

Minutes of a Meeting of Headbourne Worthy Parish Council

Held on Monday 13th March 2017

At Church Rooms, St Mary's Church, Kings Worthy

Email: clerk@headbourneworthy.org.uk

Chair: Cllr C Welland

Clerk: Jill Judge

Present: Cllrs C Welland (Chair), V Macpherson, C Clark-Smith, C Duncan
Absent: Cllrs C Barrow J Rutter
In attendance: **City Councillor** Malcolm Prince
City and County Councillor Jackie Porter
Clerk: Jill Judge
Public attendance: 2

C/17/21 **Apologies for absence**
Apologies were received from Cllr Barrow and Cllr Rutter.

C/17/22 **Public Participation**
Two members of the the public attended the meeting.

It was not possible to discussion access and responsibility for the upkeep and maintenance of the Watercress footpath and area with further information being sought.

C/17/23 **To receive declarations of pecuniary interests (DPIs) and other significant interests from members concerning specific items on the agenda**
Councillors declared no interests

C/17/24 **Report from County & City Councillors**
C/17/24/01 County Cllr Porter's report had been circulated (attached).
The following were highlighted and discussed

- City council tax was to be increased by 4.99% (approx. £5 per family) reflecting budgetary constraints
- The County Council was finding it difficult to find foster families for refugee children. A challenging but rewarding task, Cllr Porter asked all to publicise the need and emphasised that the County's social/health/police care were all outstanding giving reassurance that placing a child would be a comprehensive process
- No further updated had been received about The Sustainability and Transformation Plan (STP) relating to the hospital
- The Cart and Horses' Decision Meeting would take place at 2pm on the 23rd March
- It was anticipated that a public meeting relating to flood mitigation works would take place following County Council Elections. Meantime Cllr Porter would follow up the Chair's mail to Vicki Westall, Flood and Water Management Co-Ordinator seeing clarification of items in the Outer Winchester Flood Alleviation Study

- The Winchester District Local Plan Part 2 had been approved by the Planning Inspectorate as “sound”. Cllr Porter highlighted that this indicated that the Barton Farm Development could feasibly extend to the north of Well House Lane. It was essential that this situation was monitored as the land in question was a flood area and acted as a holding pond.

C/17/24/02

City Cllr Prince reported that

- With the new team in place at Winchester City Council the Transport Plan for the City Centre was being re-engineered. This was a big project to be carried out over time with the key parameter to avoid “grid lock”
- Plans for development of the Central Winchester Regeneration Area (previously known as Silver Hill) were going back to research phases with all invited to give views.
- The Station Approach project was recommencing slowly (the area of Winchester between the railway station and the Cattle Market) along RIBA (Royal Institute of British Architects) guidelines. Three phases were envisaged with the first a research project costing £75,000, the second work to reach pre-plan stage (c.£350,000) and the third phase to achieve approved development plan (£1.5m). With an estimated cost of £120m it may not ultimately be the Council that took the plan forward.
- The “new” leisure centre was anticipated to cost £45m (three times the council’s annual expenditure). The preferred site was Bar End but Cllr Prince pointed to potential traffic implications. There would be opportunity for the public to comment. Uses for the existing site were restricted to leisure uses (not offices or houses etc).
- In 2019 the Council would be in deficit with funding being removed by central government and was therefore looking at projects as sources of income.

C/17/25

Minutes of meeting 9th January 2017

C/17/25/1

To approve and sign the minutes (previously circulated)

The minutes were agreed as a true record of the meeting.

Proposed Cllr McPherson, seconded Cllr Welland

C/17/25/2

To deal with matters arising not on the agenda

All matters arising were covered by agenda items

C/17/26

Casual Vacancy - Receive update

A member of the public had indicated an interest (the day before the meeting) and the Chair was giving more information about the role of a parish councillor.

C/17/27

Bus Shelters - Receive update

Andover Road/Vanguard Way

Replacement Perspex had been installed and the shelter was now in a good state of repair.

Christmas Hill

The clerk had contacted the Camp Commander at Worthy Down and a specification for a new shelter had been drawn up. Approval of this specification has been sought and obtained from Stagecoach together with Adam Craig and Zak La Gumina from Passenger Transport at Hampshire County Council. In addition, it had been confirmed with Winchester City Council that no planning permission was required. The clerk would now confirm the specification with Skanska copied to all relevant parties.

