

Headbourne Worthy Parish Council
Minutes of meeting of Monday 13 July 2015
Church Rooms, St Mary's Church, Kings Worthy

In attendance:

Councillors:	Harry Whorwood (Chairman), David Barrow, Christine Clarke-Smith, Claire Duncan & Claire Welland (from C/15/48 on)
Clerk:	Adrian Reeves
Winchester (WCC) City Councillor:	Caroline Horrill (from C/15/50/9 on)
Hampshire (HCC) County Councillor:	Jackie Porter
Police:	None
Members of the public:	None

The meeting started at 7.15 p.m.

C/15/44 Apologies for absence

Apologies were received from Cllr Jane Rutter, Cllr Claire Welland (arriving late) and Cllr Caroline Horrill (arriving late).

C/15/45 Public Participation

None.

C/15/46 Reports from Police, County Councillor, City Councillor, Neighbourhood Watch and Meetings Attended

C/15/46/1 Local Policing – Because of a lack of resource police reports are no longer being issued and it was agreed to delete this item from future agendas.
Action – Clerk

C/15/46/2 County Councillor – Cllr Porter tabled her report and highlighted the following:
(i) The County Council needs to make £98m of savings from a total budget of £1.7bn and is therefore looking at possible redundancies.
(ii) .The proposal for the County Boundary Review is for the number of councillors to stay at 79.
(iii) In the longer term does the Parish Council want to take on any services from WCC (e.g. grass cutting)?

C/15/46/3 Neighbourhood Watch – None.

C/15/46/4 Meetings attended – Cllr Porter reported on the latest Barton Farm Forum and stated that Barton farm would be part of Headbourne Worthy until a new Parish Council was set up. Plans for the land east of the railway line are well advanced, according to Steve Tilbury (Corporate Services at WCC). There has been no consultation with the Parish Council over these plans and Cllr Duncan agreed to follow this up.
Action Cllr Duncan
More archaeological digs are to take place because of the Roman and Hessian Camp remains found.

C/15/47 Minutes of the Last Meeting Held on Monday 11 May 2015

The minutes of the last PC Meeting, held on 11 May 2015 were unanimously agreed and signed by the Chairman as a correct record of the meeting.

(Cllr Welland joined the meeting)

C/15/48 Finance

C/15/48/1 The Clerk presented the management accounts (copy attached) for the period to end of June. These showed a surplus of £584 for the year to date. An invoice for £383, relating to 2014-15, for moving the noticeboard from outside the Good Life Shop to the corner of Bedfield Lane has now been received and paid.

C/15/48/2 s106 balances – the balance, held by WCC, at the end of June was £4,505.69. Cllrs Horrill & Welland are still to meet to discuss the utilisation of these funds. **Action – Cllrs Horrill & Welland**

It was reported that the installation of the play area on Church Green, to which the Parish Council had contributed was underway.

C/15/48/3 Grant Applications – No new applications had been received.

C/15/48/4 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/15/48/5 Website – Comments were made that the mailbox had been full on a number of recent occasions. The Clerk reported that the Hantsweb email system had a fairly small capacity inbox and this caused issues if a number of large attachments were sent through at roughly the same time. It was agreed to investigate a different email system linked with ownership of the web domain name and a new website just for Headbourne Worthy. **Action – Cllr Welland**

C/15/48/6 Recruitment of Parish Clerk – The Chairman reported that the closing date had been extended to 31 July and on the application received to date. It was agreed that it was necessary to agree a framework of expense allowances, rather than the flat monthly amount currently paid. A couple of amendments are to be made to the job description to include administration of the website and of the Lengthsman. It was agreed that the Chairman would make the arrangements to interview this candidate. The new Clerk will require a Parish Council laptop.

C/15/49 Planning

C/15/49/1 15/00842/FUL 167 Springvale Road – Amended plans had been received for this scheme. It was agreed to reiterate the need for pedestrian permeability from The Dell through the existing fence to join up with the lane down the side of The Dell. **Action – Clerk**

C/15/49/2 15/01404/FUL Field View, Pudding Lane – No objections. **Action – Clerk**

C/15/49/3 2 Vokes Cottages, Down Farm Lane – It was agreed to request that the solar panels be inset into the roofline rather than being tacked on the top as planned. **Action – Clerk**

C/15/49/4 The planning decisions made by WCC were noted:

