

**Minutes of a Meeting of Headbourne Worthy Parish Council.**

**Held on Monday 14<sup>th</sup> November 2022**

**St. Mary's Church Rooms, Headbourne Worthy**

**Email: [clerk@headbourneworthy.org.uk](mailto:clerk@headbourneworthy.org.uk)**

**Chair: J. Rutter Clerk: Belinda Baker**

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**Present:** Cllrs J Rutter (Chair), B Lee, C Welland  
R Watters, C Clarke-Smith, M Iredale

Cllrs S Cramoysan, J Porter

**Apologies:** Cllr J Hamblin

**Clerk:** Belinda Baker

**Public attendance:** Four

**C/22/096 Apologies**

Apologies were received from Cllr Hamblin

**C/22/097 To receive declarations of pecuniary interests (DPIs) and other significant interests from members concerning specific items on the agenda**

Cllr Rutter as Deputy Chair of the planning committee does not comment on planning.

**C/22/098 Public Participation**

- i A member of the public was happy to wait until the planning part in the agenda. He drew the Council's attention to the number of trees being felled at Three Maids roundabout and Down Farm Lane. It was acknowledged this was due to Ash die
- ii Another member of the public spoke on behalf of the Kings Barton Residents Assoc. to ask the Council to support their petition that the closure of Andover Rd (which had 2700 signatures) should be re-thought. He said that directing traffic through a residential area such as Kings Barton raised health and safety concerns due to pollution and noise. He emphasised it wasn't just about keeping Andover Rd open but about building a low traffic neighbourhood in Kings Barton to include access to Winchester via cycle and walkways. Cllr Clarke-Smith said she fully endorsed their position. Cllr Rutter said she did not specifically endorse the petition but she felt that there were legitimate concerns that needed raising. She proposed that the Council should write a letter of concern about the proposal to Cllr Heron. This was agreed.

**Action: Clerk**

- C/22/099**      **Minutes Council Meeting held 10<sup>th</sup> October**
- a. To approve and sign the minutes of the meeting 10<sup>th</sup> October 2022**  
Cllr Lee asked that the Dower House should be changed to Headbourne Worthy House. This was agreed. The minutes were then agreed as a true record of the meetings.
  - b. To deal with matters arising not on the agenda**  
HCC was consulting on their minerals and waste plan.
  - c. To deal with any correspondence**
    - Citizen's Advice had written to thank the Council for the grant C/22/91d.
    - A WCC Local Parish briefing was due to be held on 15<sup>th</sup> November.
- C/22/100**      **City and County Councillor Reports**
- i**      A report had been submitted before the meeting. There were no comments. Cllr Rutter encouraged Cllrs to visit the new tourist attraction in the Brooks Centre set in Anglo Saxon Winchester.
  - ii**      Cllr Porter had submitted a report before the meeting. There were no questions.
- C/22/101**      **Council Matters**
- a. Councillor emails**  
Cllr Rutter had not yet migrated to the new system.  
**Action: Cllr Rutter**
  - b. Update on Increase in the number of Councillors.**  
Cllr Porter said that WCC was aware of their views that the number of Cllrs in HWPC needed to be increased before a full community governance review.
  - c. Dates and Venue for next calendar year**  
The dates were agreed. Those meetings that clashed with a bank holiday were agreed to be moved to the Tuesday. The venue of the Kings Barton Primary School was agreed for the HWPC meeting once a quarter.  
**Action: Clerk**
- C/22/102**      **Kings Barton**
- a. Receive Minutes of October's Working Group meeting**  
There were no comments
  - b. Provide update regarding acquisition of KB Open Spaces**  
There was no update.
  - c. Consider appointment of a solicitor for the land handover**  
The quotation from Thrings was considered by Cllr Hamblin to be fair. There was no quotation available from other sources. The Clerk was asked to appoint Thrings.  
**Action: Clerk**
  - d. Provide update on management of KB open spaces.**  
The Clerk and a member of the Working Group had met with the present contractor who had given them a figure of around £20,000 for maintenance of the playground and the area in front of CALA's visitor's office. Cllr Rutter commented that because the Council did not know the numbers of new homes it was difficult to work out how these costs could be distributed fairly. She said she had robustly made this point to WCC.
  - e. Provide update 1A playground**  
New plans for the playground had been circulated to the Council. Cllr Rutter commented that WCC was proposing to fence one side of the playground.

**C/22/103      The Dell**

**a. Update on Cherry Tree planting**

Cllr Rutter was due to meet Trimmers to agree a position to plant it. The Clerk was asked to acquire a plaque for the Queen's jubilee.

**Action: Clerk, Cllr Rutter**

**b. Playground Signage**

The signage had been ordered and was due to be installed by the lengthsman or Trimmers.

