM THE GROUNDS COMMITTEE ON THE 27 JANUARY 2025, IN RESPECT OF A PITCHPOWER ASSESSMENT OF THE FOOTBALL PITCHES AT FIVE HEADS RECREATION GROUND AND JUBILEE

It was **RESOLVED** that the recommendation from the Grounds Committee meeting on 27 January 2025, be agreed as follows

- a PitchPower Assessment in respect of the football pitches at both Five Heads Recreation Ground and Jubilee, at a total cost of £100 per site.

HPC 210/24/25

TO RECEIVE AND CONSIDER THE RECOMMENDATION FROM THE GROUNDS COMMITTEE ON THE 27 JANUARY 2025, IN RESPECT OF THE REMOVAL OF GYM EQUIPMENT AT FIVE HEADS RECREATION GROUND

It was **RESOLVED** that the recommendation from the Grounds Committee meeting on 27 January 2025, be agreed as follows

- proceed with the removal of gym equipment at Five Heads Recreation Ground, as per quotation 1 (RJ Playgrounds), at a total cost of £605 + VAT.

It was noted that spare parts for the current gym equipment are obsolete.

HPC 211/24/25

TO RECEIVE AND CONSIDER THE RECOMMENDATION FROM THE GROUNDS COMMITTEE ON THE 27 JANUARY 2025, IN RESPECT OF THE REPAIRS TO BE UNDERTAKEN WITHIN JUBILEE PLAY AREA (PLAYHOUSE RAMP)

It was **RESOLVED** that the recommendation from the Grounds Committee meeting on 27 January 2025, be agreed as follows

- proceed with the repairs within Jubilee Play Area (playhouse ramp), as per quotation 1 (RJ Playgrounds), at a total cost of £495 + VAT.

HPC 212/24/25

TO RECEIVE AND CONSIDER THE RECOMMENDATION FROM THE GROUNDS COMMITTEE ON THE 27 JANUARY 2025, IN RESPECT OF THE REPAIRS TO BE UNDERTAKEN WITHIN JUBILEE PLAY AREA (SWING)

It was **RESOLVED** that Council agreed to proceed with the repairs to the swing at Jubilee Play Area, but for further quotations to be obtained.

HPC 213/24/25

TO RECEIVE AND CONSIDER THE RECOMMENDATION FROM THE GROUNDS COMMITTEE ON THE 27 JANUARY 2025, IN RESPECT OF THE REPAIRS TO BE UNDERTAKEN AT DEEP DELL PLAY AREA

It was **RESOLVED** that the recommendation from the Grounds Committee meeting on 27 January 2025, be agreed as follows

- proceed with the repairs at Deep Dell Play Area, at a total cost of £918 (Online Playgrounds) + VAT, with funds to be drawn down from the Neighbourhood CIL.

HPC 214/24/25

TO RECEIVE AND CONSIDER THE RECOMMENDATION FROM THE GROUNDS COMMITTEE ON THE 27 JANUARY 2025, IN RESPECT OF THE PROJECTS ELIGIBLE FOR COMMUNITY INFRASTRUCTURE LEVY (CIL) FUNDING

It was **RESOLVED** that the recommendation from the Grounds Committee meeting on 27 January 2025, be agreed as follows

- Cllr Redding to complete a composite application for CIL funding, for the following projects at Jubilee, with quotations to be sought by the Grounds Manager
 - A multi-use games area (MUGA), to replace the basketball court.
 - Accessible path
 - Fitness/gym equipment replacement, due to the age of the current equipment, which is now obsolete

HPC 215/24/25 TO NOTE THE NEXT SCHEDULED MEETING OF THE COUNCIL BEING THE 10 MARCH 2025

The next scheduled meeting of the Council was noted as 10 March 2025. This meeting will be held in Jubilee Hall.

HPC 216/24/25 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.

The public meeting concluded at 8:01 pm.

HPC 217/24/25 TO APPROVE THE CONFIDENTIAL MINUTES OF THE COUNCIL MEETING HELD ON THE 13 JANUARY 2025

It was **RESOLVED** that the Confidential minutes of the Council meeting held on 13 January 2025 be signed as a true record of the meeting. All agreed.

