

Minutes of a Meeting of Headbourne Worthy Parish Council

Held on Monday 11th April 2022

St. Mary's Church Rooms, Headbourne Worthy

Email: clerk@headbourneworthy.org.uk

Chair: Cllr Welland Clerk: Belinda Baker

Present: Cllrs C Welland (Chair), C Clarke-Smith, D Barrow,
G Macpherson, M Iredale

Cllr J Porter,

Apologies: Cllrs J Rutter, S Cramoysan

Clerk: Belinda Baker

Public attendance: One

- C/22/001** **Apologies**
Apologies were received from Cllr Rutter and Cllr Cramoysan
- C/22/002** **To receive declarations of pecuniary interests (DPIs) and other significant interests from members concerning specific items on the agenda**
There were none
- C/22/003** **Public Participation**
The member of the public agreed to wait until the matters he wished to contribute to, arose on the agenda.
- C/22/004** **Minutes Council Meeting held 14th March 2022**
- a. To approve and sign the minutes of the meeting 14th March 2022.**
The minutes were agreed as a true record of the meetings.
- b. To deal with matters arising not on the agenda**
The Clerk notified the Council that as per C/21/107 she would be setting up Cllr emails addresses. She noted that the Practitioners Guide 2022 now carried advice that Council's should have their own email address for FOI and transparency purposes but pointed out that migrating the Council's emails to a new supplier would make the receipt of the emails to HCC more difficult, C/21/164. Cllr Porter commented that it was obvious that HCC would continue to refuse to help.
- Action: Clerk**
- c. To deal with any correspondence**
The Clerk had received a complaint from a member of the public regarding the gate installed at the new car park at St Swithun's Church. Cllr Macpherson assured the Council that the gate was only temporary whilst signage was being obtained. The Clerk was asked to write to the

complainant with this information.

Action: Clerk

- C/22/005** **County Councillor Reports**
- i The City Cllrs had circulated a report before the meeting however, none attended. There were no comments.

 - ii Cllr Porter had circulated a report before the meeting. She drew the Council's attention to the availability of social care grants from HCC. She said that children in receipt of free school meals were entitled to holiday meal vouchers.

- C/22/006** **Kings Barton**
- a To receive feedback from residents**
Cllr Iredale informed the Council that the Residents Assoc was attracting new members. Cllr Porter said she had attended a recent meeting and had tried to encourage the residents to engage more with the Parish Council. She felt that if Kings Barton residents were encouraged to take part on matters pertaining to their community, they would be able to gain the experience necessary to form their own Council in due course, should this be the desired. She said she was aware of a number of assumptions the residents had been making which showed disconnect between the Council and the Kings Barton residents. The Council discussed improving engagement with the residents. It was agreed to position the APM as a means of finding out how the Council can work with residents. It was agreed to investigate holding the June meeting at Henry Beaufort school to enable more Kings Barton residents to attend. Cllr Iredale said that residents were unhappy about the plan to close Andover Rd and make Winchester Rd the main access road into the centre. CALA were however keen that this should take place.

Action: Clerk

- b To receive an update regarding the Kings Barton Open Spaces**
The Clerk had been asked by WCC to arrange a meeting between S Robbins and S Lincoln and Cllrs regarding the Kings Barton open spaces and the lack of communication. Cllr Rutter and Cllr Iredale would attend.

Action: Clerk

- C/22/007** **Increase in the number of Councillors**
- The Clerk confirmed that there were only 29 signatures to the petition. WCC's Ms Vincent had agreed to ask the legal dept. if a Community Governance Review was the only way Cllr numbers could be increased. The Clerk informed the Council that the process to increase the numbers should be a simple local consultation process, she showed an example of a similar consultation.

- C/22/008** **Update on the election of Councillors**
- The Clerk had received notification that since only 5 people had been nominated there would be no necessity for an election for the Council. The Council asked the Clerk to display notices of the Council's intention to co-opt. The Chair thanked Cllr Barrow and Macpherson for their hard work and commitment.

- C/22/009** **The Dell**
- a. Wobble board installation and matting**
This was now installed

b. Connection with path to Springvale Rd

The path appeared to be open. It was asked that the lengthsman should cut back the overhanging hedge.

Action: Clerk

c. Signage for the paths

The Clerk had asked HCC permission to install the signs. She had not yet had confirmation.

Action: Clerk

C/22/010 Issues with sending @headbourneworthy.org.uk emails to HCC

This was dealt with under C/22/004b

C/22/011 Resilience – Update on CCTV survey

A CCTV survey had now taken place. Cllr Porter confirmed that the dye had not come through in a few places. It was evident that the water was not flowing into the Itchen as it should. Cllr Welland and Cllr Barrow both agreed that this was consistent with their previous conclusion that there was a blockage in the piping close to the watercress beds that would cause the water to back up. Cllr Porter said she awaited the report from HCC and what HCC would do next.

C/22/012 Down Farm Lane

Cllr Porter had approached HCC highways for input with the problems on the road but she had not been successful. The Clerk suggested the Council asked HCC Services to conduct a feasibility study to find out what solutions HCC would support. She said an engineer would undertake a review of the road and make proposals for solutions. It would cost up to £15,000. It was agreed for a Working Group to be formed to look into this way forward. The Working Group was agreed to be Cllr Barrow, Cllr Clark-Smith and Mr Hamblin. It was agreed that other members of the public could be invited to join if it was considered appropriate.

