

MINUTES OF THE MEETING OF THE WORLDHAM PARISH COUNCIL
held at 7.30 pm Wednesday 25th May 2016
EAST WORLDHAM VILLAGE HALL

Present: Cllrs Terry Blake (Chairman), Andrew Aldridge, Bill Fife, Tessa Gaffney, Mary Trigwell-Jones,
District Cllr: David Ashcroft, Robin Twining (Clerk), 2 Members of the public.

12/16 To receive and accept apologies for absence.

Apologies were received from Cllr Goodwyn

13/16 Minutes from previous meeting

- a) Minutes of the Worldham Parish Council meeting held on 6th April were approved and duly signed by the chairman.
Proposed by Cllr Fife and seconded by Cllr Aldridge All in favour and duly
RESOLVED.
- b) Minutes of the Worldham Parish Council Annual Parish Assembly held on 20th April were approved and duly signed by the chairman.
Proposed by Cllr Aldridge and seconded by Cllr Trigwell-Jones All in favour and duly
RESOLVED.
- c) Minutes of the Worldham Parish Council Annual General Meeting held on 4th May were approved and duly signed by the chairman.
Proposed by Cllr Trigwell-Jones and seconded by Cllr Fife All in favour and duly
RESOLVED.

14/16 Declaration of Interest

None were declared

15/16 The floor will be opened to the public to raise any matters of concern or interest

Cllr Blake invited comments from the members of the public. Tim Hayes asked whether his letter sent to the Clerk will be discussed. The Clerk confirmed that it would be under Agenda item 21/16 (a)

Cllr Blake closed the meeting for public comments.

16/16 Review of actions from last meeting

The Clerk reported on the Action Points from the last Parish Council meeting.

- Councillors agreed to take the Action Points concerning Highways issues under Agenda Item 23/16.
- January 05-16 - Clerk to contact Radian Housing regarding the state of the sewage plant servicing Woodfield Close.- The Clerk confirmed that this is ongoing
- 01-April 2016 - Clerk to contact the developers of the solar farm to object to the lack of screening and ask them to provide additional screening. - The Clerk confirmed that this is ongoing, although it is not such a problem as the hedges have come out in blossom, although in places it can still be seen through the poplars especially in the evening.

17/16 Report from the Chairman – Cllr Blake

West Worldham/Hartley Mauditt Village Hall

Cllr Blake reported that at the last Parish Council meeting a member of the public had asked whether the Parish Council had received plans regarding the hall at West Worldham/Hartley Mauditt. He had said that no plans had been received. Cllr Blake would like to correct this statement as the Parish Council had received a proposal by email to demolish the hall and replace it with a viewing area. (This had been corrected in the April Minutes). Cllr Blake had mentioned receipt of the proposal at the Annual Parish Assembly.

Jalsa Salana

Cllr Blake reported that since Keith Gordon had resigned as the Parish Council's representative on the Jalsa Salana Liaison Group, he had taken over this role in addition to being on the Jalsa Salana

Neighbours Group. He had attended the first Jalsa Salana Liaison Meeting held at Penns Place. Representatives from the Highways, AMA and EHDC were in attendance. The date for this year's Jalsa Salana is 12th-14th August. The working hours have been agreed 8.00 am to 8.00 pm with the start of the 28 day rule being the 26th July. The Planning Team will visit the site on the 28th day to ensure that the site has been cleared.

There will be no change in the overall plans for holding the Jalsa Salana. The AMA are hoping to arrange a diversion of footpath 27 which crosses the site on a permanent basis as it requires to be manned 24 hours a day throughout the 28 day period.

Traffic Management – The AMA agreed that the situation that arose last year regarding traffic management was not acceptable. The AMA had subcontracted the work to the AA, and the AMA was not happy with the service provided by the AA. This year they will undertake the Traffic Management themselves with CTM, and will be more sensitive to the traffic congestion.

Councillors noted that the change of the dates had caused inconvenience to a number of people and residents. They noted that last year that an additional entrance on Green Street had been used for buses. The AMA will need to put in a temporary planning application to use this entrance each year. On balance it was thought it was better to have the access as it speeds up getting vehicles of Green Street.

