

**Minutes of Headbourne Worthy Parish Council meeting.**

**Held at 7.30pm on Monday 11<sup>th</sup> November 2024**

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

**Email: [clerk@headbourneworthy.org.uk](mailto:clerk@headbourneworthy.org.uk)**

**Chair: J. Hamblin Clerk: Belinda Baker**

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**Present:** Cllrs J Hamblin (Chair), R Watters, M Leone  
A De Stefano, C Clarke-Smith, N Wilson

WCC S Cramoysan, J Porter, J Rutter

**Apologies:** M Iredale

**Clerk:** Belinda Baker

**Public attendance:** Two

**C/24/053** **Apologies**  
Cllr Iredale sent her apologies.

**C/24/054** **To receive declarations of pecuniary interests (DPIs) and other significant interests from members concerning specific items on the agenda**  
Cllr Hamblin declared an interest in C/24/060

**C/24/055** **Public Participation**  
A member of public who attended informed the Council that planning application 22/02251 required minor changes and would be re-submitted. He asked if there was any progress on the project to reduce the traffic using Down Farm Lane. He said that recent problems on the A34 had caused a substantial increase in traffic and that when the work on M3 Jnt 9 started it would only get worse. He said that parking near the Barton Farm Primary School was increasingly problematic. Cllr Hamblin informed him that the Down Farm Lane project was ongoing and that the results of the traffic survey had been inconclusive. He said the installation of a modal filter was being considered. Cllr Porter commented that parking near the school had given rise to some serious issues. She said the school had not been designed to have a high intake from outside the development. She had proposed a buddy scheme to help with parking but the school had not been willing to promote it. She pointed out the spaces available in Fishwicke Rd for public parking but said it would be helpful if access from this area to the school side was improved. Cllr Cramoysan commented that the slow build out rate meant that parking was not available in the Community Centre car park.

- C/24/056**      **Minutes Full Council Meeting held 9<sup>th</sup> September 2024**
- a. **To approve and sign the minutes of the meeting 9<sup>th</sup> September 2024**  
These were agreed to be a true record of the meeting and were signed by the Chair.
- b. **To deal with matters arising not on the agenda**  
There was none.
- c. **To deal with any correspondence**  
There were none.

- C/24/057**      **City and County Councillor reports**
- i      Cllr Porter circulated a report before the meeting. There were no questions. She said she had chatted with a driver of the KB1 bus who felt the route could be more efficient. She commented that HCC's deficit of £175m was now £183m. Staff cutback were being considered and she asked that queries for HCC matters should be directed to Directors or HCC Cllrs.
- ii      Cllr Cramoysan asked to address item 9 on the agenda.

The Chair brought item 9 up the agenda

- C/24/058**      **WCC planning 2A MUGA and open space approval**
- Cllr Cramoysan said he was trying to understand how WCC planning dept had ended up in the position that WCC had approved an open space that was smaller than the original agreement. He commented that if the application had been refused then CALA could have taken it to appeal. He said it was important to put pressure on CALA to install a larger MUGA elsewhere. Cllr Watters said he and the Clerk had met with CALA who had agreed to consider installing a full size MUGA close to the 4a development. He had asked for it to be installed before the houses were built. Cllr De Stefano said that could take up to 7 years. He expressed concern that areas of the development were being approved without other planning being taken into account. Cllr Cramoysan recognised that CALA was exploiting the situation. Cllr Watters said that in the February meeting with CALA he hoped to see plans for the full size MUGA.

- C/24/059**      **Transfer of Welhouse Woods to HWPC**
- This had not yet taken place.

**Action: Clerk**

- C/24/060**      **Community Building in Kings Barton**
- a. **Consider the options paper provided by Solicitors regarding the appropriate vehicle for owning and operating the community building**  
Cllr Hamblin explained that the options paper had been written on the understanding that it would be important to get rate relief for the building. This meant that having charitable status would be important for the building owner. The options paper circulated, looked at the pros and cons of each charity vehicle but did not recommend. The Council agreed to ask the Community Building WG to make recommendations  
**Action: Community Building WG**
- b. **Update from WG on the progress of changing the building design**  
Cllr Watters explained that CALA had been adamant (in their recent meeting) that the footprint could not be changed. However, they had said

that the building could be squared off. CALA would consider any annotations that did not alter the footprint. Cllr Leone pointed out that the present approval was for a smaller building that originally proposed.

