Headbourne Worthy Parish Council

Minutes of Headbourne Worthy Parish Council meeting.

Held at 7.30pm on Monday 20th July 2026

St. Mary's Church Rooms, Kings Worthy

Email: clerk@headbourneworthy.org.uk

Chair: M Iredale   Clerk: Belinda Baker

Present:	Cllrs	N Wilson, M Leone, M Iredale, A De Stefano, M Turner,
	WCC	S Cramoysan
Apologies:		J Hamblin, J Rutter, J Porter
Clerk:	Belinda Baker	
Public attendance:	None	

C/26/025 **<u>Chair of Meeting</u>**
Cllr Iredale was elected as the Chair of the meeting.

C/26/026 **<u>Agree response to new Courtenay Rd development</u>**
The Council agreed to write to CALA in response to the consultation and raise a number issues of including; the promotion, by CALA, of Kings Barton as the provider of local community facilities; the lack of green space; there should be only one playground containing both age level equipment; light should be provided on the paths, the school catchment area is for Kings Worthy not Barton Farm; houses are too close to the railway line; and the crossing on Worthy Rd should be upgraded to a pelican crossing due to the increase in the number of pedestrians wanting to access the Abbotts Barton facilities.

Action: Clerk

C/26/027 **<u>Apologies</u>**
Apologies were received from Cllr Hamblin and WCC Cllrs, Rutter and Porter.

C/26/028 **<u>To receive declarations of pecuniary interests (DPIs) and other significant interests from members concerning specific items on the agenda</u>**
There were none. The Clerk reminded Cllrs to complete their DPI forms.

C/26/029 **<u>Public Participation</u>**
None attended.

C/26/030 **<u>Minutes Full Council Meeting held 18th May 2026</u>**

a. **To approve and sign the minutes of the meeting 18th May and the extraordinary meeting of 8th June 2026**

These were both 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/26/031 **Winchester Town CGR**

a. Update on proposed meeting with Cllr Hamblin, Cllr Cramoysan and Mr John

Cllr Cramoysan updated the Council to say that he had met with Cllr Hamblin but had done so before the proposal, resulting from the stage 2 consultation, had been put forward. He said he felt that the concerns, raised by the KBC, had been addressed in the proposal.

b. Matters to be considered in light of the CGR

Cllr Wilson queried why it had been possible to alter the boundary when the reason given, in response to the letters (KBC/26/019a), was that it was a legal stipulation. Cllr Cramoysan said there was flexibility because it was only guidance. He said that WCC, having taken into account the strength of feeling, took the pragmatic way forward. The Clerk said she had been asked to provide 2 budgets, one for the reduced Headbourne Worthy PC and one for the new Kings Barton PC by 12th August. She would be working with the Clerk contractor, employed by WCC, to help with the set up of the new Parish Councils, to do so. She said that she would require accurate tax base figures for both Parishes. She said that that this and the transfer of the football pitches may increase her hours. This was acknowledged. The Clerk said she would keep a log of hours worked.

Action: Clerk

C/26/032 **Land transfers from CALA**

a. Update on handover of the park

This had still not taken place due to an issue regarding legal certificates. The Clerk said she had everything in place for the transfer. The Clerk said she had asked WCC if the commuted sum would be increased if the index link figure had increased.

Action: Clerk

b. Copper Beech Park and 2a Open Space – Terms of transfer and land to be transferred

The land to be transferred was noted. The Clerk and Cllr Turner had undertaken an inspection with WCC and CALA. CALA had committed to removing a number of trees that had been inappropriately sited under the copper beech trees and re-seeding the ground; and to reseeding the wildflower bed. CALA would provide written confirmation of these actions.

Action: Clerk

c. Resolve to accept the transfer of Copper Beech Park and the 2a Open Space on the terms agreed between WCC and CALA and the Council C/23/035

The Council agreed unanimously to accept the transfer of Copper Beech Park and the 2a open space. The accompanying payment of a commuted sum of £175,787.24 was noted.

Action: Clerk

d. Resolve to appoint Thrings as the legal representatives for the transfer of Copper Beech Park and the 2a open space

The Council unanimously agreed to appoint Thrings

Action: Clerk

e. Agree any environmental search costs

The Council agreed to appoint Thrings to undertake environmental searches. The cost of £400 was agreed.

