

Minutes of Headbourne Worthy Parish Council meeting.

Held at 7.30pm on Monday 10th November 2025

St. Mary's Church Rooms, Kings Worthy

Email: clerk@headbourneworthy.org.uk

Chair: J Hamblin Clerk: Belinda Baker

Present: Cllrs M Leone, N Wilson, M Turner
J Hamblin

WCC J Rutter, S Cramoysan, J Porter

Apologies: M Iredale, R Watters, A De Stefano

Clerk: Belinda Baker

Public attendance: None

C/25/048 Apologies

Apologies were received from Cllrs Iredale, Watters and De Stefano.

C/25/049 To receive declarations of pecuniary interests (DPIs) and other significant interests from members concerning specific items on the agenda

There were none

C/25/050 Public Participation

None attended.

C/25/051 Minutes Full Council Meeting held 8th September 2025

a. To approve and sign the minutes of the meeting 8th September 2025

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

There were none

c. To deal with any correspondence

There was none.

C/25/052 City and County Councillor reports

i Cllr Porter had circulated a report before the meeting. She said that there was a consultation pending for the TRO regarding the proposed new junction at Welhouse Lane and Andover Rd. She commented that HCC's school bus spare capacity scheme was being reviewed.

ii Cllr Cramoysan provided an update from the Kings Barton Forum. He said that the Winchester Town CGR was now live. He said there were 3 clear options for Kings Barton. He said the advice from WCC's Mr Lincoln and Mr John was that the commuted was linked to Kings Barton. Cllr Hamblin asked for the legally binding document to show that this was the case. Cllr Hamblin queried why Welhouse Mews was left in Headbourne Worthy when the houses were positioned very close to Kings Barton.

C/25/053

Winchester Town CGR

a. Agree content of the handout to be circulated to residents

A draft of the handout, prepared by the Clerk and Cllr Hamblin, and due to be delivered to residents had been circulated to Cllrs before the meeting. It was agreed that the text needed to be tightened and Cllr Hamblin and Cllr Wilson agreed to do this. It was agreed that the content regarding the commuted sum would be changed appropriately if WCC provided the suitable documentation (C/25/052ii). Cllr Hamblin noted that Littleton and Harestock PC had raised concerns with WCC that the CGR process was not sufficiently independent. Cllr Turner was in agreement with this. Cllr Hamblin said that he would raise the matter of transparency with Mr John.

Action: Cllr Hamblin, Cllr Wilson, Clerk

b. Agree response from HWPC to the consultation

A letter written by the Clerk to WCC which provided the response to the CGR from the PC had been circulated before the meeting. It was agreed that it would be changed appropriately once the documentation regarding the commuted sums (C/25/052ii) was provided and would take into account any other amendments.

Action: Clerk

C/25/054

Handover of Meadowside Park

a. Update on handover of the park

The Clerk confirmed that work to re-lay the matting (C/25/023a) appeared to be underway. She had had no confirmation of when the park would be available to be transferred to HWPC from CALA.

Action: Clerk

C/25/055

Community Building

a. Agree for HWPC to own the building and for the CIO to manage the facility

The Council agreed unanimously that the Council would retain ownership of the building and the CIO would manage the building and how it was used.

Action: Clerk

b. Update on Legal work of setting up Charity.

Cllr Turner said he had 8 confirmed trustees. He said he now wanted to progress the applications and that he and the Clerk were designing a form. It was acknowledged at this stage the volunteer trustees would only be required to self-declare. Once Cllr Turner had collected the signed forms from the trustees, the legal team would be able to progress the CIO application.

Action: Cllr Turner, Clerk

The Cllrs Rutter, Cramoysan and Porter left the meeting.

C/25/056

Meeting Dates

The Clerk had circulated a list of the proposed meeting dates and venues for the Council and Committee meetings for the year 26-27. Cllr Leone proposed that the dates for the Committees should be transposed with the Full Council meeting so that any decisions that were required by the Full Council, after a Committee meetings, could be taken swiftly. This was agreed and the Clerk was asked to change the meeting schedule accordingly.