**Action: Clerk, Cllr Rutter**

Cllr Iredale joined the meeting

**C/22/104      Community Resilience**

**a. Provide update from Working Group**

Cllr Welland said she had established the membership to be herself and Cllr Lee as Council representatives with other community members. She was proposing quarterly meetings. She raised awareness that forecasts were suggesting a difficult winter but said HWPC had reserves to pay for sandbags or barriers should they prove necessary. Cllr Porter asked if the HCC flood mitigation meetings should be re-instated. This was agreed.

**Action: Cllr Welland, Cllr Porter**

**b. Agree response to HCC consultancy on A3047**

- i Cllr Rutter said the consultancy had been looking at local cycling and walking plans. She said there were lots of issues raised including the number of crossings needed. She said she felt 5 Zebra crossings looked to be appropriate. She commented that the surface of the cycle path was unsafe at night and the trees needed cutting back. The Clerk was asked to work with Cllr Rutter to write a response from the Council.

**Action: Clerk, Cllr Rutter**

- ii The Council agreed that a public meeting regarding the recent accident at the Cart and Horses junction would need to include Cllr N Adams-King.

**Action: Clerk**

**c. Local Plans for "Warm Hubs"**

KWPC had asked if HWPC would be interested in their initiative of holding "warm hubs". Cllr Iredale said she would attend.

**Action: Clerk, Cllr Iredale**

**C/22/105      Down Farm Lane Working Group**

An email from HCC consultancy (C/22/089) had been circulated to the Council before the meeting. The Clerk had recently received a further update. It was agreed to forward the email to Cllr Hamblin and the WG for their consideration.

**Action: Clerk, Cllr Hamblin, WG**

**C/22/106      Infrastructure Plan**

**a. School Lane Fencing**

There was no update from HCC. Cllr Porter said she would chase them up.

**Action: Cllr Porter**

**b. History Board**

Cllr Porter said she would agree the grant for the licences. The Clerk was asked to arrange the installation once the funding was received. Cllr Welland had met with the History Group who had specified the location.

**Action: Clerk, Cllr Porter**

**c. Upgrade of Nuns' Walk**

Cllr Welland confirmed that the lengthsman had done work on the grips which improved the drainage of the path. She was happy to sign off his work. She commented that some of the hedging needed cutting back. She said the next phase would be the more expensive part and she would present a proposal at the next meeting.

**Action: Cllr Welland**

**d. Defibrillator**

The Council agreed the purchase of Zoll AED fully automatic defibrillator. The Clerk was asked to arrange installation with the supplier and Cobbs C/22/090e. Cllr Rutter thanked Mr Brown for liaising with Cobbs.

**Action: Clerk**

**e. Infrastructure WG – to agree new project**

The Infrastructure WG (C/20/032) Cllrs Rutter, Welland and Clarke-Smith agreed to meet to decide the next project. Cllr Watters asked about the lighting around Barton Meadows, however, it is an area of bat habitat so the lighting is inappropriate.

**Action: Infrastructure WG**

**C/22/107**

**Budget 23/24**

A proposed budget as agreed by the Budget WG was circulated before the meeting. Cllr Rutter expressed frustration that the Council was being asked to make decisions about the precept without accurate numbers of Band D houses or the dowry amount for the Kings Barton land. She said she was keen to ensure that the precept did not reduce. The WG agreed to meet once this information was available. There were no objections to the budget presented.

**Action: Clerk, Budget WG**

**C/22/108**

**Finance**

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

Payments 57-66 had been circulated prior to the meeting. These were reviewed and approved. The only income had been made in error (from the Chissland Trust) and was repaid. Payments were verified against bank statements.

Opening Balance		112004.06
Chissland Trust (made in error)	Income	12000
Trimmers (Dell Maintenance)	57	288
PCC Kings Worthy	58	30
YMML (clerk's office & consumables)	59	30
J Berry (SLR rotation)	60	139.17
PKF Littlejohn	61	360
Citizen's Advice (C/22/091d)	62	200
HMRC (Clerk tax, NI)	63	47.50
Vitaplay (playground inspection)	64	58.20
B Baker (Salary + 7.5 hrs KBWG)	65	526.36
Chissland Trust (error payment repaid)	66	12000
Closing balance		110325.13

