



# Horndean Parish Council

## NOTICE OF MEETING

A MEETING OF THE GROUNDS COMMITTEE WILL BE HELD ON MONDAY

27 JANUARY 2025 AT 7.00pm in Jubilee Hall.

Members of the Committee Cllr J Lay, Cllr S Freeman (Chairman), Cllr R Sowden, Cllr D Prosser, Cllr A Redding Cllr R Smith are summoned to attend.

21 January 2025

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 25 November 2024.
5. To receive an update in respect of the completed projects/significant works undertaken by the Countryside Team.
6. To receive an update in respect of the Horndean Green Trail and Heritage Network
7. To receive a verbal update in respect of the renewal of Catherington Down lease.
8. To receive and consider the suggestion of a PitchPower assessment in respect of HPC's football pitches.
9. To receive and consider the quotations received in respect of the removal of gym equipment at Five Heads Recreation Ground.
10. To receive and consider the quotations received in respect of the repairs to be undertaken within Jubilee play area (playhouse ramp).
11. To receive and consider the quotation received in respect of the repairs to be undertaken within Jubilee play area (swing).
12. To receive and consider the quotations received in respect of the repairs to be undertaken at Deep Dell play area.
13. To receive and consider the draft Dell Piece West Management Plan.
14. To receive and consider the adjacent landowners request to replace fencing at Catherington Lith.
15. To receive and consider the request from a resident to place a memorial tree or bench within Blendworth.
16. To receive an update regarding the placement of a notice board within Morrisons.
17. To receive and consider the removal of the green biological growth present on the War Memorial within the village.

18. To receive and consider the current placement of the bench at Jay Close in respect of the complaints received from two residents.
19. To receive and consider the projects eligible for Community Infrastructure Levy (CIL) funding, and agree the way forward.





# Horndean Parish Council

Item: 4

## MINUTES OF THE GROUNDS MEETING HELD AT JUBILEE HALL ON 25<sup>TH</sup> NOVEMBER 2024

**PRESENT:** Cllr S Freeman (Chair), Cllr J Lay, Cllr D Prosser, Cllr R Sowden, Cllr R Smith

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

**PUBLIC :** No Public

Meeting opened 7pm

**G 34/24/25 : To receive apologies for absence.**

Apologies received for Cllr A Redding

**G 35/24/25 : Declaration of interest – No declaration of interest**

**G 36/24/25 : To open the meeting to members of the public.**

No members of the public

**G 37/24/25 : To receive and approve the Minutes of the Grounds Committee meeting held on Monday 2024.**

It was **RESOLVED** that the Minutes of the Grounds Committee meeting held on 16<sup>th</sup> September 2024 be signed as a true record of the meeting  
Cllr S Freeman signed.

**G 38/24/25 : To receive an update in respect of the completed projects/significant works undertaken by the Countryside Team.**

A verbal update was given by the Grounds Manager.

Hedge cutting complete – except Godwin Crescent due to road works.

Cattle now grazing on all sites – fence checks and repairs

Heathland works with volunteers on Hazleton Common

Timberplay Zip Wire installed at Jubilee Park

Village tidying up in readiness for Remembrance Sunday

Play Area steps replaced on kids house in Jubilee Park and removed tunnel ramp.

Installed new bench at Jubilee Park, repairs carried out at Dell Piece West and Catherington Down.

Cut and cleared St Giles.

New noticeboard installed at Five heads Recreation Ground.

General Maintenance – de-rusting play equipment, fence repairs and small tree works.

**G 39/24/25 : To receive an update in respect of the Horndean Green Trail and Heritage Network.**

G 39/24/25 & G 40/24/25 Merged/discussed together as agreed by Cllr S Freeman

**G 40/24/25 : To receive and consider the funding agreed £35,000 – Rural Economic Prosperity Fund (DEFRA/MHCLG), and to ascertain the works to be undertaken within the timescale**

A report was circulated on behalf of Cllr A Redding  
Sculpture to be started by March 2025.  
All Council agreed to move forward  
Cllr Redding to keep a running total  
To be brought to the next Extraordinary meeting

**G 41/24/25 : To receive a verbal update regarding the agenda item form the meeting held on 24<sup>th</sup> June 2024, in respect of Catherington Down Lease renewal.**

Cllr D Prosser – Natural England to explain what can and can't be done.  
HPC do not want to lose the ground/land but some capital expenditure will be required.

