



Horndean Parish Council

NOTICE OF MEETING

A MEETING OF HORNDEAN PARISH COUNCIL WILL BE HELD
ON MONDAY 15 AUGUST 2022 at 7.00 P.M. in JUBILEE HALL

Members are summoned to attend

Carla Baverstock-Jones GCILEx, FSLCC, MCMI
Chief Officer

09 August 2022

AGENDA

1. To receive and approve 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 receive a written update from County Councillor Mrs M Harvey regarding County Council Matters.
4. To receive a written update from District Councillors regarding District Council matters.
5. ***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. Questions shall not require a debate and those that cannot be answered at the meeting may be answered in writing later.***
6. To approve the Minutes of the Council Meeting held on the 20 June 2022 and 18 July 2022.
7. To receive and approve the Orders for Payment (List 5 attached).
8. To receive and note the monthly finance report.
9. To consider the future funding in respect of the ongoing engagement of a security company currently undertaking daily patrols.
10. To note the Community Infrastructure Levy (CIL) Funding – Final Decision, for the refurbishment of Five Heads Recreation playground, and consider the way forward.
11. To receive and consider the enquiry received pertaining to land acquisition.
12. To receive an update in respect of the Land East of Horndean development.
13. To receive and agree the revised Job Description/Person Specification – Estate Warden.
14. To receive and consider the quotations received in respect of the independent staff salary review
15. To receive the recommendation from the Grounds Committee on the 11 July 2022, in respect of the designation of a community asset.
16. To receive the recommendation from the Grounds Committee on the 11 July 2022, in respect of the reduction of the hedge at Five Heads Recreation Ground.

17. To receive the recommendation from the Grounds Committee on the 11 July 2022, in respect of potential CIL projects – Hazleton Common footpath improvements and a Multi-Use Games Area at Jubilee.
18. To receive the recommendation from the Finance and General Purposes Committee on the 01 August 2022, in respect of quantifying staff time pertaining to vandalism.
19. To receive the recommendation from the Finance and General Purposes Committee on the 01 August 2022, in respect of the following grant applications:
 - All Saints Church, Catherington - £1,000
 - 1st Horndean Scout Group - £500
 - Life Education Wessex - further information requested (£700).
20. To note the next scheduled meeting of the Council on the 05 September 2022.
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 (Admissions to meetings) Act 1960).**
22. To approve the Confidential Minutes of the Council Meeting held on the 20 June 2022 and 18 July 2022.



HORNDEAN PARISH COUNCIL

MINUTES OF COUNCIL MEETING HELD AT JUBILEE HALL ON 20TH JUNE 2022 AT 7.00 P.M.

PRESENT: Councillors Teresa Attlee, A Forbes, D Alexander, P Beck, D Evans, Mrs L Evans, J Lay, D Prosser, B Raymond, R Veitch

IN ATTENDANCE: Carla Baverstock-Jones, Chief Officer; Gill Foster Administrative Assistant. Simon Ritson RFO, Matthew Madill Grounds Manager.

PUBLIC ATTENDANCE: There were no members of the public in attendance.

HPC 041/22/23 TO RECEIVE APOLOGIES FOR ABSENCE

Apologies of absence were received from Cllrs P Little, Mrs E Tickell, S Freeman, Mrs I Weeks and P Beck.

HPC 042/22/23 TO RECEIVE ANY DECLARATIONS OF INTEREST

No declarations of pecuniary interest were received.

HPC 043/22/23 TO RECEIVE A WRITTEN UPDATE FROM COUNTY COUNCILLOR MRS M HARVEY REGARDING COUNTY COUNCIL MATTERS.

No Report was received from Cllr Mrs M Harvey. A short discussion took place regarding the maintenance of the Morrison's roundabout and concerns expressed about uncut verges throughout the Parish particularly ones that block the sightline. The Clerk to report concerns to Cllr Mrs M Harvey.

HPC 044/22/23 TO RECEIVE A WRITTEN UPDATE FROM DISTRICT COUNCILLORS REGARDING DISTRICT COUNCIL MATTERS.

No Report was received.

HPC 045/22/23 TO OPEN THE MEETING TO MEMBERS OF THE PUBLIC

There were no members of the public attending.

HPC 046/22/23 TO APPROVE THE MINUTES OF THE ANNUAL COUNCIL MEETING HELD ON THE 23RD MAY 2022

It was **RESOLVED** that the minutes of the Council meeting held on 23rd May 2022 be signed as a true record of the meeting.

All agreed.

HPC 047/22/23 TO RECEIVE AND APPROVE THE ORDERS FOR PAYMENT (LIST 3 ATTACHED)

The orders for payment (List 3 attached) was circulated

It was **RESOLVED** that the Orders for Payment (List 3 attached) be approved and duly signed. All agreed. Reference was made to Line 13 'Return of Surplus Grant' it was requested that in the future all monies received for grants be spent in full.

HPC 048/22/23 TO RECEIVE AND CONSIDER THE INTERNAL AUDIT REPORT FOR THE YEAR ENDED 2021/2022

RFO referred to the Report, discussion took place with particular reference to the Auditors comment pertaining to signing off the trial balance.

RFO to clarify this recommendation with Auditor.

HPC 049/22/23 TO RECEIVE AND APPROVE THE ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN FOR 2021/2022:

- SECTION 1 – ANNUAL GOVERNANCE STATEMENT 2021/2022
- SECTION 2 – ACCOUNTING STATEMENTS 2021/2022.

A vote took place, it was unanimously agreed to approve and duly sign the documents.

HPC 050/22/23 TO RECEIVE AND NOTE THE MONTHLY FINANCE REPORT.

The RFO referred to the Report highlighting the additional security being paid for and there was no obvious place for funds to come from. RFO referred to a new code being used for vandalism costs in the first table.

RFO referred to the Tyfield House/Jubilee Hall comparison table drawing attention to the Loan Interest item, a discussion took place.

HPC 051/22/23 TO RECEIVE A REPORT AND CONSIDER THE QUOTATION IN RESPECT OF THE ONGOING ENGAGEMENT OF A SECURITY COMPANY TO UNDERTAKE DAILY PATROLS.

It was agreed that this item should be discussed within the confidential part of the meeting.

HPC 052/22/23 TO RECEIVE A REPORT AND CONSIDER THE QUOTATION IN RESPECT OF REPLACEMENT FENCING AT CATHERINGTON DOWN.

