



# Horndean Parish Council

## NOTICE OF MEETING

**A MEETING OF THE GROUNDS COMMITTEE WILL BE HELD ON MONDAY 17 MAY 2021 AT 7.00pm in Jubilee Hall.**

Members of the Committee Cllr Mrs E Tickell (Chairman), Cllr D Alexander, Cllr Mrs L Evans, Cllr J Lay (Vice Chairman), Cllr B Raymond, Cllr A Forbes, Cllr P Little are summoned to attend.

11 May 2021

Carla Baverstock-Jones  
Chief Officer

### AGENDA

1. To receive apologies for absence.
2. **Declaration of interest: Members are reminded of their responsibility to declare any disclosable pecuniary interest which they may have in any item of business on the agenda no later than when that item is reached. Unless dispensation has been granted, you may not participate in any discussion of, or vote on, or discharge any function related to any matter in which you have a pecuniary interest as defined by regulations made by the Secretary of State under the Localism Act 2011. You must withdraw from the room or chamber when the meeting discusses and votes on the matter.**
3. **To open the meeting to members of the public to enable them to address questions to Parish Councillors. *The period of time which is designated for public participation shall not exceed 20 minutes. Each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than 3 minutes. A question asked by a member of public during public participation session at a meeting shall not require a response or debate.***
4. To elect a Vice Chairman to the Grounds Committee
5. To receive and approve the Minutes of the Grounds Committee meeting held on Monday 22 March 2021.
6. To receive a report and consider the way forward in respect of the tree planted to commemorate the Queen's Golden Jubilee.
7. To receive an update regarding EHDC's plan to plant trees and wild flowers within the district.
8. To receive an update in respect of the completed projects/significant works undertaken by the Countryside Team.
9. To consider additional planting within the main flower bed at Jubilee - Parish Office.
10. **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 (Admissions to meetings) Act 1960).**
11. To receive a report and agree the boundary pertaining to a property within Catherington Lith.



## HORNDDEAN PARISH COUNCIL

### MINUTES OF THE GROUNDS COMMITTEE MEETING HELD VIRTUALLY ON MONDAY 22<sup>nd</sup> MARCH 2021 AT 7 P.M. WITH MICROSOFT TEAMS

**PRESENT:** Cllr Mrs E Tickell (Chairman), Cllr Mrs L Evans, Cllr D Alexander, Cllr B Raymond, Cllr J Lay

**IN ATTENDANCE:** Carla Baverstock-Jones, Chief Officer; Cheree Garvey, Office Manager (Facilitator); Susan Blake, Administrator (Minute Taker); Matthew Madill, Grounds Manager

**PUBLIC ATTENDANCE:** There were no members of the public or press present.

**Recording started at 7:00pm**

G 035/20/21 **TO RECEIVE APOLOGIES FOR ABSENCE**

All members are in attendance.

G 036/20/21 **TO RECEIVE ANY DECLARATIONS OF INTEREST**

There were no declarations of interest received.

G 037/20/21 **TO RECEIVE AND APPROVE THE MINUTES OF THE GROUNDS COMMITTEE MEETING HELD ON MONDAY 25<sup>th</sup> JANUARY 2021**

It was **RESOLVED** that the minutes of the Grounds Committee Meeting held on 25<sup>th</sup> January 2021 be duly signed as a true record of the meeting.

This was proposed by Cllr B Raymond and seconded by Cllr Mrs L Evans. All agreed.

G 038/20/21 **TO OPEN THE MEETING TO MEMBERS OF THE PUBLIC**

There were no members of the public or press present.

G 039/20/21 **TO RECEIVE AND CONSIDER THE REQUEST FOR INFORMATION IN RESPECT OF THE CLIMATE PANEL - EHDC**

Cllr Mrs E Tickell provided members with a verbal update.

A brief discussion took place.

Wild flowers/shrubs to be received from EHDC to cover small areas.

Grounds Manager advised to consider management of the areas.

All agreed in principle.

G 040/20/21

**TO RECEIVE A REPORT AND CONSIDER THE INSTALLATION OF  
MEMORIAL BENCHES AS REQUESTED BY RESIDENTS**

Grounds Manager's report was circulated prior to the meeting.

A brief discussion took place.

Cllr Mrs L Evans proposed a policy stipulating specifications and regulations. Cllr B Raymond seconded.

It was **RESOLVED** to write on HPC policy pertaining to Memorial Benches. All agreed.

G 041/20/21

**TO RECEIVE AN UPDATE IN RESPECT OF THE COMPLETED  
PROJECTS/SIGNIFICANT WORKS UNDERTAKEN BY THE COUNTRYSIDE  
TEAM**

Grounds Manager advised he has a meeting with EHDC on 12<sup>th</sup> May with regards to the Elm trees work due to start at Jubilee on 17<sup>th</sup> May 2021.

G 042/20/21

**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.**

There were no members of the public present.

Recording of meeting ended at 7.23 pm

Confidential part of the meeting.

G 043/20/21

**TO RECEIVE AND APPROVE THE CONFIDENTIAL MINUTES OF THE  
GROUNDS COMMITTEE MEETING HELD ON MONDAY 25th JANUARY 2021**

It was **RESOLVED** that the confidential minutes of the Grounds Committee Meeting held on 25<sup>th</sup> January 2021 be duly signed as a true record of the meeting.

This was proposed by Cllr Mrs E Tickell and seconded by Cllr B Raymond. All agreed.

