

MINUTES OF THE MEETING OF THE WORLDHAM PARISH COUNCIL
held at 8.00 pm Wednesday 5th June 2019
at EAST WORLDHAM VILLAGE HALL

Present: Cllrs Andrew Aldridge (Chairman), Terry Blake, William Brock, Bill Fife; Robin Twining (Clerk).
0 Members of the public.

16/19 To receive and accept apologies for absence

Apologies were received from Jane Ives

17/19 Minutes from previous meeting

Minutes of the Worldham Parish Council held on 8th May were approved and duly signed by the Chairman

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

18/19 Declaration of Interest

None declared

19/19 The floor will be opened to the public to raise any matters of concern or interest

No questions or issues were raised.

20/19 To receive a report from the District Councillor

None received

21/19 Co-option of Councillors

Councillors noted that only 4 Councillors stood for the election in May, and the number of Councillors for Worldham Parish Council is six. Mrs Becky Bagnell and Miss Kerrie Malin had agreed to put themselves forward for co-option.

It was proposed by Cllr Blake seconded by Cllr Brock that Mrs Becky Bagnell be co-opted as a Councillor. AIF and Mrs Becky Bagnell was duly co-opted.

It was proposed by Cllr Brock seconded by Cllr Blake that Miss Kerrie Malin be co-opted as a Councillor. AIF and Miss Kerrie Malin was duly co-opted.

22/19 Review of actions from last meeting - Annex A lists action points that are in progress, pending or have been completed.

Councillors noted that some of the Action Points were on-going.

23/19 Planning

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

WPC ref number: wpc 2018/05 EHDC Ref number: 57718
Site address: The Clock House, Truncheaunts Lane, East Worldham, Alton, GU34 3AA
Proposal: Deed of variation of S106 agreement dated 2000 on application 27227/006 to remove the rental clause.

Councillors noted: Awaiting decision.

WPC ref number: wpc 2018/20 EHDC Ref number: 52717/001
Site address: Land at Junction of Wilsom Road, Windmill Lane, Alton
Proposal: Three bed detached dwelling

Councillors noted: Application refused.

WPC ref number: wpc 2019/01 Appeal Ref number: APP/Y9507/W/19/3226789
Site address: Land South of Green Street East Worldham Bordon GU35 9NN
Proposal: Proposed new vehicular access and grassed tiled turning area

Councillors noted: Planning appeal by written representation.

- 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 2019/02 SDNPA Ref number: SDNP/19/01821/HOUS
 Site address: Land adjacent to 6 Drove Cottages (Hop Pickers Barn) Blanket Street East Worldham
 Proposal: Addition of store cupboards to exterior of the east side of building

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

- c) To consider and decide on the Parish Council's response to planning applications received since the agenda was published *if any*:
 None received

At the last Parish Council meeting it was agreed that Cllr Blake would draft a letter pointing out that between East Worldham and Kingsley is countryside and as stated in the Worldham Village Design Statement should be free of development. The Parish Council has had a series of planning decisions which have gone against the VDS and the Parish Council's objections and has taken no account of the cumulative effect of development along Green Street.

Cllr Blake had circulated the draft that he had prepared. Councillors agreed to the draft and that the Clerk should send the letter on Parish Council headed paper to

Mr Doug Jones, Mr Tim Slaney (SDNPA Head of Planning); Mr Simon Jenkins (EHDC's Head of Planning); Cllr David Ashcroft and Cllr Ken Carter (District Councillors); Cllr Mark Kemp-Gee (County Councillors) and Cllr Roger Fletcher (Chairman of Kingsley Parish Council).

The resolution that the letter be sent was proposed by Cllr Fife and seconded by Cllr Aldridge – AIF and duly resolved.

24/19 Finance and accounts

- a) The monthly finance report and schedule of expenditure was agreed.
 Proposed by Cllr Blake and seconded by Cllr Fife All in favour and duly resolved.
 The current accounts balance as at 5th June 2019

TSB current account balance:	£6,756.24
TSB Business Instant account balance:	£12,398.08 as per the latest statements received
Total balance of both accounts as at 5/6/19:	£19,154.32
Less funds received for projects not yet spent	£1,606.00
True closing balance	£17,548.32
Total balance of Community Benefit Fund	£13,153.17

Payments authorised and paid at June meeting

Date	Cheque No	Payee	Details	Total (£) inc VAT	VAT included in total (£)
			Payments authorised and paid since May meeting	0	0
8/5/19	001262	Worldham Community Benefit Fund	Transfer to Worldham Community Benefit Fund – Annual payment received by Wilsom Farm Solar Farm	4,390.97	
			Total Payments authorised & paid since May meeting	4,390.97	0

