

Minutes of a Meeting of Headbourne Worthy Parish Council

Held on Monday 10th September 2018

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), C Clark-Smith, C Duncan,
G Vigor-Robertson, G Macpherson
Apologies: County/City Cllr J Porter
Cllrs D Barrow, J Rutter
Clerk: Jill Judge
Public attendance: Three

C/18/035 **Apologies**
Apologies were received and accepted from Cllr Barrow and Cllr Rutter

C/18/036 **To receive declarations of pecuniary interests (DPIs) and other significant interests from members concerning specific items on the agenda**
Cllr Welland's family were involved in the 3rd Winchester Scout Group – ref Item 10c.

C/18/037 **Public Participation**
Chris Hughes (Team Leader Major Development Implementation, Winchester City Council) and two residents from the Kings Barton development joined the meeting. Chris Hughes updated the meeting on the progress of build and residents talked about the early stages of community development. A private Facebook page was in place, social events had been organised and a residents' association was being established.
It was noted that the Chair had been informed that the parish noticeboard had now been erected by Cala Homes. Arrangements would be made to formally hand this over. (ref minute C/18/032).

C/18/038 **Kings Barton**
Discuss requesting a community governance review to add further councillor(s) to reflect growing size of Headbourne Worthy Parish
With this item related to public participation it was moved ahead of other items on the agenda.
The clerk explained to all that to increase the number of councillors would mean requesting that the principal authority (i.e. Winchester City Council) undertake a community governance review (ref minute C/18/024/2). "Community governance reviews provide the opportunity for principal councils to review and make changes to community governance within their area".

The register of electors for the parish stood at 441 at December 2016 and 491 at December 2017 and was anticipated to rise rapidly as result of the Kings Barton development. Chris Hughes would provide anticipated house build figures to aid projections of electoral numbers for the parish going forward. It was noted that there was no guidance as such to the number of councillors related to the size of electorate with the DCLG reporting, that, nationally, local councils representing the following electorates have, typically, the number of councillors stated:

- Less than 500 – between 5 and 8 councillors
- Between 501 and 2,500 – between 6 and 12 councillors

At some stage in the future Kings Barton might become a “new parish” (but this would not be until there were 1000 electors or more).

As previously agreed the clerk had commenced drafting a letter to WCC. Councillors agreed that this should request that the number of councillors be increased from the existing seven to twelve to reflect the growing size of the parish. The letter would be completed and approved by the Chair.

Action: Chair/Clerk

C/18/039 **City and County Councillors Reports**

No City Councillors were present.
County Cllr Porter’s report attached.

C/18/040 **Minutes of the Meeting of 9th July 2018**

C/18/040/1 **To approve and sign the minutes**

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

C/18/040/2 **To deal with matters arising not on the agenda**

All matters were covered by the agenda

C/18/041 **Bus Shelters – Receive update**

The bus shelter at Christmas Hill had been erected. The next stage would be formal hand over to the parish council from Skanska at which stage the shelter would be added to the asset register and appropriately insured.

C/18/042 **Receive update Emergency Planning**

The Chair explained to members of the public the scope of emergency planning. The existing plan was being reviewed and updated by Cllrs Barrow and Vigor-Robertson.

It was noted again that no further update had been received from HCC relating to traffic calming and flood alleviation measures at Down Farm Lane/Springvale Road. (ref C/17/147, red C/18/026). Cllr Porter suggested that the parish council contact Stuart Jarvis, Director of Economy, Transport and Environment at HCC to pursue this.

Action: Chair

C/18/043 **The Dell Play Area**

C/18/043/1 **Receive update**

A reply had been received in email format from Steve Tilbury relating to the S106 agreement and provision of equipment at the Dell Play Area. The clerk read this to the meeting. Councillors felt that the reply was inadequate and did not provide a clear audit trail to evidence provision of £17000 equipment.

The clerk was instructed to write a further letter to Richard Botham, who had recently taken responsibility for this area, explaining the background and expressing continued dissatisfaction with Winchester City Council's response.

C/18/043/2 Review proposals for addition of further play equipment

Three play equipment companies had been identified to provide ideas and quotes for installation of additional play equipment – Proludic, a national company, Vita Play, a local company and Play Quest, a company providing environmentally friendly equipment. Both Proludic and Vita Play had visited the site and Play Quest provided examples of equipment and pricing by email. Proludic, despite visiting the site in July, were yet to provide any sketches or quote. Vita Play had provided five possible layouts and relevant costs which were examined by councillors.

Information gathered to date would provide a starting point for incorporating residents' ideas for further discussion at November's meeting.

Action: Chair/Clerk

C/18/043/3 Review arrangements for regular grounds maintenance

It was agreed that three quotes should be obtained for seasonal cutting of grass and general grounds maintenance.

