

MINUTES OF THE MEETING OF THE WORLDHAM PARISH COUNCIL
7.30 pm Wednesday 4th November 2015
EAST WORLDHAM VILLAGE HALL

Present: Cllrs Terry Blake (Chairman), Andrew Aldridge, Thomas Brock, Tessa Gaffney, Mary Trigwell-Jones, Robin Twining (Clerk), 8 Members of the public

At the start of the meeting, Cllr Blake stated that the meeting will be opened to the members of the public to speak for 15 minutes with a maximum of 3 minutes per person.

57/15 To receive and accept apologies for absence.

Apologies were received from Cllr Goodwyn.

58/15 Minutes from previous meeting

Minutes of the Worldham Parish Council meeting held on 7th October were approved and duly signed by the chairman.

Proposed by Cllr Brock and seconded by Cllr Gaffney

AIF

Minutes of the Worldham Parish Council Special meeting held on 21st October

Cllr Blake read out the following statement:

“The Clerk has received request from 2 members of the public who attended the Worldham Parish Council Special meeting held on 21st October to make alterations to the minutes.

The Clerk has contacted Hampshire Association of Local Councils regarding who can request alterations to the Minutes that are produced. HALC advice is that members of the public have no right to seek changes to the minutes.

Minutes are owned by the Clerk and he can accept or reject any suggested amendments from Councillors but not from members of the public. It is not possible or even desirable, to capture all the comments and discussion verbatim. The important thing is that the minutes capture the essence of the points made and that is what the Clerk had tried to achieve. However on this occasion the Clerk is prepared to make some minor changes as long as they agree with what he noted down.

The Clerk has therefore proposed the following resolution be put to the Councillors:

“*Councillors to delay accepting the minutes of the Special Parish Council meeting held on 21st October until the next Parish Council in order for a number of minor amendments to be made by the Clerk to the minutes*”.

Cllr Trigwell-Jones proposed and seconded by Cllr Aldridge that the above resolution be approved. All in favour and duly RESOLVED.

59/15 Declaration of Interest

Cllr Brock stated that although he does not have a pecuniary interest in agenda item 60/15, he will leave the meeting room whilst the agenda item 60/15 is being discussed and also for agenda item 77/15.

60/15 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. No member of public spoke. Cllr Blake reminded members of the public that once this part of the meeting is closed, the meeting is not open to the public for further comments.

Cllr Blake closed the meeting for public comments.

61/15 Review of actions from last meeting

Action Point March 01-15 registering the Three Horseshoes as a community asset.

Councillors noted that the Parish Council had submitted an application under the Community Right to Bid, to EHDC, to nominate the Three Horseshoes as a Community Asset.

EHDC has informed the Clerk that they have determined that the Three Horseshoes is an asset of community value and will be added to the Registry of Community Assets for 5 years.

This means that if the owner wishes to dispose of the asset then nothing can be done for six weeks. This allows the community to have time to decide whether they wish to buy the asset. If they do a 6 month moratorium period is given which provides the community the opportunity to develop a business plan and to raise funding to buy the asset. The CRB does not provide any obligation for the owner to sell the asset to the community.

The reason given for adding the Three Horseshoes to the List is that:

- It has a strong role in providing community facilities in a rural community
- It provides employment opportunities to local residents

The Owner, ie Fullers, have the right to ask EHDC to review its decision, and if they do the Clerk will be kept informed by EHDC.

Action Point March 02-15 Clerk to raise the issue of the shrine on the B3004 with Highways as a road safety issue.

The Clerk reported that he had contacted the Police Traffic Management Division regarding the shrine on the B3004 and has provided them with further information about the Road Traffic Accident. They have indicated that the Family Liaison Officer may have a quiet word with the family concerned.

62/15 Planning

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

WPC ref number: wpc 2014/18 and 2015/03 EHDC Ref number: 55465/001
Site address: Land to the North and South of, Cakers Lane, East Worldham, Alton
Proposal: Installation of a solar farm and associated infrastructure, including photovoltaic panels, mounting frames, inverters, transformers, substations, communications building, fence and pole mounted security cameras, for the life of the solar farm

Councillors noted: At the EHDC Planning Committee held on 29th October, Cllr Blake on behalf of the Parish Council, Cllr Graham Hill on behalf of Alton Town Council, and Mrs Rachael Palmer on behalf of the residents made public representation objecting to the application. The planning application was approved with 9 Councillors voting for approval and 4 against.