The Grounds Manager referred to the Report, a discussion took place. Grounds Manager advised that the fencing could not be erected until the resident had removed all the ash trees and that HPC did not plan to put any cows on the land until September.

It was **RESOLVED** that replacement fencing should be done at an appropriate time, HPC agreed to pay 50% of the cost.

HPC 053/22/23

TO RECEIVE A REPORT AND CONSIDER THE QUOTATION IN RESPECT OF THE REPAIRS TO PLAY EQUIPMENT NAMELY THE CABLEWAY AT JUBILEE.

The Grounds Manager referred to the Report. A short discussion took place. It was highlighted that due to the amount of play equipment within the Parish repair and maintenance should be taken into consideration during the next budget process.

It was **RESOLVED** that these repairs should take place as per the quotation received from Timber Play total cost £833.00.

HPC 054/22/23

TO RECEIVE A REPORT AND CONSIDER THE QUOTATION IN RESPECT OF THE REPAIRS TO PLAY EQUIPMENT, NAMELY THE ROUNDABOUT AT DEEP DELL.

Chief Officer referred to the Report advising the history to this roundabout, it was recommended that as we were awaiting one more quotation the item should be deferred. A discussion took place.

It was agreed to defer this item until the outstanding quotation was received.

HPC 055/22/23

TO RECEIVE AN UPDATE IN RESPECT OF THE LAND EAST OF HORNDEAN DEVELOPMENT.

Documents were circulated to members for information which would be sent to EHDC and the Developer's. Cllr Mrs L Evans stressed how important it was to send HPC's views into EHDC as soon as possible. Cllr Teresa Attlee referred to a draft letter, also circulated, which would also be sent to both EHDC and the Developer with the afore mentioned documents by 22nd June 2022. A discussion took place.

It was agreed by all members that both these documents would be sent to both EHDC & the Developer once they had been approved by the Chief Officer.

HPC 056/22/23

TO RECEIVE THE RECOMMENDATION FROM THE GROUNDS COMMITTEE ON THE 16TH MAY 2022, IN RESPECT OF THE PURCHASE OF A REPLACEMENT SWING AT FIVE HEADS PLAY AREA.

Cllr Mrs L Evans advised that the swing was outside the area of the proposed redevelopment of the play equipment. It was advised that District Councillors grant money of £1,000 had already been received.

It was **RESOLVED** that replacement fencing should be done at an appropriate time, HPC agreed to pay 50% of the cost with the resident paying 50%.

HPC 057/22/23

TO RECEIVE AND NOTE THE AMENDMENTS TO THE STANDING ORDERS PERTAINING TO THE PUBLIC CONTRACTS REGULATIONS 2015, IN RESPECT OF CONTRACT THRESHOLDS AND REFERENCES TO THE EUROPEAN UNION.

Members referred to documents circulated highlighting item (f) which needed to be amended to comply with new regulations.

The amendments were duly agreed and noted.

HPC 058/22/23

TO RECEIVE THE RECOMMENDATION FROM THE FINANCE AND GENERAL PURPOSES COMMITTEE ON THE 16TH MAY 2022, IN RESPECT OF THE APPLICATIONS FOR THE FOLLOWING GRANTS:

- HOLY TRINITY CHURCH, BLENDWORTH - £1,000
- CITIZENS ADVICE EAST HAMPSHIRE - £1,000
- VICTIM SUPPORT - £200

Cllr Mrs L Evans referred to the Grant requests recommended by the Finance & General Purposes Committee.

It was **RESOLVED** that Holy Trinity Church be awarded £1,000, Citizens Advice East Hampshire be awarded £1,000 and Victim Support be awarded £200, pursuant to S137 Local Government Act 1972.

HPC 059/22/23

TO NOTE THE NEXT SCHEDULED MEETING OF THE COUNCIL ON 18TH JULY 2022

The date was duly noted.

HPC 060/22/23

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.

Meeting ended 20.15

HPC 61/22/23

TO RECEIVE A REPORT AND CONSIDER THE QUOTATION IN
RESPECT OF THE ONGOING ENGAGEMENT OF A SECURITY
COMPANY TO UNDERTAKE DAILY PATROLS.

Item 11 was deferred to the confidential part of the meeting. A discussion took place regarding the current security measures in place.

HPC 062/22/23

TO RECEIVE A VERBAL UPDATE IN RESPECT OF THE CURRENT
ESCALATION OF ANTI-SOCIAL BEHAVIOUR, AND CONSIDER THE
WAY FORWARD.

The Chief Officer gave a verbal Report referring to the current contract in place with a Security Company for three months, a discussion took place.

Chief Officer advised that the new cameras had been installed around Jubilee as previously agreed.

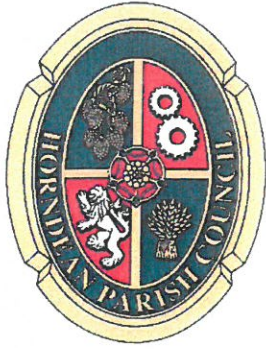
Cllr Mrs L Evans advised that a meeting had taken place with the police regarding the ongoing anti-social behaviour.

It was agreed that the Security Company's contract should be reviewed at the August meeting with an update at the July meeting.

Meeting ended at 20.56

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Signed - The Chairman

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Date



HORNDEAN PARISH COUNCIL

MINUTES OF THE COUNCIL MEETING HELD AT JUBILEE HALL ON 18TH JULY 2022 AT 7.00 P.M.

PRESENT: Councillors Mrs L Evans (Chairman), D Alexander, T Attlee, A Forbes (Vice Chairman), S Freeman, J Lay, D Prosser, B Raymond, Mrs E Tickell, R Veitch, Mrs I Weeks

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

PUBLIC ATTENDANCE: No members of the public were present.

HPC 063/22/23 **TO RECEIVE AND APPROVE APOLOGIES**

Apologies were received from Cllr Beck, Cllr D Evans, & Cllr Little

HPC 064/22/23 **TO RECEIVE ANY DECLARATIONS OF INTEREST**

No declarations of pecuniary interest were received.

HPC 065/22/23 **TO RECEIVE A WRITTEN UPDATE FROM COUNTY COUNCILLOR MRS M HARVEY REGARDING COUNTY COUNCILLOR MATTERS**

No update received.

A discussion took place regarding the lack of grass cutting along Downwood Way, which had previously been reported on numerous occasions to HCC and EHDC Cllrs. It was agreed that enquiries would be made with County Cllr Marge Harvey.

