

**MINUTES OF THE MEETING OF THE WORLDHAM PARISH COUNCIL**  
**held at 8.00 pm Wednesday 7<sup>th</sup> March 2018**  
**EAST WORLDHAM VILLAGE HALL**

**Present:** Andrew Aldridge (Chairman), Terry Blake, Bill Fife, William Brock, Tessa Gaffney, Mary Trigwell-Jones' Robin Twining (Clerk). District Councillor David Ashcroft  
0 Members of the public.

**120/17 To receive and accept apologies for absence**

None were received

**121/17 Minutes from previous meeting**

Minutes of the Worldham Parish Council held on 7<sup>th</sup> February were approved and duly signed by the Chairman.

Proposed by Cllr Brock and seconded by Cllr Blake All in favour and duly RESOLVED.

**122/17 Declaration of Interest**

None were declared.

**123/17 The floor will be opened to the public to raise any matters of concern or interest**

No questions or issues were raised.

**124/17 Review of actions from last meeting**

- April 01-17 The Clerk to contact Selborne Parish Clerk to ascertain whether they have any traffic data for the B3006 which they could share with Worldham. Cllr Brock reported that he had not received a response from Gwen Earney.
- January 04-18 Clerk to investigate on how to arrange the removal of temporary road signs. The Clerk had not yet actioned this, although the police sign requesting for information about the accident last June by Oaklands Farm has now been removed.

**125/17 To receive a report from the District Councillor**

District Councillor Ashcroft reported:

- On the proposed Boundaries Commissions report on his Selborne ward. If the changes are implemented the existing Selborne ward will join with Bentley and Binsted, will gain Farrington but lose Blackmoor. The new ward will have 2 District Councillors.
- EHDC are currently carrying out a consultation exercise in respect of a required Local Plan revision by the end of the year. The likely consequence of the revision will be greater pressure for more housing being allocated to EHDC. EHDC have issued a further call for sites for sites to be nominated for housing and for industrial use.
- The EHDC Planning Committee recently approved the reserved matters planning application for the new Alton Sports Centre. The application related to the design and landscape but not about the accommodation and facilities mix.
- That he has seen a large number of B roads with a 50 mph speed limit and will be asking County Councillor Mark Kemp-Gee to campaign for a 50 mph speed limit on all B roads in his ward.
- That he had approved 2 District Councillors grants for Worldham - £1000 towards repairing the steps of the village hall and £615 for the purchase of 3 new heaters for the village hall.
- Consultation will soon be underway regarding the development of the Coors brewer site in Alton.
- The EHDC property portfolio is providing a yield of 6.5% against borrowings at 2%. EHDC are still intending to reduce the precept to zero in the coming years.

## 126/17 Planning

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

WPC ref number: wpc 2017/08                      SNDP Ref number:      SDNP/17/03732/FUL  
Site address:                      Land at Meadow Farm Green Street East Worldham  
Proposal:                              Siting of a caravan as self-contained habitable accommodation for a full-time worker for a period of three years

**Councillors noted:** Application in progress.

WPC ref number:                      wpc 2017/14                      EHDC Ref number:      32038/010  
Site address:                      Worldham Park Golf Club, Cakers Lane, East Worldham, Alton, GU34 3BF  
Proposal:                              Installation of ground mounted 'BERM' flood lighting

**Councillors noted:** Application in progress.

WPC ref number:                      wpc 2017/15                      EHDC Ref number:      57507/002  
Site address:                      The Farmhouse, Hartley Park Farm, Selborne Road, Selborne,, GU34 3HP  
Proposal:                              Alterations and Extensions to the Farmhouse barn to provide additional farm office space and associated facilities.

**Councillors noted:** Permission granted.

WPC ref number:                      wpc 2017/16                      EHDC Ref number:      57507/003  
Site address:                      The Farmhouse, Hartley Park Farm, Selborne Road, Selborne, GU34 3HP  
Proposal:                              Listed Building Consent: Alterations and Extensions to the Farmhouse barn to provide additional farm office space and associated facilities.

