

**To the Members of the Parish Council**  
**Councillors: J Rutter, C. Clarke-Smith, M Iredale, J Hamblin, R Watters, A de Stefano, N Wilson**  
**You are summoned to attend the Annual Council Meeting of Headbourne Worthy Parish Council**  
**on Monday 13<sup>th</sup> May 2024.**  
**To be held at 7.30 at Barton Farm Primary School, Kings Barton.**

1. **Election of Chair and Vice Chair of Council**
2. **Apologies:** To receive apologies and approve reasons for absence
3. **To receive Declarations of Pecuniary Interests (DPI's) and Other Significant Interests (OSI's) from members concerning specific items on the agenda.**
4. **Public Participation\***
5. **Minutes of Council Meeting 11<sup>th</sup> March 2024**
  - a. To approve the minutes of meeting of 11<sup>th</sup> March 2024
  - b. To deal with any matters arising not on the agenda.
  - c. To deal with any correspondence.
6. **City and County Councillors' Reports**
7. **Transfer of The Valley (swale in Granadiers Rd) to HWPC**
  - a. Terms of the transfer and land to be transferred
  - b. Resolve to accept the transfer of land on the terms agreed in between CALA and WCC which were agreed by the Council C/23/035
  - c. Agree to appoint Thrings as legal representatives for the transfer
  - d. Agree necessary searches to be undertaken
8. **Update of other transfer of land**
  - a. Welhouse Woods
  - b. Acquisition by resident of Welhouse mews for strip of land adjacent to Welhouse woods (not due to be part of transfer).
  - c. Playground 1a and Winterbourne Meadows
  - d. Agree new name of 1a Playground as Meadowside Park
  - e. Football pitches/recreation ground, Community building
9. **Policy Review – to approve**
  - a. Data Protection policy
10. **Training for Councillors**  
Available HALC courses
11. **Matters that the Internal Auditor had brought to the Council's attention in her report**
  - a. Governance Review
  - b. Committees
  - c. Accounting Software
  - d. Community Building and VAT considerations
  - e. Investment of the commuted sum
  - f. Management of contracts
12. **Membership of the Maintenance Working Group**  
Tender for the Dell maintenance
13. **Finance**
  - a. To approve 23-24 accounts
  - b. To approve final budget 23/24
  - c. Recent transactions – to approve income and expenditure since last meeting
  - d. To approve budget 24/25 to date
  - e. Approve the Annual Governance Statement
  - f. Approve the Annual Accounting Statement
  - g. Approve the Internal Auditor's Return

- h. Declare any conflict of interest with BDO (external auditors)
- i. Appoint "Do the Numbers" as the Internal Auditor
- j. Approve Insurance

**14. Planning**

- a. New applications - There were none
- b. To note recent decisions

Date	Number	Address	Description	Decision
25/03/24	24/00541/FU L	Vodafone Site 1424 Down Farm Lane Headbourne Worthy Hampshire	Erection and siting of fibre exchange telecommunications infrastructure to provide a full fibre (gigabit) to the premises service	Withdrawn
30/01/24	24/00230/TP O	New House Down Farm Lane Headbourne Worthy Winchester Hampshire SO23 7LA	1206& 1207 Poplar - Remove. 1209 - 1212 Poplar - Remove.  Replacement planting to be agreed within the planning authority.	Refused

- c. To note decisions awaited

Date	Number	Address	Description	Comments by
28/03/24	24/00701/DI C	Land To The East Of The A272 Andover Road Littleton	Discharge of condition 14 of planning consent 22/02037/FUL	15/04/24
11/03	22/02251/FU L	Down Farm House Down Farm Lane Headbourne Worthy Hampshire SO22 6RG	Appeal to secretary of State. Redevelopment of farm buildings to provide a detached dwelling,	15/04
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
30/08/23	WR237  23/02126/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,	27/09/23
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
12/02/24	24/00327/FU L	Three Maids Field Andover Road Littleton Hampshire (electric charging)	Application to vary / remove condition no's 2, 3, 4, 5, 7, 8, 9, 10, 12, 13, 18, 19, 21, 23, 24, 25 and 26 of Planning Consent 23/01594/FUL	25/03
21/02	24/00410/DI C	Pudding Farmhouse Pudding Farm Pudding Lane Headbourne Worthy Hampshire	Discharge of Condition 3 (Materials), condition 4 (Sash Window details), condition 5 (Opening up statement), condition 8 (Services drawings) of application 22/01777/LIS	

- d. Enforcement – to note any enforcement matters

**15. General amenities and maintenance**

Lengthsman co-ordination and tasks for May/June

**16. Newsletter and Communications**

- a. Date and contributions for next newsletter.
- b. Delivery of newsletter and fee
- c. Meet the Cllrs event.

**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**