



Horndean Parish Council

NOTICE OF MEETING

A MEETING OF THE GROUNDS COMMITTEE WILL BE HELD ONLINE ON MONDAY 25 JANUARY 2021 AT 7.00pm

Members of the Committee Cllr Mrs E Tickell (Chairman), Cllr D Alexander, Cllr Mrs L Evans, Cllr J Lay (Vice Chairman), Cllr B Raymond are summoned to attend.

Members of the public can login – please follow link on the website.

Documents pertaining to the meeting are available to download from the HPC website.

15 January 2021

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 receive and approve the Minutes of the Grounds Committee meeting held on Monday 02 November 2020.
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 a report and consider the quotations in respect of the removal of trees suffering from Elm disease at Jubilee.
6. To receive an update in respect of the ongoing management of Japanese knotweed on sites within the ownership of the Parish Council.
7. To consider and agree an appropriate reporting process in order to update Members as to ongoing matters and the completion of projects/actions.
8. To receive and consider the quotation in respect of a tree carving at Yeolls Copse – Councillor Community Grant Scheme.

9. 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).

10. To receive and approve the Confidential Minutes of the meeting held on the 02 November 2020.

11. To receive an update in respect of the ongoing matters in dispute pertaining to Catherington Lith, and to agree the way forward.

12. To receive an update in respect of Yoells Copse, and the historic issues regarding unauthorised access

13. To receive a verbal update in respect of the reinstatement of a parcel of land within the vicinity of Hazleton Common.



HORND EAN PARISH COUNCIL

MINUTES OF THE GROUNDS COMMITTEE MEETING HELD VIRTUALLY ON MONDAY 2nd NOVEMBER 2020 AT 7 P.M. WITH MICROSOFT TEAMS

PRESENT: Cllr Mrs E Tickell (Chairman), Cllr Mrs L Evans, Cllr D Alexander

IN ATTENDANCE: Carla Baverstock-Jones, Chief Officer; Cheree Garvey, Office Manager (Facilitator); Susan Blake, Administrator (Minute Taker); Matthew Madill, Grounds Manager

PUBLIC ATTENDANCE: There were no members of the public or press present.

G 010/20/21 **TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies received for Cllr J Lay and Cllr B Raymond.

G 011/20/21 **TO RECEIVE ANY DECLARATIONS OF INTEREST**

There were no declarations of interest received.

G 012/20/21 **TO RECEIVE AND APPROVE THE MINUTES OF THE GROUNDS COMMITTEE MEETING HELD ON MONDAY 2nd SEPTEMBER 2020**

It was **RESOLVED** that the minutes of the Grounds Committee Meeting held on 2nd September 2020 be duly signed as a true record of the meeting.

This was proposed by Cllr Mrs E Tickell and seconded by Cllr D Alexander. All agreed.

G 013/20/21 **TO OPEN THE MEETING TO MEMBERS OF THE PUBLIC**

There were no members of the public or press present.

G 014/20/21 **TO RECEIVE A VERBAL UPDATE AND CONSIDER THE WAY FORWARD IN RESPECT OF THE AUSTRALIAN AIRCREW MEMORIAL SITE IN TERMS OF LANDSCAPING AND ONGOING LICENCE**

Cllr Mrs E Tickell provided members with a verbal update. The following is to be noted:

- The Australian War memorial is included in the HPC general risk insurance
- The land in question is not owned by HPC but under a licence agreement with HCC
- Currently there is a poor relationship between HPC and the project team with communications being difficult.
- The landscaping proposal sourced by HPC was rejected by the Project team
- Cllr Mrs E Tickell proposed that should relations continue to deteriorate that HPC should consider handing the licence back to HCC. Cllr D Alexander seconded this motion.
- It was agreed to proceed with the installation of the proposed benches.

G 015/20/21 **TO RECEIVE A REPORT AND CONSIDER THE PURCHASE OF A DDA COMPLIANT TODDLER SWING AT DOWNS PARK FUNDED BY THE COMMUNITY INFRASTRUCTURE LEVY; NEIGHBOURHOOD PORTION**

A report was circulated prior to the meeting. A brief discussion took place and all quotes were considered in detail.

It was **RESOLVED** to accept Quote 2. This was proposed by Cllr D Alexander and seconded by Cllr E Tickell. All agreed.

G 016/20/21 **TO RECEIVE AND CONSIDER THE QUOTATIONS IN RESPECT OF THE PLACEMENT OF A VIEWING PLATFORM ON CATHERINGTON LITH**

A report was circulated prior to the meeting. A brief discussion took place and all quotes were considered in detail.

Cllr E Tickell stated that once the trees grow up the current view will be obstructed. The cost associated with installing a viewing platform is not the best use of public funds.

It was **RESOLVED** to not install a viewing platform but to allow the resident's requested bench. This was proposed by Cllr Mrs E Tickell and seconded by Cllr D Alexander. All agreed.

G 017/20/21 **TO RECEIVE AND CONSIDER THE DRAFT ILLEGAL AND UNAUTHORISED ENCAMPMENT PROCEDURE POLICY**

The amended policy was reviewed and a brief discussion took place.

It was **RESOLVED** to adopt the Illegal and Unauthorised Encampment Procedure Policy. This was proposed by Cllr Mrs L Evans and seconded by Cllr E Tickell. All agreed.

G 018/20/21 **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 (ADMISSION TO MEETINGS) ACT 1960.**

There were no members of the public present.

Recording of meeting ended at 7.36 pm

Confidential part of the meeting.

