

MINUTES OF THE ANNUAL WORLDHAM PARISH COUNCIL MEETING

8.00 PM, WEDNESDAY 2nd May 2018

EAST WORLDHAM VILLAGE HALL

Present: Cllrs Andrew Aldridge, Terry Blake, Bill Fife, Tessa Gaffney, Mary Trigwell-Jones, William Brock, Mr R Twining (Clerk), no members of the public

Before the start of the meeting Councillors expressed condolences to the Clerk on the recent death of his father in law.

1/18. Apologies:

Apologies were received from District Councillor David Ashcroft.

2/18 Election of Officers

Councillors were elected to the following positions:

Chairman: Cllr Aldridge - Proposed by Cllr Gaffney
- Seconded by Cllr Brock AIF

Vice-Chairman: Cllr Blake - Proposed by Cllr Fife
- Seconded by Cllr Gaffney AIF

Sub committees

Parish plan - Councillors agreed that the Parish Plan sub-committee should continue with Cllr Trigwell-Jones being the team leader.

Village hall - Councillors agreed that the Village Hall sub-committee should continue with Cllr Gaffney being the team leader.

Traffic Management Group - Councillors agreed that the Traffic Management Group should continue with Cllr Fife being the team leader.

The above appointments were:

- Proposed by Cllr Brock
- Seconded by Cllr Aldridge AIF

3/18 Specific responsibilities of councillors

Councillors agreed to have the lead liaison role for:

- Communications	Cllr Trigwell-Jones
- Countryside (Boats)	Cllr Gaffney and Cllr Brock
- Highways (Road and traffic)	Responsibility of all councillors
- Minerals and waste	Cllr Blake
- Planning	Responsibility of all councillors
- Playground, Families and Children	Cllr Aldridge
- South Downs National Park	Responsibility of all councillors
- Website	Cllr Fife
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The above appointments were:

- Proposed by Cllr Trigwell-Jones
- Seconded by Cllr Fife AIF

4/18 Appointment of parish representatives

Councillors agreed on the following parish representatives:

- Footpaths Officer	Mrs C Wilson-Webb
- Jalsa Salana Representative	Cllr Blake
- Litter Collection	Mr C Kehoe

- Neighbourhood Watch Co-ordinator Mrs K Denyer
- Speedwatch Co-ordinator Mrs Nicky Twining
- Website Administrators The Clerk

The above appointments were:

- Proposed by Cllr Fife
- Seconded by Cllr Gaffney AIF

5/18 Finance, investment policy and risk

a). Review and adoption of Annual Governance Statement 2017-18. The Clerk gave copies of the Annual Governance Statement 2017-18 to the Councillors.

Councillors examined in detail the 9 statements of annual governance and decided that the Parish Council was compliant with statements 1 to 8 and that statement 9 was not applicable.

The Clerk requested that the Councillors formally approve the Annual Governance Statement 2017-18

- Proposed by Cllr Fife
- Seconded by Cllr Trigwell-Jones AIF

b). Cheque signatories and bank accounts

Councillors noted that the Parish Council bank accounts mandate requires 2 signatories for any transaction. Current signatories are. Cllrs Aldridge, Blake, Fife, Trigwell-Jones and the Clerk. No change is required.

c). Investment Policy

The Councillors agreed to continue with a safe and cautious investment policy and to keep any surplus funds in the TSB deposit account which earns interest.

d). Review of risk and insurance

Councillors agreed that Cllr Blake and the Clerk should have a meeting to update the Risk Assessment Report.

- Proposed by Cllr Fife
- Seconded by Cllr Trigwell-Jones AIF

e) Worldham Community Benefit Fund

The Clerk informed the Councillors that he was still trying to contact Canadian Solar Ltd to ensure that this year's payment has been made.

f). Pension Enrolment

The Clerk confirmed that he was the sole employee of Worldham Parish Council and confirmed that he has not asked the Parish Council to provide him with a pension scheme.

g). Chairman's Allowance

Councillors agreed that the Chairman's allowance for 2018-19 will be set at £50.

h). Section 137

The Clerk reported that the Section 137 sum for 2018-19 is £7.86 per elector. The Clerk reminded Councillors that Section 137 enables local councils to spend a limited amount of money for purposes for which they have no other specific statutory responsibility.