**Councillors noted:** Listed Building Consent granted.

WPC ref number:                      wpc 2017/17                      EHDC Ref number:      33920/008  
Site address:                      Land south of, Wilsom Farmhouse, 60 Wilsom Road, Alton, GU34 2SP  
Proposal:                              Outline - two x 2.5 storey dwellings with double garage and associated landscaping (with some matters reserved)

**Councillors noted:** In neighbouring parish –Application in progress

WPC ref number:                      wpc 2017/19                      SNDP Ref number:      SDNP/18/00349/TPO  
Site address:                      East Worldham House Worldham Hill East Worldham Alton GU34 3AT  
Proposal:                              TPO - T4 Beech - fell

**Councillors noted:** Application in Progress

WPC ref number:                      wpc 2017/20                      EHDC Ref number:      :  
Site address:                      Unit 7 Waterbrook Estate, Waterbrook Road, Alton GU34 2UD  
Proposal:                              Variation of conditions 5, 11 and 18 of planning permission 51471/003 to allow for importation of road planings and the night-time importation and exportation of waste

**Councillors noted:** In neighbouring parish –Application in progress

b) To consider and decide on the Parish Council's response to planning applications received since the last Parish Council meeting (*Details contained in Annex A*)

WPC ref number:                      wpc 2017/21                      EHDC Ref number:      56015/002  
Site address:                      Tree View, Blanket Street, East Worldham, GU34 3BA  
Proposal:                              Single storey side extension

Councillors noted that the applicant on the Householder Application in Section 10 Site Visit – *Can the site be seen from a public road, public footpath, bridleway or other public land* the applicant had stated **No**. This is incorrect as it is visible from Blanket Street the road leading to West Worldham,

Councillors expressed a range of views including that the proposed extension is out of character with the existing building, that it transgresses the principles of the Worldham Village Design Statement, which seeks to encourage good design in new development; however, it is hard to find grounds on planning terms to object to the application. Councillors felt it was hard to judge the visual impact from the drawings.

**Councillors resolved:** Worldham Parish Council notes that that the applicant on the Householder Application in Section 10 Site Visit – *Can the site be seen from a public road, public footpath, bridleway or other public land* had stated **No**. This is incorrect as it is visible from Blanket Street the road leading to West Worldham, If planning permission should be granted then a Condition be imposed to ensure that adequate landscape screening is provided and maintained from the public vantage points.

Four Councillors were in favour of the resolution and 2 abstained. The resolution was therefore passed.

- c) To consider and decide on the Parish Council's response to planning applications received since the agenda was published *if any*;

The Clerk reported that he had received notification of a new planning application just before coming to the meeting. Planning application SDNP/18/00885/HOUS for a single storey side extension forming an attached annex and extension to existing drive for The Acorn, Wyck Lane, East Worldham. The closing date for comments is 4<sup>th</sup> April. Councillors agreed that the Clerk will ask for an extension for submission of the Parish Council's comments on the grounds that the plans were only received at 18.12 pm and that the Design and Access statement file is corrupted.

#### **127/17 To receive an update on the preliminary analysis of the Parish Plan Questionnaire**

Cllr Trigwell-Jones reported that the Parish Plan committee had met twice since Christmas. They are going to present the report along the lines of the existing report and concentrate on the Action Plan.

The main findings regarding Social Issues relate to fly tipping, litter and theft/burglaries.

They have looked at the SDNP section and Community Activities. A list of suggested community activities has been circulated to the Parish Council, Parochial Parish Councils, the Three Horseshoes and to the Worldham Community Group. 40% of the respondents to the Parish Plan questionnaire did not know about the Worldham Community Group.

They have not yet analysed the traffic issues but will give emphasis on the figures produced as a result of the questionnaire. They have identified that the Worldham website is rarely used but the Worldham Face book page is extensively used.

#### **128/17 To receive an update on the East Worldham village hall steps**

Cllr Gaffney reported that she had met with representatives of the Electricity Board who have agreed that they will take most of the tree by the village hall steps down and will use a cherry picker. Work should start after 18<sup>th</sup> March. Cllr Gaffney had talked with the landowners of Manor Cottage, the Killings, who had agreed for the Cherry Picker to go on their drive way. Work on repairing the steps should start in early April and will need to be completed by the date of the Parish Assembly – 18<sup>th</sup> April. When the tree is removed there might be a large hole which will need to be screened. A hand rail will also need to be constructed.

The light in the lobby of the village hall has been replaced and a bulkhead light has been put on the first step leading up to the hall.

