

**MINUTES OF THE MEETING OF THE WORLDHAM PARISH COUNCIL**  
**held at 8.00 pm Wednesday 5<sup>th</sup> December 2018**  
**EAST WORLDHAM VILLAGE HALL**

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

**88/18 To receive and accept apologies for absence**

Apologies were received from Cllr Trigwell-Jones. The Clerk read out a note from Cllr Trigwell-Jones thanking the Parish Council for the flowers that she received just after she came out of hospital.

**89/18 Minutes from previous meeting**

Minutes of the Worldham Parish Council held on 7th November were approved and duly signed by the Chairman

Proposed by Cllr Aldridge and seconded by Cllr Gaffney All in favour and duly RESOLVED.

**90/18 Declaration of Interest**

None declared.

**91/18 The floor will be opened to the public to raise any matters of concern or interest**

No questions or issues were raised.

**92/18 Review of actions from last meeting**

The Clerk reported all the Action Points are on-going.

**93/18 To receive a report from the District Councillor**

None received

**94/18 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 2018/04                      EHDC Ref number:      57820  
Site address:                              Land adjacent to the A31 and to the south of, Cakers Lane, East Worldham  
Proposal:                                      Change of use from agricultural land to allow construction of a gas fuelled capacity mechanism embedded generation plant to support the National Grid.

**Councillors noted:** Application in progress.

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 2018/08                      SNDP Ref number      SDNP/18/02170/FUL  
Site address:                              Oaklands Farm Green Street East Worldham Bordon GU34 3AU  
Proposal:                                      Change of use of Oakland Farm and associated land holdings from Agriculture and B8 (Open Storage) to mixed use Agriculture, B8 (Open Storage) and Seasonal Event Space associated with the holding of Religious Festivals and other activities associated with the Ahmadiyya Muslim Association; including the provision of external

storage space, new landscape and revised ventilation and extraction equipment in association with the onsite kitchen

**Councillors noted:** Application in progress. The Clerk reported that he had spoken to Rob Ainslie, the planning officer for the Oakland's Farm application. He has had no response from the AMA regarding the queries that he raised with them. He is hoping that he may chase them for a response later this week. Any response will be put up on the planning portal and that the Parish Council would have an opportunity to respond to their comments.

WPC ref number: wpc 2018/09                      EHDC Ref number      21184/004  
Site address:                      The Wixes, Cakers Lane, East Worldham, Alton, GU34 3AB  
Proposal:                              Cattery following removal of garden shed

**Councillors noted:** Application in progress.

WPC ref number:                      wpc 2018/10                      SDNPA Ref number      SDNP/18/04837/TCA  
Site address:                              4 Sandals Cottages Church Lane East Worldham Alton GU34 3AS  
Proposal:                                      T1 Yew - Fell

**Councillors noted:** Consent granted.

WPC ref number:                      wpc 2018/11                      SDNPA Ref number      SDNP/18/05310/FUL  
Site address:                              Land South of Green Street East Worldham Bordon GU35 9NN  
Proposal:                                      Proposed new vehicular access and grassed tiled turning area

**Councillors noted:** Application in progress.

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 2018/12                      SDNPA Ref number      SDNP/18/05054/HOUS  
Site address:                              Hillview Worldham Hill East Worldham GU34 3AT  
Proposal:                                      Detached garage

**Councillors resolved:** Worldham Parish Council have no objections.

WPC ref number:                      wpc 2018/13                      EHDC Ref number:      57820  
Site address:                              Land adjacent to the A31 and to the south of, Cakers Lane, East Worldham  
Proposal:                                      Change of use from agricultural land to allow construction of a gas fuelled capacity mechanism embedded generation plant to support the National Grid.

**Councillors resolved:** Worldham Parish Council reiterates that it strongly objects to this planning application for the reasons described in its previous submission. It is contrary to the 3 policy statements, the Worldham Village Design Statement, encroaching on the green gap between Alton and Worldham and that the Landscape amendments are misleading as set out in the email from the Chair to the Clerk.

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

WPC ref number:                      wpc 2018/14                      SDNPA Ref number:      SDNP/18/06028/FUL  
Site address:                              1 Tyling Cottages Green Street East Worldham Bordon GU34 3AU  
Proposal:                                      Tractor and implement store after removal of existing poly tunnel and container

**Councillors resolved:** Worldham Parish Council have no objections but given the prominence of its location, the building should be well screened, from Green St, with an evergreen hedge.

**95/18 To receive an update on the East Worldham village hall steps**

Cllr Gaffney reported that the work on the village hall steps had finally been completed. There had been a village hall sub committee meeting, attended by 3 out of the 5 members. It is aimed to have a working party to tidy up the hall in January/February.