HPC 066/22/23 **TO RECEIVE A WRITTEN UPDATE FROM DISTRICT COUNCILLORS REGARDING DISTRICT COUNCIL MATTERS**

A report by District Cllr David Evans was circulated and noted.

HPC 067/22/23 **TO OPEN THE MEETING TO MEMBERS OF THE PUBLIC**

No members of the public were present.

HPC 068/22/23 **TO APPROVE THE MINUTES OF THE COUNCIL MEETING HELD ON THE 20TH JUNE 2022**

It was **RESOLVED** that the minutes of the Council meeting held on 20 June 2022 be deferred until the next Council minute, as they were not yet ready to present.

HPC 069/22/23 TO RECEIVE AND APPROVE THE ORDERS FOR PAYMENT (LIST 3 ATTACHED)

It was noted that the list No. on the Orders for Payment was different to the list No. on the Agenda. A query regarding line 33 – IGS Fencing Ltd was raised- the Chief Officer confirmed that fencing repairs were undertaken to a property owner's fence in Loxwood Road due to storm damage, following a HPC owned tree causing damage to the fence.

It was **RESOLVED** that the Orders for Payment (List 3 attached) be approved and duly signed.

HPC 070/22/23 TO RECEIVE AND APPROVE THE BANK RECONCILIATION – CO-OPERATIVE, LLOYDS, AND CAMBRIDGE & COUNTIES AS AT 30 JUNE 2022

It was **RESOLVED** to approve the bank reconciliation –Co-Operative, Lloyds and Cambridge & Counties as at 30 June 2022.

HPC 071/22/23 TO RECEIVE AND NOTE THE MONTHLY FINANCE REPORT

A report by the Responsible Financial Officer was circulated and noted by Members.

HPC 072/22/23 TO RECEIVE NOTIFICATION OF THE COMMUNITY CONTRIBUTION TO BE PASSED TO HPC FROM THE HIGHWOOD DEVELOPMENT AND CONSIDER SUITABLE USES

The Chairman informed Members that the Highwood Development would be providing HPC with a 5K community contribution and suggested that the funds be spent somewhere near the development, or possibly the Church Hall.

HPC 073/22/23 TO RECEIVE A VERBAL UPDATE IN RESPECT OF THE ONGOING ENGAGEMENT OF A SECURITY COMPANY TO UNDERTAKE DAILY PATROLS

The Chief Officer gave the following updates regarding the Security Company undertaking daily patrols

- Daily patrols continuing at Jubilee 2 x each evening, up until midnight, but not yet at Napier Hall.
- Information relayed regarding E Scooter use and cutting down of trees.
- Increase in their charges from £15 - £17.50 as of 25 July 2022, due to fuel cost increases. If there is a significant decrease in fuel costs, the Security Company plan to reflect this in their charges.

She also said that some residents had reported that the Security Company didn't appear to be approaching groups of people and appear to only be focussing on checking the security of the Council Office/Jubilee Hall.

HPC 074/22/23 TO RECEIVE A VERBAL UPDATE REGARDING RECENT MEETINGS PERTAINING TO THE ESCALATION OF ANTI-SOCIAL BEHAVIOUR

The Chairman said that a meeting had been arranged and two Youth Activity evenings were due to begin in September in Rowlands Castle.

Happy Healing Hut said they are hoping to run some sessions at Merchistoun Hall in Horndean, but said they are currently awaiting on CIL funding. If they aren't successful in obtaining funding they will be looking for support from HPC and EHDC.

The Youth Activity Evenings will include life skills and if successful, it may be that some outreach can be done with other Young People, but there were concerns that the activities being offered wouldn't necessarily assist with some of the groups causing ASB.

HPC 075/22/23 TO RECEIVE AND CONSIDER THE QUOTATION IN RESPECT OF THE REPAIRS TO PLAY EQUIPMENT, NAMELY THE ROUNDABOUT AT DEEP DELL

A report by the Office Manager was circulated and a discussion took place.

It was **RESOLVED** to proceed with the repair and maintenance works by replacing the bearings and spindle, as per the quotation received from HAGS, at a total cost of £2,488.50 + VAT.

HPC 076/22/23 TO RECEIVE AN UPDATE IN RESPECT OF THE LAND EAST OF HORNDEAN DEVELOPMENT

Cllr Attlee provided an update to Cllrs, stating that a reply had been received from Bloor Homes who had declined to use the approach of HPC. She said she had been put in touch with PDI (strategic, political and community engagement consultants) regarding the next step of the process which will be web based and include a questionnaire. Letters will be sent to all households regarding the public consultations and a web based portal and advertisements will be placed in local papers.

HPC 077/22/23 TO RECEIVE THE RECOMMENDATION FROM THE STAFF COMMITTEE ON THE 27 JUNE 2022, IN RESPECT OF THE ALCOHOL AND SUBSTANCE MISUSE POLICY

It was agreed that the Alcohol and Substance Misuse Policy be agreed as follows

- Remove part of the 2nd paragraph (in brackets).
- The 4th paragraph be deleted, including the bullet points.

HPC 078/22/23 TO RECEIVE THE RECOMMENDATION FROM THE STAFF COMMITTEE ON THE 27 JUNE 2022, IN RESPECT OF THE REVISED JOB DESCRIPTION/PERSON SPECIFICATION – ESTATE WARDEN

A discussion took place and the Chief Officer confirmed that the Countryside Team were experiencing a backlog, due to the smaller team they were currently operating with. She confirmed that the backlog was manageable, by way of contracting some of the teams work out.

It was **RESOLVED** to amend the Job Description as follows and to return the document for review to the next Council Meeting in August.

- Edit last paragraph on page 1.
- Look at duplication of 2 of the bullet points under the heading "Other Responsibilities include".

HPC 079/22/23 TO NOTE THE NEXT SCHEDULED MEETING OF THE COUNCIL ON THE 15TH AUGUST 2022

The next scheduled meeting of the Council is noted as 15 August 2022. This meeting will be held in Jubilee Hall.

HPC 080/22/23 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.

No members of the public or press were present.

Public Meeting closed at 20:23pm.

HPC 081/22/23 **TO RECEIVE THE RECOMMENDATION FROM THE STAFF COMMITTEE ON THE 27 JUNE 2022, IN RESPECT OF THE EXPIRY OF THE PROBATIONARY PERIOD PERTAINING TO A MEMBER OF STAFF**

It was **RESOLVED** that the staff member in question had successfully completed his 26 week probationary period.