#### **129/17 To discuss the initial findings regarding the availability of high speed fibre broadband in the Parish and to formulate any actions to be taken**

Councillors congratulated the Chairman on his success in finding out information about the availability of high speed fibre broadband in Worldham. Cllr Aldridge reported that Worldham has been included in the final rollout programme of superfast broadband to the Worldham area. The rollout will be completed within 18 months by the middle of 2019 at the earliest and end of 2019 at the latest. It is not yet known

whether high speed coverage will extend to West Worldham. The upgrade program will provide fibre to the premises (FTTP).

Glenn Peacey the Programme Manager for Hampshire Superfast Broadband Programme has stated that he would be happy to attend a public meeting to discuss the planned rollout. It was agreed that the Clerk should formally write to him inviting him to make a presentation to a public meeting of Worldham Parish residents on Wednesday 25th April at the East Worldham Village Hall with a suggested start time of 7.30 pm.

It was agreed to publicise the meeting at the Parish Assembly, in the King's World, on the Worldham face book group, on the Worldham website, at The Three Horseshoes, on the Notice boards, and via John Denyer's email list of people who have previously expressed interest in broadband.

**130/17 Finance and accounts**

a) The monthly finance report and schedule of expenditure was agreed. All in favour and duly resolved.

The current accounts balance as at 7<sup>th</sup> March 2018

TSB current account balance: **£1,010.40**  
 TSB Business Instant account balance: **£12,347.25**

**Total balance of both accounts as at 7/03/18: £13,357.65**

**Total balance of Community Benefit Fund £6,855.20**

**Payments authorised and paid at March meeting**

Date	Cheque No	Payee	Details	Total (£) inc VAT	VAT included in total (£)
			<b>Payments authorised and paid since January meeting</b>		
7/2/18	1203	Mike Walker	For the ¼ share of the costs of emptying the cess pit used by the village hall	28.75	
27/2/18	1204	Nikki Allen	Supply and replace light in foyer at East Worldham village hall	60.00	
			<b>Total Payments authorised &amp; paid since January meeting</b>	<b>88.75</b>	
			<b>Payments authorised and paid at March meeting</b>		
8/3/18	1205	R Twining	R Twining – Clerks salary Month 11 February	506.70	
8/3/18	1206	R Twining	R Twining – Clerks salary Month 12 March	506.70	
			<b>Payments authorised and paid at March meeting</b>	<b>1,013.40</b>	

**Total Receipts Received**

Date paid in	Bacs/ Paying In book	From	Details	Total (£) Receipts
13/02/18	500119	Various	S Livingstone £20; Hire of hall	20.00
			<b>Total Receipts Received</b>	<b>20.00</b>

## **Worldham Community Benefit Fund**

Total Paid in £nil

Total Paid out £nil

- b) To agree to refund the Parish Council £139 paid out for the Parish Plan from the Worldham Community Benefit Fund (Grant approved at PC meeting of 7th June 2017)  
Councillors agreed to the payment of £139 from the Worldham Community Benefit Fund. All in favour and duly resolved.

### **131/17 To note any issues that has been brought to Councillors attention**

Cllr Gaffney reported on the dip between the road and the parking area on the road side by the village hall. The gap needs filling in.

Cllr Brock reported that there is a continual water leak by the triangle on Blanket Street which is the cause of the water running down towards Manor Farm Cottages.

Cllr Aldridge reported that a resident had complained about the continued bonfires at the Williams crushing site. This had been reported to the County Councillor who had involved the Monitoring and Compliance Officer (Minerals and Waste) of the South Downs National Park Authority who undertook a site visit. The Officer reported that they would be taking the necessary steps with the landowners to remove the containers and to address the burning and will be liaising with Environmental Health and the Environment Agency regarding the burning.

### **132/17 To note any issues regarding the state of the roads, pavements and footpaths in the Parish, including work by the Lengthsman and an update on the Traffic mitigation proposals.**

The Clerk reported that he had spoken to Ian Janes who is in the final stages of completing the Traffic Mitigation proposals and should be sending them to the Clerk within the next 2-3 weeks. The question will then arise as to funding of the suggested mitigation works. The Clerk had identified various sources of funding including, the Worldham Community Benefit Fund, Section 106 monies, County and District Councillors grants, and EHDC Community grants.