**G 42/24/25 : To receive and consider the enquiry received form the Ecology Partnership in respect of the state and resilience of Catherington Down, with regard to a nearby planning application.**

Hampshire County Council to consider this enquiry not a decision for Horndean Parish Council

**G 43/24/25 : To receive an update in respect of removal of gym equipment at Five Heads Recreation Ground.**

Grounds Manager advised removal required – quotes to be sort in readiness for next Grounds meeting.

**G 44/24/25 : To receive and consider the quotations in respect of the tree works to be undertaken at Catherington Lith due to Ash Dieback disease.**

All 3 quotations reviewed and testimonial looked at.

It was **PROPOSED** quote 3 to be taken to next **COUNCIL** meeting.

**G 45/24/25 : To receive and consider the way forward in respect of the repairs to be undertaken with Jubilee play area.**

Tunnel Ramp in Jubilee Play has come loose and needs replacing.  
Grounds Manager advised that this is not possible by the Grounds team.  
3 quotes to be sort.

**G 46/24/25 : To receive and consider the request from a resident in respect of improvements to the BOAT – Tagdell Lane.**

(Byway to open to all Traffic) Resident didn't attend meeting.

Cllr D Prosser advised the Grounds Committee of a current planning application has been submitted for battery storage in Tagdell Lane.

Comments to be made to HCC - passed over to Cllr M Harvey to liaise with Hampshire Highways

**G 47/24/25 : To consider the arrangements and hospitality for the visit to the Nature Reserves and Open Spaces within the Parish by Damian Hinds MP on 13<sup>th</sup> December 2024**

Volunteer lead meeting – meeting to be held in the Horndean Parish Council meeting room

**G 48/24/25 : To receive an update regarding the condition of the notice boards, and consider the way forward in respect of a replacement at Parsonage Field, and repair of existing board at Deep Dell.**

Grounds Manager advised that Catherington School Noticeboard can't be repaired.

Cllr S Freeman has now had approval from Morrisons Horndean to install a noticeboard with the store.

Deep Dell and Parsoange Field Noticeboard to be replaced.

**G 49/24/25 : 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).**

**No Public**

Next meeting 27<sup>th</sup> January 2025

**Meeting closed 8.25pm**

Signed .....

Date .....

Item 8

**Carla Baverstock-Jones**

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**Subject:**

FW: Hampshire FA workshop

**Attachments:**

Attachment 4 - Public Consultation (1).pdf; Parish Council Forum - East Hampshire (3).pdf

Thank you to everyone who attended the Hampshire FA workshop on Tuesday afternoon. As promised, please find attached the presentation, I hope you found the discussion with other parish/town councils helpful.

A number of things I will take away and look into how we can provide further guidance/support to you are below;

- Support for parish councils on pitch pricing and management of facilities
- Best practice examples - shared equipment, funding etc
- Masterplan for recreational sites/ parish/town areas
- Arrange yearly meetings to discuss sports provision
- Host other NGB workshops for Town and Parish Councils

#### **PitchPower Report**

If you haven't done a pitch power report, I would suggest this is put at the top of the list, as it's an opportunity to access funding to support improving your grass pitches.

#### **What is PitchPower?**

PitchPower is the Football Foundation's free pitch inspection web app for grass football and rugby pitches.

Once you've submitted your grass pitch inspections, you'll receive a bespoke assessment report with expert pitch maintenance advice and recommendations to get your pitch match fit.

PitchPower is your key to unlocking the advice, funding and support you need to get your pitch match fit.

Hampshire FA have an SPA (Sports Pitch Advisor) that can carry out the inspection on your behalf for £100 per site.

#### **Grass Pitch Maintenance Fund**

Get a six-year tapered maintenance to help enhance or sustain the quality of your grass pitches. You'll just need to complete a PitchPower inspection for each of the grass pitches you want funding for before you're able to apply.

**Chloe Davanna**

**Wellbeing Officer (Sport & Leisure) | T: 07775404089**

**Community Team, East Hampshire District Council**

## **HORNDEAN PARISH COUNCIL**

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### **AGENDA ITEM: 8**

#### **SUBJECT OF REPORT: PitchPower Assessment**

#### **BACKGROUND**

The football pitches at Five Heads Recreation Ground and Jubilee have for in excess of a decade been leased to two local clubs for a modest monthly fee. The reason being is that the clubs both provide sporting opportunities to young children, and the fees have been set with this in mind.

The fee structure ensures accessibility for all, affordable facilities within the community with which children can engage. The focus being to offer children an opportunity to participate in a fun activity, promoting health and mental wellbeing.