HPC 082/22/23 **TO RECEIVE THE RECOMMENDATION FROM THE STAFF COMMITTEE ON THE 27 JUNE 2022, IN RESPECT OF A SALARY REVIEW, AND AGREE THE WAY FORWARD**

A report by the Chief Officer was circulated and a discussion took place.

It was **RESOLVED** that the Chief Officer seek 3x quotations from external companies to undertake a salary review of all staff. This was proposed by Cllr Mrs Tickell and seconded by Cllr Freeman. All agreed.

HPC 083/22/23 **TO RECEIVE A REPORT IN RESPECT OF AN INSURANCE MATTER PERTAINING TO A TREE WITHIN THE OWNERSHIP OF THE PARISH COUNCIL, AND AGREE THE WAY FORWARD**

A report by the Chief Officer was circulated and a discussion took place.

It was **RESOLVED** that the recommended tree works be undertaken. This was proposed by Cllr Forbes and seconded by Cllr Veitch. All Agreed.

Confidential meeting closed at 20:49pm.

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Signed - The Chairman

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Date

PAYMENTS & RECEIPTS SINCE LAST ORDER OF PAYMENTS			List 5	15 AUGUST 2022		BANK ENTRIES: JULY 2022
Ref	Date	Payee/Payer	Net	VAT	Total	Details
DIRECT DEBITS			BANK ENTRIES: JULY 2022			
1	01/07/2022	Grenke Leasing	£111.90	£22.38	£134.28	Photocopier Rental: 01/07/22 to 30/09/22
2	09/06/2022	PHS Group	£208.49	£41.70	£250.19	Jubilee Waste Collection: 14/07/22-13/10/22
3	01/07/2022	Fuelgenie	£179.33	£35.86	£215.19	Fuel: June 2022
4	01/07/2022	Elite Charity Solutions	£181.74	£36.35	£218.09	Photocopier usage: 01 Apr to 30 June 2022
5	04/07/2022	British Gas Lite	£16.98	£0.85	£17.83	Napier Gas: 30 May - 4 July
6	11/07/2022	British Gas Lite	£71.84	£3.59	£75.43	Napier Electric: 7 June - 11 July
7	11/07/2022	British Gas Lite	£828.36	£291.06	£1,119.42	Jubilee Hall Electric: 1 Feb - 11 July
8	12/07/2022	Vodafone	£173.70	£34.74	£208.44	Mobiles: July 2022
9	30/06/2022	Veolia	£252.20	£50.44	£302.64	Waste Collection: June 2022
B.A.C.S.			BANK ENTRIES: JULY 2022			
10	04/07/2022	Staff Expenses	£24.30	£0.00	£24.30	Staff Expenses: June 2022
11	30/06/2022	Aardvark Supplies	£210.70	£42.15	£252.85	Janitorial Supplies
12	17/06/2022	AVS Fencing	£20.85	£4.17	£25.02	3 Wooden Rails - Vandalism of Picnic Bench at Cath Lith
13	22/06/2022	B & Q	£15.39	£3.08	£18.47	Verge Landscaping Fabric/Screen & Car wash
14	21/06/2022	Glanvilles	£599.60	£120.40	£720.00	Adverse Possession Application
15	28/06/2022	Green Fox	£611.76	£122.35	£734.11	Monthly Hall Cleaning (Jubilee)
16	28/06/2022	Hampshire Association of Local Councils	£196.00	£39.20	£235.20	Councillors Development Course
17	30/06/2022	Idverde	£1,511.64	£302.33	£1,813.97	Emptying Bins: 01/04/22 - 30/06/22
18	27/06/2022	Rocket Computer Services	£920.87	£184.17	£1,105.04	New PC for Office / Annual ESET Renewal
19	28/06/2022	Screwfix	£7.87	£1.57	£9.44	Edge Restraint Straps for Jubilee Flower Bed
20	04/07/2022	Screwfix	£22.41	£4.48	£26.89	Heavy Duty Extension Lead
21	30/06/2022	Screwfix	£63.55	£12.70	£76.25	Flat Washers/Gold Screw/Screwdriver Bit Box
22	05/07/2022	SLCC	£45.00	£9.00	£54.00	Finance Course for Chief Officer
23	24/06/2022	Sean Mason Electrical	£102.00	£20.40	£122.40	Remove Electrical Supplies in Old Toilet Store
24	16/06/2022	Watling & Hirst	£220.00	£44.00	£264.00	Payroll Fees: Q1 2022-23
25	20/06/2022	Goldcrest	£600.00	£120.00	£720.00	Mobile Patrols 02/06/22 to 20/06/2022
26	04/07/2022	Goldcrest	£420.00	£84.00	£504.00	Mobile Patrols 20/06/22 to 04/07/2022
27	08/07/2022	Playsafety Ltd	£504.00	£100.80	£604.80	Annual Play Area Inspection
28	05/07/2022	Village Sensation	£1,300.00	£260.00	£1,560.00	Geranium and Surfinia Pillar Displays
29	11/07/2022	AVS Fencing	£79.01	£15.80	£94.81	2 Fence Post/1 Rail-Dell Piece West Fence Line
30	13/07/2022	AVS Fencing	£6.95	£1.39	£8.34	1 Rail-Dell Piece West Fence Line
31	13/07/2022	Focus	£170.55	£34.11	£204.66	Switchboard, Broadband, Payphone, Alarm - June 2022
32	14/07/2022	Forward Control	£168.00	£33.60	£201.60	Call Out to Fault on Beam Detector in Jubilee Hall
33	14/07/2022	Glanvilles	£1,908.00	£300.00	£2,208.00	Dispute with Hollybank, Lith Lane
34	15/07/2022	Screwfix	£57.64	£11.53	£69.17	Circular Saw Blade/Bulldozer Broom
35	19/07/2022	Lloyds Bank	£7.00	£0.00	£7.00	Bank Charges: 10 May to 9 June 2022
36	20/07/2022	Horndean PC Employees	£13,823.56	£0.00	£13,823.56	Staff Salaries: July 2022
37	29/07/2022	Hampshire Pension Fund	£4,359.71	£0.00	£4,359.71	Pensions: July 2022
38	29/07/2022	HMRC	£3,694.96	£0.00	£3,694.96	PAYE/NI: July 2022
DEBIT CARD			BANK ENTRIES: JULY 2022			
39	04/07/2022	CMI	£192.00	£0.00	£192.00	Member Grade Subscription
40	07/07/2022	Fusion Office	£34.50	£6.90	£41.40	Monitor Stand for Office Desk
TOTAL EXPENDITURE			£33,822.36	£2,395.10	£36,317.46	
RECEIPTS RECEIVED SINCE LAST ORDER OF PAYMENTS			List 5	15 AUGUST 2022		BANK ENTRIES: JULY 2022
Ref	Date	Payee/Payer	Net	VAT	Total	Details
RECEIPTS			BANK ENTRIES: JULY 2022			
41	various	Regular Hall Users	£1,387.10	£0.00	£1,387.10	Hire of Jubilee Hall - Regular
42	various	Regular Hall Users	£2,076.51	£0.00	£2,076.51	Hire of Napier Hall - Regular
43	various	Casual Hall Users	£200.00	£0.00	£200.00	Deposits Received
44	various	Casual Hall Users	-£400.00	£0.00	-£400.00	Deposits Refunded
45	various	Football Teams	£175.00	£0.00	£175.00	Hire of Football Pitches
46	31/07/2022	Cambridge & Counties	£264.99	£0.00	£264.99	Bank Interest
47	22/07/2022	HMRC	£5,238.95	£0.00	£5,238.95	VAT Reclaim
48	22/07/2022	Rural Payments Agency	£1,489.39	£0.00	£1,489.39	Rural Payments Agency
TOTAL INCOME			£10,431.94		£10,431.94	