**Action: Community Building WG**

Cllr Rutter left the meeting

**C/24/061 Barton Meadows**

Cllr Watters explained that HIWWT were being offered the site. If they refused then CALA would offer it to the HWPC. He commented that he felt that the site could be opened up more because there was too little open space at Kings Barton. CALA had not been adverse to that suggestion. The Council agreed to take discussion regarding transfer of the land forward should HIWWT refuse it.

**Action: Clerk**

**C/24/062 Investment of commuted sum and reserves**

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Cllr Hamblin acknowledged that it had been necessary to make changes to the investment strategy but that the IWG was satisfied that the recommendations that were being put before the Council were the right ones.

**a. To agree updated Reserves Policy**

The Council unanimously agreed to the updated Reserves Policy

**Action: Clerk**

**b. To agree to updated Financial Regulations**

The Council unanimously agreed to the updated Financial Regulations.

**Action: Clerk**

**c. Agree Investment Policy and Strategy document**

Cllr Hamblin explained that the strategy was designed to deal with the considerable funds that were due to be transferred from CALA. He said it was necessary to balance how much could be locked away with how much could be left fluid. He said that the commuted sums the Council was due to receive were substantial one off payments which could be invested to grow until the infrastructure expenditure would be required in the future. The Council unanimously agreed to the Investment Policy and Strategy put forward by the Investment WG.

**Action: Investment WG, Clerk**

**d. To agree investment of all commuted sums, held at present by the Council including those previously agreed to contribute to maintenance costs**

The Council agreed unanimously to invest, for long term growth, all commuted sums available at present as well as that which was due to be transferred with Welhouse Woods.

The Chair agreed to bring item 14 up the agenda

**C/24/063 Other matters that the internal auditor and brought to the Council's attention**

**a. Governance Review**

Cllrs Cramoysan and Porter expressed concern that there was no clarity on when WCC would hold a community governance review and what matters would be addressed. They said that the Gvt has expressed an intention to hold a local government review. Cllr Cramoysan said he felt that the Kings Barton forum was the appropriate place to discuss this matter because all local councils were invited to attend. The Clerk pointed out that the area at

the front of the development, which was due to be handed over to WCC in the absence of a governance review, included substantial commuted sums which WCC had already said would be spent on the upkeep on the land as opposed to investing it for the future of the community as HWPC had just agreed (C/24/062c). She said the Council was stretched significantly and that she had written to Ms L Taylor to bring this to her attention without receiving a reply. The Clerk was asked to write the new legal officer at WCC to bring the matter to his attention.

**Action: Clerk**

Cllrs Porter and Cramoysan left the meeting

**C/24/064      Policy Review**

**a. Data protection Policy**

This was deferred until January 2025

**Action: Cllr Hamblin, Clerk**

**b. Data Protection Notice**

This was deferred (C/24/64a).

**Action: Cllr Hamblin, Clerk**

**C/24/065      Budget 25/26**

**a. Employers NI contributions increase**

The Gvt had recently increased the employers NI due for each employee. The Auditor had written an email explaining the new charge and this had been circulated to the Council. The new rate was noted.

**Action: Clerk**

**b. Agree Budget and Precept for 2025/2026**

The budget for 2025/2026 as drawn up by the WG had been circulated before the meeting. The Council accepted that the recommendation to increase the precept to £89440, would mean an increase to residents. The Council acknowledged that the transfer of land from CALA would involve an increase in responsibility and an increase in maintenance costs. The Clerk brought it to the Council's attention that the Council's laptop was too old and was starting to run slow. It was agreed to look at upgrading it in the Spring. The Council approved unanimously the budget as laid out by the WG. The Council voted unanimously to raise the precept to £89440.

**Action: Clerk**

**C/24/066      Meeting dates for next year**

The list of meeting dates for the full Council and the two Committees was agreed. It was agreed not to hold an APM in 2025.

**Action: Clerk**

**C/24/067      Finance**

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

Payments 70-95 from the current account had been circulated prior to the meeting. These were reviewed and approved. The income was the commuted sum from the Valley transfer, £10693, paid into the savings account and an interest payment of £533.34 in the savings account.

