



HORNDEAN PARISH COUNCIL

MINUTES OF THE COUNCIL MEETING HELD AT JUBILEE HALL ON 07 APRIL 2025 AT 7.00 P.M.

PRESENT: Councillors J Lay (Chairman), T Attlee, P Beck, A Redding, N Smith, B Sowden

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

PUBLIC ATTENDANCE: 7x members of the public & District Cllr J Hogan

HPC 001/25/26 TO RECEIVE APOLOGIES FOR ABSENCE

Apologies were received from Cllr D Prosser, Cllr R Smith, District Cllrs D Evans & E Woodard

HPC 002/25/26 TO RECEIVE ANY DECLARATIONS OF INTEREST

Cllr P Beck declared an interest in relation to item 16.

HPC 003/25/26 TO RECEIVE A WRITTEN UPDATE FROM COUNTY COUNCILLOR MRS M HARVEY REGARDING COUNTY COUNCIL MATTERS

No report received.

HPC 004/25/26 TO RECEIVE A WRITTEN UPDATE FROM DISTRICT COUNCILLORS REGARDING DISTRICT COUNCIL MATTERS

A joint report by District Councillor E Woodard & J Hogan was circulated and noted.

HPC 005/25/26 TO OPEN THE MEETING TO MEMBERS OF THE PUBLIC

The meeting was duly opened to members of the public.

HPC 006/25/26 TO CONSIDER THE CO-OPTION OF MARK TEMPLE TO REPRESENT KINGS AND BLENDWORTH WARD

A statement by Mark Temple was circulated, and It was **RESOLVED** that

- Mark Temple be Co-Opted as a member of Horndean Parish Council, to represent Kings and Blendworth Ward. All agreed.
- Cllr Mark Temple joined members at the Council table and signed his declaration of office.

HPC 007/25/26

TO CONSIDER THE CO-OPTION OF JIM TYLER TO REPRESENT CATHERINGTON WARD

A statement by Jim Tyler was circulated, and It was **RESOLVED** that

1. Jim Tyler be Co-Opted as a member of Horndean Parish Council, to represent Catherington Ward. All agreed.
2. Cllr Jim Tyler joined members at the Council table and signed his declaration of office.

HPC 008/25/26

TO APPROVE THE MINUTES OF THE COUNCIL MEETING HELD ON THE 10 MARCH 2025

It was **RESOLVED** that the minutes of the Council meeting held on 10 March 2025 be signed as a true record of the meeting. All agreed.

HPC 009/25/26

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

Havant Thicket Reservoir: Cllr Attlee provided an update following the latest subgroup meeting on 02 April, where Urban Fabric Architects gave a presentation regarding plans for the Visitor & Education Centre.

- A Reserved Matters Application for detailed design of the visitor centre and recreational facilities design will be submitted in late 2025, following stakeholder engagement. The Budget is £3.1 million for the visitor centre and £1.8 million for recreational facilities. Bird hides will be on the North East.
- Wide range of matters discussed about the design (on stilts in the water or back further on the land, materials, solar etc).
- Cllr Attlee asked the following two questions
 1. *Asset Ownership in Future:* Who would own the assets in the long term i.e., would they be handed over? The answer was Portsmouth Water would hold on to them as part of critical infrastructure assets.
 2. *Connectivity with LEOH + Southern Expansion:* In the context of the Car parking that has been allocated to include 193 spaces for cars, plus parking for three coaches, the meeting that Cllr Lay and Cllr Attlee had with Bloor Homes, was mentioned, concerning the LEOH Southern Expansion and another 700 houses.
- The increased visitor numbers from the Horndean/Rowlands Castle area should not be underestimated. There was some awareness of this, but it caused a lot of interest.
- Cllr Attlee brought some large flip chart sheets that Bloor had provided especially stressing the developing connectivity of cycleways, walkways across many of the local important country park locations etc is becoming clearer and is a positive. It was mentioned that the Horndean Green Trail & Heritage Network is already well established in Bloor's Plans and Portsmouth Water is aware of it, too.
- The connectivity is still work in progress (as there is still one field privately owned where more information is needed).

Bloor Homes: Cllrs Attlee and Lay met with Bloor Homes on 25 March, where they discussed the LEOH southern expansion. Bloor Homes will be submitting a detailed application at the end of 2025.

