

Minutes of a Meeting of Headbourne Worthy Parish Council

Held on Monday 13th November 2017

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 Duncan, G Macpherson, D Barrow, J Rutter, C Clarke-Smith, G Vigor-Robertson
City and County Councillor Jackie Porter
City Councillor Malcolm Prince

Clerk: Jill Judge

Public attendance: One

- C/17/95** **Apologies**
There were no apologies with all parish councillors present
- C/17/96** **To receive declarations of pecuniary interests (DPIs) and other significant interests from members concerning specific items on the agenda**
Councillors present had no interests to declare.
- C/17/97** **Public Participation**
Remedial work at Nations Hill/Mortimer Close Area (ref C17/69/1 and C17/79)
Cllr Porter confirmed to members of that public that this had been raised as a job with Hampshire County Council and she was awaiting a reply.
- C/17/98** **City and County Councillors Reports**
Cllr Porter's report attached had been circulated ahead of the meeting. Since preparation of this Cllr Porter had attended a meeting where the Council's Cabinet had rubber-stamped the procurement strategy, facility mix and needs assessment for the new sports and leisure facility at Bar End.
- C/17/99** **Minutes of the Meeting of 11th September 2017**
C/17/99/1 **To approve and sign the minutes**
The minutes were agreed as a true record of the meeting.
- C/17/99/2** **To deal with matters arising not on the agenda**
None
- C/17/100** **Casual Vacancy – Discussion with Mr Giles Vigor-Robertson**
Mr Vigor Robertson, a resident of the village for some nine years, outlined his academic and professional background and his hope that if he became a councillor he could play a proactive part in tackling concerns such as development, traffic and flooding.

Mr Vigor Robertson left the room and councillors unanimously agreed to co-opt him to the council.

Mr Vigor Robertson re-joined the meeting. The clerk gave him a Declaration of Acceptance of Office and Register of Interests form for completion and would mail other introductory documentation.
Action: Clerk

C/17/101 **Bus Shelters - Receive update**
Taylor's Corner

Stagecoach had placed a bus stop sign at Taylor's Corner (previously no sign)

Christmas Hill

A location plan and design drawing had been received from Skanska. The clerk had forwarded this to Lieutenant Mark Cox, Commanding Officer of Worthy Down Support Branch for comment and awaited reply. Councillors approved design with outstanding details to be finalised by the Chair and Clerk. Cllr Porter suggested the clerk contact Adam Craig, Project Officer- Infrastructure and Information Team, Passenger Transport Group, Hampshire County Council to ensure the location plan was correct.
Action: Chair/Clerk

C/17/102 **Community Resilience**

Members of the public had attended an event on 6th October entitled "Outer Winchester Flood Alleviation". Cllr Porter expressed her disappointment that the documentation presented did not cover the Worthies adequately. As such she had arranged to meet with Gloria Kwaw, Senior Project Officer, Waste, Planning and Environment at Hampshire County Council on Tuesday 14th November and would report back.
Action: Cllr Porter

A member of the public had been in contact with the Environment Agency concerning the drainage ditch running from opposite the Good Life Farm Shop towards the Trout Farm. Clarification of who was responsible for each part of this stretch of drainage was sought with the culvert adjacent to the road of key concern. Further investigation would take place ahead of the parish council's January meeting.
Action: Clerk

It was noted that several meetings relating to flood alleviation had been attended by Cllr Welland and Cllr Porter but that subsequent action had been limited. It was emphasised that representation to the County Council need to be maintained. However, the lack of Environment Agency involvement to date was a concern. It was agreed that Simon Cramp would be asked to ensure Environment involvement going forward.
Action: Chair

C/17/103 **The Dell Play Area**

Cllr Welland together with the clerk had met with Steve Taylor and Mark Elliott of Radian on 9th November and checked remedial works against the playground inspection reported provided by Nick Adams in July. It was agreed that work had been satisfactorily completed and a bench installed as agreed. The clerk had instructed Ian Davidson of Surrey Hill Solicitors to complete transfer of the Dell Play Area from Radian to Headbourne Worthy Parish Council.

Next actions included organising appropriate insurance, weekly inspections, grounds maintenance, signage and a consultation with residents to seek opinions on additional equipment (Open Spaces Fund of £3727.23).