The confidential meeting concluded at 8:03 pm

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Signed - The Chairman

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Dated

Horndean Neighbourhood Improvement Project Forum Meeting

Ref - HPC
198/24/28

Tue 28 January 25 1830 @ Bere Grove Care Home Horndean, Waterlooville

Attendees: Chair - Ron Smith(RS) HPC - Ron Hammerton (RH), Marcella Payne (MP), Stanley Wright (SW), Steve Skinner (SS) (Victory Ave Resident), Derek Prosper (DP) (HPC)

Apologies – Simon Freeman HPC

Topics/Actions

1. Flooding Victory Avenue and Havant Road

a. SS gave an update on the flooding problem. RS said that he had emailed Cllr Bowerman about the flooding and blocked drains in The Coppice, but no reply had been received. SS is awaiting a report from HCC and had contacted them for an update, again, no reply had been received.. **Ongoing Action: RH/SS**

b The flooding in Havant Road has not gone away in spite of the improvements achieved with the new trash screen. There was a long discussion about the problem and RH was continuing to take this forward.

Ongoing:

RH

2. Road Safety

a. DP gave an update on the Speed watch initiative and said that the PCC was trying to initiate a Gloucester style management system which would include more law enforcement. **Ongoing: DP**

B. RH/SW have carried out a risk assessment on the pedestrian safety issues on Rowlands Castle road with the additional foot traffic from the Care Home, Retirement Village and the adjacent housing development shortly to take place. The HCC has agreed to instal one not two warning signs for the new pedestrian crossing. **Ongoing: RH/SW**

3. Anti-Social Behaviour

a. EHDC have indicated that the public toilets in Horndean will not be re-opened due to ASB. It was discussed about the Public Houses in Horndean allowing the public to use their facilities. MP stated that she would take this forward. **Ongoing: MP**

4. Horndean Centre Clean-up Sub-Project

a. The area of the Doctors Surgery/Pharmacy is now looking a lot tidier and the bins are being emptied regularly. There has been maintenance work carried out by First Port over the last month and the drains have been cleared. There is a larger problem with the drains, but First Port are aware and are allocating funds to sort it out. There is still work to be completed, which First Port are aware of. **Ongoing: RS**

b. Lewis-Tucker have not really progressed the issues with the Precinct site. The oil drums have been removed but the fridge/freezer has not. A video has been sent to Lewis-Tucker showing them the state of the car park at the rear of the Precinct, which is in dire need of maintenance, such as clearing the shrubbery, clearing glass and a water tank. The car park to the side, which belongs to the Precinct, is full all day most days apparently due to parking by Surgery Staff, a local car repairer storing vehicles and Shambles staff, plus their trucks and customers. This does not help businesses in the Precinct units themselves. The status of the various retail tenants lease arrangements should be investigated especially regarding the problem of the newsagent's boarded window. **Ongoing Action – RS/RH**

c. The issues with Shambles (Van parking and dumping house clearance items) are still ongoing and subject to action by HCC/EHDC. It was agreed that contact should continue with the owner or owners of the adjacent cottage or cottages to obtain further views on this. In addition RonH had made contact with the Environment Agency asking about the status of the waste handling license issued to the Shambles. Feedback can be obtained in due course on 0370 8506506 using ref.no. 02352956 **Ongoing Action –RS/RH**

5. Membership of the Forum

a. It was decided that the Forum should grow organically as issues arise that need additional input and in the main should be made up of representatives of groups. So today we have additional representation from Litter pickers and Residents of Horndean Centre (Linden Homes Sites) Sally and Oliver. Steve Skinner can be assisted as described above but it is suggested that some sort of Residents of Victory Avenue group be formed. So the power of this forum is reach and sharing of knowledge and experiences to address issues.

6. Stagecoach

MP highlighted that bus services between Horndean and Petersfield have been reduced recently at peak times (school times) resulting in overcrowding and school children being stranded. This was not communicated well. MP has raised this with Cllr James Hogan. (EHDC). It was suggested that Damian Hinds MP and R Mokate Cllr for EHDC & HCC should also be written to.

Action: MP, RH

7. AOB

- a. It was agreed that as RH had the best knowledge of the swale at Gales Park, that he would take all future lead in all matters concerning the swale , retention basin and downstream ditch. The present position is that RH has asked Cllr Bowerman for a meeting to discuss current issues.
- b. SS asked for it to be noted that he was very impressed with the maintenance of the Australian Memorial which was being kept to a high standard and pass on his thanks to those that were doing the maintenance.

