



Horndean Parish Council

NOTICE OF MEETING

A MEETING OF THE GROUNDS COMMITTEE WILL BE HELD ON MONDAY 08 NOVEMBER 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.

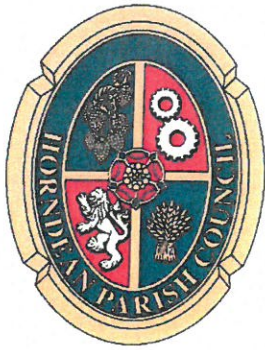
02 November 2021

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 receive and approve the Minutes of the Grounds Committee meeting held on Monday 13 September 2021.
5. To receive a verbal update in respect of the completed projects/significant works undertaken by the Countryside Team.
6. To receive and consider the proposed donation of a £1,000 in respect of the enhancement of Catherington Down.
7. To consider the funding of an additional path within Yoells Copse (Community Infrastructure Levy - Neighbourhood Portion), alternatively possible grant application.
8. To receive a sample of the material in respect of the surfacing/landscaping of Jubilee play area.
9. To receive the draft Maintenance Plan in respect of Lith Lane.

12. **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).**
13. To receive and approve the Confidential Minutes of the Grounds Committee meeting held on the 13 September 2021.
14. To consider the way forward in respect of boundary fencing within Catherington Lith.
15. To consider the documentation received pertaining to an insurance claim.



HORNDDEAN PARISH COUNCIL

MINUTES OF THE GROUNDS COMMITTEE MEETING HELD AT JUBILEE HALL ON 13TH SEPTEMBER 2021 AT 7.00 P.M.

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

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

Meeting started at 7:03pm Cllr Mrs E Tickell

G 023/21/22 **TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr A Forbes.

G 024/21/22 **TO RECEIVE ANY DECLARATIONS OF INTEREST**

There were no declarations of interest received.

G 025/21/22 **TO OPEN THE MEETING TO MEMBERS OF THE PUBLIC**

No public or no press were present.

G 026/21/22 **TO RECEIVE AND APPROVE THE MINUTES OF THE GROUNDS
COMMITTEE MEETING HELD ON MONDAY 12th July 2021**

It was **RESOLVED** that the minutes of the Grounds Committee Meeting held on 12th July 2021 be duly signed as a true record of the meeting.

G 027/21/22 **TO RECEIVE A VERBAL UPDATE IN RESPECT OF THE
COMPLETED PROJECTS/SIGNIFICANT WORKS UNDERTAKEN
BY THE COUNTRYSIDE TEAM**

Update given by Grounds Manager – No big projects underway due to reduced staffing. Volunteer work on Hazleton Common nearly complete.

G 028/21/22

**TO RECEIVE AND CONSIDER THE PROPOSED DONATION OF
A £1,000 IN RESPECT OF THE ENHANCEMENT OF
CATHERINGTON DOWNS**

Grounds Manager advised it is a big project currently not in the Countryside team's scope. As it is a Site of Special Scientific Interest the Parish Council is limited as to what work could be done. Grounds Manager will contact Natural England.

G 029/21/22

**TO REVIEW THE CIL APPLICATION (COMMUNITY
INFRASTRUCTURE LEVY) IN RESPECT OF THE IMPROVEMENT
OF FIVE HEADS RECREATION GROUND**

Brief discussion took place. Total replacement required.
Currently no working partnership. Cllr Mrs E Tickell to discuss with Lisa Clements

G 030/21/22

**TO CONSIDER THE REPLACEMENT OF THE HANDRAIL AT
DOWNS PARK.**

It was **RESOLVED** that hand rail be replaced and be recommended to council to proceed with the work.

G 031/21/22

**TO CONSIDER A REQUEST TO VARY THE ADOPTED DESIGN AS
PER HPC'S POLICY IN RESPECT OF A MEMORIAL BENCH.**

Cllr Mrs E Tickell explained why the Bench policy is in place.
It was **RESOLVED** that Grounds Manager produce an example bench to show resident.

G 032/21/22

**TO RECEIVE A REPORT AND CONSIDER THE QUOTATIONS
RECEIVED IN RESPECT OF THE LANDSCAPING OF JUBILEE
PLAY AREA.**

ROSPA advised this needs to be completed.

It was **RESOLVED** Grounds Manager request a sample of wood chip/rubber mulch be brought to the budget meeting.

G 033/21/22

**TO RECEIVE A REPORT AND CONSIDER THE QUOTATIONS IN
RESPECT OF THE RESURFACING OF LITH LANE.**

It was **RESOLVED** that a Management plan/strategy be put in place and this be considered by Council at the next meeting 8th November 2021.

G 034/21/22

**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
TRANSACTIONED. (PUBLIC BODIES (ADMISSION TO MEETINGS)
ACT 1960.**

No members of the public or press were present

Closed at 8:03pm

.....
Chairman

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Dated



LITH LANE MAINTENANCE PLAN

Lith Lane is a designated footpath within Catherington Lith, and as the registered owner of the land, the Parish Council is responsible for maintaining the footpath in accordance with its status.

The Parish Council will on an ad hoc basis infill the potholes when necessary in order to ensure the surface remains fit for purpose as a footpath.

There are four properties which have vehicular access rights, and therefore residents use Lith Lane to gain access to their properties. This includes all associated delivery traffic etc,. A number of the properties are required to pay a proportionate part of the expense to keep the lane in good repair and condition, as per their title deeds.

The Parish Council will undertake the following:

- Monitor the condition of the surface and address with infills at the convenience of those undertaking the task
- Maintain the lane to facilitate its usage as a footpath.

It is understood that residents with access rights may require the condition of the lane to exceed the above standard as set by the Parish Council. This being the case residents are required to follow the below procedure:

- Inform the Council in writing of the issues which have arisen
- Collectively agree a payment from each resident to be payable to the Council

The funds will be held securely until the total cost of the repairs have been paid, at which point the works will be completed under the sole instruction/supervision of the Parish Council.

Subject: Photo



Sent from my iPhone