The meeting closed at 7:26 pm

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Chairman

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Dated



## **HORNDEAN PARISH COUNCIL - GROUNDS**

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### **AGENDA ITEM 6**

**17th May 2021**

**SUBJECT TITLE: Oak Tree – Queens Jubilee**

#### **PURPOSE OF REPORT:**

The Oak tree at Jubilee which was planted to commemorate the Queen Golden Jubilee in 2002 appears to have died.

The tree was relocated last year as part of the new office construction but it has recently started to shed all its bark with signs of this decay across the whole tree (pics attached).

As this tree was planted as part of the Queens Jubilee in 2002, I am unsure if Council would like to plant a new tree in its place or they may consider a better option is to plant a tree next year as part of the Queens Platinum Jubilee in June 2022.

Some prices below for council consideration.

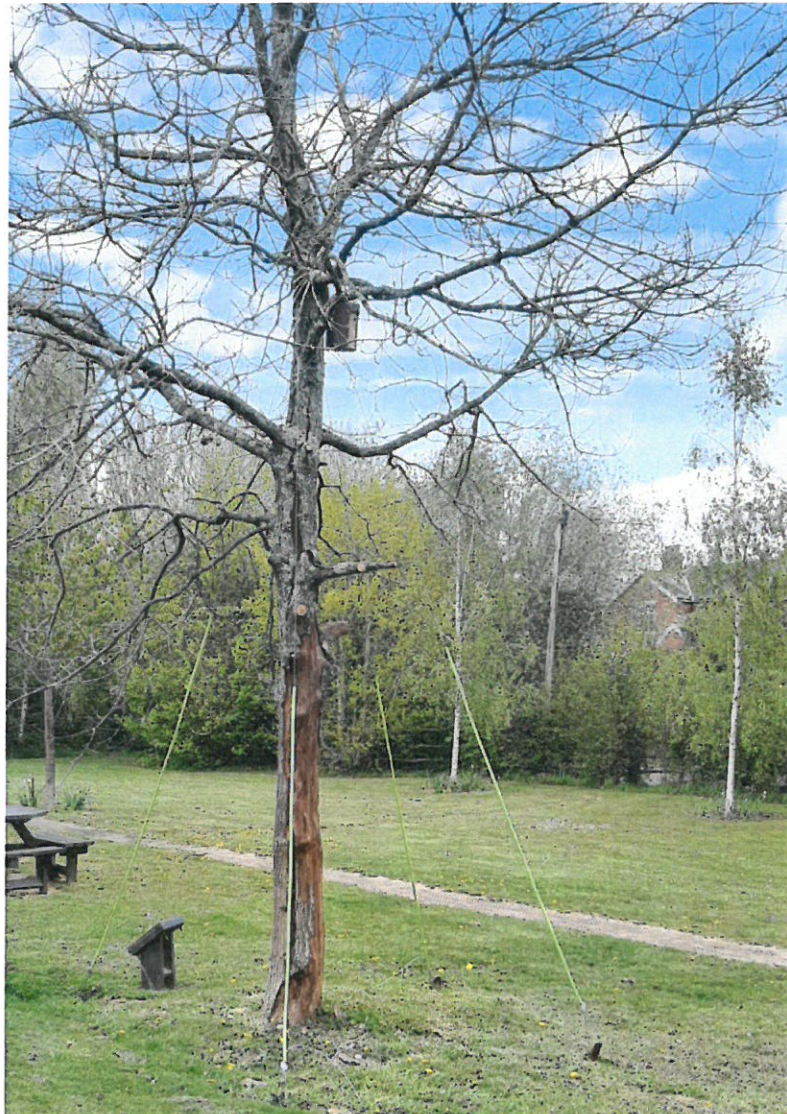
The current oak tree has a girth of around 70cm.

Quercus robur standard potted 200L 14-16cm girth	1	169.00
Quercus robur standard potted 200L 30-35cm girth	1	900.00
Quercus robur standard potted 600L 60-70cm girth	1	4,991.00
Quercus robur standard potted 2500L 80-90cm girth	1	11,480.00
Quercus robur standard rootball 20-25cm girth	2	338.00
Quercus robur standard rootball 25-30cm girth	179	484.00
Quercus robur standard rootball 30-35cm girth	28	805.00
Quercus robur standard rootball 35-40cm girth	3	912.00
Quercus robur standard rootball 40-45cm girth	1	1,519.00
Quercus robur standard rootball 60-70cm girth	1	4,607.00

**REPORT PREPARED BY:**

**Matthew Madill**







## **HORNDEAN PARISH COUNCIL**

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### **GROUNDS MEETING**

**AGENDA ITEM: 8**

**Date: 17 May 2021**

#### **SUBJECT OF REPORT: Countryside Team Update**

The following projects and significant works have been undertaken since the meeting of the Grounds Committee on the 22 March 2021:

- Installation of fencing within the Hazleton area commenced - TPO application to be completed but site is now secure
- Fencing replaced at Godwin and Deepdell due to post decay
- Stile repair at Hazelton due to decay
- Kissing gate repairs at Jubilee due to vandalism
- Fence repair at Wagtail Copse due to storm damage
- Play area repairs to surface
- Football pitch surface/pothole filling
- Wildflower seed around sites
- Built squeeze's on the Lith to prevent bikes racing downhill
- Weeding/mowing beds in Horndean Square and Greenfield Crescent
- Increase in litter around all sites, bins overflowing and minor vandalism across all parks, all monitored/addressed.

#### **Planned projects:**

- Tree works – Jubilee
- Tree carving within Catherington Lith and Yeolls Copse should commence shortly

Report prepared by



Carla Baverstock-Jones  
Chief Officer