8. Date of Next Meeting: Tue 4 Mar 25 1900 @ Bere Grove Care Home

Speed Device(s) Update For January 2025

Speed Indicator Device (SID)

We have now had two more quotes for a SID. These devices are approximately £2500 instead of our original quote of £4000. They are also 8kg in weight rather than the original 17kg. We are still exploring the costs for sign posts or for lamp post surveys to understand deployment and ongoing costs for the SID. We have a meeting with HCC to discuss options on 5th Feb.

Speeding on Five Heads Road

Also at the meeting with HCC on the 5th Feb we will discuss reducing speeding on Five Heads Road with both HCC and the Police. We have been contacted by the Local Police following an email to them from a resident. The police are looking into radar enforcement patrols in the area but have also suggested exploring a 20mph zone around the Primary School. We have also noted that the recent approval of the development between Five Heads Road and Catherington Lane comes with developer funded road safety improvement plans on each road, we are working to determine exactly what that is.

Auto Speedwatch Cameras – Catherington Lane – monthly update

We met with the Auto Speedwatch company and received information on the ongoing maintenance costs for the cameras and also advice on how to improve the performance of them. The performance improvement changes have been made and the cameras have been improved by this. The maintenance charges for the cameras are £179 per camera per year for the data connection and the cost of moving the cameras is approx £45 per camera per time (to a new location and £35 for a location we have already used).

This is our seventh month of operation. Due to the lack of sunlight the cameras are operating about 25% performance.

We enabled the average speed function for Catherington Lane but the results are patchy.

We have identified two companies to write to this month.

Data from the ASW Cameras on Catherington Lane this month showed....

- The fastest speed captured in Catherington Village was 45 MPH
- The fastest speed of 56MPH and the most offenders were detected by the camera nearest to the Lychgate Drive
- 6 out of the top 10 speeding offenders were commercial vehicles as were the persistent offenders
- We have identified over 650 speeders in total this month
- Average speed on Catherington Lane is 33.4 MPH overall but 15% of offenders are travelling in excess of 41.5MPH past Lychgate drive
- Vehicle marked with an asterisk also appeared in December's data