Action: Clerk

C/26/033 **Community Building**

a. Approve final CIO constitution

. The draft constitution, provided by the solicitors, was approved.

Action: Clerk

b. Agree new flooring proposal

CALA had proposed a new flooring system which was of the agreed standard (C/26/022) but would provide a saving of around £3,000. This was agreed.

Action: Clerk

C/26/034 **Finance**

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

Payments 025 - 062 from the current account were reviewed and approved. There was no income.

Action: Clerk

b. Agree bank reconciliation

This was approved.

Action: Clerk

c. To review 26/27 budget year to date

This was reviewed and approved. The Clerk noted that the transfer of £55,000 to the L&G fund had not been budgeted for.

Action: Clerk

d. Agree cyber insurance quotation

The cyber insurance quotation from Coalition was agreed.

Action: Clerk

C/26/035 **Newsletter and communications**

a. Date and contents of Autumn edition

The next newsletter was due to be published in October. It was agreed it should inform residents what the results of the CGR were and how this would be progressed.

Action: Cllr Iredale, Clerk

C/26/036 **Items for next agenda, date of next HWPC, KBC and HWC meetings**

The next full Council Meeting would take place on Monday 21st September 2026 at St. Mary's Church Rooms. The next meeting of the Headbourne Worthy Committee would be 19th October 2026 and the Kings Barton Committee 14th September. Items for the HWPC Agenda:

Standing Orders, Financial Regulations

Transfer of CALA's open spaces

Action: Clerk

Meeting finished at 9.00

The Chair thanked the attendees.

Headbourne Worthy Parish Council

Prepared by: B. Baker (Clerk) Date: 16/07/2026

Name and Role (Clerk/RFO etc)

Approved by: Date: 20/07/2026

Name and Role (RFO/Chair of Finance etc)

	Bank Reconciliation at 17/07/2026		
	Cash in Hand 01/04/2026		81,958.52
	ADD Receipts 01/04/2026 - 17/07/2026		59,802.42
			141,760.94
	SUBTRACT Payments 01/04/2026 - 17/07/2026		71,674.59
A	**Cash in Hand 17/07/2026** (per Cash Book)		**70,086.35**
	Cash in hand per Bank Statements		
	Petty Cash 17/07/2026	0.00	
	Current Account - Unity 17/07/2026	774.31	
	Instant Access - Unity 17/07/2026	69,312.04	
			70,086.35
	Less unpresented payments		
			70,086.35
	Plus unpresented receipts		
B	**Adjusted Bank Balance**		**70,086.35**
	A = B Checks out OK		