Action: Chair, Clerk

A letter had been sent to Mrs Laura Taylor, Chief Executive, of Winchester County Council expressing concerns that the S106 agreement dated 11 March 2010 between Winchester City Council and Parsons and Joyce Contractors Limited and The Swaythling Housing Society Limited relating to Land at Will Way, Kings Worthy (The Dell Play Area) had not been complied with.

Specifically the Fourth Schedule said “2.3 Install and maintain for use by the public as indicated on the Play Area Proposals Plan such items of children’s play equipment as shall be reasonably agreed by the parties hereto the value of £17,000 for the year ended March 2010 (such costs to include the items of play equipment safety surfacing benches and bins and to be indexed by reference to the difference in the Retail Price Index as at 1st April 2009 and the 1st day of the month immediately preceding the installation) prior to the occupation of any of the dwellings on the Land”

The Parish Council had sought clarification against the apparent discrepancy of the value of play equipment installed (asset value of the three main items of play equipment on site £5,373 – ref Nick Adams report).

A reply had been received from Steve Tilbury, Strategic Director, Winchester City Council

The planning requirement was for the installation of a small and relatively informal locally equipped area for play (with which the area does comply) and the expected value of the works was indicated using a figure we used at that time. That would certainly be expected to include installation and other necessary works to the surrounding site as well as the equipment itself. As you will appreciate a play area of this type does not consist of the purchased items alone and other costs could amount to a significant proportion of the total depending on what is entailed. It would therefore be impossible to make a proper estimate of the expenditure on the area from a survey of the equipment made today, sometime after the installation. Plans for this particular play area were supplied and approved and the works completed after remedial action which was required by us before we agreed that works were complete.

Councillors felt that this was not an adequate explanation of the apparent discrepancy in expenditure and asked the clerk to continue dialogue with the City Council to ensure that the S106 condition relating to the value of play equipment installed could be validated to parishioners. **Action: Clerk**

C/17/104

Mount Pleasant Consultation

Cllr Welland updated those councillors unable to attend the previous meeting on the results of the Mount Pleasant Consultation. Whilst results had been inconclusive the dialogue had commenced.

A previously noted the ownership of the footpath between the Dell and Mount Pleasant was unclear. It was agreed that ownership would be investigated with

a view to the parish council assuming responsibility for maintenance.

Action: Chair

C/17/105 Traffic Calming Measures

Ways to slow traffic leaving Down Farm Lane were discussed, an area of concern. It was noted that CIL money could potentially be utilised to assist in the financing of appropriate traffic calming. Neville Crisp, Traffic Engineer, Engineering & Transport, Built Environment, Winchester City Council would be contacted and asked to provide suitable plans and costs. **Action: Chair**

C17/106 Finance

C/17/106/1 Recent transactions – to approve income and expenditure since last meeting

Payments PV30 to PV35 were approved.

C/17/106/2 To review budget year to date

Receipts since the last meeting amounted to £3312.50 incorporating the second instalment of the precept and associated council tax support (£3165.50 plus £62.00) together with reimbursement of payments relating to the purchase of batteries for the Speed Limit Reminder shared across four parish councils (2 x 42.50). Available funds of £6806.12 were noted (excluding CIL payments). It was noted that budgeted funds were sufficient to enable a review of “winter jobs” such as bus shelter vegetation clearance. The Chair and Clerk would draw up a list of jobs. **Action: Chair/Clerk**

C/17/106/3 Budget Planning for 2018/2019

Councillors were asked to consider budgetary items ahead of precept planning in January. Whilst the Flood Reserve appeared small it was observed that this was a considerable element of the total precept and clear indication of the parish council’s recognition of the seriousness of the flood issue. **Action: All**

C/17/106/4 To note CIL and Open Spaces Fund available.

With a further £5150.39 of Community Infrastructure Payments received after preparation of the agenda CIL payments amounted to £24396.15. Open Spaces Fund available amounted to £3727.23.