Ref- HPC 200/24/2

1 of 2 Item 9

P11 PAYMENTS & RECEIPTS SINCE LAST ORDER OF PAYMENTS			BANK ENTRIES: DECEMBER 2024			
Ref	Date	Payee/Payer	Net	VAT	Total	Details
EXPENDITURE						
1	18/11/2024	British Gas: 603421231	£210.91	£10.54	£221.45	Jubilee Admin Electric: 16 October to 15 November 2024
2	29/11/2024	Aardvark Supplies Ltd	£28.00	£5.60	£33.60	Latex Gloves/Disinfectant
3	25/11/2024	Headline Printers	£178.00	£0.00	£178.00	8 Page Carol Service Booklet x 200
4	29/11/2024	PJM Electrical	£161.06	£32.21	£193.27	Supply & Fit Sensors in Changing Room at Jubilee Admin Building
5	31/10/2024	Southern Fire Protection	£113.93	£22.78	£136.71	Napier Hall Annual Fire Inspection
6	30/11/2024	Staff Expenses	£38.37	£0.00	£38.37	Staff Expenses: November 2024
7	29/11/2024	Timberplay	£25,000.00	£5,000.00	£30,000.00	Zipwire Remedial Works at Jubilee Park
8	26/11/2024	Michael Jones	£2,250.00	£0.00	£2,250.00	Creation of 4 Sculptures, 15% Deposit (Green Trail, DEFRA funded)
9	14/11/2024	Reintokil Initial	£164.16	£32.83	£196.99	Napier Waste Collection: 1/12/2024 - 28/02/2025
10	09/12/2024	Lycamobile	£5.00	£0.00	£5.00	SIM Card for caretaker
11	12/11/2024	B & Q	£7.08	£1.42	£8.50	Pre Lawn Seed for Zipwire Area
12	06/12/2024	Idverde	£1,827.42	£365.48	£2,192.90	Emptying bins: 1/12/24-31/12/24
13	11/11/2024	Screwfix	£24.23	£4.84	£29.07	Adblue, Silicone Lubricant, Screenwash
14	02/12/2024	Screwfix	£3.82	£0.77	£4.59	Mechanical Plug-In & Plug-Through Timer
15	12/11/2024	Screwfix	£23.33	£4.66	£27.99	Fence Sprayer for Napier Hall
16	23/10/2024	SLCC	£30.00	£6.00	£36.00	Training Course-Chief Officer: 18.3.25
17	06/12/2024	Landmark (Hornbeck)	£2,561.28	£512.26	£3,073.54	2 x Mortice Fixed Landscape Display Signs (Green Trail, DEFRA funded)
18	29/11/2024	The Play Inspection Company	£300.00	£60.00	£360.00	Outdoor Post Installation Inspection
19	02/12/2024	Fuelgenie	£124.66	£24.93	£149.59	Fuel: November 2024
20	08/12/2024	Beaver Tool Hire	£249.90	£49.98	£299.88	Flail Mower Hire
21	08/12/2024	Beaver Tool Hire	£798.08	£159.62	£957.70	35 Temporary Fence Panels-Zip Wire repair
22	12/12/2024	Denmead DIY	£90.00	£0.00	£90.00	Repair to Broken Curtain Pole/All Poles Cleaned and Adjusted
23	28/11/2024	Fenland Leisure (Online Playgrounds)	£42.83	£8.57	£51.40	4 x Half Logs for Deep Dell Play Area
24	05/12/2024	SLCC	£4,806.20	£961.24	£5,767.44	Job Evaluation Process
25	11/12/2024	Sound Advice	£605.50	£121.10	£726.60	Sound System for Carol Service
26	03/12/2024	Southern Fire Protection	£85.25	£17.05	£102.30	Vehicle Fire Extinguishers Service
27	13/12/2024	Ultra Pure Window Cleaning	£75.00	£0.00	£75.00	Windows Cleaned at Halls
28	10/12/2024	Watling & Hirst	£240.00	£48.00	£288.00	Q3 Payroll (Oct-Dec 2024)
29	17/12/2024	Horndean PC Employees	£18,241.26	£0.00	£18,241.26	Staff Salaries: December 2024
30	17/12/2024	Lloyds Bank	£8.50	£0.00	£8.50	Bank Charges
31	09/12/2024	British Gas Lite - 242787	£108.43	£5.42	£113.85	Napier Electric: 11 Nov - 9 Dec
32	08/12/2024	British Gas Lite - 156695	£108.79	£5.44	£114.23	Napier Gas: 4 Nov - 2 Dec
33	09/12/2024	British Gas - 603423926	£372.98	£18.64	£391.62	Jubilee Admin Gas: 3 Nov - 25 Dec 2024
34	12/12/2024	Vodafone	£68.00	£13.60	£81.60	Mobiles: December 2024
35	27/12/2024	HM Revenue & Customs	£5,351.19	£0.00	£5,351.19	PAYE/N1: December 2024
36	27/12/2024	Hampshire Pension Fund	£5,887.47	£0.00	£5,887.47	Pensions: December 2024
37	14/12/2024	British Gas Lite - 154660	£347.92	£69.58	£417.50	Jubilee Hall Elec: 11 Nov - 14 Dec
38	30/11/2024	Veolia	£300.34	£60.07	£360.41	Waste Collections: November 2024
39	14/12/2024	Castle Water	£7.72	£0.00	£7.72	Water for Trough at DPW 1 Oct-30 Nov 2024
		TOTAL EXPENDITURE	£70,846.61	£7,622.61	£78,469.22	
Ref	Date	Payee/Payer	Net	VAT	Total	Details
INCOME						
40	various	Regular Hall Users	£2,032.59	£0.00	£2,032.59	Hire of Jubilee Hall - Regular
41	various	Regular Hall Users	£2,170.55	£0.00	£2,170.55	Hire of Napier Hall - Regular
42	various	Casual Hall Users	£121.68	£0.00	£121.68	Hire of Jubilee Hall - Casual
43	various	Casual Hall Users	£26.79	£0.00	£26.79	Hire of Napier Hall - Casual
44	various	Casual Hall Users	£300.00	£0.00	£300.00	Deposits Received
45	various	Casual Hall Users	-£400.00	£0.00	-£400.00	Deposits Refunded
46	various	Football Teams	£197.50	£0.00	£197.50	Hire of Football Pitches
47	31/12/2024	Cambridge & Counties	£883.75	£0.00	£883.75	Bank Interest
48	05/12/2024	Rural Payments Agency	£5,915.55	£0.00	£5,915.55	Rural Payments Agency
49	30/12/2024	East Hampshire District Council	£2,561.28	£0.00	£2,561.28	Other Grants
		TOTAL INCOME	£13,809.69		£13,809.69	

