

Minutes of a Meeting of Headbourne Worthy Parish Council

Held on Monday 13th January 2020

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

Email: clerk@headbourneworthy.org.uk

Chair: Cllr Welland Clerk: Belinda Baker

Present: Cllrs C Welland (Chair), J Rutter
G Macpherson, C. Clarke-Smith, D Barrow

Apologies: Cllrs J Rutter, G Vigor-Robertson

Clerk: Belinda Baker

Public attendance: Three

C/19/099 **Apologies**
Apologies were received and accepted from Cllr Vigor-Robertson and J Rutter.

C/19/100 **To receive declarations of pecuniary interests (DPIs) and other significant interests from members concerning specific items on the agenda**
None were declared.

C/19/101 **Public Participation**
The three members of the public were invited to speak. The first to do so wanted to talk on flooding and resilience planning matters so it was agreed to bring those items up the agenda. The other two members of the public were there to represent Kings Barton residents and to discuss issues pertinent to Kings Barton. It was therefore agreed to bring those items up the agenda as well.

C/19/102 **Emergency Planning**
a. **To agree update to WCC Flood Resistance handbook**
The clerk had received an email from WCC requesting clarity as to who should be the appropriate point of contact for the parish for WCC to contact in the event of flooding. It was agreed that Cllr Barrow and Cllr Vigor-Robertson were the most appropriate contacts since they lived near the flood prone areas. An update of the parish flood plan was also requested by WCC. It was agreed that the present plan was to be checked through by the Chair and then passed to the member of the public present at the Council meeting before forwarding to WCC.

Action: Clerk, Chair

b. **To receive plan update**

It was acknowledged that the plan needed checking for what would happen in the event of a flood. The agreed process was as C/19/102a.

C/19/103 **Flooding Issues**

Cllr Barrow informed the Council that he had been watching for evidence of rising waters at the back of the stables and around the local railway bridge. He noted that although there had been evidence of rising waters in December there was not now. It appeared that the water level had gone up but had now subsided. The ditches by the Dower House had rising water but they appeared to be holding fast. Cllr Welland brought the Council up to date with the WCC plans and she explained that although WCC had done some 3D mapping of the underground pipework and recognised that the pipes were not fit for purpose they were actually no further forward in sorting out the problem. She recognised that this was partly because of multiple agency involvement along with different landowners and the problems of getting everyone to agree on one course of action. Cllr Welland said that a proposal had been put in to change the junction at Down Farm Lane but the pipe issue was holding up the decision making, meanwhile the road surface was getting worse. It was suggested that the member of public attended the next Outer Winchester Briefing and Cllr Welland agreed to put this to WCC. It was also acknowledged that there were many incidences of silt building up in the drainage ditches which was likely to cause blockages in the future, however, the Council admitted it had no powers to enforce maintenance.

C/19/104 **Kings Barton – update on community buildings and from residents.**

The first member of the public introduced herself as the Chair of the Kings Barton residents association. She started by thanking the Council for the offer of spring bulbs but explained that Cala Homes hadn't finished the landscaping yet so they felt to wait until that had been completed. The member of the public informed the Council that one of the Kings Barton residents had had a break-in. The Police had been informed but the residents were looking into starting up a Neighbourhood watch in the area. The Chair said she would put them in touch with the Hampshire Neighbourhood Watch co-ordinator and said that in the past the Council has funded any local Neighbourhood Watch expenses. The resident said that they had been holding their meetings at Cala offices but would now need another venue. The Chair suggested that the Clerk contacted Kings Worthy PC on their behalf. The residents also brought up the issue of speeding down Andover Rd. The recent fatality had highlighted the problem that the footpath used by residents to walk dogs exits onto Andover Rd where the speed restrictions goes up to 50mph. Although crossing Andover Rd is natural at that point it is dangerous and she wondered if anything could be done. It was suggested that they approach Henry Beaufort School to bring the matter up in their "Travel to School Plan". Frustration was also expressed that the new playground is still fenced off. The Chair agreed that the matter of the long term ownership and maintenance of the open spaces needed to be resolved and it is likely that there will be further problems on these issues with the new playing fields.