SIGNED:	
SIGNED:	
DATE:	List 5



Item 8

HORNDEAN PARISH COUNCIL

COUNCIL MEETING : 15 August 2022

SUBJECT OF REPORT: Finance Report

General

Since the last Finance Report for the Council Meeting held on the 18th July there is the following item to note.

- The Quarter 1 (Apr-Jun 2022) VAT reclaim of £5,238.95 was banked on July 22nd.

Utilities

With the spiralling cost of gas and electricity, I thought it was time to update Councillors on the situation with regards to Horndean Parish Council.

All five contracts (Napier Hall and Jubilee Admin, Gas and Electricity and Electricity in Jubilee Hall) have been migrated to British Gas over the last couple of years.

GAS & ELECTRICITY CONTRACTS					Contract Dates		Fixed	Var *
Ref.	Site	Service	Provider	Account No.	Start	End	Day Rate	Day Rate
							p/kWh	p/kWh
1	Jubilee Admin	Electricity	British Gas	603421231	14/08/2020	13/08/2023	0.15580	0.46761
2	Jubilee Admin	Gas	British Gas	603423926	27/08/2020	26/08/2023	0.04303	0.12161
3	Jubilee Hall	Electricity	British Gas Lite	BGL154660	01/02/2022	31/01/2026	0.16550	0.46761
4	Napier Hall	Gas	British Gas Lite	BGL156695	01/02/2022	31/01/2026	0.03640	0.12161
5	Napier Hall	Electricity	British Gas Lite	BGL242797	03/03/2022	02/03/2025	0.30180	0.46761

* The variable rate assumes a further 65% increase in the tariff's cap in October.

As can be seen the two Jubilee Admin contracts reach the end of their fixed terms in the next budget year for 2023-2024.

Vandalism

The table below lists the direct costs incurred from vandalism since the start of the financial year plus the additional cost of security that has been put in place as a result and the one off cost of the installation of the new cameras.

VANDALISM		
EXPENDITURE 2022-23		
Month	£££	Description
May	£848.00	Broken Window Replacement -Jubilee Office
May	£53.90	Treated Gravel Boards
June	£38.78	Fencing
June	£38.78	Graffiti Cleaning Equipment
July	£20.85	Rails-Vandalised Picnic Bench
TOTAL	£1,000.31	
Apr-July	£1,930.00	Security Patrols - June & July 2022
TOTAL	£1,930.00	
June	£2,200.00	Installation of Cameras
TOTAL	£2,200.00	
GRAND TOTAL	£2,930.31	

Horndean Parish Council Balance Sheet to the end of June 2022		Horndean Parish Council Reserves	JUL	Notes
Current Assets	£££	Represented By :-		
Debtors - Sales Ledger	3,472	General Funds	231,304	
Prepayments	105	IT Equipment EMR	2,500	
Debtors - VAT Control A/C	2,365	Vehicle Replacement EMR	10,000	
Co-op No. 1 Account	129,668	Jubilee Hall Improvements EMR	7,800	
Cambridge & Counties Account	241,752	Napier Hall Improvements EMR	2,000	
Lloyds Bank Current Account	39,633	The Granary Maintenance EMR	2,000	
Total Current Assets	416,995	Lith Avenue/Lane EMR	3,000	
Current Liabilities		Jubilee Hall Project EMR	0	
Creditors	0	New Playground Fund EMR	7,000	
Accruals	6,445	Grounds Equipment EMR	2,500	
Hall Income Deposits	400	Legal Costs EMR	4,000	
Receipts in Advance	45	Election EMR	2,000	
Total Current Liabilities	6,890	Fencing EMR	4,000	
Total Assets Less Current Liabilities	410,105	Tree Maintenance EMR	4,000	
		LychGate Repairs EMR	2,000	
		Community Infrastructure Levy EMR	39,196	Must be spent on CIL projects
		Land East of Horndean EMR	1,900	
		Five Heads Rec Playground EMR	5,000	
		Future Development Facilities EMR	79,905	
		Total Earmarked Reserves	178,801	
		Total Equity	410,105	

Report Prepared by Simon Ritson, Responsible Finance Officer, August 8th 2022



East Hampshire District Council | Penns Place | Petersfield | GU31 4EX
 Phone | 01730 266551 Email | info@easthants.gov.uk
www.easthants.gov.uk

Horndean Parish Council
 Jubilee Hall
 Crouch Lane
 Horndean
 Hants
 PO8 9SU

Enquiries to: Joshua Wright
Direct line: 01730 234271
Email: joshua.wright@easthants.gov.uk
Our Ref: 582
Date: 01/08/2022

Dear Horndean Parish Council

Request for Community Infrastructure Levy (CIL) Funding – Final Decision.

Thank you for your recent CIL funding application submitted for East Hampshire District Council's consideration.