The clerk was asked to contact Stagecoach about the “missing” bus stop sign at Taylors Corner.

- C/17/28** **To review and approve**
Equality and Diversity Policy
Circulated in advance the policy was reviewed and adopted. Proposed Cllr Welland, seconded Cllr Duncan.
Health & Safety Policy
Again, this had been circulated in advance and the policy was reviewed and adopted. Proposed Cllr Welland, seconded Cllr Duncan
Publications Scheme
The Information Commissioners Office model publication scheme had been circulated to all and would be completed by the clerk.
- C/17/29** **Receive update Emergency Planning**
As referenced in Cllr Porter’s report above the Chair had been in contact with Vicki Westall, Flood and Water Management Co-Ordinator seeing clarification of items in the Outer Winchester Flood Alleviation Study.
- C/17/30** **The Dell Play Area – Receive Update**
The process of transfer to Headbourne Worthy Parish Council had been actioned with a solicitor instructed (costs to be paid by Radian). Details had been received on 13th March outlining the land to be transferred. This plan together with the cost of equipment originally installed needed to be verified and the playground bought up to Adoptable Standard. Action: Chair & Clerk
Cllr Welland reminded all that whilst S106 monies (£17000) and the balance of Open Spaces Play Fund of £3,690 would be available the playground would require ongoing inspection, maintenance and upgrading over the years.
- C/17/31** **Confirmation of Appointment of Clerk and Responsible Financial Officer**
Jill Judge left the room for this item. On her return and for minute keeping purposes the appointment of Jill Judge as Clerk and Responsible Financial Officer was confirmed following a successful probationary period.
- C/17/32** **Finance**
C/17/32/1 **Recent Transactions**
The schedule had been circulated ahead of the meeting and all transactions were approved (PV 35 to 45). Funds available amounted to £4,095.62.
- C/17/32/2** **Review of clerk’s salary**
Jill Judge left the room for this item. On her return and for minute keeping purposes it was reported that the clerk salary would at SCP24 with effect from 1 April 2017.
- C/17/32/3** **To review budget year to date**
The budget had been circulated in advance. It was noted that the invoice for the Speed Limit Reminder had been received post the preparation of the agenda and that this was for £520 before VAT, a £20 unbudgeted increase on the previous year.
- C/17/32/4** **To note award of WCC Small Grant for £350 and approve additional £80 expenditure for purchase of projector and screen for community use (total £430)**
The projector and screen would enable more efficient running of parish council meetings enabling for instance viewing of plans and be an asset for others in

the community either wishing to present at parish council meeting or at other events. It was agreed that an additional £80 expenditure be approved to purchase the projector and screen as specified in the grant application. Proposed Cllr Clarke-Smith, seconded Cllr McPherson

C/17/32/5 **To consider appropriate expenditure of £14,095.37 Community Infrastructure Levy received in respect of developments at Woodstock, Mortimer Close and North Heathers, 38 Nations Hill**

Various ideas were discussed and parishioners would be asked for input at the Annual Parish Meeting.

C/17/32/6 **Bank Account – to revoke previous resolution to use Barclays Bank and remain with existing provider Unity Trust adding new signatories – Cllr Macpherson, Cllr Clarke- Smith**

Following a visit to Barclays it was concluded that Barclays was unable to offer the council's requirement for internet banking. It was therefore concluded to remain with existing banker, Unity Trust, paying £6 a month and to add new signatories Cllr Macpherson and Cllr Clarke-Smith. Proposed Cllr Welland, seconded Cllr Duncan.

C/17/33 **Planning**

C/17/33/1 **New applications – to agree responses to current applications**

17/00096/HOU – 167 Springvale - It was agreed to support this application with pedestrian permeability at the rear of the property providing access from Springvale Road to The Dell a priority. The new footpath would provide pedestrians with quicker and safer walking routes. In particular, the footpath would provide a safer route for Headbourne Worthy children to their catchment primary school. Clerk to submit support and comment

16/03518/FUL – 137 Springvale – It was agreed to support this application but again to emphasise that the Parish Council wished to ensure that all future developments in the village do not have tarmac drives and approaches as these seriously jeopardise flood defences

C/17/33/2 **Decisions – to note recent and pending decisions by Winchester City Council**

It was noted that 16/03131/TPO relating to tree works at Elm House, Mortimer Close had been approved.

