



Horndean Parish Council

NOTICE OF MEETING

A MEETING OF THE GROUNDS COMMITTEE WILL BE HELD ON MONDAY

13 OCTOBER 2025 AT 6.30pm in Jubilee Hall.

Members of the Committee Cllr J Lay, Cllr R Sowden, Cllr D Prosser, Cllr A Redding, Cllr R Smith, Cllr J Tyler are summoned to attend.

07 October 2025

Sarah Guy
Interim Proper 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 18 August 2025.
5. To receive and consider the Council's position with regards to land on the north-east side and land on the west side of Wagtail Road (Title Number SH48937), pertaining to a property in Redshank Road.
6. To receive an update in respect of the completed projects/significant works undertaken by the Countryside Team.
7. To receive an update in respect of the Horndean Green Trail and Heritage Network.
8. To note all aspects of the Pollinator Pledge.
9. To receive and consider the quotations in respect of tree works at Five Heads Recreation Ground.
10. **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).**
11. To receive and approve the Confidential Minutes of the Grounds Committee meeting held on Monday 02 June 2025 and Monday 18 August 2025.
12. To receive an update in respect of the subsidence claim pertaining to a property in Hollybank Close.



MINUTES OF THE GROUNDS COMMITTEE MEETING HELD AT JUBILEE HALL ON 18th August 2025

PRESENT

Cllr A Redding (Chair), Cllr J Lay, Cllr R Sowden, Cllr R Smith and Cllr J Tyler

IN ATTENDANCE

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

PUBLIC — 2 members of the public

Meeting Opened 6.30pm by Cllr A Redding

G 15/25/26 To receive apologies for absence.

Apologies received from Cllr D Prosser

G 16/25/26 Declaration of interest

No declaration of interest

G 17/25/26 To open the meeting to members of the public

Meeting opened to the public 6.30pm - Cllr A Redding

Two members of the public present spoke about issues with trees along Frogmore Lane in regard to some overhanging trees that needed cutting back and some other trees that appear to have been excessively chopped back to allow wider vehicular access to a particular property. The Grounds Manager agreed to visit the sites and report back.

G 18/25/26 To receive and approve the Minutes of the Grounds Committee meeting held on Monday 2nd June 2025.

Minutes reviewed.

Approved — Cllr A Redding

Seconded — Cllr J Lay

G 19/25/26 To receive updates on non-agenda matters arising from previous meeting.

The tree is located in Wagtail Road requiring work is subject to a TPO. An application has been submitted to EHDC Tree Officer to seek permission.

Agreed to go to Council for the tree work to be completed.

G 20/25/26 To receive an update in respect of the completed projects/significant works undertaken by the Countryside Team.

Maintenance continues on benches

Refurbished signs

Hazleton common is currently being grazed

Grounds Manager has submitted some grants - £1400 for hedge laying tools, £900 new coats for countryside team, £6800 fencing for Dell Piece West from Natural England

Rural grant application with a business case for £10,000 for a new flail mower, submitted by Ground Manager for consideration at **Full Council**

Volunteers are doing well

£900 for new waterproof coats for the volunteers

Tia has settled in well within the team.

G 21/25/26 To receive an update in respect of the Horndean Green Trail and Heritage Network.

Phase 2 is under way of the production of the maps – almost ready for publication.

Cllr J Lay & Cllr T Attlee thanked East Hampshire District Council.

Funding given for the 6 large boards by East Hants – Cllr A Redding asked the countryside team to fit in place

Additional £25,000 of grant funding from EHDC has been confirmed, which will be used for 6 large map boards and work on the gateway area at Dell Piece. Grounds Manager confirmed that the countryside team will be able to fit the new boards.

G 22/25/26 To receive and consider the quotation in respect of the purchase of trees for Catherington Lith.

Grounds Manager requested some funding from HPC for trees - £1500 to £2000 to replant of trees following ash work. As per the requirements of the site wide TPO at Catherington Lith.

1 tree to be planted at Wagtail Copse

Proposed – Cllr R Smith

Seconded – Cllr R Sowden

To go to **Full Council**

EHDC recommended and additional replacement planting of a Liquidambers tree at Wagtail Close

G 23/25/26 To receive and consider the quotations in respect of the tree works to be undertaken over several sites.

Grounds Manager has identified a number of trees at 12 separate locations across the Parish which are dead or dangerous and need felling for public safety.

3 quotes circulated

Quote 2 – all agreed

Proposed – Cllr J Lay

Seconded – Cllr R Smith

G 24/25/26 To receive and consider the quotation in respect of the maintenance of the ponds within the parish.

Grounds Manager advised that a pond survey is required on all 5 ponds.

Grounds Manager has now sourced a Pond Consultant, who has provided 2 quotes.

A discussion took place it was agreed that the quote for full ecological assessment and management plan would be taken to **Full Council**

Proposed – Cllr J Tyler

Seconded – Cllr R Sowden

G 25/25/26 To note the condition of the small play area at Jubilee Recreation Ground.

