

Minutes of a Meeting of Headbourne Worthy Parish Council.

Held on Monday 9th May 2023

Kings Barton Primary School, Kings Barton

Email: clerk@headbourneworthy.org.uk

Chair: J. Hamblin Clerk: Belinda Baker

Present: Cllrs J Hamblin (Chair), M Iredale, R Watters,
J Rutter (late), C Clarke-Smith (late).

Apologies: J Porter, S Cramoyson

Clerk: Belinda Baker

Public attendance: Three and Mr de Stefano

By agreement Cllr Watters chaired the first part of the meeting.

C/23/013 Election of Chair and Vice Chair of Council

Cllr Hamblin was nominated as Chair of the Council and all agreed. Cllr Hamblin signed the declaration of acceptance of office. It was agreed to defer the election of Vice Chair until Cllr Clarke-Smith arrived.

Cllr Rutter joined the meeting.

Cllr Hamblin continued the meeting as Chair.

C/23/014 Apologies

Cllrs Porter and Cramoyson sent their apologies. The Clerk noted to the Council that Cllr Welland had resigned, she said that the notices asking if a by-election was called for required had been posted.

Cllr Clarke-Smith joined the meeting.

C/23/015 Co-option of new Councillor

There were three candidates for the position. Each candidate spoke about their background and what they hoped to bring to the Council. The candidates were asked to leave the room and the Councillors voted on their preferred candidate. It was agreed unanimously to co-opt Mr Antonio de Stefano. Cllr De Stefano signed the acceptance of office and was welcomed to the Council.

The members of the public left the meeting.

C/23/016 Election of Vice-Chair of Council

Cllr Clarke-Smith was unanimously voted as the Vice-Chair

- C/23/017** **To receive declarations of pecuniary interests (DPIs) and other significant interests from members concerning specific items on the agenda**
Cllr Rutter as Chair of the WCC Planning Committee does not comment on planning.
- C/23/018** **Public Participation**
There were none remaining.
- C/23/019** **Minutes Council Meeting held 20th April 2023**
 - a. To approve and sign the minutes of the meeting 20th April 2023**
The minutes were agreed as a true record of the meetings.
 - b. To deal with matters arising not on the agenda**
The Council agreed thankyou flowers to be sent to Mrs Claire Welland
 - c. To deal with any correspondence**
HALC were asking for nominations for Councillors to stand as Parish representatives for the South Downs National Park. Cllr Rutter indicated she would be interested in standing.

Action: Clerk, Cllr Rutter
- C/23/020** **City and County Councillor Reports**
Neither Cllr Porter nor Cllr Cramoysan had sent a report before the meeting. Cllr Rutter explained that this was due to recent WCC elections. Cllr Rutter emphasised she had again asked WCC to increase the number of HWPC Cllrs.
- C/23/021** **Full Council meetings and Committees**
The Chair asked the Council to consider a proposal to set up a Headbourne Worthy Committee similar to the Kings Barton Committee to consider matters that were important to Headbourne Worthy village. He said the matter should be decided at the following meeting. He said that the advantage of two separate committees would be to spread the workload and reduce the number of full Council meetings. He said each Committee would have authority (with minimum 3 Cllrs) to make decisions, although the full Council would need to meet for any critical decisions. He asked the Councillors to think about the pros and cons of this proposal. Cllr Clarke-Smith queried if this would increase the Clerk's time and the Clerk conceded that this was likely. Cllr Rutter said that members of the community could be invited to join the HW Committee as they do in the Kings Barton Committee (although she acknowledged that only Cllrs could vote). Cllr Rutter commented that it was important not to split the Council but that it continued to work as a team. This was agreed.
- C/23/022** **Kings Barton**
 - a. Provide update on the acquisition of the KB Playground 1b and are to the front of Kings Barton Development**
WCC's Mr S Lincoln had written to the Clerk to say that agreement on the commuted sum was now agreed with CALA. He was going to take the outstanding matter of the £75,000 used at Barton Fields to his superior. The Clerk asked if it would be appropriate for HWPC to invoice St Barnabas ward a percentage of the maintenance of the front of the development in compensation of the fact that the HWPC does not receive the precept for the houses there. Cllr Rutter commented that this would be reasonable.
 - b. Agree maintenance contract for KB Playground 1b as recommended by the Maintenance WG**

- i The report from the Maintenance WG had been circulated to Cllrs before the meeting. It was agreed to be appropriate and the decision of the WG was agreed as acceptable. It was agreed that the contract should be awarded to Green Smile Ltd. at an annual cost of £2160. As the standstill period had now passed and the Council agreed the agreement letter to be sent to Green Smile Ltd.

Action: Clerk

- ii Cllr Iredale commented that residents had expressed disquiet at the state of the maintenance around 1b because it was significantly less well maintained than 1a. The Clerk was asked to obtain a map of the areas which were CALA's responsibility and which were Castleford's

Action: Clerk

C/23/023 Down Farm Lane Improvements Working Group

Cllr Hamblin had been unable to complete the CHFI form yet, but would do so.

Action: Cllr Hamblin

C/23/024 Community Resilience

a. Agree new Chair

The Council agreed to ask the member of the public who attended the Council in March C/22/152 to Chair the Working Group.

b. Receive update

The Clerk informed the Council that if the land the mitigation pond was to be installed on could be leased long term to the Council on a peppercorn rent, from the private landowner, then this would be a workable solution. The Auditor had been in agreement. This was agreed as an appropriate plan to take to the landowner.