Cllr Gaffney reported that

- The lead flashing on the roof had been stolen and this had caused the leak in the toilets and the storeroom. Ross Newman had replaced the flashing, repaired the broken guttering, cleaned the gutters and replaced some tiles. He needs to come back and replace some felting on the roof. A quote had been obtained from Mark Irwin from Four Marks for undertaking the repairs to the Toilets and storeroom for £1,100 + VAT. Councillors agreed that a second quote should be obtained from Scot Charlton who had done work previously on the hall in the past. The quotes will then be circulated to Councillors for a decision on who to use.
- The new heaters are individually controlled and it was felt that they should be controlled by one switch. The Clerk agreed to contact Larry George and also ask him to undertake the PAT testing for the hall electrical equipment and to ensure that the electrics in the toilet and storeroom are safe. It was agreed that the Clerk will contact the Parish insurance brokers to discuss whether the repair work is covered by the Parish insurance policy.
- The dehumidifier is not working and is beyond repair. A replacement could cost between £99 and £300. It was agreed that more research is required on potential replacements.
- There is a chip in one of panels of a window. The whole window pane will need replacing at some time.

New Action Point: December 01-18 Clerk to contact the Parish insurance brokers to discuss whether the repair work is covered by the Parish insurance policy

**96/18 Finance and accounts**

- a) The monthly finance report and schedule of expenditure was agreed.  
Proposed by Cllr Fife and seconded by Cllr Blake All in favour and duly resolved.

The current accounts balance as at 5<sup>th</sup> December 2018

TSB current account balance: **£6,692.09**  
TSB Business Instant account balance: **£12,352.16**

<b>Total balance of both accounts as at 5/12/18:</b>	<b>£19,044.25</b>
Less funds received for projects not yet spent	£3,745.00
<b>True closing balance</b>	<b>£15,299.25</b>
<b>Total balance of Community Benefit Fund</b>	<b>£10,275.20</b>

**Payments authorised and paid at November meeting**

Date	Cheque No	Payee	Details	Total (£) inc VAT	VAT included in total (£)
			<b>Payments authorised and paid since November meeting</b>		
7/11/18	16	R Twining - Expenses	Paper and toner	38.54	6.42
			<b>Total Payments authorised &amp; paid since November meeting</b>	<b>38.54</b>	<b>6.42</b>
			<b>Payments authorised and paid at December meeting</b>		
5/12/18	17	P J Grace	Grass cutting and hedges in playground, village hall	1099.20	183.20

			strimming		
5/12/18	18	R Twining	R Twining - November salary Month 8	506.70	
			<b>Payments authorised and paid at December meeting</b>	<b>1,605.90</b>	<b>183.20</b>

### Total Receipts Received

Date paid in	Bacs/ Paying In book	From	Details	Total (£) Receipts
<b>Total Receipts Received</b>				<b>0</b>

### Worldham Community Benefit Fund

Total Paid in £0                  Total Paid out £0

Councillors discussed an application for a grant from the East Worldham Parochial Parish Council for £300 to help pay for the replacement of a perimeter wooden fence to the churchyard in East Worldham.

The proposal to approve the grant was proposed by Cllr Aldridge and seconded by Cllr Blake All in favour and duly resolved.

- b) To note the financial report comparing budget against actual for the 8 months April to November 2018  
The Clerk presented the actual 8 month figures against the budget. It was noted that the income is anticipated to be £360 higher than forecasted due to a VAT repayment. Expenditure is forecasted to be £1,600 higher than anticipated, primarily due to the unexpected repairs required to the village hall roof which the Clerk had now budgeted for at £2,000. (This may be subject to an insurance claim). Currently the Clerk is now forecasting an operating deficit of just under £1,600
- c) To discuss setting the precept for 2019-20  
It was noted that unlike in previous years, EHDC, had required the precept to be set by February. It appears that the EHDC finance had been outsourced to Capita who were asking for the precept to be set by the end of December. A number of local Clerk's had objected to this truncated timetable and an extension had been granted to 14<sup>th</sup> January.

The Clerk outlined the possible budget for next year based on a number of assumptions:

- that there would be no requirement for Parish Council elections in 2019, and that the election costs will be around £150 compared to £1200 to £3000 if there is a contested election.
- that the Clerk will be retiring by October 2019, and there would be a 2 month hand over period necessitating the payment for 2 months salaries for 2 Clerks. There may be NI and Pension contributions payable for the new Clerk.
- £150 had been budgeted for advertising for a new clerk and £250 for training for the new Clerk and any new Councillors.
- £1,000 had been budgeted for infrastructure spending and £500 been set aside as a contingency.

A 1% increase in the precept will raise roughly £150. If the precept is increased by 3% the projected operating deficit would be approximately £2,870.

Councillors noted that the majority of the costs are non discretionary and are relatively fixed. The employment costs of the Clerk could be reduced if a less experienced Clerk was employed.

Councillors considered that the budget deficit is unsustainable and that the precept may need to be increased by 10%. A final decision will be made at the January meeting.