			Payments authorised and paid at June meeting		
5/6/19	001263	Play Safety	Annual Inspection of Playground	82.20	13.70
5/6/19	001264	R Twining	R Twining Clerk's salary – May Month 2	506.70	
5/6/19	001265	East Worldham PCC	Grant to East Worldham PCC	400.00	
5/6/19	001266	West Worldham PCC	Grant to West Worldham PCC	100.00	
5/6/19	001267	Hartley Mauditt PCC	Grant to Hartley Mauditt PCC	100.00	
5/6/19	001268	East Hampshire CAB	Grant to East Hampshire CAB	100.00	
5/6/19	001269	R Twining	Gratuity for internal auditor	40.00	
			Payments authorised and paid at June meeting	1,328.90	13.70

Total Receipts Received

Date paid in	Bacs/ Paying In book	From	Details	Total (£) Receipts
26/4/19	Bacs	Wilsom Farm Solar Farm	Annual payment received by Wilsom Farm Solar Farm - to be transferred to Worldham Community Benefit Fund	4,390.97
3/5/19	Bacs	EHDC	Hire of EW village hall for District Elections	250.00
24/5/19	500133	Tim Hayes	Hire of marquees	80.00
Total Receipts Received				4,720.97

Worldham Community Benefit Fund

Total Paid in £4,390.97 Total Paid out £198

- b) To approve the Annual Governance Statement for 2018-19 – previously reviewed at the May Parish Council meeting.
The Clerk reported that the Councillors had reviewed the Annual Governance Statement for 2018-19 in detail at the May Parish Council's meeting and had also reviewed the Worldham Parish Council Risk Assessment Policy dated May 2019. It was agreed that under Section 4 a new sub paragraph should be added regarding the deployment of the Speed Indicator Device. The Clerk confirmed that he had added the new subsection.

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 2018-19

The resolution to formally approve the Annual Governance Statement 2018-19 was proposed by Cllr Aldridge and seconded by Cllr Fife AIF and duly RESOLVED

- c) To approve the accounts for 2018-19 and to approve the Accounting Statements for 2018-19

The Clerk presented to the Councillors the annual internal audit report 2018/19 which had been signed off by Adam Byford with no queries.

The Clerk circulated copies of the Summary of Income and Expenditure Account and the Balance Sheet for the year ending 31st March 2019 to the Councillors. The balance of the accounts at the year end stood at £18,634.37 and the Worldham Community Benefit Fund at £8,960.20

The Clerk requested that the Councillors formally adopt the Accounts, the Balance Sheet and accounting statements for the year ending 31st March 2019

The resolution to formally approve the Accounting Statements for 2018-19 was proposed by Cllr Blake and seconded by Cllr Brock AIF and duly RESOLVED

- d) To confirm the dates for the exercise of public rights to inspect accounting records to be Monday 17th June to Friday 26th July 2019

The Clerk advised the Councillors that the general public have a statutory right to inspect the Parish Council's accounts and that the dates suggested by the external auditor was from 17th June to Friday 26th July 2019.

The Clerk requested that the Councillors formally approve these dates.

The resolution to formally approve the dates for the exercise of public rights to inspect accounting records was proposed by Cllr Fife and seconded by Cllr Aldridge AIF and duly RESOLVED

25/19 To review the Play Safety Annual Safety Inspection report on the Playground and agree on any action required

The Clerk had previously circulated to the Councillors the Play Safety Annual Safety inspection report relating to the playground at East Worldham. Councillors noted that apart from the Swing the risk level was low. The swing had been given a risk score of 8 because the seat had been set at an incorrect height. Cllr Aldridge agreed to make a visual inspection and decided whether any action is required.