Action: Clerk

C/19/105 **Minutes of the Meeting of 11th November 2019**

a. To approve and sign the minutes

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

b. To deal with matters arising not on the agenda

There were no matters not arising on the agenda

c. To deal with any correspondence

The Clerk had received an email from Kings Worthy Pre-School requesting that the grant that they had received from the Council (C/19/037 9c) be spent on other necessary items. The Council unanimously agreed. The Clerk had also received an email regarding the state of the wear at the side of the road in Down Farm Lane. The Clerk was asked to forward the email to Cllr Porter at WCC for comment.

Action: Clerk

C/19/106 **County and City Councillors' reports**

Cllr Porter had sent a report which was circulated before the meeting but she did not attend. Neither Cllr Rutter nor Cllr Prince attended although Cllr Rutter did send her apologies.

C/19/107 **Path between The Dell and Mount Pleasant**
Update to agreeing actions on establishing ownership

Cllr Duncan has not met with her colleague so there was no progress to report.

Action: Cllr Duncan

C/19/108 **The Dell Play Area**

The Clerk had received a reply from Mr Botham of WCC concerning her letter to Cllr Porter (C/19/089a). The reply was circulated before the meeting. The Chair commented what was asked for in WCC's S106 agreement with Radian was "play equipment" yet Mr Botham, in his letter talked about LAP (Local Area of Play). The Clerk was asked to write back to ask Mr Botham specifically where the LAP had been agreed. His letter also made incorrect assumptions about VAT because the developer would have been allowed to have claimed this back.

Action: Clerk

C/19/109 **Winchester 10k Road Race**

There was no update. The clerk confirmed that all the information she had been given by Challenging Events was on the Council's website.

C/19/110 **Neighbourhood Plan**
To discuss plan for development of the Headbourne Worthy Neighbourhood Plan.

There had been no further meetings so there was no update to report.

C/19/111 **Budget for Next Year**

The Clerk informed the Council that WCC had confirmed that the tax base for the Parish had increased by 60. The Clerk presented the Council with the budget agreed at the last meeting (C/19/093). The Council agreed that with the budgets at a City level being reduced the Parish Council will need to take on maintenance projects. The Council unanimously agreed the following resolutions:

- 1** The Clerk's hours to be increased to 6hrs a week with a salary increase to recompense. There will also be some extra funding in the budget in case there is extra call on the clerk's time.

- 2 The Grants available would increase to £2500. This would be to allow support for community groups including those Kings Barton.
- 3 £2,000 would be set aside to purchase an SLR to be used across the Parish including at Kings Barton.
- 4 IT expense would include the Parish Online licence and the MS Office subscription and an increase for 123 email hosting.
- 5 The Flood Reserve would be increased to hold £2500.
- 6 The Clerk would look for a sustainable wreath for the annual Remembrance Service.

The Precept request of £22,180 being agreed by the Council the Clerk signed the form on behalf of the Council and was requested to forward it to WCC.

Action: Clerk

C/19/112

Finance

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

Payments 40 - 51 2019/2020 has been circulated prior to the meeting. These were reviewed and approved.

PCC Kings Worthy	40	30
Parish Online	41	60
Trimmers	42	288
B Baker expenses	43	47.92
B Baker salary	44	189.28
Trimmers	45	276
Trimmers	46	288
PCC Kings Worthy	47	30
Winch Leaflet Dist	48	44.94
ADH	49	190
B Baker salary	50	189.28
Unity Bank	51	18

b. To review budget year to date.

