

Minutes of a Meeting of Headbourne Worthy Parish Council

Held on Monday 11th October 2021

St. Mary's Church Rooms, Kings Worthy

Email: clerk@headbourneworthy.org.uk

Chair: Cllr Clarke-Smith Clerk: Belinda Baker

Present: Cllrs C Clarke-Smith (Chair), D Barrow
G Macpherson, M Iredale, J Rutter

Cllr S Cramoysan

Apologies: Cllrs C Welland, Cllr Porter

Clerk: Belinda Baker

Public attendance: Mr Charles Mason

C/21/081 **Apologies**
Apologies were received from Cllr Welland and Cllr Porter.

C/21/082 **Co-Option of Councillor**
The Clerk had received an application from Mr Charles Mason. This had been circulated to the Councillors. Mr Mason addressed the Council saying that he was interested in engaging with the community and wanted to be more involved in community matters. Mr Mason left the room and a vote on co-option was held. It was unanimously agreed to co-opt. Mr Mason was welcomed as a new councillor to Headbourne Worthy Parish Council.

Action: Clerk

C/21/083 **To receive declarations of pecuniary interests (DPIs) and other significant interests from members concerning specific items on the agenda**
There were none.

C/21/084 **Public Participation**
None attended.

C/21/085 **Minutes of Meeting of Councillors 13th September 2021**

- a. To approve and sign the minutes of the meeting 13th September 2021.**
The minutes were agreed as a true record of the meetings.
- b. To deal with matters arising not on the agenda**
There was none.
- c. To deal with any correspondence**
There were none.

C/21/086 **City and County Councillor's Reports**

- i** Cllr Porter did not attend but she had sent a report before the meeting. There were no comments.

- ii The City Cllrs had circulated a report before the meeting. Cllr Cramoysan commented that he has working with enforcement for them to produce a regular report.

a. Receive the Council's comments on WCCs Licensing statement of Principles

The Council had no comment to make.

Action: Clerk

C/21/087

Kings Barton

a. To Receive update from residents

Cllr Iredale detailed a number of issues which were unresolved; flood management – water not exiting down the swales; drainage/sewage odours – the times the sewage was being pumped was being investigated; Traffic management – Cllr Iredale had asked Cala for signage to slow the traffic; Play areas - there was nowhere for the children to play in 1A so Cllr Iredale was asking for an area of undeveloped land to be opened up; Andover Rd/ Manley Rd lights – there has been a number of accidents due to drivers attempting to skip the lights, Cllr Iredale suggested putting up traffic light warning signs; Street bins – these have been installed in 1B only but Cala has not arranged for them to be emptied; Post Box –now installed but no collection of post yet; Noticeboard – Cllr Iredale was trying to progress a new noticeboard in 1A; Play parks – Cala wanted to engage with residents and Cllr Iredale and asked for the PC to be involved. Cllr Iredale confirmed she was meeting with Vivid regularly but there was no increase in disorder cases at present. Cllr Camoysan said he felt it was apparent that there was no centralised plan for the development, with a timetable, that could be referred to. He said that when Cala met with WCC leader they made gestures but because there was no plan, Cala could not be held to anything. He felt that WCC was not working in an orchestrated fashion and he wanted to fix this, in order to ensure there were levers for WCC to pull. His aim was to get Chris Hughes and Julie Pinnock working together. He intended to open dialogue with the Residents Association.

Action: Cllr Iredale, Cllr Camoysan

b. To decide conditions under which the Council will take on the playground

The Chair asked the Council for a resolution for the conditions, regarding the hedge and single access gate, under which the Council would take on the playground. Cllr Rutter recognised that the retention of the hedge could be costly but felt it was a compromise to only ask for the gate to be widened. Cllr Barrow and Cllr Macpherson felt that the hedge could not be removed later and it would be better to have the matter dealt with by WCC before March. The Council resolved by 5:1 to inform WCC that the Council would not take on the Playground unless the hedge was removed and the gate widened. The Clerk was asked to write to Ms Pinnock and Mr Hughes.

Action: Clerk

C/21/088

Resilience/Emergency Planning

There was no update on the investigation work on the drains. Cllr Barrow queried if permissions had been granted for the trout farm to install a sluice gate, he said the water rarely flowed over it, so it must halt the flow of water.

- C/21/089** **The Dell**
- a. Small Tunnel**
Trimmers had now completed the work.
- b. Connection with path to Springvale Rd**
The new properties were nearing completion but there was no contact from the developers regarding the path. Cllr Rutter commented that the path was a condition of planning and she would take the matter up as a WCC Cllr if it was not implemented.
- Action: Clerk**
- C/21/090** **Increase in numbers of Councillors**
- a. Receive update on progress with WCC**
Cllr Rutter had written to WCC but WCC's reply was that WCC considered that the number of Cllrs was appropriate for the present population. The Clerk pointed out that the population was going to rise and the elections in May would be the ideal time to bring on more Councillors. Cllr Rutter said she would address this to WCC.
- Action: Cllr Rutter**
- b. Agree meeting schedule**
The Clerk explained that as the Council took on more responsibility the meetings would start to overrun and it was therefore a good idea to hold more meetings to spread the work. The Council agreed to meet in April.
- Action: Clerk**
- C/21/091** **Councillor Emails**
The Clerk provided a quotation from IceWarp. She said she could not find a cheaper option. Cllr Iredale commented that she felt for transparency reasons this was a good idea. The Council agreed to 5:1 (Cllr Rutter dissenting) that the Council should move to this email provider.
- Action: Clerk**
- C/21/092** **Policy Review**
- b. Standing order review**
The review of the Standing Orders by the Working Party was agreed unanimously by the Council.
- Action: Clerk**
- b. Grievance and Disciplinary Policy**
The policy, submitted by the Clerk, based on the NALC model, policy was agreed by the Council.
- Action: Clerk**
- C/21/093** **Infrastructure Plan**
- a. SLR Posts**
Mr Janes of HCC was progressing the new ground sockets at 3 more SLR locations.
- Action: Clerk**
- b. Defibrillator**
Cllr Iredale informed the Council that she had negotiated a good discount for the defibrillator but said that now Cobbs (for electrical reasons) was unwilling to host it. Cllr Iredale had contacted Foundary Motors to host it and the response had been positive. Cllr Rutter commented that this location was too far away from the centre of the village. The Dower House

was considered as another possible option and Cllr Iredale was asked to investigate this.

