

**MINUTES OF THE MEETING OF THE WORLDHAM PARISH COUNCIL**  
**held at 8.00 pm Wednesday 3<sup>rd</sup> April 2019**  
**at EAST WORLDHAM VILLAGE HALL**

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

**147/18 To receive and accept apologies for absence**

Apologises were received from District Councillor David Ashcroft

**148/18 Minutes from previous meeting**

Minutes of the Worldham Parish Council held on 13th March were approved and duly signed by the Chairman

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

**149/18 Declaration of Interest**

None declared

**150/18 The floor will be opened to the public to raise any matters of concern or interest**

No questions or issues were raised.

**151/18 To receive a report from the District Councillor**

None received

**152/18 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 had been completed and others were on-going.

- January 04-18 Clerk to investigate on how to arrange the removal of temporary road signs. The Clerk had contacted Highways and some of the signs had now been removed.
- March 01-19 Clerk to write to SDNPA regarding the breaches in the current planning conditions relating to Oaklands Farm. Cllr Aldridge had contacted Rob Ainslie, the planning officer, regarding the breaches and asking what would happen. No reply had been received. Roy Polley had also contacted Rob Ainslie and had received a reply. The SDNPA are not going to enforce the breaches and are expecting that a revised planning application will be submitted by the applicants.
- March 02-19 Clerk to arrange with Phil Harding the purchase of the dehumidifier. The Clerk reported that it had been purchased and installed.
- March 03-19 Clerk to contact EHDC and SDNPA regarding the progress of them adopting/endorsing the updated Worldham Parish Plan. The Clerk referred to the replies that he had received which are contained in his report which is attached. It was noted that under the new National Planning Policy Framework that Parish Plans do not have to be formally adopted, but can be referred to when determining planning issues. Councillors agreed to leave the draft updated Parish Plan on the Worldham.org website.

**153/18 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, Truncheants 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 2018/14	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 noted:** Application in progress.

WPC ref number: wpc 2018/15 and wpc 2018/18  
 SDNPA Ref number: SDNP/18/06027/HOUS  
 Site address: 1 Tyling Cottages Green Street East Worldham Bordon GU34 3AU  
 Proposal: Single storey extension to side and rear, and detached double garage

**Councillors noted:** Application in progress.

WPC ref number: wpc 2018/19 SDNPA Ref number: SDNP/19/00346/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:** Permission refused. Councillors noted that the applicant has ripped out the hedgerow along the side of the B3004. The Highways response objecting to the application has made it more difficult for the applicant to submit a further application.

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

Councillors noted that the application was in a neighbouring Parish, Alton, and resolved not to make any comment.

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

None received

#### 139/18 Finance and accounts

a) The monthly finance report and schedule of expenditure was agreed.

Proposed by Cllr Aldridge and seconded by Cllr Fife All in favour and duly resolved.

The current accounts balance as at 31st March 2019

TSB current account balance: £6,236.29

TSB Business Instant account balance: £12,367.68 as per the latest statements received

Total balance of both accounts as at 31/3/19:	£18,603.97
Less funds received for projects not yet spent	£4,466.00

True closing balance	£13,943.97
Total balance of Community Benefit Fund	£8,960.20

#### Payments authorised and paid at April meeting

Date	Cheque No	Payee	Details	Total (£) inc VAT	VAT included in total (£)
			<b>Payments authorised and paid since March meeting</b>	0	0
15/3/19	001252	Castle Water	Water bill for East Worldham village hall	26.04	
			<b>Total Payments authorised &amp; paid since March meeting</b>	<b>26.04</b>	<b>0</b>
			<b>Payments authorised and paid at April meeting (which are not included in the balances above)</b>		
3/4/19	001253	East Worldham PCC	Inspection of fire extinguishers in village hall – 50% of bill of East Worldham PCC	57.07	

3/4/19	001254	SSE	Electricity bill for East Worldham village hall	517.12	24.62
3/4/19	001255	R Twining	Expenses – stamps £15.61; ICO (Date Protection) £40	55.61	
3/4/19	001256	R Twining	Purchase of Dehumidifier	215.00	
			<b>Payments authorised and paid at April meeting</b>	<b>844.80</b>	<b>24.62</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

- b) To agree to appoint Adam Byford as the internal auditor and to submit the accounts to an external audit

The Clerk advised that to qualify to be exempted from an external audit, the gross income and expenditure had to be below £25,000. As total income exceeded £25,000 the Parish accounts will need to be externally audited. The Clerk suggested that as in previous years the Parish Council asks Adam Byford to undertake the internal audit. This was agreed by all Councillors.

