

Minutes of Headbourne Worthy Parish Council meeting.

Held at 7.30pm on Monday 11th March 2023

St Mary's Church Rooms, Kings Worthy

Email: clerk@headbourneworthy.org.uk

Chair: J. Hamblin Clerk: Belinda Baker

Present: Cllrs J Hamblin (Chair), J Rutter, R Watters, N Wilson
C Clarke-Smith, A De Stefano, M Iredale

Cllrs J Porter, S Cramoysan

Apologies: None

Clerk: Belinda Baker

Public attendance: None present but Mr Baimbridge from Instavolt attended via Zoom

The Chair brought planning application 234/00327 up the agenda.

C/23/123 Planning application 24/00327

Mr Baimbridge from Instavolt addressed the Council via Zoom to explain that he felt the revised application presented only minor material changes to the planning already awarded. He believed that a travel plan was unnecessary for the number of employees (6). Cllr Porter said she felt the planning conditions protected the points the PC had made in the first application.

Mr Baimbridge left the meeting.

The Council unanimously (Cllr Rutter abstained C/23/125) agreed that there should be no dilution of the planning already agreed.

Action: Clerk

C/23/124 Apologies
There were none.

C/23/125 To receive declarations of pecuniary interests (DPIs) and other significant interests from members concerning specific items on the agenda
Cllr Rutter as Chair of WCC's planning committee does take part in planning matters.

C/23/126 Public Participation
There were none

C/23/127 Minutes Council Meeting held 8th January 2024
a. To approve and sign the minutes of the meeting 8th January 2024

These were agreed to be a true record of the meeting and were signed by the Chair.

b. To deal with matters arising not on the agenda

WCC acknowledged in an email the PC's dissatisfaction with WCC's response for a polling station in Kings Barton (C/23/110b). Cllr Porter said WCC wanted to provide residents with only one polling location until a permanent one in Kings Barton was available, to avoid confusion.

c. To deal with any correspondence

A thank you letter from Citizens Advice for the grant C/23/117c had been circulated before the meeting.

C/23/128

City and County Councillor reports

Cllr Porter's report would be circulated on the following day. She said that HCC's head of adult care was leaving. She said she had met Mr Tee regarding the by way between South Wonston and A272 (HWC/23/025b). She agreed signs were not evident enough. New signage would likely be installed September/October. HWPC would be asked for a contribution but she hoped that South Wonston would also contribute. She had asked that the present recycling sites could be safeguarded so as to continue as waste sites.

Cllr Cramoysan said Winchester re-generation would be continuing for 6-8 months. Architects were developing the plans for Station Approach. WCC was improving the Wi-fi at the car parks to enable use of parking apps. He was concerned that the buses were not keeping to schedule and was aware that residents were affected. He said there was an ongoing programme with Stagecoach to improve the service.

C/23/129

Update on the transfer of Kings Barton Open Space

a. Playground 1a and Winterbourne Meadows

The scheduled meeting, to agree the open spaces were to standard for them to go into one year maintenance, had been postponed 3 times. CALA had installed drainage at the Playground. The next meeting was due to take place 25th March.

b. Football pitches, Recreation Ground, community building, LEAP and outside gym.

The planning for this application had been conditioned that consensus needed to be agreed. WCC Councillors had agreed with planning that there would be a full and meaningful consultation. Cllr De Stefano noted that the Park and Ride plans would provide parking for the football pitch which may have a negative effect on the revenue from the park and ride. The Clerk asked for a brick shed to house maintenance equipment at the community building. It was agreed to discuss with CALA (C/23/129d).

Action: Clerk, KBC Cllrs

c. MUGA and 2a open space

This application had now been submitted by CALA and would be discussed at the KBC meeting.

Action KBC Cllrs

d. Regular meetings with CALA

KBC had asked for regular meetings with CALA to discuss open spaces and planning matters. This had been agreed by CALA and the first meeting would take place at the end of March. It was noted that CALA had requested that the meeting would be with Cllrs and officers only.

