

## **Minutes of the Annual Council Meeting of Headbourne Worthy**

**Parish Council. Held on Monday 9<sup>th</sup> May 2022**

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

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

**Chair: Cllr Clarke-Smith Clerk: Belinda Baker**

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**Present:** Cllrs C Clarke-Smith (Chair), C Welland, J Hamblin  
Cllr S Cramoysan

**Apologies:** Cllrs J Rutter, M Iredale, J Porter

**Clerk:** Belinda Baker

**Public attendance:** Mr R Watters

- C/22/021 Apologies**  
Apologies were received from Cllr Rutter, Cllr Iredale and Cllr Porter. The Clerk confirmed the meeting was quorate.
- C/22/022 Co-Option of Councillor**  
Mr Watters provided some information about himself, which had been circulated to the Council, before the meeting. He said that he was interested working towards creating more of a community in Kings Barton. There being no objections to Mr Watters being co-opted, he was welcomed to the Council.
- C/22/023 Election of Chair and Vice Chair of the Council**  
Cllr Welland announced her intention to resign as Chair. Cllr Rutter had indicated to the Clerk that she was prepared to stand as Chair. Cllr Welland proposed Cllr Rutter seconded by Cllr Clarke-Smith, the election was carried unanimously, subject to Cllr Rutter's acceptance at the June meeting. Cllr Welland proposed Cllr Clarke-Smith as Vice Chair, Cllr Hamblin seconded. This was unanimously agreed.
- C/22/024 To receive declarations of pecuniary interests (DPIs) and other significant interests from members concerning specific items on the agenda**  
There were none
- C/22/025 Public Participation**  
No one attended.
- C/22/026 Minutes Council Meeting held 11<sup>th</sup> April 2022**  
**a. To approve and sign the minutes of the meeting 11<sup>th</sup> April 2022.**  
The minutes were agreed as a true record of the meetings.  
**b. To deal with matters arising not on the agenda**

There were none.

**c. To deal with any correspondence**

There was none.

**C/22/027**

**Councillor Matters**

**a. Update on attempt to increase the number of Councillors**

There had been no feedback from WCC regarding the necessity of holding a full community governance review for an increase in the number of Cllrs. The Clerk said that in Test Valley there was a 10 week consultation for an increase by one Cllr in one parish. Cllr Cramoysan asked for the information for referral to WCC. Cllr Watters said the issues concerning residents in Kings Barton were those about establishing a community. Cllr Cramoysan commented that although the Residents Assoc was doing well, the PC had the levers and legal powers to do more. Cllr Watters said he would make it known in Kings Barton that more people were needed on the Council.

**Action: Clerk, Cllr Cramoysan, Cllr Watters**

**b. Councillor emails**

The Clerk had set the Cllrs up with Council email addresses. She asked the Council to use the email address for all Council correspondence and that Cllrs should forward, to their new addresses, any relevant emails.

**Action: All Cllrs**

**C/22/028**

**County Councillor Reports**

Cllr Porter was unable to attend the meeting. Cllr Cramoysan said that due to the recent election there had been a period of purdah and no decisions had been taken. He said WCC was in the process of appointing a new Chair of Kings Barton forum. He confirmed that the recruitment process to replace Mr Chris Hughes was ongoing.

**C/22/029**

**Queen's Platinum Jubilee**

The Council considered a proposal to install two benches in celebration of the Queen's platinum jubilee. Cllr Welland commented that there was established procedure for infrastructure projects and that the Council had no authority to place any benches in Kings Barton. The Council agreed that there was no appropriate open space in Headbourne Worthy, however the Council felt it was desirable to commemorate the jubilee and it was proposed that a flowering tree should be planted at the Dell. The Clerk was asked to look into this.