SIGNED:	
SIGNED:	
DATE:	10 FEBRUARY 2025

PAYMENTS & RECEIPTS SINCE LAST ORDER OF PAYMENTS			BANK ENTR		ANUARY 2025			
Ref	Date	Payee/Payer	Net	VAT	Total	Details		
EXPENDITURE								
1	02/01/2025	Staff Expenses	£60.03	£0.00	£60.03	Staff Expenses: December 2024		
2	17/12/2024	British Gas: 603421231	£239.79	£11.98	£251.77	Jubilee Admin Electric: 16 Nov - 15 Dec		
3	06/01/2025	Lycamobile	£5.00	£0.00	£5.00	SIM card for caretaker		
4	05/01/2025	Grenke Leasing	£111.90	£22.38	£134.28	Photocopier Rental: 1st January - 31st March 2025		
5	19/12/2024	B & Q	£24.99	£5.00	£29.99	Step Ladder for Jubilee Hall		
6	16/12/2024	Goldcrest	£40.00	£8.00	£48.00	Key Holding Premium - 15/12/24-14/01/25		
7	23/12/2024	Tichfield Tree Services	£650.00	£130.00	£780.00	Attend Windblown Ash Tree at Wagtail Road		
8	18/12/2024	Screwfix	£14.99	£3.00	£17.99	White Gloss Paint - Napier Committee Room Exterior Doors		
9	19/12/2024	Screwfix	£19.97	£4.00	£23.97	Lithium Grease for Jubilee Curtain Poles		
10	23/12/2024	St John Ambulance	£114.40	£22.88	£137.28	Provision of First Aid at Carol Service Event		
11	17/10/2024	The Christmas Decorators	£642.50	£128.50	£771.00	Final payment-Installation of Christmas Tree		
12	20/12/2024	Urban Place Lab	£2,500.00	£500.00	£3,000.00	1/3 Fee Invoice Inspection of Interpretation Boards & Sculpture Location		
13	07/01/2025	Amazon	£18.32	£3.67	£21.99	Fluorescent Tube - Napier Hall		
14	08/01/2025	Honey Brothers	£270.23	£54.05	£324.28	Telescopic Pole Saw		
15	08/01/2025	Amazon	£6.21	£1.24	£7.45	Dehumidifier Packs x 5		
16	02/01/2025	Fuelgenie	£193.21	£38.63	£231.84	Fuel: December 2024		
17	13/01/2025	Aardvark Supplies Ltd	£62.59	£12.52	£75.11	Janitorial Supplies		
18	06/01/2025	Cathedral Leasing Ltd	£224.25	£44.85	£269.10	Supply of Hygiene Services		
19	12/12/2024	Viking	£35.33	£7.07	£42.40	Staples, Laminated Pouches, Paperclips, Files		
20	19/12/2024	Viking	£31.92	£6.38	£38.30	Files and Dividers		
21	10/01/2025	Broxap	£59.00	£11.80	£70.80	4 x Replacement Locks for Bins		
22	01/01/2025	Elite Charity Solutions	£263.27	£52.66	£315.93	Photocopying: Oct - Dec 2024		
23	13/12/2024	Focus	£245.42	£49.08	£294.50	Switchboard, BroadBand, Payphone, Alarm - Nov/Jan 2025		
24	18/01/2025	Lloyds Bank	£8.50	£0.00	£8.50	Bank Charges		
25	06/01/2025	British Gas - 156695	£165.10	£8.26	£173.36	Napier Gas: 2 Dec - 6 Jan 2025		
26	20/01/2025	Horndean PC Employees	£17,755.96	£0.00	£17,755.96	Salaries: January 2025		
27	07/01/2025	British Gas - 603423926	£532.94	£106.58	£639.52	Jubilee Admin Gas: 3 Dec - 2 Jan 2025		
28	07/01/2025	B & Q	£43.33	£8.67	£52.00	Corrugated Sheets x 2		
29	14/01/2025	Focus	£244.75	£48.95	£293.70	Switchboard, BroadBand, Payphone, Alarm - Dec 2024/Jan 2025		
30	13/01/2025	Goldcrest	£40.00	£8.00	£48.00	Key Holding Premium 15/01/25 - 14/02/25		
31	03/01/2025	Screwfix	£78.43	£15.69	£94.12	Ground Anchor, Log Splitter, Rawbolts, Concrete		