Action: Clerk, KBC Cllrs

C/23/130 **Speed limit outside Welhouse Mews**
Cllrs Porter and Cramoysan explained the new access into Welhouse Lane from Winchester Ave would be built after 100 further occupations. Cllr Porter said it was likely that the speed would be reduced to 40mph or even 30mph. The Clerk was asked to notify the residents that had contacted the Council.
Action: Clerk

C/23/131 **Bus route 64 & 67**
An email from the Clerk at Itchen Valley PC had been circulated before the meeting. IVPC highlighted the inadequacies of the reduced 67 bus service that only available after 9.00 and the 64 bus that did not stop in sufficient places. Cllr Hamblin felt that HWPC should support IVPC's complaint. This was agreed. The Clerk was asked to write to IVPC to express support.
Action: Clerk

C/23/132 **Risk Assessments**
The Council approved the Risk Register, Risk Management Strategy and the Risk Assessments for the Financial Processes, Governance, Infrastructure Projects, Greenfields Park, Dell Play area and the SLR rotation.

C/23/133 **Policy Review**
a. Health and Safety Policy
The revised policy was agreed, the Clerk was asked to publish it.
Action: Clerk
b. Data Protection Policy
Cllr Hamblin asked for this to be deferred to the May meeting. This was agreed.
Action: Cllr Hamblin

C/23/134 **Matters pertinent to forthcoming audit that are not covered in other parts of the Agenda**
There were none.

C/23/135 **Finance**
a. Recent Transactions – to approve income and expenditure since last Council meeting.
Payments 111-138 from the current account had been circulated prior to meeting. These were reviewed and approved. The income from Hiscox was for the insurance claim for the repair of the SLR sockets and the device. Payments were noted against the bank statements.

Opening Balance		101332.80
Hiscox	Income	570
Hugo Fox (website hosting)	111	11.99
Acclaim Logistics (shipping of SLR to Westcotec)	112	35.84
Infinity Playgrounds (Greenfields Playground)	113	102
HMRC (Clerk's tax + Emp NI)	114	326.12
B Baker (training crses)	115	156.44

YMML (clerk's office & consumables)	116	36
Stockbridge PC (Lengthsman)	117	221.88
B Baker (Domain renewal)	118	14.39
Greensmile (Greenfields & Dell maintenance)	119	570
J Berry (SLR rotation)	120	139.17
3 rd Winchester Scouts (Grant)	121	300
Citizens Advice (Grant)	122	250
Shane Ling (Nun's Walk maintenance)	123	1280
B Baker (salary)	124	1242.48
Standard Life (Clerk's Pension - both)	125	25.63
Standard Life (Clerk's Pension – both + back pension)	126	262.15
Hugo Fox (website hosting)	127	11.99
Shane Ling	128	57
PCC Kings Worthy (Hall Hire)	129	37.5
YMML (clerk's office & consumables)	130	36
Westcotec (repair of SLR)	131	570
J Berry (SLRs rotation)	132	220
HMRC (Clerk's tax + Emp NI)	133	326.12
Westcotec (New SLR)	134	5108.4
Stockbridge (shared SLCC membership)	135	158.68
Greensmile (Greenfields & Dell maintenance)	136	570
B Baker (salary)	137	1245.48
Standard Life (Clerk's Pension - both)	138	79.52
Transfer to Savings Account	139	20000
Closing balance		88515.32

Income to the Instant Saver Account was noted as £20,000 transfer from current acct. and interest.

Opening Balance		47797.76
Transfer from current account	Income	20000
Interest	Income	306.49
Closing balance		68104.25

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

This was reviewed and approved.

Action: Clerk

c. To review Clerk's hours

The Chair acknowledged that the Clerk required more hours as the Council's involvement in Kings Barton increased. He proposed that the hours should increase to 20hrs a week but should be allowed to increase to up to 25hrs should the work demand it. This was unanimously agreed. The Clerk thanked the Council.

Action: Clerk

d. Asset Register

The asset register which included the infrastructure acquisitions of 2023, was agreed. The Clerk was asked to check the premium for war memorial in case it was unnecessary.

Action: Clerk

e. Consider Grant application for defibrillator at Kings Barton

The grant of £750 was agreed. The Clerk explained that KBRA intended to donate the defibrillator to HWPC. The Council would provide insurance.