Grounds Manager advised that currently the small play area at Jubilee Park has many rotting timbers

Funds to be sourced by Grounds Manager.

It was Noted and All agreed

G 26/25/26 To consider the PitchPower assessments in respect of Jubilee and Five Heads football pitches, and agree the way forward.

In the absence of any issues highlighted by the football teams using the pitches – All Agreed that the recommendations from the Pitchpower inspections (total cost £20,000) would not be taken forward at this stage.

G 27/25/26

To receive and consider the increased expenditure in respect of decorating the Christmas tree within the Village Square.

Grounds Manager advised the tree is getting out of hand to decorate, the tree has always been a big impact but needs reshaping. It will cost £1000 for the hire of the mupe.

Given the cost of hiring the required kit in, Grounds Manager to source a quote from the current tree decorators to carry out the re-shaping work at the same visit

To go to **Full Council** next meeting

Proposed – Cllr R Smith

Seconded – Cllr R Sowden

G 28/25/26

To receive and consider potential sites to participate in the ‘No Mow May’ campaign.

Grounds Manager advised that small and limited, low impact sites to be selected.

Signs to be obtained from EHDC and displayed at each site to raise public awareness, as part of our Pollinator Pledge.

7 sites agreed – for recommendation to **Full Council**

Proposed – Cllr R Smith

Seconded – Cllr J Tyler

Next meeting to be held on 13th October 2025

Meeting Closed 7:50pm

Signed.....

Dated.....

GROUND

Date: 13TH October 2025

AGENDA ITEM:

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SUBJECT OF REPORT: To note all aspects of the Pollinator Pledge as follows

We, Horndean Parish Council, pledge to restore and manage our parish hedgerows using traditional hedge-laying techniques that support biodiversity and landscape heritage. To strengthen our impact, we will also

- Avoid cutting during peak flowering and nesting seasons, allowing hedgerows to support bees, butterflies, birds, and small mammals.
- Share our learning and celebrate our progress with the wider community, encouraging others to value and protect hedgerows as vital pollinator habitats.
- Look for opportunities, where practicable, to plant new hedges with native species that offer nectar, pollen, and shelter for pollinators throughout the seasons.

Sarah Guy

From: Andrew Redding
Sent: 10 September 2025 22:33
To: Matthew Madill
Cc: Sarah Guy
Subject: Re: Pollinator grant - Horndean Parish Council

Hi Matt

Thanks for passing this on for comment.

I know that the whole Council is fully behind HPC being signed up to this very worthy scheme, which fits nicely within the environmental aims of our strategic vision. Council has previously formally voted to sign up to the pledge, so I do not think it is necessary to take this back again for further approval; it can be included as an agenda item for Grounds Committee to note though.

My suggestions for additional pledges in support of the opening pledge would be 3 of the 5 listed, so - if you are content that this is all achievable - the submission would read as:

We, Horndean Parish Council, pledge to restore and manage our parish hedgerows using traditional hedge-laying techniques that support biodiversity and landscape heritage. To strengthen our impact, we will also

- Avoid cutting during peak flowering and nesting seasons, allowing hedgerows to support bees, butterflies, birds, and small mammals.
- Share our learning and celebrate our progress with the wider community, encouraging others to value and protect hedgerows as vital pollinator habitats.
- Look for opportunities, where practicable, to plant new hedges with native species that offer nectar, pollen, and shelter for pollinators throughout the seasons.

Andy

From: Matthew Madill <Matthew.madill@horndeanpc-hants.gov.uk>
Sent: 10 September 2025 14:35
To: Andrew Redding <Andrew.Redding@horndeanpc-hants.gov.uk>
Subject: FW: Pollinator grant - Horndean Parish Council

Hi Andy,

See email below:

Any thoughts on our pollinator pledge and what we would like it to say:

Their ideas are:

We, Horndean Parish Council, pledge to restore and manage our parish hedgerows using traditional hedge-laying techniques that support biodiversity and landscape heritage.

Additionally you could add. "To strengthen our impact, we will also:" and you could add any of the following if you think relevant:

- Avoid cutting during peak flowering and nesting seasons, allowing hedgerows to support bees, butterflies, birds, and small mammals.
- Begin surveying hedgerows, to better understand their condition and the wildlife they support and to inform future management decisions.
- Share our learning and celebrate our progress with the wider community, encouraging others to value and protect hedgerows as vital pollinator habitats.
- Explore ways to enhance habitat connectivity, such as linking hedgerows with nearby wildflower areas, woodlands, or other green spaces, where feasible and appropriate.
- Look for opportunities, where practicable, to plant new hedges with native species that offer nectar, pollen, and shelter for pollinators throughout the seasons.

From: Smith, Karima <Karima.Smith@hants.gov.uk>

Sent: 10 September 2025 14:08

To: Matthew Madill <Matthew.madill@horndeanpc-hants.gov.uk>

Cc: Sarah Guy <sarah.guy@horndeanpc-hants.gov.uk>

Subject: RE: Pollinator grant - Horndean Parish Council

Hi Matthew,

Thank you for submitting this application. We would like to support your application but there are a couple of things missing from the application.