- b. **To review budget 22/23 year to date**  
This was reviewed and approved.
- c. **Agree pay rise for Clerk in line with recent NALC pay award (to be backdated)**  
The NALC pay award was unanimously agreed.
- d. **Agree pension contribution for Clerk**  
The Clerk notified the Council that the new pay rise would mean that the Council would need to contribute to a pension for her. The Clerk confirmed she had a private pension that could be used. She said that the pension contribution for 22/23 could be done as a one off payment but the increase in her hours proposed in the budget would mean that the contributions would need to be made monthly after April 2023. This was agreed.  
**Action: Clerk**
- e. **New Savings Account with Unity Bank**  
Forms to open a separate saving account with Unity Bank were signed by those authorised signatories.  
**Action: Clerk**
- f. **Grant application from KBRA**  
A grant application for £180 for the KBRA was unanimously agreed. Cllr Welland asked that the present grant award policy could be revised to allow more flexibility for grants such as these. This was agreed.  
**Action: Clerk**

The Chair brought C/22/109 – C/22/111 up the agenda

- C/22/109**      **General amenities**
- a. **Lengthsman co-ordination and tasks for December**  
Cllr Welland asked that some signs at Nun's walk be repaired and that hedge should be cut back.  
**Action: Clerk**
  - b. **Cycle path from Worthy Down**  
Cllr Rutter commented that there was now funding in place for a permissive path and it was due to go out to tender. She said that path was gradually getting closer to Winchester.
- C/22/110**      **Newsletter and communications**
- a. **To discuss date for next edition**  
Cllr Welland had asked for 100 extra copies which would be needed for the new housing in Kings Barton. Cllr Rutter proposed that the delivery person should be paid £125. She said this figure may need reviewing later in 2023. This was agreed.  
**Action: Cllr Welland, Clerk**
  - b. **Agree paper quality**  
The information to make this decision was not available.
- C/22/111**      **Items for next agenda, date of next meeting**
- The date of the next Council meeting would be Monday 9<sup>th</sup> January 2023 at St Mary Church Rooms. The Clerk was asked to forward a thank you gift of flowers to Ms G Macpherson who had served on the Council and had recently left the Headbourne Worthy.
- Items for the Agenda:  
Budget for 23/24  
Community Resilience

C/22/112

**Planning**

**a. Agree response to WCC Local Plan**

The Local Plan included a proposal for new housing close to Abbots Barton.  
The Council agreed that it was content with this proposal.

Action: Clerk

**b. New Applications – to agree Council response**

Date	Number	Address	Description	Comments by
07/10	22/02251/FUL	Down Farm House Down Farm Lane Headbourne Worthy Hampshire SO22 6RG	Redevelopment of farm buildings to provide a detached dwelling, along with farm office and accommodation for use as a holiday let, including landscaping, the setting out of a domestic curtilage and provision of parking area	01/12/22
The member of the public explained that the application would include a new farm office and holiday accommodation. The Council supported the application.				
13/10/22	22/02298/TPO	South Ridge Mount Pleasant Kings Worthy Hampshire So23 7QU	T1&2 Ash - Crown lift over garden and house to approximately 6m. to maintain distance between trees and building and allow trees under canopy to develop.	16/11/22
The Council had no comment to make.				

**b. To note recent decisions**

Date	Number	Address	Description	Comments by
06/07	22/01617	The Alpines, School Lane Headbourne HantSO23 7JX	Erection of detached two storey four bedroom dwelling, and associated access and landscaping	Refused

**e. To note decisions awaited**

Date Rec'd	Number	Address	Description	Comments by
09/09	22/02037/FUL	Land To The East Of The A272 Andover Road Littleton Hampshire	The construction and operation of an anaerobic digestion facility, ancillary infrastructure, landscape planting and the construction of a new access road and access from A272.	19/10/22
05/08	22/01776/HOU	Pudding Farmhouse Pudding Lane SO23 7JL	Refurbishment and alteration of Grade II Listed Building and rear extension	27/09/22
05/08	22/01777/LIS	Pudding Farmhouse Pudding Lane SO23 7JL	Refurbishment and alteration of Grade II Listed Building and rear extension	27/09/22
18/07/22	22/01587/FUL	The Haven School Lane Headbourne Worthy SO23 7JX	Demolition of Existing and Replacement Dwelling and Garage with associated Minor Site Works	13/09/22
19/04	22/00831/HOU	51 Granadiers Road Winchester Hants SO22 6GU	Change of use of one side of the double garage into an office space	27/06/22
10/09/	19/01983/REM 19/01984/REM 19/01985/REM	Barton Farm, Andover Rd	Reserved matters for details (layout, scale, appearance and landscaping of the fourth phase of development (phase 4A) of the Kings Barton site; total of 273 dwellings; public open	10/12/19

	19/02029/REM 19/02122/REM		space; play area (LEAP); U13/14 football pitch; and allotments	
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**d. Enforcement – to note any enforcement matters**

There were none.

The meeting closed 9.00 pm. The Chair thanked the attendees.