Action: Chair/Clerk

C/18/044 Finance

C/18/044/1 Recent Transactions

Payments 19 to 25 circulated ahead of the meeting were reviewed and approved

Nick Adams - Playground Inspection	19	78.66
J Judge - salary - July	20	192.86
HMRC - PAYE	21	5.00
Little Rose - 11/6, 28/6, 9/7, 25/7	22	300.00
PCC of Kings Worthy - Hall Hire - July	23	30.00
J Judge - salary - August	24	192.66
HMRC - PAYE	25	5.20

C/18/045/2 To review budget year to date

Circulated ahead of the meeting the receipt of CIL payments of £11,022.16 (Brockley, 137 Springvale Road and Hill Cottage, Mortimer Close) were noted taking total CIL payments to £35,418.04. To date there were no significant variations from Budget.

C/18/045/3 Review grant application from 3rd Winchester Scouts

Cllr Welland did not participate in this item.

The grant application received had been circulated ahead of the meeting and was a request for a contribution towards the anticipated £2000 cost "To install

a new heating system for Pax Hall. The current system is aged, in constant need of repair, expensive to run and does not provide enough heating during the winter months”. Councillors agreed to allocate £400 from the budgeted £600 for grants in the current financial year recognising this as both a young persons’ activity and a community space.

C/18/047 Planning

a. New applications – to agree responses

Date Rec'd	Number	Address	Description	Comments by
30/8	18/02049/TPO	1 St Nicholas Rise	T1 Sycamore. Cut back from building to give 2m clearance & crown lift to approximately 3m over lawn area	
It was agreed that the parish council had no specific comment on this application				

b. To note recent decisions

Date Rec'd	Number	Address	Description	Decision
21/6	18/01542/HOU	Mulberry House Mortimer Close	Loft conversion replacing existing roof windows with 2 rear facing pitched roof dormers. New roof windows installed in inward facing front roof slope	Application permitted
18/4	18/00962/HOU	4 St Nicholas Rise	Single storey extension. Altered Roof Design & roof-space conversion.	Application permitted
30/4	18/01066/HOU	School House School Lane	Re-submission of prior planning permission reference 14/02774/FUL which had been approved however permission has expired 26 January 2018. (HOUSEHOLDER) Erection of two storey side extension and one storey rear extension.	Application permitted

c. To note decisions awaited

Date Rec'd	Number	Address	Description	Decision
19/4	18/00940/FUL	Land East Of Down Farm Lane Headbourne Worthy	Proposal: The development of four detached family homes, garages, formation of a new vehicular access road onto Down Farm Lane together with hard and soft landscaping and all other associated development works.	Decision awaited
It was noted that there was a document on WCC planning site entitled <u>Application Consultation - Response by Strategic Planning</u> stating “There is no uniform character to this part of Headbourne Worthy and the proposal does not comply with the principles of infilling of a small site within a continuously developed road frontage. I am unaware of any justification for this proposal to be considered and can see no justification for allowing a development of this size on land outside the settlement boundary and it does not constitute infilling as intended by Policy MTRA3. Consequently, this proposal constitutes inappropriate development in the countryside. The proposal is therefore contrary to the development plan (Policies MTRA3, MTRA4 and DM1) and there are no other material considerations, including the NPPF, which justify determining the application other than in accordance with the development plan”				

Cllr Macpherson, as Church Warden to St Swithuns, highlighted that a planning application for a proposed car park for worshippers and visitors had been submitted to Winchester City Council.

d. Enforcement – to note any enforcement matters

No update

e. Village Design Statement – update

Cllrs Welland Vigor-Robertson planned to meet to discuss next steps

f. Winchester City Council Local Plan 2036 Launch

The clerk reminded that the consultation for this closed on 21 September.

0C/18/048

General amenities

Lengthsman Scheme Update

Cllr McPherson reported that the new lengthsman team had completed their first day and additional work to compensate for lost time.

C/18/049

Receive update from the Working Party in respect of Affordable Housing proposed development – Cllrs MacPherson and Rutter

Cllr MacPherson reported that due to the serious illness of one of the individual's involved consultation plans had been postponed with group next meeting in January 2019.

C/18/050

Receive update from Barton Farm Forum – Cllr Duncan

A general discussion about the development had taken place earlier in the meeting ref C/18/037 and C/18/038. The next forum was scheduled for 6 November.

C/18/051

Communications – to receive updates

C/18/051/1

Newsletter

An Autumn newsletter was planned.

C/18/051/2

Website

No specific update.

C/18/052

Recruitment of New Clerk

Advertising had commenced. Cllr Porter would highlight the vacancy to clerks that she knew as would the current clerk.

C/18/053

Items for next agenda and date of next meeting and location of next meeting

The next meeting would take place on Monday 12th November at Tubbs Hall.

The meeting closed at 9.30 pm

Signed.....

Date.....