**97/18 To receive an update on the traffic mitigation proposals**

- a) To authorise the signing of the Licence agreement between HCC and the Parish Council regarding the use of Speed Limit Reminder

The Clerk had received from Hampshire county Council the licence for the purpose of providing speed limit reminder signs within the Parish which requires signing by the Parish Council. Cllr Fife proposed and Cllr Brock seconded the resolution that:  
The Worldham Parish Council authorises the Chairman to sign the licence agreement. All in favour and duly resolved. Cllr Aldridge signed the licence agreement on behalf of the Parish Council. .

The Clerk had seen the SLR used by Lindford Parish Council and was hoping to see it next week. This SLR looks better than the one previously identified and agreed by the Council to purchase.

**98/18 To note any issues regarding the state of the roads, pavements and footpaths in the Parish, including work by the Lengthsman**

Councillors noted that the Lengthsman had cleared the ditch in Wyck Lane. It was noted that the culvert in Shelleys Lane/Clay’s Lane was full of leaves and the edge of the ditch needs cutting back. The mud in the centre of the road in the upper part of Clay’s Lane needs removing. The Clerk agreed to add these to the Lengthmans task.

**99/18 To receive and approve a report from the Clerk:**

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.

**100/18 To note any issues that has been brought to Councillors attention**

Cllr Gaffney reported that the sign in the central reservation outside the East Worldham village hall was twisted and needed turning around.

**101/18 Dates of next Parish Council Meeting**

Normally the first Wednesday of each month.  
To note the next Parish Council meeting will be held on 9th January, 6th February, 13th March (instead of 6<sup>th</sup> March) all starting at 8.00 pm

The Chairman closed the meeting at 22.23 pm

**New Action Points**

	<b>Action detail</b>	<b>Owner</b>
Dec 01-18	Clerk to contact the Parish insurance brokers to discuss whether the repair work is covered by the Parish insurance policy	Clerk

Actions points from previous Worldham Parish Council Meetings:

<b>Action ID</b>	<b>Action detail</b>	<b>Owner</b>	<b>Status</b>
January 04-18	Clerk to investigate on how to arrange the removal of temporary road signs.	Clerk	On-going
August 01-18	Clerk to talk to Nick Easeman and Chris Patterson of SDNPA to see if there are any SDNPA funds available to pay for village gateways	Clerk	On-going
Sept01-18	Clerk was asked to contact Abbey Sullivan , Countryside Access Ranger re kissing gates	Clerk	On-going
Sept02-18	The Clerk to report the cracks between the pavement and the road outside the East Worldham village hall	Clerk	On-going

## Annex A

December 2018

### Meetings attended

1. Cllr Fife attended the SDNPA Parish workshops held on Monday 19 November 2018. He reported that the SDNPA are looking at ways to create Partnerships and to generate new ideas and projects. The SDNPA are considering producing a template for designs for village gateways. The review of National Parks by Julian Glover was discussed.

### Meetings to attend

1. EHAPTC meeting on Wednesday 5<sup>th</sup> December.
2. EHDC will be holding a Local Plan Training event. Places are limited to three delegates per Town or Parish Council. At this event we will help you understand more about the Local Plan, including:
  - Why get involved?
  - What if you don't get involved?
  - Saying yes or no to Local Plans
  - When to get involved
  - How to get involved effectively
  - Making formal written comments or representations
  -Names of delegates to [localplan@easthants.gov.uk](mailto:localplan@easthants.gov.uk) by Friday 11th January 2019.

### Correspondence

#### Parish Plan

John Geoghegan - Community Officer (Alton and surrounding villages) has acknowledged receipt of the Worldham updated Parish Plan. Usually these go to the Community Forum for endorsement; however these are under review at the moment. He will discuss with his seniors as to how to handle it.

#### Consultations

NALC Winter 2018 Survey Share your opinions on...small councils merging by **21 December 2018**.

#### Training – email from Grayshott Parish Clerk

Grayshott is likely to have 4 or 5 new Councillors come May and we are keen to arrange a local "Knowledge" and "Core Skills" Course through HALC. I have been in touch with them and they have responded with the following description.

*The Knowledge and Core Skills come as a pair and often work best as two evenings so that delegates have a chance to reflect after session 1 and come more armed with questions and awareness for the more interactive session 2. The cost is £800 for the pair, so yes, good idea to invite neighbouring councils to join in and offset the cost for you a bit. The sessions work well with around 16 attending each session but it depends on your room size - more or less is fine with me.*

*How about these dates for starters:*

*May: 20, 22, 29, June: 17, 18, 19, July: 9, 15, 16*

I appreciate we don't know what will happen in May but it would be good to get your views on whether this is something that might interest your Council. The course is probably good as a refresher too. If you are interested could you let me know roughly how many places you think your council could fill and your thoughts on the dates above.