

**Headbourne Worthy Parish Council
Minutes of meeting of Monday 11 May 2015
Church Rooms, St Mary's Church, Kings Worthy**

In attendance:

Councillors:	Harry Whorwood (Chairman), David Barrow, Christine Clarke-Smith, Tom Crutchfield, Claire Duncan & Claire Welland
Clerk:	Adrian Reeves
Winchester (WCC) City Councillor:	Caroline Horrill
Hampshire (HCC) County Councillor:	Jackie Porter
Police:	None
Members of the public:	The Chairman of the Headbourne Worthy House Residents Association

The meeting started at 7.15 p.m.

C/15/30 Apologies for absence

Apologies were received from Councillor Jane Rutter.

C/15/31 Public Participation

None.

C/15/32 Reports from Police, County Councillor, City Councillor, Neighbourhood Watch and Meetings Attended

C/15/32/1 Local Policing – see attached report.

C/15/32/2 County Councillor – Cllr Porter gave a verbal report:

- (i) County Council meetings are being reduced to 4 a year.
- (ii) Work had started on the footway from Headbourne Worthy House to Taylors Corner.
- (iii) Down Farm Lane bridge works were progressing.
- (iv) The wildflowers in Bedfield Lane were looking good.
- (v) The Barton Farm Highways Matters Group needs another representative. They wish to redo the traffic surveys for the village. Andy Hickman at WCC is to be notified as to who will be the representative.
- (vi) There is a wish to reinstate the Good Neighbour Scheme.
- (vii) Flooding – there is now changed guidance on rights and responsibilities and there is a need to meet with residents who have ditches in front of their properties.
- (viii) With the spate of crime issues Cllr Porter requested Parish Council support to request improved policing levels.

C/15/32/3 City Councillor – Cllr Horrill gave a verbal report:

- (i) All city councillors will be up for re-election in 2017 on the basis of the new electoral wards.
- (ii) City Council grants are available and Cllr Whorwood has the information.
- (iii) Councillors Rutter and Horrill are to meet with Leanne Smith (Winchester Housing Trust) on the proposed housing development off Worthy Lane; Councillor Crutchfield was concerned about the precedent of development in this area and whether or not this was a rural exception site.

- (iv) It was confirmed that, initially at least, Barton Farm would be within Headbourne Worthy Parish

C/15/32/4 Neighbourhood Watch – the report was noted.

C/15/32/5 Meetings attended – Cllr Duncan agreed to attend the Parish Consultation meeting on 24 June.

Cllr Clarke –Smith could not now attend the meeting at 6 p.m. on Wednesday 24 June. Cllr Duncan volunteered to attend in her place.

Action Cllr Duncan

C/15/33 Minutes of the Last Meeting Held on Monday 9 March 2015

The minutes of the last PC Meeting, held on 9 January 2015 were unanimously agreed and signed by the Chairman as a correct record of the meeting.

C/15/34 Finance

C/15/34/1 The annual return was presented and unanimously agreed. The Clerk and the Chairman signed the form for submission to the external auditors.

C/15/34/2 Grant Applications –

- (i) The request for funding support towards the cost of the Dower House minibus was refused.
- (ii) It was unanimously agreed to make a grant of £150 to the Citizen's Advice Bureau.

Action – Clerk

C/15/34/3 After discussion it was unanimously agreed to increase the Clerk's salary by 1.9% with effect from 1 May 2015.

C/15/34/4 Recruitment Policy – the Clerk produced a draft policy which was unanimously agreed.

C/15/34/5 The Chairman reported that the Clerk had given notice of his resignation, as a result of a change in family circumstances, and that this had been reluctantly accepted. An exact date of departure had not yet been set.

The Clerk was requested to produce a draft person specification and job description for the combined position of Clerk and Responsible Finance Officer. The interview panel was agreed as being Cllrs Whorwood, Crutchfield and Welland. It was agreed to advertise the position through HALC and the Hampshire Chronicle Group.

Action – Clerk

C/15/34/6 Standing Orders – the revised standing orders, dated May 2015, were agreed, together with the appendix. These are to be circulated to all councillors.

Action – Clerk

C/15/34/7 Financial Regulations – These were agreed as previously circulated (version dated May 2015).

C/15/34/8 The Clerk presented the management accounts (copy attached) for the period to end of April 2014. These showed a surplus of £1,409 for the year to date.

C/15/34/9 Bank reconciliation – This item was deferred to the next meeting.

C/15/34/10 S106 balances – The fund balance remains on £4,505.69 of which £0.78 was held in the Sport Fund.

C/15/35 Planning

C/15/35/1 It was agreed that there was a need for a footpath to join up with the lane down the side of The Dell.

Cllr Barrow expressed concern about the damage to verges by building contractors around the village and it was agreed to request a planning condition to enforce the need to look after verges. **Action – Clerk**

The lane from Springvale Road to 167 is like a driveway. Damage by large vehicles needs to be repaired to a good quality standard.

Woodstock chase up 13/027/19/OUT – need to check why planning inspector approved this. Check the representation to the planning inspector as have received representations from residents over the HMO.
Action – Clerk

C/15/35/2 Recent planning decisions were noted.

C/15/36 General Amenities

C/15/36/1 Flood Planning and Mitigation – awaiting a date for the layby works to be carried out. T was noted that the headwall of the silver stream ditch had been demolished by a vehicle.

C/15/36/2 Gullies – Nothing to report.