Following consultation with relevant Portfolio Holders and decision by the Council's Cabinet members on the 28th July 2022, East Hampshire District Council (EHDC) can now advise that CIL funding approval has been given, as follows:

Project: Horndean PC Five Heads Playground 2022

Reference Number (please quote on all correspondence): 582

CIL Sum Awarded: £34,000.00

Recommendation: Approved

Approval is subject to the following project specific conditions:

- A project plan is submitted to Developer Contributions outlining project timelines, expected facilities/infrastructure to be delivered and ongoing maintenance
- Demonstration that the Public Contract Regulation required to be followed by Horndean Parish Council has been followed
- Prior to the first release of any funds, the Parish Council will enter discussions with the Community Team (Community Development Officer) to finetune the project and its deliverability, to provide evidence of the demographic targeting to EHDC
- A Specialised contractor is to be used to implement the project

Approval is subject to the following standard conditions: Horndean Parish Council

- a) are responsible for budgeting for ongoing revenue costs to maintain and manage the project;
- b) must seek any necessary permissions (e.g. Planning, Building Regulations, landowner, highways or drainage);
- c) shall keep EHDC updated on the project implementation;

- d) must ensure that the project is delivered in accordance with the requirements of the Health and Safety at Work Act 1974;
- e) must ensure that any contractor(s) being employed have the necessary public liability insurance cover in place while delivering the project and they have ongoing insurance cover once the project has been delivered;
- f) must be mindful of the Public Sector Equality Duty and the requirements of the Equality Act which must be complied with through the implementation of your project;
- g) ensure that publicity for the completed project is carried out and includes EHDC in any publicity material;
- h) note that grant funds will be paid in arrears/staged payments upon satisfactory completion of the project, accompanied by evidence such as supplier/contractor invoices & photographs;
- i) should publicly acknowledge the involvement of the Council in the completed project and our Communications Team can advise on our requirements for the design of a suitable badge or plaque at the applicant's expense (where appropriate).
- j) note that it is at the Council's discretion to withdraw the grant funding if the project is not completed and monies spent in a timely manner.

Should you have any further questions, or need any further information, please contact 01730 234271 using the contact details supplied at the top of this letter.

Once the necessary permissions have been obtained and project specific conditions have been met, please contact Joshua Wright to provide evidence of meeting the conditions and inform us of your intention to commence your project. At this point we will also check that you are set up as a supplier to the Council.

Yours sincerely

LRWeaver

Mrs Louise Weaver
Community Infrastructure Team Leader
Planning (Developer Contributions)

E: louise.weaver@havant.gov.uk

CC: cil@easthants.gov.uk; EHDC Planning Policy, EHDC Community Team

Carla Baverstock-Jones

Subject: FW: Lidl Enquiry: Land at Dell Piece West, Horndean, PO8 9LH

From: George Judd [<mailto:George.Judd@lidl.co.uk>]
Sent: 28 July 2022 11:06
To: Contact <contact@horndeanpc-hants.gov.uk>
Subject: RE: Lidl Enquiry: Land at Dell Piece West, Horndean, PO8 9LH

Good morning,

I hope my email finds you well.

My apologies for the follow-up but just wondered if it would be possible for someone to comment on the below enquiry.

I appreciate that the site is currently an operational nature reserve within a conservation area and that it is unlikely to be available.

Kind regards,



George Judd

Acquisitions Consultant

M. +44 (0) 7812 002 016

A. Foxes Park, Brownhill Way, Southampton, SO16 0AW

E. George.judd@lidl.co.uk

[Click here to inform us about a property site](#)



Lidl UK Retail Limited is a company registered in England under number 04570425. VAT No. GB 950396892. Registered office: 44 Kingston Road, London, E15 9PL, United Kingdom.

From: George Judd
Sent: Wednesday, May 11, 2022 10:49 AM
To: contact@horndeanpc-hants.gov.uk
Subject: Lidl Enquiry: Land at Dell Piece West, Horndean, PO8 9LH

Dear Sir / Madame,

I write with reference to the above-mentioned site and wish to use this opportunity to introduce myself as part of the Acquisitions team responsible for the expansion of Lidl GB in the South East.

As a leading European discount food retailer with over 10,000 stores in Europe and in excess of 900 stores in the UK, Lidl are keen to improve our offering in the Cowplain / Horndean area. We see the above-mentioned site as a potential relocation for our current store in Cowplain that is now not fit for purpose and would be interested to hear from you as to whether the site could be made available.

Our ideal store has a GIA of around 17,000-26,500 sq ft or for a stand-alone Lidl store we look for land in excess of 1.5 acres. We also look for prominent sites in towns with strong traffic flows, main road footage and located within a strong residential area, which we believe this site offers.

Please accept my apologies for this unsolicited approach. I look forward to hearing from you soon with regards to this enquiry.



HORNDDEAN PARISH COUNCIL

Estate Warden

Responsible to: Grounds Manager

Job Description

Overall Purpose of the job:

To undertake duties relating the daily management and maintenance of Parish Council sites. The Parish Council is responsible for managing and maintaining 60 hectares of public land serving a population of 13,000 residents. Sites include woodlands, heathland, chalk downland, ponds, parks, play areas, rec grounds, community halls and other local open spaces.

About the role/main responsibilities

- Undertake a range of activities across all Parish owned sites including general maintenance such as mowing, strimming, infrastructure repairs, minor tree works, managing shrub and flower beds, co-ordinating with our weekly conservation volunteer group, site inspections, litter picking and bin emptying.
- Able to deal with enquiries and health and safety issues as they arise.
- Make sure our sites are clean and all facilities are kept in a safe useable condition.
- Assist with conservation tasks including seasonal grazing, heathland and woodland improvement works, downland management, invasive species control.
- Carry out all duties with an awareness and understanding of safety requirements.

Other responsibilities include:

- To represent the Parish Council in all areas of its open space provisions, as required, to the highest possible standard.
- To take responsibility for site presentation to a high standard, through litter picking, cleaning of signage and repair of defective structures onsite. Facilitating visitor access, helping with general enquiries and protecting assets from theft or damage.
- Carry out day to day practical site management and maintenance in order to comply with site management plans aims and objectives.
- To maintain Parish Council infrastructure and outdoor furniture, (fences, boardwalks, notice boards, seats, etc.) ensuring that they are kept clean, tidy and in a good state of repair.
- Ensure sites are inspected at regular intervals, for security reasons, and to ensure all appropriate safety checks are undertaken, all in order to ensure safe and well managed sites.
- To maintain records, inventories and safety inspections for tools and equipment to comply with health and safety.