**Action: Clerk**

**C/22/030**

**Kings Barton**

**a Engagement with residents**

The Council expressed a desire to increase the engagement with the Kings Barton residents. The Clerk was still pursuing trying to hold the next Council meeting at Henry Beaufort school which would be easier for residents to meet at. The APM was seen as an opportunity for residents to find out more about how the Parish Council could help. Cllr Watters agreed to promote the event on the KBRA facebook page.

**Action: Clerk, Cllr Watters**

**b To receive an update regarding the Kings Barton Open Spaces**

Cllr Rutter, Cllr Iredale and the Clerk were due to meet WCC's Ms Robbins and Mr Lincoln to discuss the Kings Barton open spaces and a way forward for best solution for the residents of Kings Barton.

**Action: Clerk**

- C/22/031**      **The Dell**  
**a. Signage for the paths**  
 The Clerk had approached HCC regarding permissions to install the signage and the History Board (C/22/015e) but despite sending a chaser had had nothing back. It was agreed to wait until the next meeting.  
**Action: Clerk**
- b. Littering**  
 The Clerk had received complaints from residents that there was an increase in littering and some anti-social behaviour. Cllr Watters suggested contacting the PCSOs. Cllr Welland said that on a recent visit she had not noticed any such problems.
- C/22/032**      **Resilience – Update on CCTV survey**  
 An email from HCC's Ms Hope confirmed that, as suspected, there was a blockage in the drainage pipes. The Council awaited confirmation from HCC as to what was going to be done about it.
- C/22/033**      **Down Farm Lane**  
 The Clerk had spoken to Hampshire services regarding commissioning a feasibility study (C/21/012) and had circulated to the Down Farm Lane WG information about what would be looked for as a brief. She had also downloaded the data from the SLR, showing the speed of the road users, but had not yet got the data into a useable format. Cllr Hamblin said they would look to hold a WG meeting, via Zoom, as soon as the data could be supplied.  
**Action: Down Farm Lane WG**
- C/22/034**      **Local Plan Working Group**  
 The Council agreed that the Clerk's proposed response to WCC's Local plan provided an accurate summary of the Council's position (C/21/013). She was asked to submit the response to WCC.  
**Action: Clerk**
- C/22/035**      **Policy Review**  
 The Council agreed the new Risk Management Strategy Policy provided by the Clerk. She was asked to update risk assessments throughout the year.  
**Action: Clerk**
- C/22/036**      **Infrastructure Plan**  
**a. SLR Posts**  
 There was no update from HCC. The Clerk agreed to chase CALA for an update on the installations at Kings Barton. The Council agreed an extra £20 a month for the SLR rotation to cover increased running costs.  
**Action: Clerk**
- b. Defibrillator**  
 It was agreed to wait until the new units at Forresters Park were constructed. Cllr Welland queried whether re-installing a phone box on Welhouse lane would be provide a solution. It was agreed to add the project to the infrastructure plan.
- c. Access to Nun's Walk**  
 There was no update.
- d. School Lane Fencing**  
 There was no update.

**e. History Board**

This was dealt with under C/21/031a.

**f. CIL package including upgrade to Nuns' Walk plans**

The Clerk had asked Cllr Porter to chase the grant funding from the Countryside Access team which would be used to improve the grips. Aquascience had promised to provide a quotation to repair the piping (C/22/015f).

**Action: Clerk**

**C/22/037**

**Finance**

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

Payments 1-10 had been circulated prior to the meeting. These were reviewed and approved. There was no income. Payments were verified against bank statements.

Opening Balance		95745.55
Westcotec (key for SLR)	1	6
Trimmers (Dell Maintenance)	2	288
PCC Kings Worthy	3	30
Vitaplay (Wobble board at Dell)	4	1855.22
Stockbridge PC (lengthsman extra work)	5	230.5
PCC Kings Worthy	6	30
YMML (clerk's consummables)	7	30
V. Macpherson (Thank you gift)	8	10
J Berry (SLR rotation)	9	139.17
B Baker (Salary)	10	459.86
Closing balance		92666.80

**b. To review budget 22/23 year to date**

This was agreed.