Members may wish to consider carefully that independent assessments/advice regarding the pitches, notwithstanding the possibility of grants, will undoubtedly require a financial contribution from the Parish Council for any works to be undertaken.

It is of note that the pitches are for junior usage (grassroots) only and not adult games.

The pitches are currently maintained to a standard proportionate to the level of football played, to this end I have not received any complaints as to quality.

The risk of pursuing a higher level of maintenance will inevitably increase costs to families, possibly in the current financial climate becoming unaffordable.

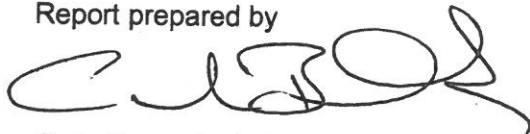
Principal Councils actively promote sporting facilities which is of course commendable. However, consideration as to the actual requirements of our identified service user is key.

#### **RECOMMENDATION**

In essence is there a need to increase the quality of HPC pitches, incurring expenditure, and increasing fees to participants?

Alternatively, Members may consider that the current facilities are suffice and commensurate given all the circumstances.

Report prepared by



Carla Baverstock-Jones  
Chief Officer

## **HORNDEAN PARISH COUNCIL**

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### **AGENDA ITEM 9**

#### **SUBJECT TITLE:**

Removal of Gym Equipment at Five Heads

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

Council requested quotes for the removal of the fitness equipment after ROSPA highlighted the item as being medium risk with no way of lowering the risk due to its age and parts being obsolete.

Quote 1: £605 + Vat

Quote 2: £1798 + Vat

Quote 3: £950 + Vat

Quote 4: £550 + Vat

#### **REPORT PREPARED BY:**

**Matthew Madill**



## **HORNDEAN PARISH COUNCIL**

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### **AGENDA ITEM 10**

#### **SUBJECT TITLE:**

Repair to Jubilee Play House Ramp

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

Council requested quotes for the repair of the Play House Ramp after the Countryside team had to remove part of the item (the timber tunnel roof) due to damage and cordon off the area for public safety.

Quote 1: £495 +

Quote 2: £1747 + Vat

Quote 3: £650 - £12750 + Vat  
5 Options – see quote

Quote 4: £875 + Vat

#### **REPORT PREPARED BY:**

**Matthew Madill**

## **HORNDEAN PARISH COUNCIL**

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### **AGENDA ITEM 11**

#### **SUBJECT TITLE:**

Jubilee Rope Swing

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

There had been a split in the cross-bar timber on the rope swing in the infant play area and it had been noted on the annual ROSPA inspection that it needed monitoring in case it got worse.

Sadly, over the Christmas period it appears to have worsened, and after a ladder inspection it was clear that the threaded bar holding the posts together has become exposed and there is only about 1/3<sup>rd</sup> of the rail holding the thread.

I asked a play company, who also do inspections to come and give me a second opinion and they also felt the cross-bar needs replacing. They did feel the item was still safe in the short term.

I am sure council will require more quotes, but I wanted to bring this to their attention.

I have one quote and it recommends both cross bars should be replaced.

Quote below:

Item	Description	Quantity	Unit Price	VAT	Amount GBP
	To remove both top beams and replace with new Robinia timber beams. Attach to the existing upright poles with new bolts. Our price includes all materials and labour required to carry out the works and removal of waste from site.	1.00	872.00	20%	872.00
Subtotal					872.00
TOTAL VAT 20%					174.40
TOTAL GBP					1,046.40

#### **REPORT PREPARED BY:**

**Matthew Madill**

## HORNDEN PARISH COUNCIL

### AGENDA ITEM 12

**SUBJECT TITLE:** Repairs for Deep Dell

**PURPOSE OF REPORT:**

We need to replace some ropes on the play Equipment at Deep Dell.

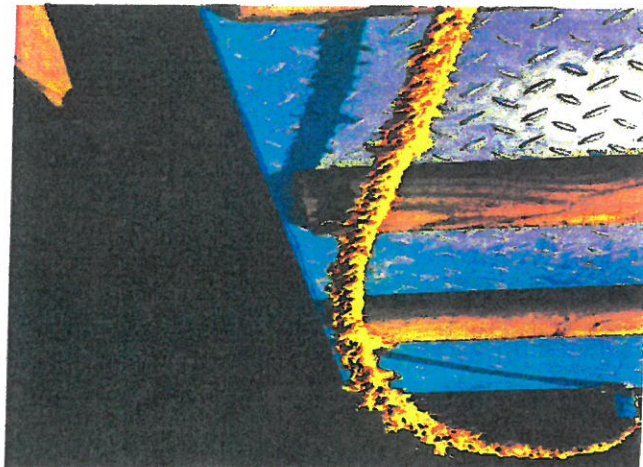
I sent away the dimensions to a company that provides ropes and below are is the quote. We use this company for most of our play area spare parts ordering.

