



# Horndean Parish Council

## NOTICE OF MEETING

**A MEETING OF THE GROUNDS COMMITTEE WILL BE HELD ON MONDAY 16 MAY 2022 AT 6.30pm 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.

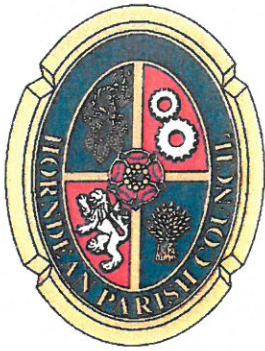
10 May 2022

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 14 March 2022.
5. To receive a verbal update in respect of the completed projects/significant works undertaken by the Countryside Team.
6. To receive a quotation and consider the purchase of a shed/container for the Countryside compound.
7. To receive a report and consider the use of Parsonage Field as possible site for burning green waste.
8. To receive a report and consider the quotation in respect of a replacement swing at Five Heads play area.
9. To receive a report and consider the way forward in respect of the planting of the flower beds at Jubilee Hall.
10. To consider eligible local projects appropriate for funding from the Community Infrastructure Levy Fund (CIL).

11. To receive an update in respect of the reduction of the hedge at Five Heads Recreation Ground.
12. To receive a quotation in respect of the maintenance/reduction of the trees at Redshank Road.
13. To consider a request for a memorial bench to be placed at Catherington Down.
14. **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).**
15. To receive and approve the Confidential Minutes of the Grounds Committee meeting held on Monday 14 March 2022.



# HORNDEAN PARISH COUNCIL

## MINUTES OF THE GROUNDS MEETING HELD AT JUBILEE HALL ON 14<sup>TH</sup> MARCH 2022 AT 7PM.

**PRESENT:** Councillors Cllr D Alexander, Cllr Mrs L Evans (acting Chairman), Cllr P Little, Cllr A Forbes.

**IN ATTENDANCE:** Carla Baverstock-Jones (Chief Officer), Susan Blake (Minute Taker),

**PUBLIC  
ATTENDANCE:** 2 Members of the public present.

**G 056/21/22** **TO RECEIVE AND APPROVE APOLOGIES**

Apologies for absence were received from Cllr Elaine Tickell (Chairman), Cllr B Raymond, Cllr J Lay (Vice chairman) and Matt Madill (Grounds Manager)

**G 057/21/22** **TO RECEIVE ANY DECLARATIONS OF INTEREST**

No declarations of pecuniary interest were received

**G 058/21/22** **TO RECEIVE AND APPROVE THE MINUTES OF THE GROUNDS  
MEETING HELD ON MONDAY 10<sup>TH</sup> JANUARY 2022**

It was **RESOLVED** that the minutes of the Grounds Committee held on 10<sup>th</sup> January 2022 be signed as a true record of the meeting

**G 59/21/22** **TO RECEIVE A VERBAL UPDATE IN RESPECT OF THE  
COMPLETED PROJECTS/SIGNIFICANT WORKS UNDERTAKEN  
BY THE COUNTRYSIDE TEAM**

A report by Grounds Manager was read by the Grounds Committee.

**G 060/21/22** **TO RECEIVE AN ADDITIONAL QUOTATION IN RESPECT OF THE  
REPLACEMENT SPRING TOY AT DEEP DELL PARK. THE MATTER  
WAS PREVIOUSLY CONSIDERED AT THE MEETING OF THE  
GROUNDS COMMITTEE ON THE 10<sup>TH</sup> JANUARY 2022**

It was agreed to recommend to council to proceed with Quote 3 – all agreed



G 061/21/22

**TO RECEIVE AND CONSIDER THE HAZLETON COMMON MANAGEMENT PLAN.**

A brief discussion took place and it was agreed to recommend to Council to accept the Hazleton Common Management plan, bar the two noted errors.

G 062/21/22

**TO RECEIVE AND CONSIDER THE REQUEST FOR THE INSTALLATION OF STEPS AT COOPERS RISE, THE YEWS**

Work to be carried out – All agreed

G 063/21/22

**TO CONSIDER A RESPONSE TO THE CONSULTATION REGARDING BOAT'S AND THE GLOVER REPORT**

It was agreed to recommend to Council that the response to consultation be submitted – All agreed

G 064/21/22

**TO CONSIDER THE PROPOSED GROUP VISIT TO THE COUNTRYSIDE SITES WITHIN THE PARISH**

Cllr Evans explained that a tour of the Parish owned land was proposed for new District Cllrs and Flick Drummond MP. The purpose being to highlight the extent of land and the work carried out by the Parish Countryside Team.