Opening Balance (current acct)		106019.22
Hugo Fox (website hosting)	70	11.99

Scribe (accounts software)	71	538.80
Scribe (accounts software)	72	58.80
HMRC	73	293.28
J Berry (SLRs rotation)	74	220
Greensmile (Greenfields & Dell maintenance & bin clearance)	75	448
B Baker (travelling expenses)	76	125.55
Grass & Grounds (Valley maintenance)	77	466.64
YMML (Clerk's office & consumables)	78	42
B Baker (Salary)	79	1458.35
Unity Bank (service charge)	80	18.00
Scribe (accounts software)	81	58.80
Standard Life (Clerk's Pension - both)	82	92.98
Hugo Fox (website hosting)	83	11.99
UWAT (Room hire)	84	75.00
HMRC (Clerk's tax + Emp NI)	85	293.28
J Berry (SLRs rotation)	86	220
Greensmile (Greenfields & Dell maintenance & bin clearance)	87	448
YMML (Clerk's office & consumables)	88	42
Grass & Grounds (Valley maintenance)	77	466.64
B Baker (wreath)	78	34.50
HCC (traffic survey)	79	1778.40
B Baker (Salary)	80	1458.15
Unity Bank (service charge)	81	5.40
Scribe (accounts software)	82	58.80
Standard Life (Clerk's Pension – both)	83	92.98
Closing balance		92200.69

**Instant Saver Account**

Opening Balance		79385.68
Thrings (commuted sum)	Income	10693
Interest	Income	533.34
Closing balance		79385.68

**b. To review budget 24/25 year to date.**

This was reviewed and approved.

**Action: Clerk**

**c. To agree Clerk's pay increase as agreed by NALC and back pay**

A rise of 2% was approved. Her pay had increased to £20.02 an hour. The back pay was approved

**Action: Clerk**

**c. Receipt of commuted sum for Welhouse Woods**

This had not been received C/24/059.

**C/24/068**

**Planning**

**a. New Applications**

Date	Number	Address	Description	Comments by
14/10/24	24/02232/LIS	Pudding Farmhouse Pudding Farm Pudding Lane Headbourne Worthy Hampshire	Replacement of non-original single glazed front and southeast bay windows with double glazed timber windows, refurbishment and installation of heritage double glazing to southwest bay windows and refurbishment of timber front door.	13/11/24
The Council had no comment to make				

**b. To note recent decisions**

Date	Number	Address	Description	Decision
13/09/24	24/02000/TP O	20 Nations Hill Winchester Hampshire SO23 7QY	T1 Beech - Cut back over hanging branches (approx. 2m) to reduce shading of property & to clear garage. Crown lift to 5m on number 20 side of tree, roots have effected the neighbours use of her garage - lifting paviour's and pushing out slabs	Permitted
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,	Appeal refused

**c. To note decisions awaited**

Date	Number	Address	Description	Comments by
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  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,	Legal agreement to be completed

**d. Enforcement – to note any enforcement matters**

The enforcement matters were noted.

**C/24/069**

**General amenities and maintenance**

**a. Lengthsman co-ordination and tasks for December/January**

The over growth on Bedfield Lane needed to be cut back.

**Action: Cllr Clarke-Smith**

**C/24/070**

**Newsletter and communications**

**a. Anti-Cyber crime information event**

This was due to take place on the 28<sup>th</sup> November at the Jubilee Hall. The Clerk asked Cllrs to help set up the presentation.

**Action: Clerk**

**b. Date and contributions for next newsletter**

The last newsletter had recently been published. Cllr Watters had edited with the assistance of Cllr Iredale and the Clerk. Cllr Watters said the next

newsletter was due to be published in February. It would promote the litter pick in Headbourne Worthy.

**Action: Cllr Watters**

**C/24/071**

**Items for next agenda, date of next meeting**

The date of the next meeting full Council Meeting would be the Monday 13<sup>th</sup> January at St. Mary's Church rooms. The next meeting of the Headbourne Worthy Committee would be 10<sup>th</sup> February and the Kings Barton Committee would be 18<sup>th</sup> November.

Items for the HWPC Agenda:

Transfer of Meadowside Park

Data Protection Policy

Community Building

Community governance

**Action: Clerk**

Meeting finished at 9:20

The Chair thanked the attendees.