7.50 pm David Ashcroft entered the meeting room.

SDNPA workshop

Cllr Bake reported that the Clerk and he had attended the SDNPA workshop on 18th May. The SDNPA Local Plan should have been completed by April 2016, but this has been extended by 10 months, with a second consultation to take place in September 2017. There is concern that Parishes have not had enough time to complete their Neighbourhood Plans.

The contract between SDNPA and EHDC for EHDC to carry out the planning functions expires in April 2017. There will be a review and any renewal will be in a different format. SDNPA will consult with Parish Councils on their experience with the EHDC planners before any contract is renewed.

The HCC is currently under contract with SDNPA for Minerals and Waste planning. The contract ends in June 2016 and will be taken back in house from 1st June 2016.

Williams Concrete Crushing Certificate of Law full use

Cllr Blake had circulated a report from Roy Polley of his meeting with HCC planning officers. One of the criteria used in the decision making process by HCC was that they took into account the number of letters received supporting the application compared to the number opposing the application. HCC had not replied to Cllr's Blake email concerning the decision making process and there was a question of whether there had been a case of maladministration.

Councillors agreed that it should not be referred for a judicial review. It was noted that HCC are not going to have their contract renewed for handling minerals and waste planning applications and Councillors agreed not to pursue any action nor refer the case to the Local Ombudsman.

It was agreed that the neighbours should be encouraged to monitor the activities and to report any breaches of the planning conditions to the relevant authorities.

[New Action Point 01-May 2016 Clerk to write to the near neighbours of the crushing plant advising them to monitor the activities and to report any breaches of the planning conditions to the relevant authorities]

8/16 Planning

a) Applications received, decisions and actions made since last meeting

WPC ref number: wpc 2015/23
SNDP Ref number: 50014/002
Site address: Land South of Wilsom Farm, Wilsom Road, Alton

Proposal: Notification of Outline Planning Permission application. Construction of Class B1(c), B2 and B8 employment premises, together with a new vehicular and pedestrian access from the A3004 (Wilsom Road), modifications to the A3004 to allow for the new site access to be constructed

Councillors noted: That the applicant has amended the application and has withdrawn B2 use – General Industrial use. The applicant is still in discussion with the Environmental Agency regarding both upstream and downstream flooding risks. The planning officer has given the applicant until June to either submit a new flooding assessment or to withdraw the application.

It was noted that the Wilsom Road residents are organising themselves into a Residents Association.

WPC ref number: wpc 2015/30 SNDP Ref number: SDNP/15/03808/FUL
Site address: Unit 1 Ashburton Business Park, Shelleys Lane East Worldham GU34 3AQ
Proposal: Two storey steel framed industrial unit following demolition of agricultural barn

Councillors noted: The application had been approved.

WPC ref number: wpc 2015/31 SNDP Ref number: SDNP/16/00898/FUL
Site address: Meadow Farm Fishery, Green Street East Worldham Bordon GU34 3AU
Proposal: Construction of detached buildings with central courtyard for use as fish breeding and processing plant:

Councillors noted: The application had been approved.

WPC ref number: wpc 2015/32 SNDP Ref number: SDNP/16/01234/FUL
Site address: Land South of Foxes Green Street Kingsley Bordon Hampshire
Proposal: Change of use of existing agricultural land to provide two equestrian stables and tack room:

Councillors noted: Decision pending. The applicant has provided a statement stating that he has access onto the lane, but this goes across land owned by the AMA and that he has no legal access over this land. The planning officer has instructed the applicant to submit a Certificate B to the AMA, but this has not yet been done. Cllr Blake was told by the AMA that they will pursue an injunction against the applicant if he creates an access over their land.

WPC ref number wpc 2016/1 SNDP Ref number: SDNP/16/01732/FUL
Site address: Manor Farm Worldham Hill East Worldham Alton GU34 3AY
Proposal: Change of use of land and creation of a tennis court with surrounding fence

Councillors noted: Decision pending.