Action: Down Farm Lane WG

C/22/013 Local Plan Working Group

The Council acknowledged that in WCC Local Plan proposal there were a number of sites identified for development in Headbourne Worthy and that it would be difficult to hear presentations from all of them within the time frame. The Council was of the opinion that a large area of the parish had already been taken up with development (Kings Barton), which had been part of the previous Local Plan, and the Council was still dealing with the growth and integration of this new community. The Council agreed that too great an area of the Parish's greenfield site was being proposed to be built on. It was agreed that the submission to WCC would contain these points. The Clerk was asked to write the submission to WCC, with consultation from the WG.

Action: Clerk

C/22/014 Policy Review – Training and Development policy

a. Training and Development Policy

The Council agreed the new policy provided by the Clerk.

b. New Policy to be reviewed

This was agreed to be a Risk Management Strategy Policy

Action: Clerk

C/22/015

Infrastructure Plan

a. SLR Posts

An email from HCC confirmed that the new socket installations were not quite ready for use. The Clerk confirmed that she had sent the socket specifications to CALA for installation at Manley Rd and Winchester Rd.

b. Defibrillator

It was agreed to wait until the new units at Forresters Park were constructed because the developers had indicated that they would be happy to have the defibrillator there.

c. Access to Nun's Walk

Cllr Welland had met with 2 members of National Highways staff to discuss the access. They had understood the proposal and were sympathetic to it.

d. School Lane Fencing

The Clerk had spoken to the HCC Highways engineer who was responsible for organising the repair of the fencing. He had confirmed that HCC would repair what was required but it might take a few months. The Council could organise the fencing to be painted separately.

e. History Board

The History Board was printed and ready to go. The clerk was waiting on confirmation from HCC that it would be acceptable to install by the noticeboard on Nations Hill. An unveiling ceremony was being considered.

Action: Clerk

f. CIL package including upgrade to Nuns' Walk plans

The grant funding was still being considered by the Countryside Access team which would be used to improve the grips. Cllr Welland circulated photos of the new boardwalk that the volunteers had installed. She asked the Clerk to chase a quotation for work on the collapsed tunnel. She said that the undergrowth at the southern end of the path would need to be pushed back.

Action: Clerk

C/22/016

Finance

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

Payments 68-76 had been circulated prior to the meeting. These were reviewed and approved. The income was the Precept. Payments were verified against bank statements.

Opening Balance		80716.28
WCC (Precept)	income	16380
B Baker (S Monkey, MS subscription))	68	179.98
B Baker (Travel expenses)	69	40
J Berry (SLR rotation)	70	119.17
ADH Printing (newsletter printing)	71	220
Trimmers (Dell Maintenance)	72	288
D Welland (newsletter delivery)	73	100
YMML (clerk's consummables)	74	14.4
B Baker (Salary + backpay)	75	362.18
Unity Bank	76	18
Closing balance		95745.55

- b. To review budget 22/23 year to date**
This was agreed.
- c. Agreed Clerk's Office expenses**
It was agreed to pay for the office expenses of the Clerk including Consumables at £25 a month.

Action: Clerk
- d. Approve Asset Register**
The bench outside the Dower House on Springvale Rd was added.

Action: Clerk
- e. Approve Accounts 21/22**
These were approved.
- f. Approve Final Budget 21/22**
This were approved

C/22/017 **Planning**

a. New applications – To agree responses

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
The Council supports the application				

b. To note recent decisions

Date Rec'd	Number	Address	Description	Comments by
11/01/22	22/00042/FUL	Meyrick Estate Down Farm Lane Headbourne Worthy	Change of use from Agricultural land to Enclosed dog walking field for hire by members of the public	Permitted
	21/03279/ PNACOU	Meyrick Estate Down Farm Lane HW Hampshire	Conversion of agricultural barn to three C3 dwellinghouses including setting out of domestic curtilages and all necessary conversion work	PNACOU - Prior Approval details REQUIRED
	21/03278/ PNACOU	Meyrick Estate Down Farm Lane HW Hampshire	conversion of Barn A to provide a single C3 dwellinghouse including associated works	PNACOU - Prior Approval details REQUIRED
01/11/21	20/01188/HCS WR241 New Amendments	Land at Down Farm, Down Farm Lane, Headbourne Worthy SO23 6RG (application	Importation and storage of road planings for crushing and screening to create recycled aggregate, including associated buildings, structures and vehicle parking application number 20/01188/HCS) – New Amendments	Permitted

		number 20/01188/HCS)		
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c. To note decisions awaited

Date Rec'd	Number	Address	Description	Comments by
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 th March
07/01/22	22/00027/HOU	Marlands London Road Headbourne Worthy SO23 7JJ	Single storey side extension	16 th March
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 th 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/22/018

General amenities

a. Lengthsman visit

The hedge at the new path to the Dell and a trench that needed to be dug at the top of footpath to school lane were asked to be added to April's schedule.

Action: Clerk

b. Cycle path from Worthy Down

Cllr Porter said that the path's route was being firmed up between the landowners and HCC.

c. Hedging Issues

It was considered that the hedge at the Red House needed further cutting back. The Council agreed to refer the matter to HCC.

Action: Clerk

C/22/019 **Newsletter and communications**

Cllr Rutter had asked that the deadline for the next newsletter would be 18th April. She asked for short biographies of the new Councillor and for those that were continuing.

Action: Cllrs

C/22/020 **Items for next agenda, date of next meeting**

The next Parish Council meeting would be the Annual Council meeting and would take place on Monday 9th May 2022 at St Mary Church Rooms, Kings Worthy.

Items for the Agenda:

Election of Chair of the Council

Co-Option of Councillors

History Board

Risk Management Strategy

Down Farm Lane traffic

Annual Parish Meeting

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