Cllr Blake stated that there will be press coverage of the decision. Any coverage may also contain comments made by him to the press, expressing disappointment about the decision.

Cllr Blake stated that there is a possibility of asking for the decision to be "called in", as there are a number of issues that may not have been considered. He had asked HALC for advice about the consequences of requesting "calling in a planning application." They had referred him to the Royal Town Planning Institute. A response had not been received from RPTI before the meeting. No action will be taken without approval of the Councillors.

Cllr Trigwell-Jones expressed reservations about the way the Planning Committee had been conducted including the inadequacy of the public address system; the planning officer was distracting the chairman of the committee, a member of the committee said that he preferred to listen to the officers regarding planning policies rather than members of the public undertaking their presentations.

It was agreed that the Clerk should write a letter of complaint.

New Action Point November 01-15 Clerk to write a letter of complaint regarding the way the Planning Committee had been conducted.

WPC ref number: wpc 2015/10 SNDP Ref number: SDNP/15/03808/FUL
Site address: Unit 1 Ashburton Business Park, Shelleys Lane East Worldham Alton GU34 3AQ
Proposal: Two storey steel framed industrial unit following demolition of agricultural barn

Councillors noted: Decision is pending.

WPC ref number: wpc 2015/12 SNDP Ref number: SDNP/15/02269/LDE
Site address: Oaklands Farm Green Street East Worldham Bordon GU34 3AU
Proposal: Crushing, grading and recycling of concrete and inert wastes with associated plant and machinery

Councillors noted: The planning application has transferred to Hampshire County Council, who will be acting on behalf of SDNPA, and that a decision is pending.

WPC ref number: wpc 2015/13 SNDP Ref number: SDNP/15/03972/LIS
Site address: Pullens Hartley Lane West Worldham Alton Hampshire GU34 3BH
Proposal: Listed Building Consent - Internal alterations/re-ordering of the first floor bathroom

Councillors noted: The planning application has been approved.

WPC ref number: wpc 2015/14 EHDC Ref number: 56175
Site address: Land South of Greencroft Cottage, Hartley Lane, Hartley Mauditt
Proposal: Detached dwelling after removal of derelict village hall

Councillors noted: The planning application has been withdrawn.

WPC ref number: wpc 2015/15 and 2015/16
SNDP Ref number: SDNP/15/04401/HOUS and SDNP/15/04402/LIS
Site address: Sandals Cottages Church Lane East Worldham Alton GU34 3AS
Proposal: Building Consent for a single storey side extension and Listed Building Consent for a single storey side extension

Councillors noted: The planning application has been approved.

WPC ref number: wpc 2015/17 and 2015/18
SNDP Ref number: SDNP/15/04546/HOUS and SDNP/15/04547/LIS
Site address: Pullens Hartley Lane West Worldham Alton GU34 3BH
Proposal: Single storey side extension and creation of new doorway through existing window and Listed building consent for a single storey side extension and creation of new doorway through existing window

Councillors noted: Decision is pending.

WPC ref number: wpc 2015/19
SNDP Ref number: SDNP/15/04756/HOUS
Site address: Pookles Lane Cottage Worldham Hill East Worldham GU34 3AT
Proposal: Two storey rear extension and timber decked terrace over new double garage to rear following removal of front conservatory and garage

Councillors noted: Decision is 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 2015/20
SNDP Ref number: 54507/006

Site address: Land South of, Gaston Lane, Farringdon, Alton
Proposal: Variation of condition 2 of permission 54507/002 to change the expiry date to 31 March 2045 to allow for 30 years of operation

Councillors resolved that: No comment to be made.

63/15 To review the position regarding the village hall at West Worldham/Hartley Mauditt.

At 7.42 Cllr Brock left the meeting room.