Action: Cllr Iredale

c. Access to Nun’s Walk

The Clerk had received an email from WCC to say that Highways England were aware of the Council’s request for a permissive footpath.

Action: Clerk

d. School Lane Fencing

The Clerk had emailed HCC three times but she had yet to receive a reply. Cllr Rutter asked all Cllrs to log onto to the HCC Highways page and report it as a problem.

Action: All Cllrs

e. History Board – To resolve the location and content

The Chair asked the Council to resolve the location for the next history board to be at Nations Hill. This was agreed. The Council agreed to refer to the Worthy’s History Group for the content.

Action: Clerk

f. CIL package including upgrade to Nuns’ Walk plans

The Clerk reported that she and Cllr Welland had met with Aquascience to look over the project. They were due to provide a quotation. The Clerk would then be in a position to look for available grants.

Action: Clerk

C/21/094

Finance

a. Recent Transactions – to approve income and expenditure since last meeting of Councillors

Payments 26-31 had been circulated prior to the meeting. These were reviewed and approved. Payments were verified against bank statements.

Opening Balance		98062.12
B Baker (travel expenses)	26	104
Trimmers (Dell Maintenance)	27	288
J Berry (SLR rotation)	28	119.17
PKF Littlejohn (external audit)	29	240
B Baker (salary)	30	299.78
Unity Bank	31	18
Closing balance		96993.12

b. To review budget year to date

This was agreed.

c. External Audit report

This was noted and had been published

d. Budget planning for 22/23 – To appoint a WP to produce a budget

The working party was agreed as Cllr Welland, Cllr Rutter and Cllr Mason.

Action: Clerk

e. Internal Control review – To agree controls

The financial internal controls were agreed as appropriate.

f. To agree request for Spring bulbs for Kings Barton

This was agreed as up to £100.

g. Update on St. Swithun’s car park CIL funded project

Cllr Macpherson informed the Council that the work had started and some Ash trees had been identified as needing removal.

C/21/095

Planning

a. New applications – to agree responses

Date Rec'd	Number	Address	Description	Comments by
14/09/21	21/02409/DIC	Land To The East Of The A272 And West Of The A34 Christmas Hill Worthy Down Hampshire	Discharge of conditions 7, 8, 9, 10 and 11 of planning application 20/02311/FUL	14/10/21
The Council had no objection				

b. To note recent decisions

Date	Number	Address	Description	Result
12/07/21	21/01869/HOU	Ruskin Wellhouse Lane Headbourne Worthy SO23 7JY	Internal and external refurbishment of existing dwelling. Increase in ridge height to convert loft and add new dormers.	Approved

c. To note decisions awaited

Date Rec'd	Number	Address	Description	Comments by
19/08/21	20/01188/HCS WR241	Land at Down Farm, Down Farm Lane, Headbourne Worthy SO23 6RG (application number 20/01188/HCS)	Importation and storage of road planings for crushing and screening to create recycled aggregate, including associated buildings, structures and vehicle parking application number 20/01188/HCS)	14/09/21
10/09/	19/01983/REM, 19/01984/REM. 19/01985/REM 19/02029/REM 19/02122/REM	Barton Farm, Andover Rd	Reserved matters for details (layout, scale, appearance and landscaping of the fourth phase of development (phase 4A) of the Barton Farm site (Kings Barton) comprising a total of 273 dwellings with associated public open space including an equipped play area (LEAP) U13/14 football pitch, allotments and related infrastructure	10/12/19

d. Enforcement – to note any enforcement matters

No enforcement matters had been notified to the Clerk.

C/21/096

General amenities

a. Regular Maintenance schedule

The Clerk had received a request to take back brambles from outside a house on Nations Hill. It was noted that the hedge outside Worthy House needed cutting back. The Clerk was asked to write to the owners.

Action: Clerk

b. Lengthsman visit

Cllr Macpherson noted that the Lengthsman tended to visit at the end of the month. Nettles at the bottom end of Bedfield Lane needed removing.

c. Cycle path from Worthy Down

There was no update as Cllr Porter did not attend.

d. Barton Meadows signage

Cllr Macpherson drew the Council's attention to the poor signage on the Barton Meadows footpath that should show that it was not a cycle path. The Clerk was asked to refer this to HCC.

Action: Clerk

C/21/097

Newsletter and communications

Cllr Rutter confirmed her intention to produce another newsletter within a week. She identified articles introducing Cllr Mason; highlighting HCC's Report It function; the likely petition for more councillors; and the importance to cut back hedging overhanging footways. These topics were agreed.

Action: Cllr Rutter

C/21/098

Items for next agenda, date of next meeting

The next Parish Council meeting will take place on Monday November 8th at St Mary Church Rooms, Kings Worthy.

Items for the Agenda:

Increase in Number of Councillors

Defibrillator

History Board

Dell to Springvale Rd path

The meeting closed 10.00 pm. The Chair thanked the attendees.