- c) To review the draft accounts for 2018-19

The Clerk presented draft accounts for the year ending 31<sup>st</sup> March 2019. The balance of the accounts, excluding unspent grant monies and the Worldham Community Benefit Fund stood at £13,943.57 compared to the balance at 31<sup>st</sup> March 2018 of £13,841. Total income was £25,536.45 and total expenditure amounted to £20,288.97

Councillors noted these figures.

**155/18 To receive an update on the traffic mitigation proposals**

The Clerk reported that the SID had been delivered and he is looking to have it in use in time for next weeks Parish Assembly. He had spoken to Alistair Macadam, Hampshire Traffic Management, who indicated that the new 30mph post and signs should be erected in April and the line markings completed by May.

It was noted that a Welcome to the South Downs National Park board had been erected at Selborne.

**156/18 To note any issues regarding the state of the roads, pavements and footpaths in the Parish, including work by the Lengthsman**

- a) To resolve whether to carry on with the Lengthsman Scheme with Grayshott Parish Council as the lead Parish.

The resolution to continue with the Lengthsman scheme was proposed by Cllr Blake and seconded by Cllr Gaffney. AIF and duly resolved

The Clerk reported that he had been advised that both Shelley's Lane and Clay's Lane will under go surface dressing works, probably in April. It was noted that the potholes in West Worldham had been marked up for repair and some had been filled in. That parishioners in West Worldham had not seen as much of an increase in traffic as was expected due to the closure of Butts Bridge in Alton. The B3006 at Selborne will be closed for 3 nights.

**156/18 To receive an update on the East Worldham village hall repairs**

Cllr Gaffney reported that the dehumidifier had been purchased and installed. The next step is to drill a small hole through the exterior wall for the drainage pipe. The curtains have been taken down and are

being cleaned. Thanks to Kish Sharma. Legally the curtains need curtain ties and these have been ordered. Ivy has been removed from the south facing wall of the hall. The state of the windows in the toilets may need replacing and this will have to be considered by the new Parish Council. There will be a working party to clean the hall on 6<sup>th</sup> April.

**158/18 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 the Councillors. The report is attached as Annex A to these minutes.

Cllr Aldridge attended the meeting of EHAP&TC held on Wednesday, 27th March. Points of interest from the meeting included:

- Due to GDPR Councillors should not be using their personal emails for Parish Council business. They should have a specific and dedicated email address solely for Parish Council business.
- Each Parish Council should adopt a vexatious policy

These points will need to be addressed in the near future.

- EHDC officials gave a presentation about Section 106 and CIL. The Parish Council is due 15% of any CIL money paid on developments within the Parish.
- There was an update on the SDNP Local Plan which is due to be adopted shortly. The SDNP Local plan will be the overarching planning document and will override the EHDC Local plan. The SDNP Local plan currently does not include a parking standards policy across the National park. SDNPA should start working on a parking standard in July.
- Doug Jones is campaigning for support for reselection as the East Hants Parish representative for the SDNPA. The Clerk advised Councillors that they will need to decide on which candidate to vote for at the June Parish Council meeting.

**159/18 To note any issues that has been brought to Councillors attention**

Councillors noted that a large white van is continuing to park outside the village hall. Although the owner is entitled to park in the lay by, it is taking up some of the limited parking space for the hall. It had been reported that the van owner had taken offence about a note been put on the van asking him not to park in the lay by. It was suggested that the owner could park in Piccadilly Circus.

Councillors noted that Cllr's Aldridge, Blake, Brock and Fife have completed and handed in their Parish Councillors Nomination forms for the Parish Council's elections in May. Cllrs Gaffney and Trigwell-Jones confirmed that they will be retiring as Councillors.