C/15/36/3 Down Farm Lane Bridge – the new bridge is now in place but further work is required before the project is completed. It was agreed to ask Hampshire Highways’ advice on preventing speeding in Down Farm Lane once the road is fully open. Cllr Horrill will organise the meeting and Cllr Barrow will attend.
Action – Cllrs Horrill & Barrow

C/15/36/4 War Memorial Cleaning – an onsite meeting has been arranged for early July. The Clerk is to invite John Dowland to attend. **Action – Clerk**

C/15/36/5 Lengthsman – the tasks required are:

- Cleaning bus shelters
- Clearing litter on London Road
- Cleaning gullies
- Picking up leaves
- Footpath opposite the Good Life – grass and nettles need clearing
- Cutting back of the hawthorn hedge on the path by the settlement beds presented a list prepared by Cllr Welland.

Action – Cllr Welland

C/14/36/6 The SLR sign needs new batteries; these have been ordered for some time but the company had been very slow in delivering the goods.

C/15/36/7 Post box – it was agreed to purchase a black post box with a sloping lid, with an A4 sized aperture and for this to be attached to the post available. **Action – Clerk**

C/15/36/8 The report from the Worthy's Conservation Volunteers was noted.

C/15/36/9 Old Rectory – Jean Merriken wasn't prepared to give out the contact details for the owner but had agreed to contact them herself.

C/15/37 The Worthy's Festival 2015

Cllr Rutter was not present. Response to a possible street party in School Lane had not been encouraging. Cllr Horrill agreed to provide a contact for Cllr Welland.

Action – Cllr Horrill

A village wide event for the Festival was mooted; ideas to Cllr Welland.

Action – All Cllrs

C/15/38 Footpath and Cycle Path Strategy

Cllrs Crutchfield displayed a draft plan which he had prepared with Cllr Rutter. This was well received and ideas given for the next stage.

Action – Cllrs Crutchfield & Rutter

C/15/39 Arrangements for Annual Parish Meeting on 1 June 2015

Councillors Rutter and Porter gave their apologies.

It was agreed that this would be an open meeting for residents to meet Parish Councillors. Achievements to be noted included the new history board. It was planned that the meeting would be informal to include obtaining ideas for the Village Design Strategy and the Footpath & Cycle Strategy.

People would be invited from the email list. Cllr Whorwood to speak to Cllr Rutter.

Action – Cllr Whorwood

Margaret Filley is to talk about the Junior Neighbourhood Watch.

The Clerk is to supply display boards.

Action – Clerk

C/15/40 Chairman's Notices

None.

C/15/41 Clerk's Notices and Correspondence

C/15/41/1 Cllrs were invited to attend a meeting on Thursday at Kings Worthy PC to examine the proposals for the new play area on Church Green.

C/15/41/2 Street names for Barton Farm – Cllrs to give suggested names to the Clerk by Thursday. **Action All Cllrs**

C/15/41/3 The Clerk is to give Cllr Welland the details of a possible new website.

Action –Clerk

C/15/42 Parish Dialogue

The Chairman of the Headbourne Worthy House Residents Association thanked councillors for the new footway being installed.

C/15/43 Date of Next Meeting

Monday 13 July 2015 at 7.15 p.m.

The meeting closed at 10.25 p.m.

Signed:

Date:



Winchester Rural North SNT – Headbourne Worthy Crime Statistics

For the period 20/03/14 until 30/05/14
Prepared by PCSO 13466 Kerry Croutear

Please find below an overview of the crime and anti-social behaviour reported to the Police.
Please note, mental health concerns, neighbour disputes, harassment, and similar offences are not included on this report,
Therefore, if you compare the figures to those on Crime Reports they may differ.

<https://www.crimereports.co.uk/>

20/03/2014 01:30 – Entry gained to Fishery overnight, chain saw stolen. CCTV unable to obtain vehicle details.

04/04/2014 12:03 – 2 x females entering farm shop, buying small item and attempting a money swap scam, Police called by store, area search by Police no trace of females.

18/04/2014 18:00 - Group of youths attended rural field behind Foresters Park with large speakers and music equipment in order to have an unlicensed music event. Police attended, equipment seized and two organisers reported for summons.

14/05/2014 13:10 – Report of internet scam.

All fraud and internet crime should be reported using <http://www.actionfraud.police.uk/>

Speed checks ongoing by local officers.

Please be extra vigilant and ensure sheds and garages are secure and valuable items locked up.

Thank you to all who helped local residents and ourselves during the floods.

Our Twitter account is now set up: <https://twitter.com/WinchRuralCops>

Any queries or questions please contact me:

PCSO 13466 Croutear, or PC Jon Worsdell Mobile: 07901 102445
Winchester Rural North Safer Neighbourhood Team, Alresford Police Office 101

Headbourne Worthy Parish Council

Management Accounts For Period Ended 30th April 2015

	<u>2015/16</u> <u>budget</u>	<u>Budget YTD</u>	<u>Income /</u> <u>Spend</u> <u>YTD</u>	<u>Variance</u>
Precept	5524	2,762	2,762	
Community Support Grant	134	67	67	
Donations	0	0	0	
Sales	0	0	0	
Interest	3	0	0	
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	5,661	2,829	2,829	0
Insurance	280		0	
Audit fees	250		125	125
Hall hire	147		-20	-20
Grass cutting	150		0	
Wreath	18		0	
Clerk's salary	2152	179	177	-2
Clerk's expenses	240	20	20	
Training	75		0	
NALC / HALC	214	214	335	121
Donations	600		400	400
History Board	300		0	
Maintenance	217	18	383	365
Printing	0		0	
Website	0		0	
Parish meeting	40		0	
Wildflower planting	0		0	
SLR	660	55	0	-55
Bus shelter	0		0	
VAT to be reclaimed	0		0	
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Total	5,343	486	1,420	934
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Surplus / (Deficit)	318	2,343	1,409	-934
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