

## Minutes of a Meeting of Headbourne Worthy Parish Council

Held on Monday 8<sup>th</sup> January 2018

At Church Rooms, St Mary's Church, Kings Worthy

Email: [clerk@headbourneworthy.org.uk](mailto: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/17/116**      **Apologies**  
There were no apologies with all parish councillors present.

**C/17/117**      **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/17/118**      **Public Participation**  
A parishioner expressed her continued concern about the maintenance of culvert alongside Springvale Road. She had been in correspondence with the Environment Agency with some eighty mails/letters exchanged to date. Ownership of this part of the ditch network was unclear but it was essential that it be kept clear to avoid flooding. Checks with the Land Registry showed that this area of land had not been transferred into records making it difficult to establish responsibility. The parishioner would continue her dialogue with the Environment Agency. Ref **C/17/102**  
Cllr Porter and Cllr Welland would be attending a Flood Alleviation Meeting and would seek clarification of both the bigger picture of holding water back from the village and more specific localised issues. The "Outer Winchester Flood Alleviation" plan appeared to show larger pipes from Littleton in theory increasing water flowing towards Headbourne Worthy. The physical location of Sir John Moore Barracks was also key. With the facility due to be closed, and alternative use to be found, it was crucial to ensure that appropriate water holding methods were in place.

**C/17/119**      **City and County Councillors Reports**  
Cllr Porter's report attached

Cllr Prince reported that there were now 60 properties at Kings Barton, currently part of Headbourne Worthy Parish, with affordable houses coming on line (ultimately 40% of the total development).

**C/17/120**      **Minutes of the Meeting of 13<sup>th</sup> November 2017**

C/17/120/1      **To approve and sign the minutes**

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

C/17/120/2      **To deal with matters arising not on the agenda**

None

**C/17/121**      **Bus Shelters - Receive update**

**Christmas Hill**

Following check of location plan and finalisation of design details the clerk had contacted Skanska with requirements (copying to all those that had been involved in the project) and awaited details of when the bus shelter would be erected.

**C/17/122**      **Community Resilience**

Continuing the issues raised during the public participation session it was noted that the parish council had CIL funds which may be able to be used to aid flood alleviation but that appropriate capital based solutions needed to be identified rather than ongoing maintenance.

The Chair and Cllr Vigor-Robertson were due to meet Neville Crisp, Traffic Engineer, Winchester City Council and Ray Gardener, Hampshire County Council, about the junction of Down Farm Lane/Springvale Road (ref C17/125) and would take the opportunity to discuss options with him.

It was noted that the ditches on Down Farm Lane were silting up and causing problems. In the immediate term as part of the parish winter maintenance programme the gullies at the bottom of Down Farm Lane would be cleared. This was not a long-term solution and Cllr Porter noted that grips (A highway grip is a shallow ditch connecting the road edge to the roadside ditch. Its purpose is to drain rain water from the highway into the roadside ditch) had been placed on Stoke Charity Road by Hampshire County Council and that this might be investigated.

**C/17/123**      **The Dell Play Area**

Transfer of this area to the Parish Council had now taken place and £17000 received from the developer. This was to be utilised for maintenance going forward. Insurance was in place and the Chair was currently completing regular inspections of the area. An on-line system would be put in place for reporting.

**Action: Chair, Clerk**

No reply had yet been received to the letter sent by the clerk 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. Clerk to follow up.

**Action: Clerk**

The Chair had investigated appropriate signage, referring to RoSPA for guidance, and she and the clerk would organise installation circulating final wording to councillors for comment.

**Action: Chair, Clerk**

The Chair had prepared a consultation document for residents of the area surrounding the Dell Play Area asking what improvements they may wish to see. The draft would be circulated to all councillors and it was anticipated this would be sent out shortly to enable review and discussion at the next Parish Meeting on 5 March.

**C/17/124**      **Mount Pleasant Consultation**

The Chair had completed a summary of the results of the consultation which had been sent to residents that had provided an email address (bcc'd) with a printed copy to be distributed to those that had not.

Investigations with the Land Registry showed that the ownership of footpath between the Dell and Mount Pleasant had not been transferred since set up of the Registry. With no title it was agreed that the Parish Council should declare an interest and assume ownership and responsibility. Cllr Duncan agreed to check what actions should take to enable this to happen.