Cllr Blake stated that at the Special Parish Council meeting, it was resolved that the Parish Council would seek legal advice to clarify a number of points regarding the hall at West Worldham / Hartley Mauditt.

The Clerk has contacted HALC asking for contact details for the firm of solicitors that provides legal briefings to HALC. This is the Weller Law Group. The Clerk has emailed and spoken to Ian Davison, of Weller Law Group, their Senior Solicitor – Parish and Town Councils, outlining the issues. Ian Davison thinks it should be a couple of hours work and quoted an approximate fee of £400.

Until the Parish Council has received legal advice it will be inappropriate for Councillors to comment and discuss this matter further.

Cllr Blake proposed the following resolution be passed:

Worldham Parish Council appoints the firm of solicitors, Wellers Law Group, to clarify the following points, at an estimated cost of £400.

- *Does the letter of Consent sent by Cllr Brock providing consent to the removal of the restricted conveyance have any legal validity and can it be withdrawn?*
- *In the circumstances what is the likely legal ownership of the current building?*
- *Does the Parish Council have any right or obligation to demolish a building deemed to be unsafe and not financially viable to be put into a safe condition taking into account the uncertainty over its ownership?*
- *Does the Parish Council have the right to waive its rights under its charge to maintain the village hall on the site?*
- *If there is no village hall on the land, does the Parish Council have any rights to use the land for any other purposes?*

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

7.58 Cllr Brock returned to the meeting room.

64/15 To receive a report from Cllr Blake on the results of the HALC AGM

Cllr Blake reported on the HALC AGM that he attended on 16th October. The Chief Executive of NALC gave a presentation about the work of NALC which includes lobbying Parliament on issues such as capping of Parish Councils funds, the role out of rural broadband and issues of devolution.

Steve Parkinson, former Alton Town Clerk, now working as development manager of SLCC, talked about the issues regarding the reduction in funding and that Parishes may have to undertake more for themselves and may have to consider merging into larger units.

Roy Perry leader of HCC discussed the Hampshire and Isle of Wight request for devolution from central government. HCC could become independent and would be allowed to keep all the income raised from business rates, but he is not certain where the process for devolution will lead. He raised the issue that Parish Councils need to make their voices heard with HCC. Parish Councils replied that their biggest problem was having to deal with Hampshire Highways.

65/15 To receive a report from Cllr Aldridge regarding the Parish Council response to the consultation documents

a) South Downs Local Plan – Preferred Options September 2015 consultation

Cllr Aldridge reported that he had submitted the Parish Council's response to the Consultation along the lines agreed at the last Parish Council meeting; Supporting Policy SP22, regarding farm diversification, and objecting to the removal of the Settlement Policy Boundary for East Worldham, and making a case for why it should be retained,

b) Nomination of Green Spaces

Cllr Aldridge reported that the criteria for nominating Local Green Spaces are quite strict. He had submitted on behalf of the Parish Council 2 spaces, the Playground in Church Lane, East Worldham and the pond at Hartley Mauditt.

Cllr Blake thanked Cllr Aldridge for responding on behalf of the Parish Council.

66/15 To agree on the cost and provision of fencing at the playground

The Clerk reported that he had written to Highways requesting them to provide a playground warning sign and to have speed humps along Church Lane. He received a reply back stating that due to the increasingly limited resources available for and likely future further reductions in the traffic management service, that they are unable to process this request.

The Clerk has received a quote from Eric Neller to provide a picket fence and gate for materials and labour of £445. The Clerk had sought prices from Comly Reclaim (gates and fencing £180) and Martin Cashmore (£140). Labour would be on top.

It was noted that the East Worldham School Educational Charity would provide a grant of £200 towards the costs.

Councillors agreed that formal quotes should be obtained from Martin Cashmore and Paul Grace.

67/15 To receive and approve a report on the Village Hall and agree on a programme of maintenance

Cllr Gaffney reported that the exterior redecoration is now complete, the shingle strip along the southeast wall designed to improve ventilation beneath the floor is in place and the vents have all been cleared and protected by new brickwork. A new metal grill is being sourced for the vent serving the stage area.