Cllr Alexander explained how informative the site visit was when he went on one a few years ago. Parking very difficult takes 5 hours to see all.

Cllr Mrs Lynn Evans to contact the invitees to ascertain their views given the difficulties raised. All agreed it is a good idea

G 065/21/22

**TO RECEIVE AN UPDATE AND CONSIDER THE WAY FORWARD IN RESPECT OF THE MAINTENANCE/REDUCTION OF THE TREES AT REDSHANK ROAD. THE MATTER WAS PREVIOUSLY CONSIDERED AT THE MEETING OF THE GROUNDS COMMITTEE ON THE 10<sup>TH</sup> JANUARY 2022**

Cllr Mrs E Tickell and Cllr Mrs L Evans have visited the site and the large oak tree is overshadowing the property. The other trees less so.

Oak tree to be reduced/shaped – all agreed

Grounds Manger to obtain advice on the other trees and obtain quotes for work to be carried out

To come back to next Grounds Committee meeting

G 066/21/22

**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.**

The 2 members of the public left the meeting.

**G 067/21/22**

**TO CONSIDER THE WAY FORWARD IN RESPECT OF THE  
UNAUTHORISED SURFACING OF A SECTION OF FOOTPATH  
WITHIN CATHERINGTON LITH**

Cllr D Alexander suggested a letter be written to the resident.

Solicitor to be contacted by Chief Officer

**G 068/21/22**

**NEXT SCHEDULED MEETING OF THE GROUNDS COMMITTEE**

The next scheduled meeting of the Grounds Committee is noted as 16<sup>th</sup> May 2022. This meeting will be held in Jubilee Hall.

.....  
Signed - The  
Chairman

.....  
Date

**SUBJECT TITLE:** Shed for the Countryside Team Compound

**PURPOSE OF REPORT:** Since moving into the new building at Jubilee we have managed the move very well into the new workshop and have found a home for most items.

One issue we have is long-term storage of specific items. Up until recently, we had stored some items in one of the changing rooms but this has now been cleared. We do still have some grit (for icy days stored in the changing rooms as this can't be left outside, some tables sat outside in the compound and we have a number of hand tools stored in a wheelie bin outside while we have 3 wheelie bins inside the workshop.

The inside of the workshop is at capacity and we have some items like signage, rakes, hand tools etc just propped up against walls/tucked in corners.

I believe the installation of a shed in the compound would ease any current and future storage issues that may occur and help keep the workshop in a clean and safe state by reducing potential Health and Safety issues such as trips and items falling.

No power tools would be stored in a shed, they would all stay in the workshop. A shed would solely be for hand tools, seasonal items and low usage items.

A 6 x 8 shed would range in price from £500 to £1000 depending on quality. For longevity, it would be better to purchase a good shed. A timber frame for the shed to sit on may also be required as this reduces the risk of the shed base rotting.

**REPORT PREPARED BY:**

**Matthew Madill**

**SUBJECT TITLE:** Fire Site

**PURPOSE OF REPORT:** The Parish Council spend around £1000 £1300 annually of disposing of green waste. I am aware in the past of council members asking if these costs could be reduced.

One option I have seen could be to install a fire site at Parsonage Field. I suggest this site for a number of reasons. Access should not be a problem, it is flat, and there is a neighbour who has his own fire site in the very next field so local residents are used to fires burning green waste in the area.

While Parsonage field is a wildflower meadow, the one section where the fire site could go is in the southeast corner as you enter the field. This is a small section of the field that annually gets overgrown with brambles. Some wildflower does grow here, but it is not the main meadow area.

While there are issues with this location being a fire site, if reducing the cost of green waste disposal is a serious concern, I cannot think of any other locations as suitable as here.

If a fire site was to become an option, it would need fencing off with an access gate (for public safety) and possibly some hard standing material such as type 1 for vehicles to drive on. There would be an initial financial outlay to create a suitable area.

*Map below shows suggested area with triangle. Red arrow points to neighbouring fire site.*



Regarding Biomass – this in my opinion is a non-starter. We do not produce the amount or type of material suitable. Overall we produce hedge cuttings and branches. Some timber is available when we fell trees etc but most timber we try to use/stack as log piles. We do burn small amounts with volunteers as they clear through brash/bramble.

Overall, any substantial deadwood is vital for wildlife and should not be removed off site.

(An exception was made when we felled Ash at Catherington Lith due to the large amounts of timber. Some was left on site and some was removed for firewood - this was discussed with the Forestry Commission at the time and was priced into the quote).

