



# Horndean Parish Council

## NOTICE OF MEETING

**A MEETING OF THE GROUNDS COMMITTEE WILL BE HELD ON MONDAY  
26 JUNE 2023 AT 7.00pm in Jubilee Hall.**

Members of the Committee Cllr Mrs E Tickell (Chairman), Cllr J Lay, Cllr S Freeman, Cllr D Prosser, Cllr P Little are summoned to attend.

20 June 2023

**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 elect a Vice Chairman to the Grounds Committee.
4. **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.**
5. To receive and approve the Minutes of the Grounds Committee meeting held on Monday 20 March 2023.
6. To receive a verbal update in respect of the completed projects/significant works undertaken by the Countryside Team.
7. To receive and consider the request for the entrance to Five Heads Recreation Ground via St Annes Road to be improved.
8. To receive and consider the condition of the steps within Catherington Lith.
9. To receive and consider the request to lease an area of land for the purpose of exercising dogs.
10. To receive and consider the draft policy in respect of advertising on land within the ownership of the Parish Council.
11. **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).**
12. To receive and approve the Confidential Minutes of the Grounds Meeting held on Monday 20 March 2023.
13. To receive reports/correspondence pertaining to the alleged damage to property whereby trees within the ownership of HPC are implicated – namely Stonechat Road, and consider the way forward.
14. To receive reports/correspondence pertaining to the alleged damage to property whereby trees within the ownership of HPC are implicated – namely Bentley Close, and consider the way forward.
15. To receive and consider the proposal from a mobile ice-cream vendor to attend HPC's play area sites.





# Horndean Parish Council

## MINUTES OF THE GROUNDS MEETING HELD AT JUBILEE HALL ON 20<sup>TH</sup> MARCH 2023 AT 7PM.

**PRESENT :** Councillors Mrs E Tickell (Chairman), Cllr J Lay, Cllr Mrs L Evans,  
Cllr B Raymond, Cllr S Freeman, Cllr A Forbes, Cllr D Prosser

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

### **PUBLIC**

**ATTENDANCE :** 3 Members of the public present

**G 118/22/23** **To receive apologies for absence.**

No Apologies for absence

**G 119/22/23** **To Receive any Declaration of interest**

No declarations of interest were received

**G 120/22/23** **To receive and approve the Minutes of the Grounds Committee meeting held on Monday 21st November 2022.**

It was **RESOLVED** that the minutes of the Grounds committee held on 21st November 2022 be signed as a true record of the meeting

**G 121/22/23** **To receive a request and agree the design of a bench to be installed at Old School Field.**

6ft Bench design was approved by Grounds Committee.

All 3 members of the public left the meeting – 7:10pm

**G 122/22/23** **To receive a verbal update in respect of the completed projects/significant works undertaken by the Countryside Team**

Grounds Manager gave a verbal update on tasks the Countryside Team are trying to finish before Spring arrives



**G 123/22/23                    To receive a quotation in respect of replacement play equipment at Five Heads play area**

2 quotes circulated.

It was agreed that the Robust design at a cost of £2,230 be recommended to Council.

**G 124/22/23                    To receive and consider the request to install a disabled parking bay at Parsonage Field car park**

A brief discussion took place

All agreed it would be too difficult to enforce and it was noted that apart from school drop-off and pick-up times, parking was available. Request refused.

**G 125/22/23                    To receive and consider the quotation in respect of a water supply to Dell Piece West**

Quotation was circulated showing a cost of £2,093 + VAT.

It was agreed to recommend to Council

**G 126/22/23                    To receive and consider the proposed Deed of Easement in respect of works to be undertaken at Hazleton Common, by Scottish and Southern Electricity Networks**

SSE to provide details of other areas. Concerns expressed over damage to Nature Reserve for considered works.

Chief Officer to contact SSE regarding payment of HPC professional fees.

Signed .....

Date .....







## ADVERTISING POLICY

Applications for banners/notice boards are welcomed from local charitable, community and other similar or non-commercial organisations, based within Horndean or serving the local area. Priority will be given to Horndean based organisations, to display notices of public interest or advertising events. The advertising sites are intended to enable community groups to publicise their activities. A banner/notice board can only be placed on sites that have been approved by Horndean Parish Council.

### Eligibility and permitted organisations

Banners/notice boards can only be displayed if representing:

non-profitable organisations or community groups or activities that are of interest or benefit to the local community.

Permitted organisations include:

- i. The County Council
- ii. The Local Borough or District Council
- iii. Parish Councils
- iv. Charitable organisations \*
- v. Local state schools, colleges and places of further educations, Local churches, mosques and similar places of worship
- vi. Youth groups, including cubs, scouts, beavers, rainbows, brownies and guides
- vii. Local community groups, for example - arts societies, choral groups, amateur dramatic

\* Registered charities may only display a banner if the purpose is to raise awareness of, or promote, activity that relates to the charitable activities as detailed in the information held by the Charity Commission. Any banners/notice boards found to be displayed with no licence or at non-approved sites will be taken down and held. The acceptance or refusal of a banner/notice board request is at the sole discretion of Horndean Parish Council. Priority will always be given to the most local organisation who is deemed to be using the space to raise awareness of more community-focussed activity.

All banners/notice boards must fulfil the following criteria:

- Dimensions: Banners are restricted to .....

Notice boards are restricted to .....

- The banner/notice board should be produced to a professional standard, and designed/displayed to minimise distraction to pedestrians and road users.