Action: Clerk

C/25/057

2026/2027 Budget

a. Consider the 2026/2027 Budget as proposed by the Budget WG

The proposed budget agreed by the WG had been circulated before the meeting. The proposed precept of £117352.00 was discussed.

b. Agree the form and level of detail is suitable

It was agreed that the proposed budget detailed the expenditure appropriately.

c. Agree that the current year budget and spending is suitable

It was agreed the current year spending and the forecast for the rest of the year was appropriate.

d. Agree the cost of the spending plans, agree any possible income and that the proposed budget takes these into account

It was agreed that the proposed budget considered the spending plans and possible income appropriately. The Clerk explained that she was working on average 2 hours extra a week and when she was required to work in the Kings Barton Community Building office her hours would also need to increase. An increase to 22 hours a week from April and 27 hours a week when she worked from the Community Building were agreed.

Action: Clerk

e. Agree level of general and earmarked reserves and that contingencies have been provided for

The Council agreed to reduce the earmarked reserve for the Neighbourhood Plan from £16,000 to £5,000 because at present there were no plans to start the Neighbourhood Planning process. The Council agreed that the remaining £11,000 would be used for the community building. The Clerk explained that the Council's general reserves were not at the level required by the External Auditor. The Council was mindful of the rise in the precept and was concerned that it should be proportional. Council agreed that £5,000 from the precept would be placed in the general reserve in order to build it up.

Action: Clerk

C/25/058

Finance

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

Payments 88-127 from the current account were reviewed and approved. The payment list is published as an addendum. The income was a refund from the insurers in relation to Meadowside Park.

b. To review budget 25/26 year to date.

This was reviewed and approved.

Action: Clerk

c. Agree grant application from Citizen's Advice

A grant application of £275 was agreed by the Council.

Action: Clerk

d. Agree grant application form Barton Farm Friends
A grant application £210.12 was agreed by the Council.

Action: Clerk

e. External Audit

The report from the external auditor was noted.

Action: Clerk

C/25/059

General amenities and maintenance

a. Lengthsman and maintenance and requirements

Cllr Wilson said he had submitted a spreadsheet to Stockbridge PC. The Clerk said that the remaining available Lengthsman budget was low but it was possible to make up half a day or a days work for the Lengthsman who would be able to undertake the work separately.

C/25/060

Newsletter and communications

a. Date and contents of next edition

This was agreed as February to accommodate the date for the Headbourne Worthy Litter Pick.

Action: Clerk

C/25/061

Planning

a. New Applications

Date	Number	Address	Description	Result
16/10/25	25/02122/HOU	The White Cottage Down Farm Lane Headbourne Worthy Winchester Hampshire SO23 7LA	Proposed first floor rear extension Proposed single storey side extension to car port Proposed single storey Outbuilding: Proposed extension of porch roof Proposed brickwork boundary wall	28/11/25

The Council had no objection

b. To note recent decisions

There were none

c. To note decisions awaited

Date Rec'd	Number	Address	Description	Comments by
15/09/25	25/01890/H OU	Carle End School Lane Headbourne Worthy Winchester Hampshire SO23 7JX	Timber Orangery	13/10/25
03/09/25	25/01799/LD C	Winchester Golf Academy Down Farm Lane Headbourne Worthy Winchester Hampshire SO22	Lawful Use of hardstanding to the West of Winchester Golf Academy as a Car Park	29/10/25
25/07/25	25/01522/LI S	Pudding Farm Pudding Lane Headbourne Worthy Winchester SO23 7JL	Refinishing of oak frame.	20/08/25
17/06/25	25/01220/H OU	Lyndale 4 Nations Hill Winchester Hampshire SO23 7QY	Increase ridge height, addition of rooflights, addition of rear verandah.	16/07/25
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

14/06/23	23/01459/FU L	Car Park At Royal Court Church Green Close Kings Worthy Hampshire	DanNTQ Proposed telecommunications installation.	
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d. Enforcement – to note any enforcement matters

There were none.

C/25/062

Items for next agenda, date of next meeting

The date of the next full Council Meeting would be the Monday 12th January 2026 at St. Mary's Church Rooms, Kings Worthy. The next meeting of the Headbourne Worthy Committee would be 9th February 2026 at St. Mary Church Rooms and the Kings Barton Committee would be 17th November. Items for the HWPC Agenda:

Budget for 2026/2027

Transfer of Meadowside Park

Community Building

Policy Review

Action: Clerk

Meeting finished at 9.30.

The Chair thanked the attendees.