**REPORT PREPARED BY:**

**Matthew Madill**

## **HORNDEAN PARISH COUNCIL**

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**AGENDA ITEM**

9

**16 May 2022**

**SUBJECT TITLE:** Planting of Pyracantha hedge around the windows at Jubilee Hall

**PURPOSE OF REPORT:**

According to the RHS, planting of Pyracantha for a hedge needs to be spaced at 50cm apart.

We have measured and priced up to replant the areas where the Yew trees currently are - the West and North-West window.

To plant along the borders and fill the beds where the Yews are planted will require 50 hedging plants at a total cost of £449.50

Are council happy for us to proceed with this?

If possible, I would like to remove any healthy Yew trees and replant them in our woodlands at Catherington Lith and Yeolls Copse. Yew makes a nice woodland tree and this species is found across our woodlands.

**REPORT PREPARED BY:**

**Matthew Madill**



## POTENTIAL PROJECTS FOR HORNDEAN

### Convert the Jubilee Basketball area into a Muga – Multi Use Games Area.

This will provide a better more varied all weather play/sport facility for local children/teens etc.



### Footpath Improvement around Hazleton Common

In the most recent management plan for Hazleton Common I made mention to the potential impact of increased visitor numbers from Land East of Horndean on the nature reserve. The main perimeter track around Hazleton is just a grass path that becomes very wet and muddy over winter. Putting in a hard surface could potential reduce potential long term damage to the nature reserve from the increased footfall.

This would be a large project.

### Footpath Improvement at Cath Lith

A section of footpath at Cath Lith between the Donkey House and the equine fields (heading towards the Church – North section of the Lith) is in need of an upgrade.

#### Purchase the land where the Colonial Bar Stood

This is an eye sore and nothing has happened here as long as I have worked with the Parish. This area could be used for a number of things. Examples are:

1. extend car parking for Napier Hall
2. create a public garden
3. move the war memorial as the current location is becoming too small for the number of people that attend Rem Parade
4. skate park/bmx for local children
5. Community allotments
6. Crazy golf course.

#### Improve the surround area around the car park at the top of Horndean/London Rd.

Landscape the surrounding car park to make it more aesthetically pleasing. It would improve the look of the village.

#### Purchase a plot of Land for the Countryside Team to have a fire site

The Parish Council spend approx. £2000 a year on burning green waste. Purchasing an area could in the long run save the council money.

#### Tarmac a complete circular path around Jubilee Playing Field

Half of the park has a tarmac surface. Creating a circular route could be something beneficial to people with disabilities/wheelchair access etc

#### Improve Lith Lane

## HORNDEAN PARISH COUNCIL

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AGENDA ITEM

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16 May 2022

**SUBJECT TITLE:** Five Heads Hedge

**PURPOSE OF REPORT:**

Following on from a report I took to Council in July 2021 regarding the lowering and restocking of the Hedge along the boundary at Five Heads Rec I was asked to contact the residents to get their opinions/feedback on the proposal.

I have attached a copy of the letter I sent.

Feedback has been mixed, with two households stating they would be happy for the hedge to be lowered to my recommendation, two households saying they don't want it lowered and one household saying a small reduction to match the neighbours would be acceptable. Three households made no comment.

The comments received are below:

- I totally agree with suggestion, it's upsetting to see an ancient hedge being lost. It is a hive of activity for wild life, blackbirds nest every year, the birds, butterflies take the nectar, pollen, the bats eat the flying insects, the birds eat the berries in winter. A whole eco system. We do not want to loose this natural environment. (Number 8 Princess Gardens)
- Thank you for the letter that was hand delivered yesterday. I have no objections to the hedge being cut/reduced in height and I look forward to it being re-generated for the benefit of all. There is only one household that may object because to my knowledge their part of the hedge is looking ok, we shall see. (Number 2 Stagshorn Rd)
- Whilst I agree that the boundary hedge in some parts of the recreation ground is in need of being reduced in height and replenishing with new hedging, I have issues regarding any work being carried out to the hedge at the rear of my property.  
As you face the hedge from the recreation ground my house is the third property from the right hand side. My wife and I have lived here for 36 years and understand that the **hedge / boundary are legally shared**. At the time of moving here the hedge consisted of a few small stubs of Hawthorn and a gate opening which served one of the bungalows, which was demolished to allow for the new development. We nurtured, planted new hedging and have maintained the hedge ever since.  
Three years ago my wife and I carried out repairs and replanting to our complete hedge. This involved not only being left with a large amount of dead hedging but also a cost of £500.00 to by new mature Pyracantha and Hawthorn hedging.  
As there was so much waste to deposit, I visited the Parish Council Office in Blendworth Lane and asked the Grounds Manager if the council would help in getting rid of the waste and offered to pay. I was told this was NOT something the council undertook. Therefore my wife and I had to shred this and take it to the house hold waste tip at Waterlooville at our cost.  
I have kept the hedge trimmed and behind the line of the adjacent hedge and it is currently 2.4m/8ft High and gradually thickening. This helps to keep any over hit footballs entering