14/01889/OUT Woodstock, Mortimer Close - Permitted
14/02556/FUL 155 Springvale Road – Permitted
14/01889/OUT Woodstock, Mortimer Close - Permitted
14/02556/FUL 155 Springvale Road – Permitted
15/00985/FUL Thatched Cottage, Pudding Lane - Permitted

C/15/50 General Amenities

- C/15/50/1 Flood Planning and Mitigation – Nothing to report.
- C/15/50/2 Gullies at Down Farm Lane – Nothing to report.
- C/15/50/3 Down Farm Lane Bridge – The new bridge is in place and the works have been completed. It looks fine and the view was that this had been the best result achievable. The opening drinks party at the home of Mr & Mrs Brown had been successful; Cllrs Rutter & Welland attended.
- C/15/50/4 War Memorial Cleaning – The Clerk and Tony Dowland had met with Robyn Golden-Hann to discuss the works required to restore the war memorial at St Swithun’s Church. A report had been received with a quotation of £2,930 to complete the works (no VAT chargeable). It was agreed to accept this quotation and to proceed with a grant application to the War Memorials Trust. Robyn Golden Hann is to be booked to carry out the work sometime around September 2016.
Action – Clerk
Cllr Barrow agreed to check the specification and the time required.
Action – Cllr Barrow
- C/15/50/5 Lengthsman – The Lengthsman is to be asked to look at the work required on Footpath 8.
Action – Cllr Welland
- C/14/50/6 Monitoring of Traffic Speeds - The SLR sign has had two new batteries at a cost of £80; the Clerk is to arrange proportionate charges to the other Parish Council users.
Action – Clerk
- C/15/50/7 Post box – This purchase is postponed subject to the arrangements needed for a new Clerk.
- C/15/50/8 Worthy's Conservation Volunteers – Nothing to report.
- (Cllr Horrill joined the meeting)**
- C/15/50/9 Noticeboards – It was noted that the noticeboard at Taylors Corner had been demolished. The parish noticeboards are made up of planks of wood with a surrounding frame. It was agreed that Cllr Welland would speak to the Clerk at Sparsholt Parish Council about coverings for the boards to make them more user friendly.
Action – Cllr Welland

C/15/51 The Worthy's Festival 2015

Nothing to report.

C/15/52 Barton Farm & City Councillor's Report (copy attached)

Cllr Horrill reported on the last Barton Farm Forum meeting. A community lettings plan is being considered.

The Chairman has received a note about community project grants.

The Boundary Commission has ruled on the new city council wards which will take effect from May 2016. Headbourne Worthy will, from the next election, be part of the 3 member Worthys ward.

Silver Hill – The developers are now pursuing the 2009 scheme and looking at the issues of financial viability.

C/15/53 Chairman's Notices

None.

C/15/54 Clerk's Notices and Correspondence

- C/15/54/1 Future Affiliation to NALC (National Association of Local Councils) - Cllrs expressed satisfaction with the service supplied by HALC (Hampshire Association of Local Councils) but felt that NALC needed to improve as strong representation was need at parliamentary level.
- C/15/54/2 Electoral Review of Hampshire – it was noted that County ward boundaries are different to those for WCC. It was agreed not to comment on the proposals.
- C/15/54/3 Pension Workshop - The Clerk is to give the details to the Chairman.
Action - Clerk
- C/15/54/4 WCC Public Participation Sessions – The leaflet giving forthcoming dates for public participation sessions at WCC was noted.
- C/15/54/5 Thanksgiving Service – A reminder was given to all councillors reminding them to respond to the Clerk as to whether or not they wished to attend the Thanksgiving Service which is part of the Worthys Festival 2015.
- C/15/54/6 Letter of Thanks – A letter of thanks has been received from Fred and Donna Austin for the help given, in conjunction with the Worthys Local History Group, in finding information about the stained glass window at St Swithun's Church.
- C/15/54/7 Dog Microchipping – It is to become compulsory, from April 2016, for all dogs to be microchipped. A free microchipping event is to take place on 5 August (10.00 – 16.00) at Moles Country Stores in Winnall.

C/15/55 Parish Dialogue

Nothing to report.

C/15/56 Date of Next Meeting

Monday 14 September 2015 at 7.15 p.m.

The meeting closed at 9.32 p.m.