### **133/17 To receive and approve a report from the Clerk and Councillors regarding:**

- a) Ownership of the East Worldham village hall – It was agreed to defer this item to a future Parish Council meeting
- b) Data Protection Act and General Data Protection Regulation

The Clerk reported that he had been reviewing the Data Protection Act (DPA) and General Data Protection Regulations and concluded that the Parish Council should be registered under the DPA. The Clerk had drafted a DPA policy which had been previously circulated to all Councillors. It was agreed that the Parish Council should adopt the DPA Policy.

Cllr Trigwell-Jones proposed and seconded by Cllr Blake that the Parish Council adopt the DPA Policy drafted by the Clerk. All in favour and duly resolved.

The Clerk reported that the General Data Protection Regulation (GDPR) will come into effect from 25th May 2018. The GDPR will apply to the Parish Council as the Parish Council holds personal data on parishioners, employees and contractors. The main steps that the Parish Council will need to carry out to comply with the GDPR are:

1. To ensure that all Councillors are aware of the GDPR
  2. Document what personal data is held, where it came from and with whom it is shared with
  3. Write a privacy notice - setting out what data is being collected, what it is being used for and for how long the data will be retained for
  4. Document and communicate the lawful basis for processing the data
  5. Obtain specific consent from each data provider for using their data
  6. Designate a person to be responsible for data protection and act as a Data Protection Officer (DPO)
- c) Correspondence received
  - d) Meetings to attend and attended

The Clerk had previously circulated his report to the Councillors regarding Correspondence received and Meetings to attend and attended which was accepted by them. The report is attached as Annex A to these minutes. In addition to the Correspondence mentioned in the report the Clerk reported that he had received an email from John Denyer stating that he was standing down as deputy coordinator and as a Speedwatch volunteer.

Councillors expressed their thanks to John for all his work with coordinating Speedwatch and asked the Clerk to write a letter of thanks to him.

**134/17 Dates of next Parish Council Meeting**

Normally the first Wednesday of each month.

To note the next Parish Council meeting will be held on Wednesday 4th April, 9th May, 6th June, 4th July, 1st August, 5th September, 3rd October, 7th November and 5th December, all starting at 8.00 pm

The Annual Parish Assembly will be held on 18th April starting at 7.30 pm

The Annual General Meeting will be held on 2nd May at 8.00 pm

The Chairman closed the meeting at 10.15 pm

**New Action Points**

	<b>Action detail</b>	<b>Owner</b>
	None	

Actions points from previous Worldham Parish Council Meetings:

<b>Action ID</b>	<b>Action detail</b>	<b>Owner</b>	<b>Status</b>
April 01-17	Clerk to contact Selborne Parish Clerk to ascertain whether they have any traffic data for the B3006 which they could share with Worldham.	Clerk	On-going
January 04-18	Clerk to investigate on how to arrange the removal of temporary road signs.	Clerk	On-going

## Annex A

### Clerk's Report

#### Points to note

- a) The AMA has requested a request bus stop outside Oakland's Farm. The Clerk has contacted Stagecoach to find out how to go about requesting such a stop
- b) The bus shelter near the Three Horseshoes seems to have been damaged. 3 side panels have been dislodged - not caused by any weather related incident - must have been an act of vandalism - perhaps a brickbat in Kings World. The planks might just need to be nailed back - will try and investigate - if not either a Lenghtman's job or as EHDC owns the bus shelter - an EHDC job but that could take ages.
- c) Steps on the Hangers Way leading up from Old School House have been repaired by the Lengthsman. The repairs have been reported to the Countryside Access Team.

#### Correspondence received

- a) Letter from EHDC advising that the Revenue Support Grant will cease to be paid. This will need to be factored into any budget/precept calculations. The precept notification for 2018-19 will have to be submitted to EHDC by 15th February 2018.
- b) Esso have written to inform the Parish Council of the Southampton to London Pipeline Project. Their intention is to replace a substantial part of the existing aviation fuel pipeline that runs from their Fawley Refinery near Southampton to Esso's West London Terminal storage facility in Hounslow. The current pipeline, which will be part of the project, passes through the Worldham Parish near to the A31.

A project of this nature will be a Nationally Significant Infrastructure Project that will require a Development Consent Order.

Esso will hold planning meetings to introduce the project and begin discussions about key aspects at the end of January 2018.

The time scales are:

Development of preferred route	summer 2018
Application Submission	Summer 2019
Project starts	2021

- c) The following message was received by the Worldham website.