Item 11

**STAGSHORN ROAD SIDE - PROPERTY BOUNDARY**







**PRINCESS GARDENS SIDE – BOUNDARY**





Item 11





## HORNDEAN PARISH COUNCIL

Jubilee Hall  
Crouch Lane  
Catherington  
Horndean  
PO8 9SU

COUNCILLOR MRS LYNN EVANS  
Chairman of the Council

Telephone 023 9259 7766  
e-mail [contact@horndeanpc-hants.gov.uk](mailto:contact@horndeanpc-hants.gov.uk)

Carla Baverstock-Jones GCILEx  
Executive Officer and Clerk to the Council

4<sup>th</sup> March 2022

Dear resident,

You probably know that annually (around September time) Horndean Parish Council have cut the hedge that borders your property and Five Heads Rec.

Some parts of the hedge are now starting to die and collapse and because of this, during the next cut I am looking into the option of lowering the hedge to approx. 7 feet in height. The main reason I want to lower the hedge is so I can clear out any dead areas and replant the dead gaps with new species. Lowering the hedge will allow more light into the hedge allowing any new plants a better chance of growing.

As your property backs onto The Rec I am seeking the opinions of the residents as you are the people most affected by the hedge, its height and the protection it provides

If you could email any feedback/opinions you have on the proposal to:  
[matthew.madill@horndeanpc-hants.gov.uk](mailto:matthew.madill@horndeanpc-hants.gov.uk) or if you would like to keep your opinion anonymous, please put your comments on paper and send it to the postal address above.

I have added a couple of pictures to give an estimated finished height of the cut hedge.