Action: Clerk

C/23/136

Planning

a. New Applications

Date	Number	Address	Description	Comments by
12/02/24	24/00327/FUL	Three Maids Field Andover Road Littleton Hampshire (electric charging)	Application to vary / remove condition no's 2, 3, 4, 5, 7, 8, 9, 10, 12, 13, 18, 19, 21, 23, 24, 25 and 26 of Planning Consent 23/01594/FUL (to facilitate minor amendments to design and to discharge details in compliance)	25/03
This was dealt with under C/23/123. Headbourne Worth Parish Council objects to the dilution of the original planning consent being requested here. The Council believes that the WCC's consent provided the protections that the Council asked for in its comments to the original application and therefore does not agree that the planning consent should be altered.				
21/02	24/00410/DIC	Pudding Farmhouse Pudding Farm Pudding Lane Headbourne Worthy Hampshire	Discharge of Condition 3 (Materials), condition 4 (Sash Window details), condition 5 (Opening up statement), condition 8 (Services drawings) of application 22/01777/LIS	21/02
The Council had no comment to make				
7/03	24/00542	Hill Cottage Mortimer Close Kings Worthy Winchester Hampshire SO23 7QX	Yew and Ash tree reduce size	28/03
The Council had no objection				

b. To note recent decisions

Date	Number	Address	Description	Decision
30/11/23	23/02450/PN ACOU	Down Farm House Down Farm Lane Headbourne Worthy Winchester Hampshire SO22 6RG	Conversion of agricultural Barn into C3 dwelling house including associated works	Prior approval details refused
18/12/23	23/02913/DI C	Ro-Mar-Ed Mortimer Close Kings Worthy Winchester Hampshire SO23	Discharge of conditions No.3, 6, 7, 8, 9, 11, 20 & 21	Permitted

c. To note decisions awaited

Date	Number	Address	Description	Comments by
30/01/24	24/00230/TP O	New House Down Farm Lane Headbourne Worthy Winchester Hampshire SO23 7LA	1206 Poplar - Remove. 1207 Poplar - Remove. 1209 Poplar - Remove. 1210 Poplar - Remove. 1211 Poplar - Remove. 1212 Poplar - Remove. Replacement planting to be agreed within the planning authority.	28/02/24

01/12/23	23/02542/FU L	167 Springvale Road Headbourne Worthy Winchester Hampshire SO23 7LF	Erection of two x 3-bedroom detached dwellings following demolition of existing dwelling, garage and outbuilding with associated works.	15/01/24
30/08/23	WR237 23/02126/H CS	Down Farm, Storage Land At Three Maids Moto Cross, Down Farm Lane, Headbourne Worthy Hampshire SO22 6RG	Change of use from motocross, to a Construction, Demolition, Excavation Waste Management Facility, involving importation, treatment and storage of waste and aggregates, with offices, structures and vehicle parking (retrospective).	27/09/23
Cllr Porter noted that National Highways had been asked to comment on the intended use of the A34 by heavy goods vehicles.				
31/05/23	23/01307	Home Field London Road Headbourne Worthy Winchester Hampshire SO23 7JJ	The construction of two new dwellings with associated parking on land to the immediate east of Homefield, London Road,	24/07/23
10/09	19/01984/RE 19/01985/RE 19/02029/RE	Barton Farm, Andover Rd	Reserved matters for details (layout, scale, appearance and landscaping of the 4th phase of development Kings Barton site - 273 dwellings with public open space including play area football pitch, allotments	10/12/19

d. Enforcement – to note any enforcement matters

The enforcement matters were noted.

C/23/137

General amenities and maintenance

The lengthsman was asked to fix the finger post on the triangle at the bottom of Down Farm Lane. The play equipment in the Dell needed jet washing.

Action: Cllr Clarke-Smith, Clerk

C/23/138

Newsletter and communications

a. Date and contributions for next newsletter

Cllr Rutter said that the next newsletter would be her last. She said that the copy date was 10th May. The newsletter would promote the Meet the Cllrs 4th June.

Action: All Cllrs

C/22/139

Items for next agenda, date of next meeting

The date of the next meeting full Council Meeting would be the Annual Council Meeting Monday 13th May at Kings Barton Primary School. The next meeting of the Headbourne Worthy Committee would be 8th April and the Kings Barton Committee would be 18th March.

Items for the HWPC Agenda:

Appointment of Chair of Council

Data Protection Policy

CALA open space consultation

Action: Clerk

The meeting closed 9.15pm
The Chair thanked the attendees.