Thanks are due to Phil Harding and Nick Tupper for spending considerable time last weekend redecorating the interior walls marked by dampness and repairing the ceiling wall junctions beneath the small windows of the loft.

The working party to tackle assorted odd jobs will meet here this Saturday at 10 am and it is hoped that some of the councillors can come to help for just an hour or two.

The situation regarding the floor is that Eric Neller had done some temporary repairs to the joists and he considers that these should be sufficient for some time. This will allow time for further investigation and consideration of a longer term plan, including obtaining grants. No work is expected to be undertaken until after Easter.

68/15 To agree the monthly finance report and schedule of expenditure – Details contained in annex C.

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

The current accounts balance as at 28th October 2015

TSB current account: balance:	£2,676.22
TSB Business Instant account balance:	£2,842.18
HSBC current account balance:	£11,763.08
Total balance of all 3 accounts as at 28/10/15:	£17,281.48

Total Payments

Date	Cheque No	Payee	Details	Total (£) inc VAT	VAT included in total (£)
7 th Oct 15	1095	South East Water	Water rates for EW Village hall	30.73	
7 th Oct 15	1096	BDO	Fee to external auditor	120.00	20.00
7 th Oct 15	1097	Southern Electric	¼ electricity bill for EW village hall	89.95	4.17
7 th Oct 15	1098	Robin Twining	Clerk salary Month 6 September	481.04	
7 th Oct 15	1099	Nick Tupper	Basket for dishwasher in EW village hall	82.89	13.81
21 st Oct 15	1100	Eric Neller	Repairs to EW village hall	750.00	
23 rd Oct 15	1101	Eric Neller	Repairs to EW village hall	95.00	
28 th Oct 15	1102	Robin Twining	Clerk salary Month 7 October	481.04	
			Total Payments for Authorisation	2,130.65	37.98

Total Receipts Received

Date paid in	Bacs/Paying In book	From	Details	Total (£) Receipts
21 Oct 15	500060	SSE	Wayleave	4.00
			Total Receipts Received	4.00

69/15 To receive and agree the Half Year Financial Report – Details to be circulated to Councillors prior to meeting.

The Clerk referred to the report circulated to Councillors prior to the meeting. Income for the period April to October 2015 was £9,475 and expenditure was £7,009. The cost of Insurance was £26 more than budgeted; the cost of elections was less than budgeted as there were no contested elections.

Cllr Brock proposed and seconded by Cllr Trigwell-Jones that the half yearly financial report be approved. All in favour and duly RESOLVED.

70/15 To receive and agree on the budget for November to 31st March 2016– Details to be circulated to Councillors prior to meeting.

The Clerk referred to the report circulated to Councillors prior to the meeting. He reported that he anticipates the income will be £491, £100 from the hire of the village hall, £200 from a grant from the East Worldham School Educational Charity towards fencing of the playground, and £100 from fund raising activities to be coordinated by Cllr Gaffney.

The Clerk has budgeted for an increase in the inspections costs of the village hall, as PAT testing is required, £200 for the cost of playground fencing, £500 for legal fees and £1000 as a contingency against the cost of demolishing the West Worldham/Hartley Mauditt village hall in the event that the Parish Council is found to have a responsibility. There will be no further major expenditure on East Worldham village hall or any increase in the Clerk's salary. Anticipated expenditure will amount to £5,866. The budgeted end of year balance is forecasted at £12,482 compared to £12,981 when the precept was set in January 2015.

Cllr Trigwell-Jones proposed and seconded by Cllr Brock that the budget for 1st November 2015 to 31st March 2016 be approved. All in favour and duly RESOLVED.

71/15 To receive and approve a report from the Clerk regarding:

a) Transparency code

The Clerk reminded Councillors that at the June Parish Council meeting they passed a resolution to adopt the Transparency Code for Smaller Authorities. The Parish Council should publish on a web site by 1st July of each year:

1. All items of expenditure above £100
2. End of year accounts
3. Annual governance statement
4. Internal audit report
5. List of councillors or member responsibilities
6. The details of public land and building assets – register of assets
7. Minutes, agenda and meeting papers of formal meetings

The Parish Council currently comply with 1 and 7 of the list, and the Clerk can send to Cllr Goodwyn items 2-6 before the next Parish Council meeting for the information to be uploaded onto the website. The Parish Council may need to relook at the design of the website to show more clearly these documents. It is possible that the Parish Council could make an application to receive funding from the Transparency Fund for Smaller Authorities to pay for redesigning the website and for training.