WPC ref number wpc 2016/2 EHDC Ref number: 51471/002
Site address: Hutchings & Carter Yard, Waterbrook Road, Alton GU34 2U
Proposal: Variation of conditions 3 (Site Layout) and 18 (to allow storage of wood) of planning permission 51471/002

Councillors noted: Decision pending.

WPC ref number wpc 2016/3 SNDP Ref number: SDNP/16/02006/HOUS
Site address: Manor Farm Worldham Hill East Worldham Alton GU34 3AY
Proposal: Loft conversion to include alterations to roof with four dormer windows to front and three dormer windows, and balcony to rear

Councillors noted: Decision pending.

b) To consider and decide on the Parish Council's response to planning applications received since the last Parish Council meeting

WPC ref number: wpc 2016/04 SNDP Ref number: SDNP/16/02261/HOUS
wpc 2016/05 SNDP Ref number: SDNP/16/02262/LIS

Site address: Heather Cottage Worldham Hill East Worldham Alton GU34 3AT
 Proposal: Two storey extension to side and single storey garden room and bedroom extension following demolition of existing outbuilding

Councillors resolved: Worldham Parish Council has no objections AIF

WPC ref number: wpc 2016/06 SNDP Ref number: SDNP/16/02351/HOUS
 Site address: 3 Tyling Cottages Green Street East Worldham Bordon GU34 3AU
 Proposal: First floor side extension, change of pitch to roof to provide additional useable first floor space to rear, and conservatory to rear

Councillors resolved: Worldham Parish Council has no objections AIF

19/16 To agree the monthly finance report and schedule of expenditure

a) The monthly report and schedule of expenditure was agreed. Proposed by Cllr Trigwell-Jones and seconded by Cllr Aldridge. All in favour and duly RESOLVED.

The current accounts balance as at 25th May 2016
 TSB current account: balance: £5,041.97
 TSB Business Instant account balance: £342.73
 HSBC current account balance: £11,767.89
 Total balance of all 3 accounts as at 25/05/16: **£17,152.57**

Total Payments

| Date | Cheque No | Payee | Details | Total (£) inc VAT | VAT included in total (£) |
|--------|-----------|--------------------|---|-------------------|---------------------------|
| 5/4/16 | 1120 | SSE | Electricity bill for East Worldham village hall | 230.09 | 10.84 |
| 6/4/16 | 1121 | HALC | HALC Registration fees | 157.00 | |
| 6/4/16 | 1122 | HALC | NALC Levy | 19.00 | |
| 4/5/16 | 1123 | GC Fire Protection | Service of fire extinguishers at East Worldham village hall | 107.82 | 8.98 |
| 4/5/16 | 1124 | R P Twining | Clerk's salary Month 1 April | 546.42 | |
| | | | Total Payments for Authorisation | 1,060.33 | 19.82 |

Total Receipts Received

| Date paid in | Bacs/Paying In book | From | Details | Total (£) Receipts |
|-------------------------|---------------------|------------------------|---|--------------------|
| 07/04/16 | 500065 | T Gaffney and S Tupper | T Gaffney £75; (SDNP Talk); S Tupper £36 (Yoga) | 111.00 |
| 8/4/16 | BACS | EHDC | 1 st Precept Instalment | 5,139.00 |
| 3/5/16 | 500066 | S Tupper | S Tupper £36 (Yoga) | 36.00 |
| 15/5/16 | 500067 | East Worldham PCC | East Worldham PCC share of the cost of Service of fire extinguishers in East Worldham village hall and St Mary's Church | 53.91 |
| Total Receipts Received | | | | 5,339.91 |

It was agreed to transfer £3,500 from the current account to the TSB Business Instant account.

b) To approve the end of year accounts

The Clerk presented to the Councillors the annual internal audit report 2015/16 which had been signed off by Adam Byford with no queries.

The Clerk had previously circulated copies of the Summary of Income and Expenditure Account and the Balance Sheet for the year ending 31st March 2016 to the Councillors. The balance of funds at the year-end amounted to £12,873.