SKU	Product	Price	Quantity	Value
WEBACCNET	Access Net manufactured from 16mm steelcore combination rope with top fixings and bottom chain tails. Side A: 1.28m Side B: 2.14m Colour: Green Black Connctors Fixing Type: M10 Shackles	835.00	1.00000	835.00
WEBCLIROP	Single 16mm steelcore combination ropes complete with two end fittings. Length - 2.83m Colour - Yellow End Fitting - M10 Shackle	65.00	1.00000	65.00
BOX20-A	Box delivery up to 20kg to UK mainland excluding GY, HS, IM, IV JE, KW, PA, TR21+, ZE Postcodes Delivered between 9am and 5.00pm.	18.00	1.00000	18.00

The access net (cargo net) was flagged up by Rospa last year and needed monitoring with a view to replace.

The Single Steelcore rope has deteriorated very badly over the last few months and is now showing exposed metal wire. This needs replacing.

Pic below:



**REPORT PREPARED BY:**

**Matthew Madill**

*Report*



## **HORNDEAN PARISH COUNCIL**

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**AGENDA ITEM** ~~8~~ 13 14

**SUBJECT TITLE:**

Fence line at Catherington Lith

**PURPOSE OF REPORT:**

I was approached by our neighbouring land owners at Catherington Lith asking if we would repair the fence line boundary between our land and theirs as they are wanting to start grazing of their field – there field is along Five Heads Rd.

Below is a rough map of the fenceline.



It is not the Parish Councils responsibility to make the area stock proof. My understanding is that the livestock owner is responsible for any damage caused by their trespass: See the Animals Act 1971 - It makes an owner or person in possession of livestock strictly liable for damages caused by their animals' trespassing.

**REPORT PREPARED BY:**

**Matthew Madill**



## Carla Baverstock-Jones

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Subject:

FW: War memorial - agenda item 17

Subject: War memorial - agenda item 17

Please could the below be added to the agenda item regarding cleaning the war memorial  
I received this when enquiring about cleaning it a couple of years ago from Heritage EastHants.

Permission needs seeking as it is a Grade 2 listed building

See email link:

[Horndean War Memorial, Horndean, Hampshire](#)

I did the lower inspection panels as was suggested, but no more.

Good afternoon Matt,

*Cleaning of war memorial is a very emotive issue as residents often wish them to look bright and shiny for remembrance day, however this can come at a cost to the very fabric of the memorial if done with the wrong materials or method. Therefore the general rule is that you only clean to remove biological growth that is damaging the surface causing accelerated deterioration or that preventing legibility of the inscription.*

*We also warn against cleaning and in winter months as there is the risk of increased damage of water absorbed by the stone during freeze and thaw cycles in colder months.*

Historic England have produced a number of documents on various aspects of conserving war memorials including cleaning , and inscriptions.

This is the link to the most recent one on inscriptions: [Conserving War Memorials - Inscriptions](#)  
([historicengland.org.uk](http://historicengland.org.uk))

and one on cleaning : [Conserving War Memorials: Cleaning | Historic England](#)

Further information can be found on the following page [Looking After War Memorials | Historic England](#) along with some useful video clips.

*The photos are not very detailed on a wider basis. However looking at images from The IWM register the stone appears quite pale , like a lime stone of some sort and therefore prone to pitting to the surface if cleaned too harshly or with pressurised water. The type of stone and the nature of the lettering is key to considering which method or process is appropriate.*

*There may be a case for cleaning the lower inscriptions panels as they have become quite dark and I would suggest gently use of plain old water in handheld spray bottle and a soft nylon brush ensuring any water runoff is carefully rinsed from stonework below to avoid run marks. Do not use a pressure washer as I suspect this will dislodge further lettering from the memorial and may cause pitting to the surface. As you will see from the video clips on the Historic England links it is quite specialised and I would recommend professional conservation cleaners to avoid damage.*

*If you are looking to clean more extensively or by other methods then you would need to provide justification for that as well as a method of how you propose to clean along with evidence that damage is occurring to the surface of the memorial.*