1. In the first box titled "Your pollinator pledge" you need to write your pollinator pledge. There is a generic one that I included but under "*Our pollinator pledge:*" you need to write your own. I've made a quick suggestion below that you could use. But I don't want to propose you taking on too much so just pick and choose any that you think are relevant for you and your organisation.

We, Horndean Parish Council, pledge to restore and manage our parish hedgerows using traditional hedge-laying techniques that support biodiversity and landscape heritage.

Additionally you could add. "To strengthen our impact, we will also:" and you could add any of the following if you think relevant:

- Avoid cutting during peak flowering and nesting seasons, allowing hedgerows to support bees, butterflies, birds, and small mammals.
 - Begin surveying hedgerows, to better understand their condition and the wildlife they support and to inform future management decisions.
 - Share our learning and celebrate our progress with the wider community, encouraging others to value and protect hedgerows as vital pollinator habitats.
 - Explore ways to enhance habitat connectivity, such as linking hedgerows with nearby wildflower areas, woodlands, or other green spaces, where feasible and appropriate.
 - Look for opportunities, where practicable, to plant new hedges with native species that offer nectar, pollen, and shelter for pollinators throughout the seasons.
2. Signature, name and job role need to be added on page 1. You can just type this in if you don't have a signature to drop in.
 3. On the second page, you have not completed the section "If you have completed a baseline survey, please provide a summary here. Full details can be forwarded with completed form. If no baseline survey completed and not feasible before start of project, please provide what knowledge of the site you have:".

As part of this scheme we are trying to promote surveying and monitoring of pollinators. We usually ask that a baseline survey be provided before work starts to show the condition of the habitat or area that you are aiming to improve. We appreciate this isn't always possible and with over 1km of hedgerows in your parish it would be difficult for you to survey them all immediately. However, my colleague has made me aware of the [Horndean Biodiversity Action Plan.pdf](#) You could reference this in that section and say something like "We have a historic biodiversity action plan which includes survey information about invertebrates and notable species". Are the Horndean Biodiversity Group still active and do you have any more recent documents or survey data? We have got some suggested surveys that we could point you to that you could use to survey either the condition of the hedgerows and pollinator surveys to help you survey the quality of your hedgerows for pollinators. Would you consider looking into setting up a monitoring plan? Would volunteers from the Horndean Biodiversity group be willing to lead on this. If so I can send you the survey details and can also offer free training.

Once you've done these bits we can approve and give you the go ahead to start spending.

Many thanks,
Karima.

Karima Smith (she/her)
Pollinator Project Officer
Hampshire Countryside Service
www.hants.gov.uk/pollinatorpledge

From: Matthew Madill <Matthew.madill@horndeanpc-hants.gov.uk>
Sent: 27 August 2025 11:30
To: Smith, Karima <Karima.Smith@hants.gov.uk>
Cc: Sarah Guy <sarah.guy@horndeanpc-hants.gov.uk>
Subject: Pollinator grant - Horndean Parish Council

Caution: This is an external email and could contain malicious content. Do not open any links or attachments if you were not expecting them. If the e-mail looks suspicious, please report via the 'Report Phishing' Button found on your toolbar.

Hi Karima,

Please find attached a copy of the pollinator grant that we would like to submit.

Is there anything else you need?

Thanks

Matt

Matthew Madill
Grounds Manager
Horndean Parish Council
Jubilee Hall
Crouch Lane
Horndean
Hants
PO8 9SU

Tel: 02392 597766

Email: matthew.madill@horndeanpc-hants.gov.uk

AGENDA ITEM

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SUBJECT TITLE: Tree works at Five Heads Rec

PURPOSE OF REPORT: Cllr Redding was approached by Horndean FC asking if we could reduce the oaks that border their pitch as they cast a shadow over one of their goal mouths, and in winter it makes the ground frozen and can cause issues with games as the ground can be too hard.

There are 4 Holm oaks and one English Oak that are all south of the goal mouth bordering the club, so it is likely they cast a shadow onto the pitch. Holm oaks are an evergreen broadleaved tree (keep their leaf all year) so will cast a shadow in winter.

As the English oak loses its leaves in winter, and is a nice establishing tree, I would not recommend doing any works to this.

I managed to source 3 quotes to reduce the Holm oaks by roughly 1/3rd of height.

Quote 1: £1375.00 + Vat

Quote 2: £1100 + Vat

Quote 3: £1250.00 + Vat

Quote 1 and 3 are arb approved contractors; Quote 2 is not.

Please note, in our tree policy it states:

Pruning Requests

We receive many tree-pruning requests each week, for a variety of reasons. The following issues which are often the subject of such requests are not considered a legal nuisance and therefore we do not prune tree for the following reasons:

- *Loss of light – reduced light to properties*

When we receive a request to carry out tree works we will record and consider individual merits and prioritise. Our first consideration is public safety, our legal obligations and then the impact on the community.

REPORT PREPARED BY:

Matthew Madill