**C/22/038**

**Planning**

**a. New applications – To agree responses**

Date Rec'd	Number	Address	Description	Comments by
02/03	22/00471/HOU	Worthy House Springvale Road Headbourne Worthy Hampshire SO23 7LD	Conversion of loft space into study, bedroom and bathroom, with four windows, and associated internal works.	18 <sup>th</sup> May
The Council has no objection				

**b. To note recent decisions**

Date Rec'd	Number	Address	Description	Comments by
07/01/22	22/00027/HOU	Marlands London Road Headbourne Worthy SO23 7JJ	Single storey side extension	16 <sup>th</sup> March

10/01/22	22/00037/HOU	Paddock Gate Down Farm Lane Headbourne Worthy SO23 7LA	2 No. single storey extensions to single storey detached property including the following accommodation: 1. En-suite shower room to existing master bedroom. 2. New entrance, additional bedroom with en-suite bathroom and double car port with storage.	16 <sup>th</sup> March
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**c. To note decisions awaited**

Date Rec'd	Number	Address	Description	Comments by
22/03	22/00051/FUL	Land At St Swithuns Church London Road Headbourne Worthy Hampshire	Construction of the height restriction barrier at the entrance of the car park. (RETROSPECTIVE).	22 April
20/12/21	21/03240/FUL	Unit 6 Foresters Park Wellhouse Lane Headbourne Worthy Winchester Hampshire SO23 7JY	The refurbishment of an existing unit and change of use to light industrial; demolition of existing commercial buildings and redevelopment with 6 no. new light industrial units; parking; landscaping; and associated works	04 March
12/01/22	22/00091/ PNACOU	Meyrick Estate Down Farm Down Farm Lane HW Hampshire	conversion of Barn C to provide a single C3 dwellinghouse including associated works	Unknown
Appeal to Sec of State	Appeal Ref. No.: APP/Q1700/ APP/Q1770/W/21 3279319	Land off A272, Three Maids Hill, Winchester, Hampshire, SO21 2QU	Development of an Inert Waste Recycling Facility	11 <sup>th</sup> March
10/09/	19/01983/REM, 19/01984/REM. 19/01985/REM 19/02029/REM 19/02122/REM	Barton Farm, Andover Rd	Reserved matters for details (layout, scale, appearance and landscaping of the fourth phase of development (phase 4A) of the Barton Farm site (Kings Barton) comprising a total of 273 dwellings with associated public open space including an equipped play area (LEAP) U13/14 football pitch, allotments and related infrastructure	10/12/19

**d. Enforcement – to note any enforcement matters**

There were no enforcement matters

**C/22/039**

**General amenities**

**a. Lengthsman visit**

Cllr Hamblin agreed to take on the lengthsman co-ordination. The Clerk to send on to him the cluster spreadsheet. The Clerk had been requested by a resident to remove the ivy from trees opposite the Dower House.

**Action: Clerk, Cllr Hamblin**

**b. Cycle path from Worthy Down**

Cllr Porter would be able to provide the update.

**c. Hedging Issues**

The matter had been referred to HCC.

**C/22/040      Newsletter and communications**

The newsletter had been printed and was being distributed. The Clerk was asked to purchase 8 bottles of wine for the APM and some nibbles.

**Action: Cllrs**

**C/22/041      Items for next agenda, date of next meeting**

The next meeting would be the Annual Parish meeting to take place on Monday 23<sup>rd</sup> May 2022 at St Swithun's Church, London Rd. The next Parish Council meeting was to be held Monday 13<sup>th</sup> June possibly at the Henry Beaufort school (to be confirmed) or St Mary Church Rooms.

Items for the Agenda:

Co-Option of Councillors

Kings Barton Open Spaces

History Board and signage

Down Farm Lane traffic

The meeting closed 9.30 pm. The Chair thanked the attendees.