The payments against budget was circulated prior to the meeting and were noted.

c. Appointment of Internal Auditor

The Council resolved to appoint Mr John Murray as the internal auditor for 2019/2020

Action: Clerk

C/19/113

Planning

a. New applications – to agree responses

There were no new applications

b. To note recent decisions

Date Rec'd	Number	Address	Description	Comments by
03/10	19/02002	Chessaumy, School Lane,	Demolition of existing dwelling house and construction of new house and associated landscaping	Approval

		HW, SO23 7JX		
17/10	19/02293/PHNO	Headbourne Worthy Grange, School Lane, Headbourne Worthy Winchester	The proposed extension is a single storey flat roofed, with two rooflights. The extension is pre-dominantly glazed with a section of solid wall facing west to be clad in light coloured stone. Full height sliding glass doors provide access to the garden. The roof consists of a dark grey single ply roof membrane with PPC aluminium edge trims.	Approval not required

Action: Clerk

c. To note decisions awaited

Date Rec'd	Number	Address	Description	Comments by
10/09/	19/01983/REM, 19/01984/REM. 19/01985/REM	Barton Farm, Andover Rd	Reserved matters for details (layout, scale, appearance and landscaping) of the fourth phase of development (phase 4A) of the Barton Farm site (also known as Kings Barton) comprising a total of 273 dwellings with associated public open space including an equipped play area (LEAP) U13/14 football pitch, allotments and related infrastructure in pursuance of conditions 05, 11, 12 of outline permission 13/01694/FUL. The original outline permission was an application requiring an environmental impact assessment and was submitted want an environmental statement.	10/12/19

d. Enforcement – to note any enforcement matters

There were no enforcement issues to be noted.

C/19/114

General amenities

a. Lengthsman Scheme Update

Cllr Macpherson informed the Council that the Lengthsman was due to visit on 23rd January, she asked Cllrs to check in their immediate neighbourhood for any work that the Lengthsman could do. Cllr Clark-Smith said that the glass in the bus shelter near her needed cleaning.

Action: Cllr Macpherson, Clerk

b. Worthy Down Bus Shelter

The Clerk has circulated before the meeting emails regarding the maintenance and ownership of the bus shelter. The emails confirmed that the MOD will continue with maintenance whilst ownership is established and that it is possible the Council will be asked to take on ownership and maintenance in the future.

Action: Clerk

c. Annual Vegetation Cutting

Diagrams and maps of the paths that HCC proposed to cut back had been circulated before the meeting. As these were the paths that had been cut back last year the Council resolved to continue with these allocated paths.

Action: Clerk

d. Fly tipping at Church Paddock, Bedfield Lane

The Clerk had been contacted by a resident who was unhappy with the unsightly fly tipping at Church Paddock. Photographs of the rubble had

been circulated before the meeting. The Clerk had reported the matter to WCC. The Clerk was asked to bring the matter to Cllr Rutter's attention in her capacity of City Councillor.

Action: Clerk

e. Barton Meadows Footpath

The Clerk had contacted HIWWT to inform them that the paths were becoming too muddy to walk on (C/19/096a). The response she had received was circulated before the meeting. The Council noted that the paths were now becoming increasingly inadequate for use. It was felt that as visitor numbers increased the paths would require a better surface. The Clerk was asked to go back to HIWWT to bring this to their attention.

Action: Clerk

It was also noted that the Taylors Corner Bus stop had been knocked down and the Bedfield Lane 30mph sign that had fallen over. The Clerk was asked to organise the re-erection of these items with the appropriate authorities. The Council proposed a litter pick to be held on Saturday 14th March.

Action: Clerk

C/19/115

Communications and Correspondence – to receive updates

a. Newsletter including delivery options.

The Council agrees that Winchester Leaflet Distribution be retained to deliver the Council newsletter.

b. Councillor Communications

The Clerk proposed using DropBox, an online tool, to circulate information to the Councillors before the meetings. The Council agreed to try out this method out for the next meeting.

Action: Clerk

C/19/116

Items for next agenda, date of next meeting and confirm APM meeting date

The next Parish Council Meeting and will take place on Monday 10th February 2020 at St. Mary's Church rooms in Kings Worthy. The APM will take place on 20th April at St Swithuns Church.

Items for the Agenda:
Winchester 10K race
Rev Paul Bradish
Polling station update

The meeting closed at 10:00 pm