- To ensure that all Horndean Parish Council vehicles and machinery are maintained, to undertake basic vehicle/machinery checks in accordance with health and safety requirements.
- To recognise and be aware of the requirements of the Health and Safety at Work act as well as Fire and Safety regulations and ensure that these are observed and regularly carried out.
- To maintain routine paperwork and records in accordance with council policy. This will include checks on vehicles, machinery and premises, as well as the daily task management system.
- To be prepared to undertake physically demanding manual labour and work outside in adverse weather conditions.

The hours of work for contractual purposes are 37 hours per week. Working hours are 08:30 to 16:30 Monday to Thursday 08:30 to 16:00 on a Friday.

Evening and weekend working is occasionally required (2-3 occasions per year) for which compensatory time off will be given.

This job description is not a comprehensive schedule of all tasks and duties that are required to be undertaken. Accordingly in addition to the duties specified the Estate Warden will also be required to undertake any other duties commensurate with the status of the post. The Estate Warden will be required to pursue a programme of continuous professional development



Person Specification for the Estate Warden

	ESSENTIAL ATTRIBUTES	DESIRABLE ATTRIBUTES
Educational Qualifications	<ul style="list-style-type: none"> ▪ 6 GCSE's including Maths, English ▪ Horticulture or Grounds Keeping qualifications ▪ Good knowledge of practical habitat management for nature conservation ▪ Full UK driving licence ▪ Evidence of a commitment to continuing professional development ▪ Willingness to obtain appropriate qualifications in respect of tools and equipment 	<ul style="list-style-type: none"> ▪ NPTC qualification in chainsaw use (CS30,CS31) ▪ First Aid at Work certificate ▪ PA1 & PA6 certificates ▪ LANTRA Cert - brush cutters and strimmer's
Team Working	<ul style="list-style-type: none"> ▪ Work well as part of a team ▪ Be prepared for lone working for part of the role 	
Personal Attributes	<ul style="list-style-type: none"> ▪ Physically fit and able to work outside in all weathers ▪ Hardworking, trustworthy and a team player ▪ Well motivated, with a passion for the outdoors ▪ Good communication skills 	
Experience	<ul style="list-style-type: none"> ▪ At least 18 months experience in a similar role 	<ul style="list-style-type: none"> ▪ Machinery maintenance knowledge

HORNDEAN PARISH COUNCIL

COUNCIL AGENDA

Date: 15 August 2022

AGENDA ITEM: 15

SUBJECT OF REPORT: TO RECEIVE THE RECOMMENDATION FROM THE GROUNDS COMMITTEE ON THE 11 JULY 2022, IN RESPECT OF THE DESIGNATION OF A COMMUNITY ASSET

G 088/22/23

**TO RECEIVE AND CONSIDER THE SUPPORT REQUESTED BY
HORNDEAN FOOTBALL CLUB, IN RESPECT OF THEIR NOMINATION OF
AN ASSET DEEMED TO BE OF COMMUNITY VALUE**

Report Circulated from Horndean Football Club – Grounds Committee in support of them going ahead.

Advice to be sort regarding potential joint application

HORNDEAN PARISH COUNCIL

COUNCIL AGENDA

Date: 15 August 2022

AGENDA ITEM: 16

SUBJECT OF REPORT: TO RECEIVE THE RECOMMENDATION FROM THE GROUNDS COMMITTEE ON THE 11 JULY 2022, IN RESPECT OF THE REDUCTION OF THE HEDGE AT FIVE HEADS RECREATION GROUND

G 094/22/23

TO RECEIVE AN UPDATE IN RESPECT OF THE REDUCTION OF THE HEDGE AT FIVE HEADS RECREATION GROUND

Hedge to be reduced – All agreed
It was **RESOLVED** to recommend to Council.

HORNDEAN PARISH COUNCIL

COUNCIL AGENDA

Date: 15 August 2022

AGENDA ITEM: 17

SUBJECT OF REPORT: TO RECEIVE THE RECOMMENDATION FROM THE GROUNDS COMMITTEE ON THE 11 JULY 2022, IN RESPECT OF POTENTIAL CIL PROJECTS – HAZLETON COMMON FOOTPATH IMPROVEMENTS AND A MULTI-USE GAMES AREA AT JUBILEE

G 091/22/23

TO RECEIVE A QUOTATION IN RESPECT OF A POTENTIAL PROJECT APPROPRIATE FOR FUNDING FROM CIL, - NAMELY THE CONVERSION OF THE JUBILEE BASKETBALL AREA INTO A MULTI-USE AREA

Brief discussion took place. Grounds Committee in support.
Residents to be consulted.

HORNDEAN PARISH COUNCIL

COUNCIL AGENDA

Date: 15 August 2022

AGENDA ITEM: 18

SUBJECT OF REPORT: TO RECEIVE THE RECOMMENDATION FROM THE FINANCE AND GENERAL PURPOSES COMMITTEE ON THE 01 AUGUST 2022, IN RESPECT OF QUANTIFYING STAFF TIME PERTAINING TO VANDALISM

F&GP 015/22/23 TO RECEIVE THE COSTS PERTAINING TO VANDALISM AND FUTURE BUDGET PREPERATION

A discussion took place.

The F&GP committee would like an additional column to be added to the time sheets from 1st August and all staff to fill in an estimate of the time spent on vandalism that day. That will give 2 months data by the end of September when the budget is to be considered.

Cllr D Alexander advised that if we need to increase precept that a portion of it is due to the need for security and vandalism budgets.

HORNDEAN PARISH COUNCIL

COUNCIL AGENDA**Date: 15 August 2022****AGENDA ITEM: 19**

SUBJECT OF REPORT: TO RECEIVE THE RECOMMENDATION FROM THE FINANCE AND GENERAL PURPOSES COMMITTEE ON THE 01 AUGUST 2022, IN RESPECT OF THE FOLLOWING GRANT APPLICATIONS:

- **ALL SAINTS CHURCH, CATHERINGTON - £1,000**
- **1ST HORNDEAN SCOUT GROUP - £500**
- **LIFE EDUCATION WESSEX – FURTHER INFORMATION REQUESTED - £700**

- **HOLY TRINITY BLENDWORTH CHURCH - £1,000 – to go to Council**
- **1ST HORNDEAN SCOUT GROUP - £500 – to go to Council**
- **LIFE EDUCATION WESSEX - £700 – to be deferred**

Members discussed the applications and it was agreed to recommend Holy Trinity Church and 1st Horndean Scout Group awards go to Council for approval
Life Education Wessex to be deferred.

A brief discussion took place - Cllr D Alexander suggested more publicity required.