10 August 2026 (2026-2027)

Headbourne Worthy Parish Council

Transactions for Current Account - Unity

Voucher	Date	Chq/Rec	Description	Supplier	Total	Balance
			STARTING BALANCE			24,427.73
25	19/05/2026	14799	Website Hosting	Hugo Fox	-11.99	22,809.37
26	19/05/2026		Charge Card payment	LLoyds Bank	-9.74	22,799.63
27	26/05/2026		Grant	Kings Barton Reside	-380.00	22,419.63
28	26/05/2026		Insurance	Gallaghers	-1,084.40	21,335.23
29	26/05/2026		Clerk's Office and Consumables	YMML	-40.00	21,295.23
30	26/05/2026		SLR Rotation	J Berry	-230.00	21,065.23
31	26/05/2026		Grounds Maintenance	Grass and Grounds	-466.64	20,598.59
32	26/05/2026	11613	Grounds Maintenance	Greensmile	-396.00	20,202.59
33	26/05/2026		Room Hire	PCC Kings Worthy	-30.00	20,172.59
34	26/05/2026		Clerk's tax and Employer NI	HMRC	-514.26	19,658.33
36	26/05/2026		Staff Salaries	Clerk and playgroun	1,819.60	17,838.73
37	26/05/2026		Travelling expenses	Zoe Robertson	-9.28	17,829.45
38	31/05/2026		Bank Serivce Charge	Unity Bank	-7.00	17,822.45
39	01/06/2026		Accounting software subscription	Starboard Systems	-58.80	17,763.65
40	05/06/2026		Pension Contribution	Standard Life	-102.03	17,661.62
41	16/06/2026		Charge Card payment	LLoyds Bank	-518.50	17,143.12
42	25/06/2026	14799	Website Hosting	Hugo Fox	-11.99	17,131.13
43	22/06/2026		Waste Collection	Biffa Services	-59.69	17,071.44
44	25/06/2026		Data Protection Registration	Information Commis	-47.00	17,024.44
45	25/06/2026		SLR Rotation	J Berry	-115.00	16,909.44
46	25/06/2026		Expenses	Zoe Robertson	-11.70	16,897.74
47	25/06/2026		Travelling expenses	B Baker - Clerk	-155.36	16,742.38
48	25/06/2026		Training	HALC	-70.80	16,671.58
49	25/06/2026		Repairs	Westcotec	-427.20	16,244.38
50	25/06/2026	11613	Grounds Maintenance	Greensmile	-60.00	16,184.38
51	25/06/2026		Playground Inspections	Infinity Playgrounds	-114.00	16,070.38
52	25/06/2026		Grounds Maintenance	Grass and Grounds	-466.64	15,603.74
53	25/06/2026	11613	Grounds Maintenance	Greensmile	-396.00	15,207.74
54	25/06/2026		Welhouse Maintenance	Greensmile	-432.00	14,775.74
55	26/06/2026		Clerk's tax and Employer NI	HMRC	-514.26	14,261.48
56	29/06/2026		Z Robertson - Salary	Zoe Robertson	-176.71	14,084.77
57	29/06/2026		Clerk Salary	B Baker - Clerk	-1,642.89	12,441.88
58	26/06/2026	1315	Clerk's Office and Consumables	YMML	-40.00	12,401.88
59	30/06/2026		Bank Serivce Charge	Unity Bank	-7.00	12,394.88
60	01/07/2026		Accounting software subscription	Starboard Systems	-58.80	12,336.08
61	06/07/2026		Pension Contribution	Standard Life	-102.03	12,234.05
62	16/07/2026		Charge Card payment	LLoyds Bank	-9.74	12,224.31
63	20/07/2026	14799	Website Hosting	Hugo Fox	-11.99	12,212.32
64	27/07/2026		Waste Collection	Biffa Services	-58.63	12,153.69
65	28/07/2026		SLR Rotation	J Berry	-230.00	11,923.69
66	28/07/2026	1315	Clerk's Office and Consumables	YMML	-40.00	11,883.69
67	28/07/2026		Expenses	Zoe Robertson	-9.36	11,874.33
68	28/07/2026		Newsletter Printing	ADH Printing	-220.00	11,654.33
69	28/07/2026		Room Hire	UWAT	-120.00	11,534.33
70	28/07/2026		Room Hire	UWAT	-60.00	11,474.33
71	28/07/2026		Room Hire	UWAT	-40.00	11,434.33
72	28/07/2026		Playground equipment installation	Infinity Playgrounds	-3,210.00	8,224.33
73	28/07/2026		Playground equipment installation	Infinity Playgrounds	-864.00	7,360.33
74	28/07/2026		Grounds Maintenance	Grass and Grounds	-466.64	6,893.69
75	28/07/2026		Grounds Maintenance	Greensmile	-396.00	6,497.69

76	28/07/2026	Room Hire	PCC Kings Worthy	-30.00	6,467.69
77	28/07/2026	LCPD Membership	HALC	-216.00	6,251.69
78	28/07/2026	Grounds Maintenance	Greensmile	-306.00	5,945.69
79	28/07/2026	Newsletter Delivery	E Macleod	-200.00	5,745.69
80	28/07/2026	Clerk's tax and Employer NI	HMRC	-558.06	5,187.63
81	28/07/2026	Z Robertson - Salary	Zoe Robertson	-132.91	5,054.72
82	28/07/2026	Clerk Salary	B Baker - Clerk	-1,642.89	3,411.83
131306	08/05/2026	Transfer to Instant Access - Unity		-21,800.00	-18,388.17
131874	26/05/2026	Transfer from Instant Access - Unity		5,000.00	-13,388.17
136657	25/06/2026	Transfer from Instant Access - Unity		5,350.00	-8,038.17
138280	28/07/2026	Transfer from Instant Access - Unity		8,750.00	711.83
		CLOSING BALANCE			**711.83**
			Bank statement should show	**£711.83**	