26/19 To receive a report regarding the data analysis of the Speed Indicator Device

The Clerk reported that he had starting looking at the data which is captured by the SID. He had undertaken a preliminary analysis and showed the councillors a series of reports regarding the traffic going down Worldham Hill. The following analysis had been carried out:

- Daily volume of traffic for week commencing 29th April - Monday to Friday daily traffic for each day was around 3,500 vehicle movements. Saturday and Sunday around 2,250 vehicle movements.
- Speed count for the period 29th April to 19th May out of 61,542 vehicle movements 25,469 were between 28-32 mph, 13,486 between 33 and 37; 1,801 between 43 and 47; 366 between 47 and 52; 60 between 53 and 65 mph
- Percentile counts versus speed – the 85th percentile was 34.4 mph with the 60th percentile being 30 mph.
- Graph showing average hourly speed by hour – Between 07.30 and 20.30 the average was below 30 mph. The highest average speed occurred between midnight and 04.00 hrs.
- Graph showing the hourly counts per hour. The peak was at 17.30 at 400 vehicle movements

27/19 To note any issues regarding the state of the roads, pavements and footpaths in the Parish, including work by the Lengthsman

The Clerk reported that the pavement along the B3004 needed weeding, a post on the footbridge on the Hangers Way, was rotting and need replacing. It was agreed that these tasks could be carried out by the Lengthsman. A parishioner had reported that rape seed had grown over a footpath in West Worldham. The footpath representative will investigate.

Councillors noted that the potholes along Blanket Street had been patched up and also between Manor Farm and the B3006.

28/19 To receive and approve a report from the Clerk and Councillors regarding:

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.

- a) Correspondence received
- b) Meetings to attend and attended
- c) Update on Honours board

The Clerk reported that no progress had been made since the last meeting due to a family bereavement.

- d) Update on website
The Clerk reported that he had updated the website to remove Mary Trigwell-Jones and Tessa Gaffney from the list of Councillors.
- e) Election of East Hampshire representative to the South Downs National Park Authority
The Clerk reported that 2 candidates had completed the necessary nomination papers and a ballot was required. Councillors read the candidates election statements. It was resolved, and all in favour, that the Worldham Parish Council will vote for Doug Jones.

The Clerk was instructed to complete the ballot paper and send it to HALC.

29/19 To note any issues that has been brought to Councillors attention

Cllr Blake read out an email from Tessa Gaffney concerning the village hall sub committee and suggesting that Jill and Kish Sharma would be resourceful members on any new Hall Committee. It was agreed that the Clerk would contact the Sharma's.

30/19 Dates of next Parish Council Meeting

Normally the first Wednesday of each month at East Worldham village hall starting at 8.00 pm except for January 2020 which will be on 8th January.

Councillors noted that the next Parish Council meetings will be held on 3rd July starting at 8.00 pm

The Chairman closed the meeting at 21.50 pm

New Action Points

Action ID	Action detail	Owner
	none	

Actions points from previous Worldham Parish Council Meetings:

Action ID	Action detail	Owner	Status
Sept01-18	Clerk was asked to contact Abbey Sullivan , Countryside Access Ranger re kissing gates	Clerk	On-going

**Annex A
Clerk's report June 2019**

1. HCC Passenger Transport Group will be doing some minor bus stop improvement works at stops on the route 13.

Description:

Improvement works at approximately 80 bus stops on bus route 13 between Basingstoke and Liphook via Odiham, the route follows the A30, B3349 and B3004. The at stop works will be improvements such as QR (Quick Response Code) tags (which allow mobile phones to have instant bus times for services on the route), improved waiting environment with modern bus stop poles, addition of modern timetable cases and bus route information. Hardstand areas will be improved where necessary to create an improved waiting environment for passengers.

We aim to be doing these works by October this year

2. Came & Company Local Council Insurance is a trading style of Stackhouse Poland, and we recently contacted you to inform you about the planned acquisition of Stackhouse Poland, by insurance broking, risk management services and consulting firm Gallagher. We are delighted to let you know that this has now taken place.

3. Statement of S106 Funds Held by SDNPA for Worldham as at 31 March 2019. The total amount is £12,131. A breakdown is attached.
4. Neighbourhood CIL Available at 30/03/2019 for Worldham is Nil
5. Following the District/Town and Parish Council elections in May EHDC would like to take the opportunity to offer Councillor Code of Conduct Training. The training would cover the basic Nolan principles, Disclosable Pecuniary Interests but also look at emails, and social media.
6. Broadband update. The Alton cabinet 35, located in Cakers Lane, should be completed in the next couple of months. Hampshire Superfast Broadband Team cannot provide precise dates for any of the structures Openreach are building for them as there are any number of reasons why this could be delayed during the construction.

Meetings

7. EHDC would like to invite all of your newly elected Town and Parish Councillors to a training evening about Planning at East Hampshire District Council, Penns Place at 18.00 on Monday 10th June.
8. Grayshott Parish Council have arranged The Knowledge and Core Skills training from HALC on 18th 19th June in Grayshott
9. A fundraising advice day at Penns Place on Monday 24th June to get bespoke funding advice for our community project