Signed:

Date:

Headbourne Worthy Parish Council

Management Accounts For Period Ended 30th June 2015

	<u>2015/16 budget</u>	<u>Budget YTD</u>	<u>Income / Spend 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	280	250	-30
Audit fees	250		125	125
Hall hire	147	42	40	-2
Grass cutting	150		0	
Wreath	18		0	
Clerk's salary	2152	538	530	-8
Clerk's expenses	240	60	60	
Training	75		0	
NALC / HALC	214	214	335	121
Donations	600		400	400
History Board	300		0	
Maintenance	217	54	383	329
Printing	0		0	
Website	0		0	
Parish meeting	40		42	42
Wildflower planting	0		0	
SLR	660	80	80	
Bus shelter	0		0	
VAT to be reclaimed	0		0	
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Total	5,343	1,268	2,245	977
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Surplus / (Deficit)	318	1,561	584	-977
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CLr Caroline Horrill - Report to Headbourne Worthy Parish Council July 2015

1. Boundary Changes

The Local Government Boundary Commission for England has provided its verdict on the structure of the District Council. In May 2016 Winchester will move from 57 to 45 Councillors. None of the proposed wards will have an electoral variance greater than 10% from the average by 2020. Below is the specific detail from the final report impacting Headbourne Worthy.

The Worthys	3	-3%	This ward consists of the parishes of Kings Worthy and Headbourne Worthy, and part of the parish of South Wonston.	We received four submissions in response to our proposals in Kings Worthy, including one from Kings Worthy Parish Council. Three were in support of our proposals. South Wonston Parish Council objected to the inclusion of the military housing at Worthy Down in this ward. It is necessary to include these electors in this ward to allow for good electoral equality in the area. Furthermore, we consider this to be appropriate given that Worthy Down Camp is also in this ward. We received a suggestion that the ward be named The Worthys as this is the longstanding name for the villages as a whole. We are content to accept this suggestion. Subject to the above mentioned name change we confirm our draft recommendations as final.
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2. Barton Farm Forum

Barton Farm has been placed outside the Town Wards in the Boundary Commission Review and remains within Headbourne Worthy Parish Council for the time being, with further consideration to be given to the possible formation of its own Parish Council, once prospective residents had taken occupation and neighbourhood/community groups have been formed.

The recent Forum requested that a detailed paper regarding the community facility be provided to a future meeting, to incorporate the use of renewable energy sources, for integration into community buildings.

Headbourne Worthy Parish Council are to be kept informed of works on the land east of the railway line prior to decisions being made, following the aspirations of the Parish Council to locate footpaths and cycle ways in this area.

During discussions, it was reiterated that chosen registered providers(s) should prioritise the provision of affordable homes to local residents as a preference and were keen to ensure that the associated Community Lettings Plan (CLP) reflect this and be widely available to residents throughout the District to raise awareness. It was agreed the CLP would be brought back to a future meeting for further consideration prior to its finalisation.

Cala Homes reported that meetings were taking place every few weeks with HCC to progress traffic management matters including speed limits, the white lining of roads and the removal of cones but it was noted that difficulties had arisen regarding electricity connectivity and street lighting with SSE failing to attend on site. This stage needed to occur prior to the completion of current traffic management measure and a delay to progress was noted.

3. Community Project Grants - 8 September 2015

For grants towards the cost of one-off projects, specialised equipment, start-ups and improvements or construction of facilities. Replacement, maintenance or like-for-like items are not funded under

this scheme as they are deemed a core running cost. There is no upper limit. However, pressure on the fund meant that the largest grant in 2014/15 was £3,700 for a building grant where the applicant supported two or more strategic priorities.

If you have received a project grant in 2014/2015 you may not be prioritised for a grant in 2015/2016.

Please note that applicants must secure a minimum of 25% of the total project cost from their own resources. It is anticipated that this will include a mix of the organisation's own funding; fundraising proceeds; other grants; a contribution from the Parish Council/Meeting or Town Forum as appropriate etc.

Applicants must provide a statement of support for their project from their Parish Council/Meeting or Ward Member. Deadline for application: 8 September 2015 – decision w/c 2 November 2015

Further details and a form can be found at www.winchester.gov.uk/community/grants/project-grant/. For further information, please contact Melissa Fletcher on 01962 848 492, mfletcher@winchester.gov.uk

4. Silver Hill

This week will see further critical decisions made about the Silver Hill development based on the developer's decision to proceed with the 2009 planning permission. Three critical questions regarding viability are to be considered re the affordable housing provider, funding provider and overall financial viability of the scheme.