G 019/20/21 **TO RECEIVE AND APPROVE THE CONFIDENTIAL MINUTES OF THE GROUNDS COMMITTEE MEETING HELD ON MONDAY 21ST SEPTEMBER 2020**

It was **RESOLVED** that the confidential minutes of the Grounds Committee Meeting held on 21st September 2020 be duly signed as a true record of the meeting.

This was proposed by Cllr E Tickell and seconded by Cllr D Alexander. All agreed.

G 020/20/21

TO RECEIVE A VERBAL UPDATE IN RESPECT OF THE ONGOING LAND DISPUTE WITHIN CATHERINGTON LITH

The Chief Officer advised members that despite numerous attempts we have not had any response from the resident’s solicitor in respect of an acknowledgement that the land in question is owned by HPC and cannot be incorporated into the resident’s boundaries.

It was **RESOLVED** to erect concrete bollard in front of the unauthorised gates installed by the resident and wooden bollards adjacent to the road demarking the boundary of HPC land.

This was proposed by Cllr Mrs L Evans and seconded by Cllr Mrs E Tickell. All agreed.

G 021/20/21

TO RECEIVE A VERBAL UPDATE IN RESPECT OF THE REINSTATEMENT OF A PARCEL OF LAND WITHIN THE VICINITY OF HAZLETON COMMON

The Grounds manager advised members of the communication he has had with the resident. The resident is aware that the land is to be reinstated.

Cllr Mrs L Evans proposed quotes are obtained for HPC to reinstate the land and the cost be for the resident’s account.

The Grounds manager will ask the resident to remove the vehicles parked on the land.

The Grounds manager will return this item to the next meeting for a resolution.

The meeting closed at 7:41 pm

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Chairman

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Dated

HORNDEAN PARISH COUNCIL

AGENDA ITEM

5

25th Jan 2021

SUBJECT TITLE: Elm Tree Removal Quotes for Jubilee

PURPOSE OF REPORT: To provide council with quotes for removal of Elms.

Previously it was discussed at Grounds in September that there were a number of trees that needed felling at Jubilee as they were dead and posed a risk to the public and bordering property around Jubilee Hall.

I have reattached the pictures and map from that meeting.

I have since obtained three quotes for the works, which are also attached:

Quote 1: £1875.00

Quote 2: £2200.00

Quote 3: £1500.00

Recommendations:

We have used all above contractors for works in the past, however, due to the nature of the works and the site location I would recommend contractor Quote 1.

I just feel they would be more sympathetic with their work and provide a

REPORT PREPARED BY:

Matthew Madill

Jubilee Trees:

T1 – T3



T4 – T13



T14 – T18



T22

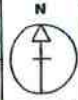


NOTE:

Ash Trees T27 to T30 are boundary trees and looking at the Land Reg we don't manage the verge but I am not 100% at the moment where the boundary line sits. I however believe Norse cut the verge under our contract. Needs investigating.



TITLE NUMBER
HP568801



HAMPSHIRE : EAST HAMPSHIRE

ORDNANCE SURVEY MAP REFERENCE:

SUR9135W

SCALE 1:1250 Enlarged from 1:2500

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JUBILEE TREE WORKS

T 27-28
← AGM
← GMS

Gravel area
court.

HALL

T 19
T 22
T 23-25

T 1-3
T 4-12
T 14-16

T 27
T 28-30



QUOTE 1



CLIENT NAME	CONTACT NUMBER	QUOTATION DATE	JOB NUMBER			
Mr Madill	02392 597766 Email: matthew.madill@horn deanpc-hants.gov.uk	25/11/20	J20304			
SITE ADDRESS		INSPECTED BY	Matt Godwin			
Jubilee Hall, Frogmore lane / Crouch Ln Horndean PO8 9SU		SITE PLAN ATTACHED	No			
		COMMENCEMENT DATE	TBA			
TPO / CONSERVATION AREA?		Yes	No	Consent Given?	Yes	No
Titchfield Tree Services to Apply		Yes	No	COMMENTS		
JOB DESCRIPTION						
TREE NUMBER <small>(price ex. VAT @20%)</small>	SPECIES/ location	WORK REQUIRED				
T27 T28 - T30 £375	Ash Marked with white paint	Sectional fell to just above ground level with the use of Mewp				
T1-T3 T4-T13 T14-T18 £850	Elm marked with white paint	Sectional fell to just above ground level with the use of Mewp.				
T19 - T26 £650	Elm Marked with white paint					

QUOTE 2

To: Horndean Parish Council

Quotation Date: 13th Nov 2020.

Ref 1198

QUOTATION

<u>Description</u>	<u>Cost</u>
Jubilee Park As per site meeting: Take down various Elm trees at above address, chip and remove waste. TM to be provided.	
Sub-Total	£ 1,500.00
VAT at 0%	£ 300.00
TOTAL	£ 1,800.00

Quote 3.

Clerk to the Council
Hordean Parish Council
Tyfield House
Blendworth Lane
Hordean
Hampshire PO8 0AA

ESTIMATE 745
03 November 2020

Quantity	Details	Unit Price (£)	VAT	Net Subtotal (£)
	Site address: Jubilee Hall.			
Service	Remove select, Ash and Elm. All waste removed. Site tidy.	2,200.00	20%	2,200.00
			Net Total	2,200.00
			VAT	440.00
			GBP Total	£2,640.00

Other Information

Company Registration Number: 7774378

We have pleasure in submitting our estimate for the work detailed here and trust that it will meet with your approval. All our work is carried out in compliance with British Standard 3998, good arboricultural practice and relevant health and safety legislation.

Hi Matt

The price for the works at Yeolls copse is £900 for the badger and other additions to the stump

Many thanks

Mike

Man & His Dog Carvings Sales & Marketing