Councillors agreed that the Parish Council should work to become compliant with the Transparency Code as soon as possible.

Cllr Trigwell-Jones proposed and seconded by Cllr Aldridge. All in favour and duly RESOLVED.

b) Meetings to attend

The Clerk reported on 2 forthcoming meetings. A Code of Conduct Training workshop on Wednesday 11th November and a HCC's Department for Economy, Transport and Environment (ETE) workshop for local parish and town councils on Wednesday 11th November. It was agreed that the Clerk will attend the Code of Conduct Training workshop.

72/15 To consider the Parish Council response to the application to modify the Definitive Footpath map to add a restricted byway from Clay's Lane at Stirvill's Copse to Clay's Farm Worldham

Cllr Gaffney reported that PATHH (Providing access to Hampshire's Heritage) are investigating old disused paths and rights of way. They are seeking, via the HCC Countryside Access Team, an amendment to the Definitive map to add a restricted byway from Clay's Lane at Stirvill's Copse to Clay's Farm Worldham.

Councillors noted that Harry Goodchild from HCC Countryside Services had told Cllr Gaffney that the Parish Council has no right to comment on the application apart from providing historical information. It was noted that Binsted Parish Council had objected to the application. Councillors felt that there was no justification for the alteration of the definitive map, that there is no historical evidence of the footpath, and that there would be issues regarding access and parking.

Councillors proposed that the Clerk write a letter of objection. All in favour and duly RESOLVED.

New Action Point November 02-15 Clerk to write a letter of objection to HCC Countryside Services.

73/15 To note the status of the Village Design Statement

Cllr Blake reported that the VDS has been adopted by EHDC and a revised version adopted by the SDNPA. There are now 2 different versions of the VDS and Chris Patterson of the SDNPA is chasing EHDC for them to adopt the revised version of the VDS. This will need to be ratified at the North West Community Forum.

Councillors noted that the VDS had been adopted as a Supplementary Planning Document by the SDNPA and as a Material Planning Consideration by EHDC..

74/15 To note any issues regarding the state of the roads, pavements and footpaths in the Parish

No issues were reported.

75/15 To note any issues that has been brought to Councillors attention

Councillors noted that the question of having a Parish Notice board at West Worldham/Hartley Mauditt was briefly discussed at an earlier Parish Council and that this issue will need be discussed at a future Parish Council meeting.

Cllr Blake reported that a plot of land opposite “Foxes” on Green Street had been put on the market for sale. There is no legal access to the land. The new owners have opened up an access from Rookery Lane and brought in a digger and other vehicles. As it is adjacent to Common Land, with no claimed ownership, it becomes the responsibility of the Local Authority to take any action. This has been reported to the EHDC compliance officer who has looked at the site. Local residents have expressed concerns that if the site is opened up, it could be a site likely to attract caravans or travellers

76/15 Confidential Councillors Matters – this item is closed to the public in accordance with Public Bodies (Admissions to Meetings) Act 1960 and Local Government Act 1972, ss 100 and 102

Minutes of the confidential item are held by the Clerk.

77/15 Dates of Parish Council Meetings for 2015 to March 2016

Normally the first Wednesday of each month. Councillors noted the next Parish Council meeting will be held on Wednesday 9th December at 8.00 pm at East Worldham village hall.

The meeting closed at 9.06 pm

New Action Points

Action ID	Action detail	Owner
November 01-15	Clerk to write a letter of complaint regarding the way the EHDC Planning Committee had been conducted.	Clerk
November 02-15	Clerk to write a letter of objection to HCC Countryside Services.	Clerk

Actions points from previous Worldham Parish Council Meetings:

Action ID	Action detail	Owner	Status
March 03-15	Clerk to investigate the economics and costings of installing flashing speed control cameras in Worldham	Clerk	On-going