32	19/12/2024	Sean Mason Electrical	£195.00	£39.00	£234.00	PAT Testing at Office and Halls		
33	08/01/2025	Castle Water - 2103873	£6.70	£0.00	£6.70	Water - Trough End of Hollybank - December 2024		
34	07/01/2025	British Gas - 603423926	£532.94	£106.58	£639.52	Jub Admin Gas: 3 Dec - 2 Jan 2025		
35	21/01/2025	Barriers Direct	£68.96	£13.79	£82.75	Folding Bollard - Hazleton/Hollybank Close Entrance		
36	21/01/2025	Honey Brothers	£291.89	£58.38	£350.27	Chainsaw, Strimmer Harness/Line, Shredder Blade		
37	13/01/2025	British Gas - 154660	£580.25	£116.05	£696.30	Jubilee Hall Elec: 11 Nov - 6 Jan 2025		
38	13/01/2025	British Gas - 242787	£140.07	£7.00	£147.07	Napier Elec: 9 Dec - 13 Jan 2025		
39	13/01/2025	Vodafone	£68.00	£13.60	£81.60	Mobiles: January 2025		
40	21/01/2025	Aardvark Supplies	£10.20	£2.04	£12.24	Washing Up Liquid		
41	18/01/2025	AH Fabrications	£240.00	£0.00	£240.00	Railings Repair-Deep Dell/Spot Welding to Basketball Mesh-Jubilee		
42	21/01/2025	AVS Fencing	£94.40	£18.88	£113.28	10 x Fence Posts		
43	21/01/2025	Screwfix	£55.90	£11.19	£67.09	Concrete, Gloves, Tape Measure		
44	21/01/2025	Top Notch Signs & Graphics Ltd	£56.05	£11.21	£67.26	Signs for Ext Toilet Door/Front Door		
45	20/01/2025	Viking	£160.70	£32.14	£192.84	Shredder, Pens, Pads, Notepads, Highlighters, Pouches		
46	28/01/2025	Ultra Pure Window Cleaning	£150.00	£0.00	£150.00	Ext/Int Window Cleaning at Office + Hall		
47	31/12/2024	Veolia	£313.80	£62.76	£376.56	Waste Collections-December 2024		
48	16/01/2025	British Gas - 603421231	£224.55	£11.22	£235.77	Jubilee Admin Elec: 16 Dec - 15 Jan 2025		
49	31/01/2025	Hampshire Pension Fund	£5,829.24	£0.00	£5,829.24	Pensions: January 2025		
50	31/01/2025	HM Revenue & Customs	£4,793.97	£0.00	£4,793.97	PAYE/NI: January 2025		
TOTAL EXPENDITURE			£38,514.95	£1,817.67	£40,332.62			
INCOME								
51	various	Regular Hall Users	£1,363.96	£0.00	£1,363.96	Hire of Jubilee Hall - Regular		
52	various	Regular Hall Users	£1,747.18	£0.00	£1,747.18	Hire of Napier Hall - Regular		
53	various	Casual Hall Users	£211.26	£0.00	£211.26	Hire of Jubilee Hall - Casual		
54	various	Casual Hall Users	£60.52	£0.00	£60.52	Hire of Napier Hall - Casual		
55	various	Casual Hall Users	£500.00	£0.00	£500.00	Deposits Received		
56	various	Casual Hall Users	£400.00	£0.00	£400.00	Deposits Refunded		
57	various	Football Teams	£211.25	£0.00	£211.25	Hire of Football Pitches		
58	31/01/2025	Cambridge & Counties	£879.78	£0.00	£879.78	Bank Interest		
59	14/01/2025	HMRC	£15,412.77	£0.00	£15,412.77	VAT Reclaim		
60	14/01/2025	East Hampshire District Council	£2,250.00	£0.00	£2,250.00	Other Grants		
TOTAL INCOME			£22,236.72		£22,236.72			

SIGNED:

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DATE:

10 FEBRUARY 2025

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