Councillors noted:

- The reason for the planning application for a mobile home at the fish farm near Green St was that a person was required to be there 24 hours a day. In fact a person has only been seen there on an irregular basis.
- That a trailer with the words "Welfare Unit" is parked at the entrance to the solar farm. It was queried whether someone was living there.
- That the excavations by the 3 Horseshoes are connected with work to their septic tank.

**160/18 Dates of next Parish Council Meeting**

To note the next Parish Council meetings will be held on 8th May starting at 8.00 pm

Councillors noted that the date of the Annual Parish Assembly will be on Wednesday 10th April starting at 7.30 pm

**161/18 Exclusion of press and public**

It was resolved to exclude the press and public from the meeting due to the confidential nature of the business about to be transacted – to discuss the recruitment and appointment of a new Clerk. The minutes are held in the confidential file.

The Chairman closed the meeting at 22.20 pm

### New Action Points

Action ID	Action detail	Owner
	none	

Actions points from previous Worldham Parish Council Meetings:

Action ID	Action detail	Owner	Status
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

### Annex A Clerk's report April 2019

Notice of Election for the South Downs National Park Authority Parish Representative (East Hampshire).

The timetable below will be followed:

Action	Date
Election Notice sent to all Parishes	20th March 2019
Nomination Papers sent to all Clerks	To be sent out via email 28th March 2019
Latest date for nominations and Candidate Statements to be received in ALC office	By post or hand by 3.30pm on 23rd May 2019
Ballot Papers and Candidate Statements sent out to Clerks	To be sent out 2nd class 6th June 2019
Deadline for Ballot Paper Returns to ALC	By post or in hand by 3.30pm 24th June 2019

The count will take place at the offices of the ALC on Tuesday 25<sup>th</sup> June 2019 at 13.00hrs

#### 1. Parish Plan Update

EHDC's reply on when the Parish Plan will be adopted.

At the moment we are in limbo as the Community Forums are under review - this is the committee that is able to endorse community-led plans according to our constitution. Our Legal department is looking into how to get around this, and I have today chased them up for some advice. I will of course come back to you as soon as I have an answer.

SDNPA reply when the Parish Plan will be adopted.

I'm afraid we haven't made any progress on the endorsement of the Worldham Parish Plan to date. This isn't a situation unique to Worldham we have delayed the adoption and endorsement of all community led plans whilst we move towards the adoption of the Local Plan and the making of a number of Neighbourhood Plans.

Parish Plans can be endorsed by the SDNPA, and the process for this is to publish a plan for comment (normally 6 weeks) then take the plan and any comments received to our Policy and Resources committee for endorsement. Endorsing a parish plan does not afford it any extra weight in the determination of planning applications, so the parish plan in its current status is a material consideration when determining applications and upon endorsement it will still be a material consideration,

A copy of your VDS is in our development management office and there is also a copy in the East Hants offices. I would strongly encourage Worldham to refer to their VDS and Parish Plan when commenting on planning applications, making funding requests or any other relevant business.

We will of course move to endorse the parish plan once our Local Plan is adopted and we have more capacity to move these documents forward

**2. Hampshire ALC**

Dawn Hamblet has been offered and accepted the position of Chief Executive for Hampshire Association of Local Council (HALC) with effect from 1 April 2019.

**3. Southampton to London Pipeline Project – Final Route Announcement**

Esso have released the final route for the Southampton to London Pipeline Project (subject to continued compliance with the Planning Act 2008), which will be included in their application for development consent.

**4. GDPR**

With the advent of GDPR, town, community and parish Councillors and the clerk should no longer use personal email account for council business.

**5. Playground Inspection**

Playsafety have announced that the annual playground inspection will take place in May.

**Meetings**

**6. Masonic Province of Hampshire & Isle of Wight invitation**

Vosser, for the Masonic Province of Hampshire & Isle of Wight to invite you to our annual Charity cheque presentation evening on Monday 13<sup>th</sup> May 2019 at the Bordon Masonic Centre, Farminer Hall, High Street, Bordon, Hampshire

**7. EHAP&TC meeting**

The meeting of EHAP&TC was held on Wednesday, 27th March. Cllr Aldridge will provide a verbal report.