HORNDEAN PARISH COUNCIL

Grant Application Form

Please refer to Grants Procedure Notes overleaf before completing this form

Name of Organisation making the application:

1st Horndean Scout Group

Name of Person to whom
correspondence should be addressed:

Richard Smith

Address for correspondence:

1st Horndean Scout Group, Queens Crescent, Horndean,
Hampshire

Post code. PO7 5XA

Daytime Tel: 07906430541

Payee for Grant Cheque:

1st Horndean Scout Group

Details of the organisation (What do you do?)

Youth organisation

Period of Grant:

1 year

What is the Grant for? (Give details of the project – continue on separate sheet if necessary)

Purchase an additional four more Vango Beta 350XL tents, as with the increase of numbers and engagement by our young people for overnight residential. We are now having to limit those who can attend due to limited amount of tent space we have.

Amount of Grant
applied for:

£500.00

Have you applied to any other body for a grant towards this project? (if Yes please give details)

N/A

How else do you raise income? (Give details of subscriptions, fund raising etc.– continue on separate sheet if necessary)

10% of annual subscriptions

What age groups
do you cater for?

6-14 years old

Total
Membership:

112

Where and when do you meet?

Weeknights, Horndean Scout nHut

You must attach the following to your application

- Last year's accounts
- Your current business plan, minutes of your last AGM or similar
- Business plan & last 3 years AGM minutes (extended grants only)

Signature of Responsible Adult
(e.g. Chairman, President, Leader)

R. Smith – Group Scout Leader

Date: 21/06/2022

For Horndean Parish Council use only



HORNDEAN PARISH COUNCIL

Grant Application Form

Please refer to Grants Procedure Notes overleaf before completing this form.

Name of Organisation making the application:

The Parochial Church Council, All Saints Church, Catherington.

Name of Person to whom correspondence should be addressed:

Mr Joe Edwards (Church Warden)

Address for correspondence:

18 Beech Rd,
Clanfield,
PO8 0LH

Payee for Grant and Bank Details:

ALL SAINTS PAROCHIAL CHURCH
COUNCIL - CATHERINGTON

80-11-00
060 80585

Email Address: Edwardsjoe10@yahoo.com

Daytime Tel: 07748 425874

Details of the organisation (What do you do?):

We are the governing council for activities of All Saints Parish Church; including worship, maintenance of premises, community fellowship and fundraising.

Period of Grant:

1 yr. - 2022

What is the Grant for? (Give details of the project – continue on separate sheet if necessary):

We are applying for a grant to help maintain the grounds of the parish church yard, assisting the development of the site as a community facility and nature reserve.

The PCC is an active partner in the Community Pay-Back Scheme and offers a number of placements.

Amount of Grant applied for:

£1,000

Have you applied to any other body for a grant towards this project? (if Yes please give details):

No.

How else do you raise income? (Give details of subscriptions, fund raising etc. – continue on separate sheet if necessary):

Donation from parishioners by way of voluntary regular giving. We also receive donations from visitors to the church. Other sources of income derive from fees for weddings funerals and like church activities. We receive no income from outside bodies.

What age groups do you cater for?

All age groups.

Total Membership:

93

Where and when do you meet?

Regular weekly services, festivals, celebrations, funerals, weddings and monthly in the church yard for maintenance purposes.

You must attach the following to your application

- Last year's accounts
- Your current business plan, minutes of your last AGM or similar
- Business plan & last 3 years AGM minutes (extended grants only)

Signature of Responsible Adult (e.g. Chairman, President, Leader):

JW Edwards - CHURCHWARDEN

Date: 26/05/2022

For Horndean Parish Council use only



HORNDEAN PARISH COUNCIL

Grant Application Form

Please refer to Grants Procedure Notes overleaf before completing this form.

Name of Organisation making the application:

Life Education Wessex

Name of Person to whom correspondence should be addressed:

John Clements

Address for correspondence:

2 Barnes Croft
Coles Lane
Milborne St Andrew
Dorset DT11 0LG

Payee for Grant and Bank Details:

Life Education Wessex
Barclays Bank plc Yeovil 20-99-40
a/c 60979481

Details of the organisation (What do you do?):

See separate sheet below

Period of Grant:

4 days in Nov 2022

What is the Grant for? (Give details of the project – continue on separate sheet if necessary):

Provision of an Educator and Resources for 4 days at Horndean Junior School seeing 501 children.

Amount of Grant applied for:

Up to £700

Have you applied to any other body for a grant towards this project? (if Yes please give details):

E Hants District Council
Hants CC

How else do you raise income? (Give details of subscriptions, fund raising etc.– continue on separate sheet if necessary):

See separate sheet below

What age groups do you cater for?
3-13 yrs

Total Membership:
na

Where and when do you meet?
na

You must attach the following to your application

- Last year's accounts
- Your current business plan, minutes of your last AGM or similar
- Business plan & last 3 years AGM minutes (extended grants only)

Signature of Responsible Adult (e.g. Chairman, President, Leader):

J Clements

For Horndean Parish Council use only

Carla Baverstock-Jones

Subject: FW: Grant Application

From: John Clements [mailto:john@lifeeducationwessex.org.uk]
Sent: 04 August 2022 15:56
To: Carla Baverstock-Jones <Carla.baverstock-jones@horndeanpc-hants.gov.uk>
Subject: RE: Grant Application

Dear Carla,

Thank you for your reply.

Our costs per day to visit school is £540. We are spending 4 days there to see approx.. 501 children, so total cost is £2160.

The school is contributing £1460, leaving us to fundraise for shortfall of £700.

We always try to raise the shortfall funding from sources within the area in which the school is located.

If we receive no funding from HCC, EHDC, or yourselves the visit will still go ahead, but we will cover the shortfall from our fundraising activities across our region.

Regards
John.

From: Carla Baverstock-Jones <Carla.baverstock-jones@horndeanpc-hants.gov.uk>
Sent: 04 August 2022 15:01
To: John Clements <john@lifeeducationwessex.org.uk>
Subject: Grant Application

Good Afternoon

At the meeting of the Finance and General Purposes Committee your application for a grant was considered. Members have requested more information insofar as the full cost of the project, and is it dependent on obtaining the grants from EHDC and HCC.

I look forward to hearing from you in due course.

A very many thanks

Kind Regards

Carla Baverstock-Jones GCILEx, FSLCC, MCMI
Chief Officer
Horndean Parish Council
Jubilee Hall
Crouch Lane
Horndean
Waterlooville
Hants
PO8 9SU