The Clerk requested that the Councillors formally adopt the Accounts and Balance Sheet and accounting statements for the year ending 31st March 2016

Proposed by Cllr Trigwell-Jones and seconded by Cllr Aldridge AIF and duly RESOLVED

20/16 To discuss how the Community Benefit scheme relating to the solar farm at Cakers Lane should be administered

Councillors noted that the income received from the Community Benefit Scheme would be about £4,000 per year. The discussion included:

- Do we use some of the money for maintaining on going costs,
- Should the amount be built up over a number of years so to be able to fund more expensive projects
- The need to create a wish list
- How should nominations be submitted

It was noted that a number of parishioners were interested in the Scheme.

Councillors agreed that a separate bank account with the TSB should be opened to receive and pay out any monies connected with the Community Benefit scheme.

Proposed by Cllr Trigwell-Jones and seconded by Cllr Fife. All in favour and duly RESOLVED.

21/16 To receive and approve a report from the Clerk regarding:

a) Correspondence

The Clerk reported that he had received an email from Tim Hayes which had been copied to John and Gill Manning-Smith, and which he had circulated to councillors. The email was requesting that the Parish Council become more proactive in dealing with speeding traffic through the village.

Councillors expressed sympathy with the residents on the B3004 and noted the measures that have already been put in place – reduction of the speed limit from 40 to 30, the double white lines on the hill, the pedestrian crossing, the establishment of Speedwatch.

It was felt that Speedwatch has had a positive effect in reducing speeding, but it is in urgent need for more volunteers. A speed delimiter sign would have the most impact, and the idea of a village gateway should be looked at again.

The Clerk reported that he had just received notification from HCC that they have agreed that Town and parish councils are to have more say on traffic management schemes. HCC has agreed a new approach to non-safety related traffic management schemes in Hampshire. This will give town and parish councils more flexibility to promote local measures in their communities, which they can fully fund themselves. Traffic management enhancements, that they may wish to consider in their local communities include:

- village gateways
- enhanced village place name signs
- sign de-clutter works
- vehicle activated speed limit reminder signs
- minor signs and carriageway lining alterations
- bollards to prevent footway overrun
- informal crossing points for pedestrians

It was noted that money has been allocated for transport mitigation as a result of the Whitehill/Bordon developments.

Councillors discussed the issue and agreed the following action points:

[New Action Point 02-May 2016 that the Clerk should arrange a meeting with Ian Janes, Highways Authority, County Councillor Mark Kemp-Gee, Parish Councillors and concerned residents regarding traffic issues].

[New Action Point 03-May 2016 The Clerk should investigate the cost of vehicle activated speed limit reminder signs]

[New Action Point 04-May 2016 An article should be put into the Kings World appealing for more volunteers for Speedwatch].

b) Meetings to attend and attended

The Clerk reminded Councillors of the East Hampshire Association of Parish and Town Councils meeting on Wednesday 8th June at Liss. Cllr Blake had stated that he would be unable to attend. Cllr Gaffney agreed that she would attend.

c) Application to modify the Definitive Rights of Way Map beside the Solar Farm

The Clerk reported that HCC had received an application to modify the Definitive Rights of Way Map. A claim had been submitted that a public footpath exists between the B3004 and footpath 26 (the Hanger's Way), ie along the edge of the solar farm. 32 completed user evidence forms had been received. HCC will investigate the application. Due to the number of applications on the waiting list the investigation may take some time.

22/16 To note the state of the bench in the East Worldham Playground – Cllr Aldridge

Cllr Aldridge reported on the state of the picnic table/bench. A number of the bench slats had lifted exposing rusty nails. The table was unsafe and beyond repair and needs to be disposed of. It was agreed that the Clerk would investigate the price of a new picnic bench and apply to the District Councillor for a grant to cover the purchase cost.

[New Action Point 05-May 2016 Clerk to investigate the price of a new picnic bench and apply to the District Councillor for a grant to cover the purchase cost.]

Councillors noted that the gates had been installed at the playground. A welcoming sign on the gates would be a nice idea. Cllr Gaffney agreed that she would find a volunteer to produce a sign.

23/16 To note any issues regarding the Parish including the state of the roads, pavements and footpaths in the Parish.