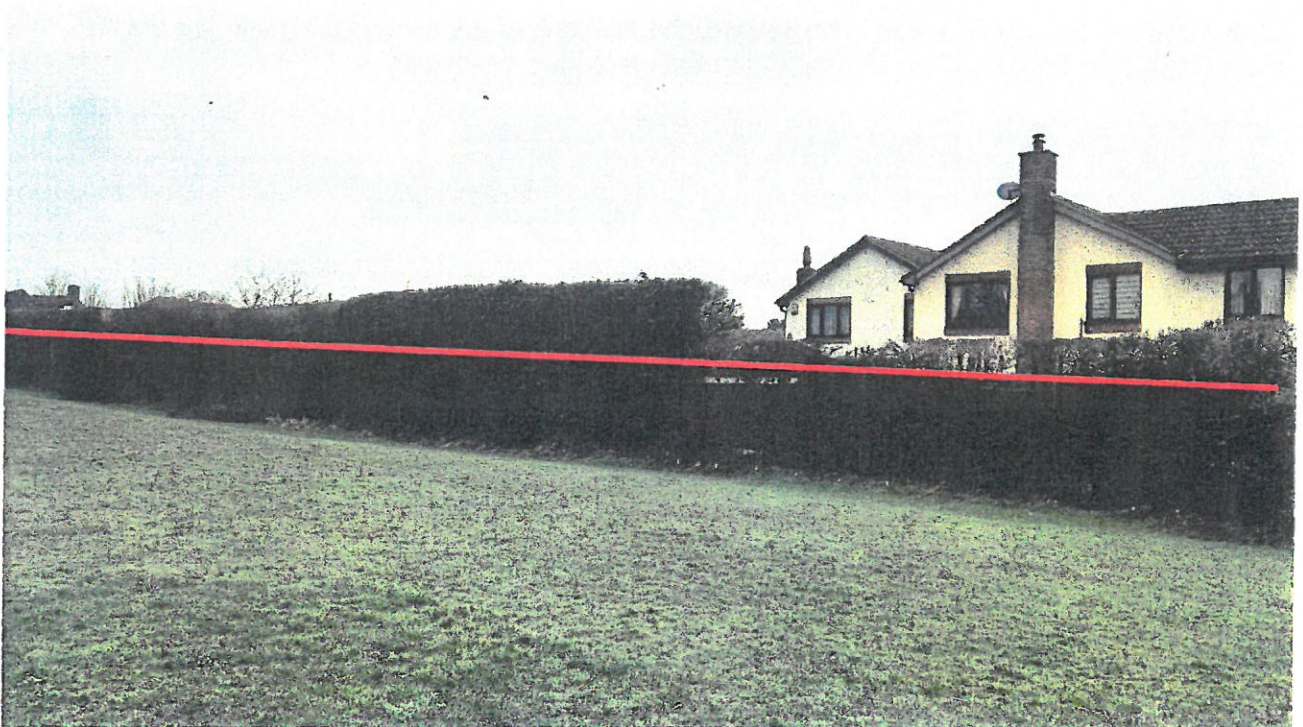
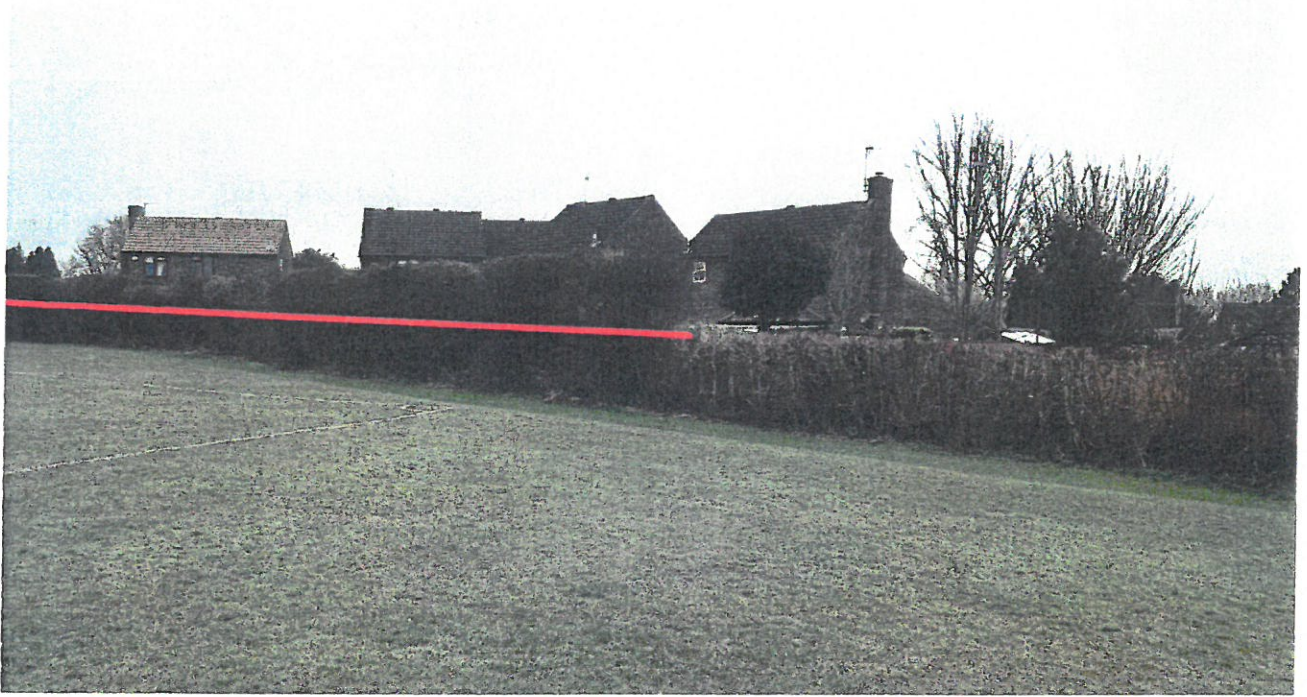
Please be aware, large gaps may appear in the hedge as we remove the dead sections and it may take time for any new plants to grow and establish enough to fill the gaps as before.

Yours faithfully

A handwritten signature in black ink that reads 'Matthew Madill'.

Matthew Madill  
Grounds Manager







Agree

Disagree

Small Reduction

No Comment



-----Original Message-----

From: Naomi

Sent: 21 March 2022 16:26

To: Contact <[contact@horndeanpc-hants.gov.uk](mailto:contact@horndeanpc-hants.gov.uk)>

Subject: Fwd: Memorial bench

>

> Good afternoon

>

> I was writing to enquire about putting a memorial bench on the Catherington downs. My husband passed away suddenly last month and I thought it would be a nice thing to do as we spent a lot of time there with our two small children and our dog.

>

> Is this something that would be possible? I hadn't thought any further than that yet but would welcome the opportunity to talk to you regarding the possibility.

>

> My number is      should you wish to call me or alternatively you can email me back.

>

> Many thanks

> Naomi >

> Sent from my iPhone

>