C/17/107 Planning

C/17/107/1 New applications – to agree responses to current applications

Date Rec'd	Number	Address	Description	Comments by
21/09	17/02433/LIS	The Old Bakery Pudding Lane	Install additional dormer window to match existing	22 November
Plans were reviewed, and the parish council had not objection to this application				

C/17/107/2 To note applications where decision awaited

31/07	17/01982/FUL	167 Springvale Road	Erection of 4 x 3-bedroom dwellings at land to rear of 167 Springvale Road, with associated works	
It was noted that this application had been permitted after preparation of the agenda.				
27/04	17/01179/FUL	Casita Wellhouse Lane	Demolition of the existing dwelling and attached annexe and the erection of 1no. 2 bed semi-detached house, 1no. 3 bed semi-detached house, 2no. 4 bed detached houses, plus	

			associated landscape works and new vehicle access	
It was noted that revised drawings had been submitted to the WCC website. The Chair would examine these to see what the differences were to the original drawings and review comments via email with councillors. Action: Chair				

C/17/107/3 To note recent decisions

Date Rec'd	Number	Address	Description	Decision.
04/08	17/02020/TPO	20 Nations Hill	Beech – Crown lift over drive way and adjacent track to approximately 5m	Application permitted
25/07	17/01933/HOU	Belle Vue 34 Nations Hill	Single storey side extension to form Utility room and rear patio	Application permitted
25/07	17/01905/HOU	12 Lansdell Road (Kings Barton)	Proposed rear conservatory, width 4.7m, projection 3m, hgt to eaves 2.3m hgt to ridge 3.2m	Application permitted
21/06	17/01637/FUL	Alfred Homes Plot 1 155 Springvale Road	Retrospective variation of condition 2 of application 16/02044/FUL (Redevelopment of the site following the demolition of existing dwelling house at 155 Springvale Road and the erection of 4no. dwellings comprising of 1 x two bed and 3 x three bed houses with associated landscaping, and parking) to regularise alterations made to the scheme during the construction process	Application permitted
08/06	17/01477/FUL	Leaflands Mortimer Close	Development of 4 semi-detached dwellings on land to the rear of Leaflands, Mortimer Close, Kings Worthy	Application permitted

C/17/107/4 Enforcement – to note any enforcement matters

Noted.

C/17/107/5 Neighbourhood Plan – Background and next actions

Cllr Welland had attended a Conference organised by CPRE about Neighbourhood Plans. It was agreed that initial steps for Headbourne Worthy Parish Council would be to investigate the provision of a Village Design Statement. Cllr Vigor Robinson agreed to look at this.

It was noted that the Kings Barton development was part of Headbourne Worthy Parish Council, but it was anticipated that at some stage in the future this would become a separate parish. **Action: Cllr Vigor Robertson**

C/17/108 General amenities

C/17/108/1 Lengthsman Scheme update – Cllr Macpherson

Cllr Macpherson reported that the lengthsman had serious safety concerns relating to both the amount and speed of traffic when working on the London Road. Cllr Porter agreed to look at ways that this may be overcome with possibly HCC having to take responsibility **Action: Cllr Porter**

C/17/109 War Memorial Risk Assessment

A risk assessment and check sheet had been prepared by the clerk and was approved by councillors. Cllr MacPherson would complete six monthly checks of the war memorial.

- C/17/110** **Policies & Procedures – Review and Approve**
The Chair had prepared a complaints policy and the clerk completed the model publications scheme. Given time constraints it was agreed these would be circulated with final approval at the January meeting. **Action: Chair/Clerk**
The clerk drew attention to anticipated changes in data protection rules and hoped to attend a course to understand further reporting back to councillors.
- C/17/111** **Receive update from the Working Party in respect of Barton Hill Cottages proposed development – Cllr Welland**
A call for affordable sites (in the parish magazine, newspaper and website) to enable the parish to provide 6-10 affordable homes for local people had not met with any response.
A motion was forward that Headbourne Worthy Parish Council continue to work with the Hampshire Alliance for Rural Affordable Housing (HARAH) to pursue options to enable provision of affordable housing. This was proposed by Cllr Rutter and seconded by Cllr Duncan with all unanimously agreeing.
The working party was next due to meet in mid-December.
- C/17/112** **Receive update from Barton Farm Forum – Cllr Duncan**
Cllr Duncan reported that housing on Phase 1B was being built with an element of social housing planned in each phase. The closure of Andover Road and responsibility for surface drainage water continued to be discussed. The new Park and Ride would not come into effect until 650 units had been completed.
- C/17/113** **Communications – to receive updates**
C/17/113/1 **Newsletter**
Nothing specific to report.
- C/17/113/2** **Website**
Nothing specific to report.
- C/17/114** **Items for next agenda**
Complaints Policy
Model Publications Scheme
- C/17/115** **Date of next meeting and frequency of meetings**
The next meeting would take place on 8th January 2018
Councillors were asked to consider whether it would be beneficial to hold meetings more regularly.

The meeting closed at 10.00pm

Signed.....

Date.....