QE Park Community Association: Cllr Redding gave an update as follows

- Activities, such as the bike festival will be taking place at QE Country Park, first weekend in July.
- Facilities are being improved - including showers/changing rooms and bike cleaning facilities.
- Top of Butser Hill: The Car Park has been re-designed, improving access
- Sheep grazing is currently taking place at the top of Butser Hill.

HGTHN: Cllr Redding provided the following update for the Horndean Green Trail & Heritage Network – Catherington Lith

- The four tree sculptures by Michael Jones have been safely installed as planned.
- There are 2 new large map-based information boards and 2 smaller environmental focussed boards.
- The next phase of the project is grant funded and has commenced - aiming to complete by school summer holidays.

HPC 010/25/26 TO RECEIVE AN UPDATE IN RESPECT OF THE DATA RECEIVED FROM THE AVERAGE SPEED CAMERAS

An update by Cllr Prosser was circulated.

Cllr Redding, in the absence of Cllr Prosser informed members that the data from the AutoSpeedwatch cameras has been shared with Hampshire Police, with the top 10 fastest recorded speeds, being faster than last months' recordings.

HPC 011/25/26 TO CONSIDER THE INCREASED PURCHASE PRICE OF THE SPEED INDICATOR DEVICE BEING £3,411, AS OPPOSED TO £2,740.

It was noted that the original company (TWM Traffic Control Systems Ltd) HPC were due to purchase the SID from had gone into liquidation.

A short discussion took place and it was **RESOLVED** that Council proceed with the purchase of the SID from Westcotec, at a total cost of £3,411 + VAT.

This was proposed by Cllr Beck and seconded by Cllr Redding.

HPC 012/25/26 TO RECEIVE AND NOTE THE MONTHLY FINANCE REPORT

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

HPC 013/25/26 TO RECEIVE AND CONSIDER THE SEXUAL HARASSMENT POLICY

The Chief Officer informed members that as of October 2024, the Worker Protection Act 2003 came into force (Amendment of Equality Act 2010) and advised that it is imperative that most of the advice notes from the update, as per attached at the back of the policy be included.

It was noted that Sexual Harassment Awareness training for staff and Councillors is ongoing.

It was **RESOLVED** that Council adopt the Sexual Harassment Policy. All agreed.

HPC 014/25/26 TO RECEIVE AND CONSIDER THE REVISED PAY POLICY STATEMENT

The revised Pay Policy Statement was circulated by the Chief Officer. It was noted that the reason for the revision to the statement, was due to the pay scale changing to NJC as of 01 April 2025.

It was **RESOLVED** that Council adopt the Pay Policy Statement. All agreed.

HPC 015/25/26 **TO RECEIVE A REPORT AND CONSIDER THE PROPOSED AMENDMENTS TO THE PARISH COUNCILS WEBSITE**

Cllr N Smith informed members that the website improvements surrounding navigation and useability are currently in the discovery phase, whereby Cllrs and staff are invited to add suggested amendments.

It was **RESOLVED** that

- Other website providers be looked at.
- Cllr N Smith work alongside the office team and contact suppliers.

HPC 016/25/26 **TO RECEIVE AND CONSIDER THE QUOTATIONS RECEIVED IN RESPECT OF THE ALARM INSTALLATION AT NAPIER HALL, AND AGREE THE WAY FORWARD**

3x quotations were circulated and a discussion took place. It was noted that one of the main issues with security at Napier Hall is that some hall hirers are leaving the doors propped open for easy access for their hirers attending group sessions.

It was **RESOLVED** by a majority vote that Council offer the intruder alarm installation contract to A1 Security Systems Ltd (quotations 1), at a total cost of £1,122.

It was proposed by Cllr Redding and seconded by Cllr Sowden. Cllr Beck abstained from voting.

HPC 017/25/26 **TO RECEIVE AND CONSIDER THE USE OF JUBILEE CAR PARK IN RESPECT OF OVERNIGHT PARKING**

- A caravan arrived at Jubilee car park at the end of February, where someone appears to be taking residence.
- The person in question also owns a car.
- The office has received comments from members of the public/hall hirers, regarding the parking and residency of the caravan making people feel very unsettled.
- It was noted that HPC did not wish to act harshly, given the circumstances of what they have been told, but time has moved on.