My name is Sophie McLean, and I work for the Hampshire Cultural Trust which runs several museums, galleries, and arts centres around Hampshire. I am part of the Cultural Engagement team, which aims to use arts and culture to inspire positive change. My particular area of responsibility is working on projects with older people, and I am currently looking into a project at the Allen Gallery in Alton. I would like to set up a pilot project running a small gardening-themed activity group, working with older people living in the more rural areas of East Hampshire. The project begins with outreach. Participants do basic gardening activities, such as planting trays of seedlings etc, in local village halls/ church halls. They will then be invited to attend a gardening activities group, based at the Allen Gallery. Each session will include an arts or gardening based activity (such as sketching plants, making wooden garden ornaments, general garden maintenance, planting and maintaining raised beds) followed by time for everyone to get to know each other. The aim of the project is to encourage social inclusion and combat isolation, and to provide a positive, social activity in a new, friendly surrounding. I am applying to Hampshire County Council for a grant towards the cost of the project, and as part of this I am looking for support from local Parish councils. I was wondering whether this sort of project may be of interest to your older residents, and, if so, if the council would be willing to write a letter of support for the application".  
Councillor agreed not to respond to the request.

- d) Public Consultation - Shaping the Future of England's Strategic Roads  
In order to set investment in the Strategic Road Network (SRN), the government publishes a multi-year 'Road Investment Strategy' (RIS). This second RIS will cover the financial years 2020/21 to 2024/25. To commence this process for setting RIS2, Highways England has published its SRN initial report and supporting documents from which they are seeking views, the report sets out:

Highways England's assessment of the current state of the SRN; Its potential future needs; Proposed priorities for RIS2' The consultation is open until 11.45pm on Wednesday 7th February 2018. Councillor agreed not to respond to the consultation.

### **HALC and NALC correspondence**

- a) New legal helpline service provider for member councils  
HALC have notified Parish Councils that with effect from 1st January 2018 the legal helpline service will be provided by Hampshire Legal Services (HLS) which is part of Hampshire County Council. Hampshire ALC's agreement with East Hampshire District Council & Havant Borough Council is terminating at the end of this year.
- b) NALC have recently issued some guidance in respect of the General Data Protection Regulations (GDPR). Hampshire ALC has been working on this topic for some months now, and is currently rolling out a series of training events around it.

Unfortunately the Information Commissioner's Office (ICO) is still writing and revising its advice for small organisations, which will include most Parish and Town Councils. HALC are particularly awaiting further advice and guidance on the role of the Data Protection Officer (DPO) and a number of options are being considered nationally and locally in relation to this

Unfortunately until further advice is received from the ICO HALC are unable to be more definitive around this at this stage and they will be issuing further guidance in February and April.

- c) At the 2017 Hampshire ALC AGM there was overwhelming support for the Crookham Village motion seeking, through NALC, changes to legislation to make adequacy of residual parking a material planning consideration for both planning applications and for permitted development. The motion and its outline supporting case stated:

"Modern urban developments are built against an agreed standard of parking that varies from district to district. Mostly these establish a minimum standard and erosion of the initial allocation frequently leads to excessive on-street parking with consequential adverse effect on road safety and access by emergency and utility vehicles. Current planning guidance and rules for Permitted Development offer no protection for on-site parking with the result that, over time, excessive on-street parking becomes an ever greater problem.

Crookham Village Parish Council proposes that HALC should agree to seek, through NALC, government consideration of changes to planning law to make the adequacy of residual on-site parking a Material Planning Consideration when determining applications for on-site changes and also in the rules for Permitted Development."

NALC has asked for evidence to support this proposal. To add weight, it is requested that supporting councils add their weight to the input to NALC rather than relying on Crookham Village Parish Council alone.

### **Meetings to attend and attended**

#### **Meeting attended:**

- a) The Clerk attended an EHAP&TC Meeting held on Wednesday, 29th November – the Highways presentation was all about strategic issues and not that relevant about local parish issues. Data protection Act Legislation was briefly touched upon, but until the Information Commissioners Office issues actually update guidance on the General Data Protection Regulation, no detailed planning on how Parish councils can implement the GDPR can take place.
- b) Hampshire Highways Parishes Autumn Briefing was held on 13th December 2017. Neither the Clerk nor Cllr Trigwell-Jones attended because the Clerk had attended a similar briefing about Highways at the EHAPTC meeting held in November.