The Clerk reported that he had met with Derek Rawle who confirmed that he has a monthly budget of £750 for all the parishes he covers. The Clerk drove Derek Rawle around the roads in the parish and highlighted all the potholes. These have been marked for repair.

The Clerk was asked to report a pothole between Manor Farm and Littlewood Cottages.

Cllr Trigwell-Jones reported that the cause of the water leak on Wyck Lane had been discovered and repaired

Councillors agreed that the following work should be undertaken using the Lenghtman's scheme:

Job Description: Cutting back vegetation on pavement – taking the verge back 1 foot

Location: B3004 East Worldham Between bus stop and footpath sign

Job Description: Digging out ditch

Location: Opposite Windmill Fields

Job Description: Repairing footpath steps

Location: On Clays Lane

Job Description: Digging out ditch

Location: Near to 1 Manor Farm Cottages, Blanket St

24/16 East Worldham Village hall report – Cllr Gaffney

Cllr Gaffney reported that she had met with Gill Manning-Smith and reviewed the provision and access to the village hall for the less able people. The following issues were identified:

- 2 grab rails for the toilets for a cost of £40
- Steps on the stage need tightening up
- Small railing on the left hand side of the steps up to the stage is required
- The thresholds to all the doors need painting
- White lines on the steps need repainting
- Repair is required on some steps to avoid them being a trip hazard
- A grab rail is required by the main door – to be fixed on the wall

Councillors approved Cllr Gaffney’s purchase of the grab rails. The Clerk confirmed that he will paint the step and it was thought that Phil Harding will paint the thresholds.

Councillors discussed the state of the floor of the village hall. It was noted that minor repairs had been made in 2015 with any decision for any major repairs to wait until the spring of 2016. It was noted that the surface of the floor is becoming increasingly hard to clean and the realistic way forward is to replace the complete floor, at an estimated cost of around £7,000. Grant funding would need to be sought.

25/16 To note any issues that has been brought to Councillors attention

The clerk reported that Cllr Goodwyn had emailed him stating that she wished to stand down from being a Councillor and that she would be happy to carry on until a new member can be found.

The Clerk reminded Councillors that if a Councillor resigns, there is a due process for filling the vacancy before Councillors can co-opt a new Councillor. The correct procedures start on receipt of receiving the letter of resignation.

District Councillor Ashcroft gave Councillors a brief update on the various bids/proposals for devolution. It was noted that HCC will want to go out to public consultation on any devolution proposal.

District Councillor Ashcroft reported that he was now Chairman of the District Council.

26/16 Dates of Parish Council Meetings

Normally the first Wednesday of each month. To note the next Parish Council meeting will be held on Wednesday 1st June (if required), 6th July, 3rd August, 7th September, 5th October, 2nd November, 7th December,

For 2017 4th January, 1st February, 1st March

The Chairman closed the meeting at 9.58 pm

New Action Points

| Action ID | Action detail | Owner |
|-------------|---|-------|
| 01-May 2016 | To write to the near neighbours of the Crushing plant advising them to monitor the activities and to report any breaches of the planning conditions to the relevant authorities | Clerk |
| 02-May 2016 | Clerk should arrange a meeting with Ian James, Highways Authority, County Councillor Mark Kemp-Gee, Parish Councillors and concerned residents regarding traffic issues | Clerk |
| 03-May 2016 | Clerk should investigate the cost of vehicle activated speed limit reminder signs | Clerk |

| Action ID | Action detail | Owner |
|-------------|--|-------|
| 04May 2016 | An article should be put into the Kings World appealing for more volunteers for Speedwatch | Clerk |
| 05-May 2016 | Clerk to investigate the price of a new picnic bench and apply to the District Councillor for a grant to cover the purchase cost | Clerk |

Actions points from previous Worldham Parish Council Meetings:

| Action ID | Action detail | Owner |
|---------------|---|-------|
| January 05-16 | Clerk to contact Radian Housing regarding the state of the sewage plant servicing Woodfield Close. | Clerk |
| 01-April 2016 | Clerk to contact the developers of the solar farm to object to the lack of screening and ask them to provide additional screening | Clerk |