It was **RESOLVED** that

- Council did not want anyone parking overnight in Jubilee car park.
- Signage to be installed to state "No Overnight Parking".
- A letter be handed to the owner of the caravan and car, informing them of this decision.

HPC 018/25/26 **TO NOTE THE DRAFT STRATEGIC VISION DOCUMENT CURRENTLY WITHIN THE PROCESS OF PUBLIC CONSULTATION**

The draft Strategic Vision was noted by members.

HPC 019/25/26 **TO RECEIVE AND CONSIDER THE REQUEST FROM A RESIDENT IN RESPECT OF A TREE SUBJECT TO A TPO**

The request was circulated and a short discussion took place. It was noted that the Grounds Manager had attended to look at the tree, whereby a branch is overhanging the car parking spaces. The land in which the tree is situated, was gifted to HPC from Barratt Homes housing developer.

The tree is subject to a Tree Preservation Order (TPO) and the Tree Policy precludes tree pruning for reasons such as bird droppings etc.

It was **RESOLVED** that the item be brought back to the next Council meeting, for consideration, with an update being provided by the Grounds Manager (a photo to be included).

HPC 020/25/26 TO NOTE THE NEXT SCHEDULED MEETING OF THE COUNCIL BEING THE 12 MAY 2025

The next scheduled meeting of the Council was noted as 12 May 2025 (Annual Meeting of the Council). This meeting will be held in Jubilee Hall.

It was also noted that the Annual Parish Meeting is on 28 April 2025. This meeting will be held in Jubilee Hall.

HPC 021/25/26 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 8:20 pm.

HPC 022/25/26 TO NOTE THE CORRESPONDENCE RECEIVED IN RESPECT OF THE COMPANY WHO COMPLETED THE INSTALLATION OF THE PLAY EQUIPMENT AT JUBILEE RECREATION GROUND

Noted.

HPC 023/25/26 TO RECEIVE THE RECOMMENDATION FROM THE STAFF COMMITTEE ON THE 17 MARCH 2025, IN RESPECT OF STAFF TRAINING

It was **RESOLVED** that the recommendation from the Staff Committee meeting on 17 March 2025, in respect of staff training be agreed as follows

- A member of the Grounds Team be provided the opportunity to attend specific (3 day) training in relation to the use of chainsaws – Maintenance and cross cutting.

HPC 024/25/26 TO RECEIVE THE RECOMMENDATION FROM THE STAFF COMMITTEE ON THE 17 MARCH 2025, IN RESPECT OF STAFF APPRAISALS AND SALARIES

It was **RESOLVED** that the recommendation from the Staff Committee meeting on 17 March 2025, in respect of staff appraisals and salaries be agreed as follows

- Staff appraisals be reviewed at the midway point, and for additional Objectives to be set, staff time permitting, to encompass suggestions identified within the strategic planning meeting.

HPC 025/25/26

**TO RECEIVE THE RECOMMENDATION FROM THE GROUNDS COMMITTEE ON
THE 31 MARCH 2025, IN RESPECT OF THE ENGAGEMENT OF A POND
CONSULTANT**

It was **RESOLVED** that the recommendation from the Grounds Committee on 31 March 2025, in respect of the engagement of a pond consultant be agreed. It was noted that the pond at Catherington is a wildlife pond.

HPC 026/25/26

**TO RECEIVE THE RECOMMENDATION FROM THE GROUNDS COMMITTEE ON
THE 31 MARCH 2025, IN RESPECT OF THE DELL PIECE WEST MANAGEMENT
PLAN**

It was **RESOLVED** that the recommendation from the Grounds Committee on 31 March 2025, in respect of the Dell Piece West Management Plan be approved.

HPC 027/25/26

**TO RECEIVE THE RECOMMENDATION FROM THE GROUNDS COMMITTEE ON
THE 31 MARCH 2025, IN RESPECT OF THE ACCESS DOCUMENT PERTAINING
TO THE WORKS TO BE UNDERTAKEN BY THE SSEN AT HAZLETON COMMON**

It was **RESOLVED** that the recommendation from the Grounds Committee on 31 March 2025, in respect of the access document pertaining to the works to be undertaken by the SSEN at Hazleton Common be accepted.

The confidential meeting concluded at 8:45 pm

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Signed - The Chairman

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Dated