C/17/33/3 **Enforcement**

Nothing to note

C/17/14 **General amenities**

C/17/34/1 **Mount Pleasant Wild Flower Area update – Cllr Welland**

As previously noted the land on which the wildflowers are planted lies just over the parish boundary in Kings Worthy but residents from both communities have historically volunteered to upkeep the space. Whilst HWPC fully supported residents' endeavours to maintain this space any queries should be referred to KWPC.

C17/34/2 **Lengthsman Scheme update – Cllr Macpherson**

The lengthsman had completed a day's work on 13th March and had used his digger enabling quicker clearance of ditches etc.

C17/34/3 **Notice Boards Update – Clerk**

Self-healing membrane had been installed on the boards at Nations Hill and Bedfield Lane. Paving had been installed in front of the board at Nations Hill enabling easier access.

- C/17/34/4 **Speed Watch Update**
The clerk had contacted David Cook at Itchen Abbas Parish Council to find out more about Speed Watch. Cllr Cook was willing to come and talk to HWPC to explain more about the scheme. This was something that might possibly form part of CIL expenditure together with new village signs. Volunteers would be needed to run any Speed Watch scheme and this was an item to be explored through the Annual Parish Meeting and newsletters.
- C/17/34/5 **Update footpaths Mount Pleasant and the Dell/Springvale – Cllr Welland**
Some clearing of the footpath between The Dell and Mount Pleasant had taken place and residents had expressed concern that this may lead to parking. Cllr Porter suggested that HWPC contact Richard Botham, Chief Housing Officer at Winchester City Council to examine ways to prevent this (e.g. Dragons Teeth) and to consult with residents. Evidence was being gathered of use of the path to endorse official recognition.
As noted above a planning application had been received for 167 Springvale which it was anticipated would lead to the opening up of the path between Springvale Road and the Dell (right of way marked on plans). Radian (developers of the Dell) had not yet undertaken any maintenance of that part of the path running alongside 20, The Dell.
- C/17/35 **War Memorial**
Note award of listed status
Notification had been received that the War Memorial had been included in the list of buildings of special architectural or historical interest. It was noted that the memorial (Grade II Status) was situated in the grounds of a Grade I listed church.
Update ownership
Historic parish council minute books first showed reference to the War Memorial in 1962 with comment “An estimate of £21-8-0 was received and accepted for the renovation of this memorial”.
It was agreed that the clerk would write to the Parochial Church Council explaining that HWPC believed it should assume responsibility/ownership and seeking the PCC’s views on this.
Insurance and Risk Assessment
Insurance, as appropriate, and risk assessment would be followed up once ownership had been assigned.
- C/17/36 **Receive Update from the Working Party in respect of Barton Hill**
Cottages proposed development
The Chair, Cllr McPherson and the clerk had met with Leanne Smith, Chief Executive of Winchester Housing Trust and Mags Wiley, a housing enabler for HARA (Hampshire Alliance for Rural Affordable Housing) on 26th January. A list of those with both local connections and housing association numbers was being maintained. A further meeting was to take place at the end of March.
- C/17/37 **Communications – to receive updates**
C/17/37/1 **Newsletter**
The scouts had kindly delivered the Spring newsletters to residents.
- C/17/37/2 **Website**
New policies had been added

C/17/38 Joint Headbourne Worthy and Worthies Local History group talk on Barton Farm archaeology

The Chair had arranged a talk on 13th July to talk about Barton Farm archaeology and sought councillors' permission for expenditure of £42 to hire a room at the school. This was agreed providing community engagement and hopefully attracting new residents of Kings Barton.

Other Barton Farm updates

Cllr Duncan noted that she had attended the Barton Farm Forum. There were concerns that "multi parking" in the middle of the site covering the school, shops etc would be inadequate. There was small park and ride on site but overall it was highlighted that parking may prove inadequate.

Cllr Porter added that she had also attended a Barton Farm related meeting. She was concerned that roads were "adopted" to avoid future residents finding themselves subject to road maintenance charges. Cycling plans had been discussed but there appeared to be no play strategy.

C/17/39 Date of meetings for 2017 including Parish Meeting

The Annual Parish Meeting would take place on 3rd April
The Annual General Meeting of the Parish Council would take place on 8th May.

The meeting closed at 9:35

Signed.....

Date.....