**Action: Cllr Duncan**

**C/17/125**      **Traffic Calming Measures**

The Chair, and other councillors that might be available, would be meeting Neville Crisp on Friday 19<sup>th</sup> January to discuss potential ways to slow traffic approaching the Down Farm Lane/Springvale Road junction, ways to alleviate water that accumulates at the junction and the lack of a footpath for pedestrians.

**Action: Chair**

**C17/126**      **Finance**

**C/17/126/1**      **Recent transactions – to approve income and expenditure since last meeting**

Payments PV36 to PV42 were approved.

**C/17/126/2**      **To review budget year to date**

Receipts since the last meeting amounted to £22297.40 incorporating VAT refund (April to Sept 2017), a CIL payment of £5150.39 and payment of £17000 in respect of transfer of the Dell play area to the parish council (ref C17/123). Available funds of £6513.11 were noted (excluding CIL payments and playground funds).

**C/17/126/3**      **To approve Budget and precept for 2018/2019**

It was unanimously agreed to raise the precept to £8827 with the increased amount incorporating additional amounts for audit fees, maintenance and planting, printing and flood and election reserves. It was recognised that the size of the parish was expanding rapidly with the addition of new homes at Kings Barton.

**C/17/126/4**      **To note CIL and Open Spaces Fund available.**

CIL payments amounted to £24396.15. Open Spaces Fund available amounted to £3727.23.

**C/17/127**      **Planning**

**C/17/127/1**      **New applications – to agree responses to current applications**

**C/17/127/2**      **To note applications where decision awaited**

Date Rec'd	Number	Address	Description	

01/11	17/02806/FUL	Church Paddock Fishery Bedfield Lane	New access with public highway and track to existing parking area	
The Parish Council had raised an objection to this application. A response had been received from the agent responding to points raised. This had been circulated to all councillors (received after preparation of agenda) and the Chair would prepare a draft response. The Clerk would contact the Planning Officer to this effect. <b>Action Chair/Clerk</b>				
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	
Following revised plans, the Parish Council had reviewed comments and raised objection. In summary the Parish Council believed that this was an overdevelopment of the site accessed from a busy road which would only get busier as Kings Barton residents move in.				

**C/17/127/3 To note recent decisions**

Date Rec'd	Number	Address	Description	Decision.
21/09	17/02433/LIS	The Old Bakery Pudding Lane	Install additional dormer window to match existing	Application permitted
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	Application permitted

**C/17/127/4 Enforcement – to note any enforcement matters**  
No update

**C/17/127/5 Village Design Statement**  
Cllr Vigor Robinson had started to investigate this and would continue to report back.

**C/17/128 General amenities**

**C/17/128/1 Lengthsman Scheme update – Cllr Macpherson**

With issues to be resolved relating to working on London Road the lengthsman's recent visit had been concentrated away from this area.

With the lengthsman only visiting five times a year, councillors discussed and agreed jobs to be completed as part of a "winter maintenance programme" These included clearing gullies at the bottom of Down Farm Lane, tidying up of bus shelters (including removal of graffiti where possible) and checking/mending noticeboards.

It was agreed that the annual Litter Pick would take place on 10<sup>th</sup> March.

**C/17/128/2 Review and recommend paths for HCC vegetation priority cutting list 2018**

The list of paths covered in 2017 was circulated. It was agreed that the same five paths on the list would be recommended for the 2018 programme with Cllr Macpherson to recommend a sixth path if appropriate.

- C/17/129      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 deferred to the March meeting. **Action: Chair/Clerk**
- C/17/130      Receive update from the Working Party in respect of Barton Hill Cottages proposed development – Cllr Welland**  
The working party would now be meeting in January (postponed from December).
- C/17/131      Receive update from Barton Farm Forum – Cllr Duncan**  
Nothing specific to report.
- C/17/132      Communications – to receive updates**  
**C/17/132/1      Newsletter**  
Cllr Rutter would circulate publication timetable for the next issue.
- C/17/132/2      Website**  
Nothing specific to report.
- C/17/134      Items for next agenda**  
Complaints Policy  
Model Publications Scheme
- C/17/135      Date of next meeting and frequency of meetings**  
The next meeting would take place on 5<sup>th</sup> March

The meeting closed at 9.30 pm

Signed.....

Date.....