

**To the Members of the Parish Council**  
**Councillors: C. Clarke-Smith, M Iredale, J Hamblin, R Watters, A de Stefano, N Wilson and M Leone**  
**You are summoned to attend the Annual Council Meeting of Headbourne Worthy Parish Council**  
**on Monday 12<sup>th</sup> May 2025.**  
**To be held at 7.30pm at St. Mary's Church Rooms, Kings Worthy**

1. **Election of Chair of the Council**
2. **Apologies:** To receive apologies and approve reasons for absence
3. **Co-option of Councillor**
4. **To receive Declarations of Pecuniary Interests (DPI's) and Other Significant Interests (OSI's) from members concerning specific items on the agenda.**
5. **Public Participation\***
6. **Minutes of Council Meeting 10<sup>th</sup> March 2025**
  - a. To approve the minutes of meeting of 10<sup>th</sup> March 2025
  - b. To deal with any matters arising not on the agenda.
  - c. To deal with any correspondence.
7. **City and County Councillors' Reports**
  - a. Receive reports from City and County Cllrs
  - b. Update on replacement officer appointments relevant to Kings Barton
8. **Meadowside Park**
  - a. Resolve to accept the transfer of the park on the terms agreed in between CALA and WCC which were agreed by the Council C/23/035
  - b. Agree reduction in commuted sum for HWPC's contribution to the reasonable cost of mulch matting installation.
  - c. Agree environmental search costs
9. **Community Building**
  - a. Agree vehicle for the management of the building
  - b. Agree to instruct law firm to set up vehicle agreed in 9a and to draw up constitution.
  - c. Agree means by which building trustees are recruited
10. **Investments - The Council to confirm, for minuting purposes, matters as specified in the strategy document agreed C/24/062c & C/24/083**
  - a. Approve the appointment of an investment manager
  - b. Approve fees contingent to the appointment
  - c. Approve investments
  - d. Agree to form Investment Committee
11. **Policy review**
  - a. Agree new code of Conduct for Councillors
12. **Governance**

Update regarding the letter sent by HWPC to WCC's Mr G Johns
13. **Finance**
  - a. Recent transactions – to approve income and expenditure since last meeting
  - b. To approve budget 24/25 to date
  - c. Agree Insurance quotations
  - d. Approve the Internal Auditors report
  - e. Approve the Annual Governance statement
  - f. Approve the Accounting Statements
  - g. Approve the Annual Internal Auditor report
  - h. Conflict of interest with BDO

- i. New Laptop for Clerk
- j. New Projector or an alternative venue/screen solution

**14. General amenities and maintenance**

- a. Appoint lengthsman co-ordinator
- b. Lengthsman co-ordination and tasks for May/June

**15. Newsletter and Communications**

- a. Date and contributions for next newsletter.

**16. Planning**

- a. New applications

Date	Number	Address	Description	Comments by
15/04/25	25/00777/TP O	Hill Cottage Mortimer Close Kings Worthy Winchester SO23 7QX	Remove 5 Ash trees due to Ash die back	14/05/25
26/03/25	25/00656/H OU	Paddock Gate Down Farm Lane Headbourne Worthy Winchester Hampshire SO23 7LA	Single storey front and side applications (RESUBMISSION)	21/05/25

- b. To note recent decisions - There were none

Date	Number	Address	Description	Comments by
24/12/24	24/02822/FU L	Down Farm House Down Farm Lane Headbourne Worthy Hampshire SO22 6RG	Redevelopment of farm buildings to provide a detached dwelling, with farm office and accommodation for use as a holiday let, including landscaping, the setting out of a domestic curtilage and provision of parking areas	Permitted

- c. To note decisions awaited

Date	Number	Address	Description	Comments by
02/04/25	25/00714/LD P	The Meads Pudding Lane Headbourne Worthy Winchester Hampshire SO23 7JL	Loft conversion to include a bedroom with en-suite.	28/05/25
01/12/23	23/02542/FU L	167 Springvale Road Headbourne Worthy Winchester Hampshire SO23 7LF	Erection of two x 3-bedroom detached dwellings following demolition of existing dwelling, garage and outbuilding with associated works.	15/01/24
31/05/23	23/01307	Home Field London Road Headbourne Worthy Winchester Hampshire SO23 7JJ	The construction of two new dwellings with associated parking on land to the immediate east of Homefield, London Road,	24/07/23
30/08/23	WR237 24/00182/H CS	Down Farm, Storage Land At Three Maids Moto Cross, Down Farm Lane,	Change of use from motocross, to a Construction, Demolition, Excavation Waste Management Facility, involving importation, treatment and storage of waste and aggregates,	Legal agreement to be completed

- d. Enforcement – to note any enforcement matters

**17. Items for next agenda, date of next HWPC, KBC and HWC meetings**

**\*Please note that public participation must relate to items on the agenda for that meeting. If parishioners wish to raise other matters with the Parish Council, please contact the Parish Clerk – contact details below**