6/18 Salaries and expenses

a). Clerk's remuneration – The Clerk stated that his salary should remain on Spinal Point 26 but should rise in line with any increase in the National Joint Council for Local Government Services pay scale

Councillors accepted the Clerk's statement regarding his pay. AIF.

b). Hall Administrator's remuneration

Councillors agreed to keep the remuneration at the same level as last year, nominally £150 per year. It was noted that Mike Walker, the hall administrator waived his remuneration last year.

c). Hall Cleaner's remuneration – Councillors agreed to keep the remuneration at the same level as last year nominally £372 per year. It was noted that Kate Denyer has waived her remuneration last year.

7/18 Grants and donations

a). Churchyards (Cllr Trigwell-Jones declared an interest in this item)

Councillors resolved that the donations to the churchyards for 2018-19 are:

- East Worldham - £400
- West Worldham - £100
- Hartley Mauditt - £100

The donations are for the upkeep of the burial grounds in the respective churchyards.

- Proposed by Cllr Aldridge
 - Seconded by Cllr Blake
- AIF

b). East Hampshire Citizens Advice Bureau Ltd –

Councillors resolved that a donation of £100 be granted to the Citizens Advice Bureau.

- Proposed by Cllr Aldridge
 - Seconded by Cllr Blake
- AIF

c). Any Other Grants

No requests for grants had been received for discussion.

8/18 Village hall charges

Councillors agreed that they would let Mike Walker continue to use his discretion in deciding on the charges that should be levied for using the hall.

9/18 Date of Parish Council Meetings for 2018-19

Normally the first Wednesday of each month.

To note the next Parish Council meeting will be held on Wednesday 6th June at 8.00 pm at East Worldham village hall. Subsequent meetings in 2018 will be on 4th July, 1st August, 5th September, 3rd October, 7th November, 5th December, In 2019 on 9th January, 6th February, 6th March

Meetings to start at 8.00 pm and held at the East Worldham village hall

It was agreed that there was insufficient items on the agenda for the need to hold a meeting on Wednesday 9th May and to cancel this meeting.

10/18 Planning applications

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

WPC ref number: wpc 2018/01
East Hampshire (Binswood Common) Revoking of Tree Preservation Order (EH 1) 1974

Councillors noted that the TPO order was made in 1974 because the then owner of the land was trying to clear the land for grazing purposes. The land is now subject to an SSI order and is owned by the Woodland Trust who has a 5 year management plan in place. Councillors queried whether the Commoners have been consulted.

Councillors resolved: Worldham Parish Council has no objection to the revocation of the TPO designation. Worldham Parish Council would like assurance that the “Commoners” have also been consulted in accordance to tradition and good practice.

WPC ref number: wpc 2018/02
SNDP Ref number: SDNP/18/01670/FUL
Site address: The Vicarage Church Lane East Worldham Alton GU34 3AS
Proposal: Retention of open sided glazed roof structure covering patio.

Councillors noted that this was a retrospective application as the work had been undertaken in 2017.

Councillors resolved: Worldham Parish Council has no objection to this planning application.

Councillors expressed concern that the TPO on the yew tree by 4 Sandals Cottage, Church Lane, is blighting the property. The Clerk was asked to contact Mr Garside to ascertain the procedures involved in rescinding a TPO order.

11/18 Traffic Mitigation Proposals To discuss how to take forward the Highways proposals

The Clerk reported that the proposals had been displayed and mentioned at last weeks meeting on broadband attended by approximately 50 parishioners. It was agreed that the Clerk would arrange for Ian Janes to meet with the Councillors to explain the proposals and to agree on the sites of any potential SID.

The Clerk reported that he is meeting with Mark Alden and Chris Patterson of the SDNPA to discuss the use of the Section 106 money due to Worldham Parish Council.

12/18 GDPR – To discuss the way forward in obtaining Data Consent from Parish stakeholders

Councillors agreed that the stakeholders who the Parish Council currently holds personal data on are:

- Councillors – who have already signed data consent forms
- Parish representatives as listed in 4/18
- Volunteers on the Parish sub-committees
- Parishioners who receive Neighbourhood Watch emails
- Speedwatch volunteers

It was agreed that the Clerk would arrange for data consent forms to be sent to the above stakeholders.

The Clerk confirmed that a data audit had been carried, the Parish Council had registered with the Information Commissions Officer as a data controller and that the Parish Council's data protection policy was on the Worldham website.

13/18 Any other business

There was no other business.

The meeting closed at 9.55 pm