Action: Clerk

C/23/025 The Dell

The inspection report from Vitaplay had been circulated before the meeting. Cllr Hamblin expressed concern that there was remedial maintenance where the ground was worn and the safety matting exposed that needed to be dealt with before it got worse. The Clerk was asked to obtain advice from Vitaplay. It was noted that the playground sign was now installed.

Action: Clerk

C/23/026 Infrastructure Plan

a. School Lane Fencing

The Clerk had not yet received the quotation for the painting from the lengthsman. Cllr Hamblin asked that adjacent fencing should be included. This was agreed.

Action: Clerk

b. History Board

This was now installed. Cllr Rutter proposed that Mr D Brockway should be invited with the Chair to unveil the board. It was noted that a complaint had been received regarding the positioning. The Clerk had responded to say that the positioning had been properly authorised by HCC.

Action: Clerk

c. Upgrade of Nuns' Walk

The Clerk was asked to contact Mrs Welland for an update on the project.

Action: Clerk

d. Defibrillator

This had not yet been installed. The Clerk was asked to chase.

Action: Clerk

e. Footpath in Barton Meadows

A quotation from the lengthsman had been circulated before the meeting. It did not give clarity on the best way forward. The Clerk was asked to contact HCC's countryside services to ask for their advice. Cllr Rutter said she would meet with them.

Action: Clerk

C/23/027

Finance

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

Payments 1-9 had been circulated prior to the meeting. These were reviewed and approved. Income was the precept and VAT return. Payments were noted against the bank statements.

Opening Balance		97709.04
WCC (Precept)	Income	24700
HMRC (VAT return)	Income	11114.16
HMRC (Clerk's tax)	1	42.40
YMML (clerk's office & consumables)	2	36
PCC Kings Worthy	3	30
Trimmers (Dell Maintenance & Cherry tree)	4	390
J Berry (SLR rotation)	5	139.17
HALC	6	455.19
UWAT (Room hire KBWG)	7	37.5
Play Inspection Company	8	420
B Baker (salary)	9	781.9
Closing balance		121191.04

b. To review budget 23/24 year to date.

These were reviewed and approved.

c. Approve Annual Governance Return

This was approved and signed by the Chair and Clerk.

d. Approve Accounting Statement

This was approved and signed by the Chair and Clerk.

e. Approve IA report

This was reviewed and approved.

f. Note IA's comments and agree any improvements.

The internal auditor's comments were noted by the Council.

g. Update on savings account with Unity Bank

There was no progress. The Clerk had made a complaint to Unity Bank.

Action: Clerk

h. Agree Insurance

The insurance quotation provided by Hiscocks was agreed. Cllr Hamblin pointed out that it would need to be updated when the playgrounds and open spaces were transferred.

Action: Clerk

C/23/028

Planning

a. New Applications

Date	Number	Address	Description	Comments by
23/04/23	23/00642/LIS	The Old Rectory Springvale Road Headbourne Worthy Winchester Hampshire SO23 7LD	Internal alterations, replacement windows, replacement rainwater goods (partial) and other minor repairs	17/05
The Council did not object to the application.				
10/03/23	23/00643	Shaw House Pudding Lane Headbourne Worthy Winchester Hampshire SO23 7JN	First Floor Side Extension and Porch Canopy	112/05/23
The Council did not object to the application.				

b. To note recent decisions

Date	Number	Address	Description	Comments by
13/12/22	22/02824/TCP	Car Park At Royal Court Church Green Close Kings Worthy Hampshire	NTQ Proposed telecommunications installation. Proposed MBNL 25.00m High FLI Slimline Lattice Tower mounted on 5.60 x 5.60m base, 3No. EE and 3No. H3G Antenna Apertures and 4No. 600??? Dishes mounted on Headframe and ancillary works.	Prior Approval Details Refused

c. To note decisions awaited

Date Rec'd	Number	Address	Description	Comments by
07/10	22/02251/FUL	Down Farm House Down Farm Lane Headbourne Worthy Hampshire SO22 6RG	Redevelopment of farm buildings to provide a detached dwelling, along with farm office and accommodation for use as a holiday let, including landscaping, the setting out of a domestic curtilage and provision of parking area	01/12/22
09/09	22/02037/FUL	Land To The East Of The A272 Andover Road Littleton Hampshire	The construction and operation of an anaerobic digestion facility, ancillary infrastructure, landscape planting and the construction of a new access road and access from A272.	19/10/22
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 Kings Barton site; total of 273 dwellings; public open space; play area (LEAP); U13/14 football pitch; and allotments	10/12/19

d. Enforcement – to note any enforcement matters

There were none.

C/23/029

General amenities

a. Lengthsman co-ordination and tasks for June

The Bus shelter on Andover Rd to be cleaned. Cllr Clarke-Smith volunteered to take over the responsibility for organising the monthly work. The Clerk was asked to brief her and provide the maintenance schedule.

Action: Clerk

b. Cycle path from Worthy Down

There was no update.

C/23/030

Newsletter and communications

a. Date and contributions for next newsletter

The latest newsletter and the insert for Kings Barton was being distributed this week. The next newsletter was agreed to go out in the Autumn.

Action: Cllr Rutter, Clerk, Cllr Watters

b. APM

The APM was due to take place on the 22nd May at St. Swithun's church. The Council agreed to purchase refreshments

Action: Clerk

C/22/031

Items for next agenda, date of next meeting

The date of the next meeting would be the Annual Parish Meeting on Monday 22nd May at St. Swithun's Church. The next Council meeting was Monday 12th June at Kings Barton Primary School

Items for the Agenda:

Co-Option of Councillor

Council meetings and Committees

Action: Clerk

The meeting closed 9.10 pm. The Chair thanked the attendees.