

Kings Worthy Parish Council

PARISH COUNCIL MEETING

**Minutes of the Meeting held on Monday 18 March 2013
at Kings Worthy Community Centre, Fraser Road, Kings Worthy**

Present: Councillors: Sarah White [Chairman], Phil Allen, Bob Barnes, Ian Gordon, Malcolm Prince, Judith Steventon Baker, Stewart Newell, Kerstin Reiners, Martin Taylor and Denis Welstead

HCC: Cllr Jackie Porter

WCC: Cllr Jane Rutter

Clerk: Adrian Reeves

Public: 1

PC/13/28 Apologies for Absence

Apologies for absence had been received from Cllr Hallisey. The Chairman welcomed Cllr Newell to his first meeting.

PC/13/29 Public Question Time

Alun Edmunds from Age Concern Hampshire made a presentation on the Village Agent scheme, which is aimed at providing face to face assistance for elderly people not using the internet. Assistance, in Hampshire, is provided by volunteers supported by Age Concern Winchester and funded by Hampshire County Council (HCC) from April 2012 for 3 years. Ideally two volunteers per village are required for a total of 4-6 hours per week. The role is about signposting people to, and helping them access, available services but not about giving advice. HCC fund the paperwork, laptop if required, internet access and mobile 'phones to enable the agents to work from home. All agents must undertake an enhanced CRB check and attend a safeguarding vulnerable people course. Parish Council was asked to support this initiative.

Action – Cllr White

(Alun Edmunds left the meeting)

PC/13/30 Reports from Police/County Councillor/City Councillor/School Governor/Parish Councillors

- **Police** – PCSO Chris Martin's report had been circulated [copy attached]. Members noted the contents.

A brief discussion of the Speedwatch scheme was given. Cllr Gordon is to meet with the Police Sergeant managing the scheme; costs are in the order of £2,500 over 5 parishes but the split would depend on size / usage.

Double yellow lines outside Kings Worthy Primary School have been funded for 2013/14 financial year.

A request was made by Cllr Porter for the Parish Council's maintenance technician to refit a "private property" sign at Hinton Fields. This was referred to Planning & Highways Committee. **Action Cllr Gordon**

(PCSO Martin and an observer left the meeting)

- **County Councillor** – Jackie Porter presented her report [copy attached].

It was noted that the council tax bills for 2013/14 had been sent out; if any parishioners have any queries they should be referred to the benefits service or Winchester City Council.

A RSS feed is available to receive timely information on road works from www.roadworks.org.

Yellow lines outside the Tesco store at the junction of Hookpit Farm Lane have been put on hold. Cllr Porter to check if any of the notices still on lamp posts need to be removed. **Action Cllr Porter**

- **City Councillor** – Jane Rutter presented her verbal report. Cllr Johnston is unwell and councillors wished him well.

Congratulations were given to the local winners in the Mayor's Awards.

The lease between the trustees of Tubbs Hall and the Parish Council was being reviewed and updated as this had never been completely ratified; details from WCC were also being clarified.

Winchester Local Plan Part 1 had been found sound by the planning inspector.

Local Liberal Democrats will be asking for an increase in the Community Investment Levy (CIL) which passes to Parish Councils. At present 15% is allocated but if there is a neighbourhood plan then this can be increased to 25%.

It was agreed to copy Jane Rutter in on the letter being sent to Steve Opacic (WCC) to clarify the requirements on the parish for house building, including the use of rural exception sites. **Action the Clerk**

- **School Governor** – The children are now able to make a choice from a menu for lunches at the school and this assists the catering staff in providing a more accurate provision in terms of numbers. The school have been involved in the Colossal Cake Sale in aid of the Help for Heroes Charity as well as activities around Red Nose Day.

- **South Downs National Park Authority** – The meeting on 28 February had been attended by Martin Taylor. He reported that discussion centred on the management plan and objectives. The issue of marking the entrances to the Park was raised but there are no plans at present because there are “hundreds of them”. It was requested that we clarify what was allowed by SDNPA for the entrance to the park. Planning applications had become more complicated for residents within the National Park and a clarification of these along with a public telephone contact point was requested.
- **SLCC** – Sarah White and Adrian Reeves had attended a conference on social networking for local councils. This had proved very informative and would be progressed, taking into account the caution required regarding libel laws. **Action Cllrs White & Reiners**

(Cllr Rutter left the meeting)

PC/13/31 Minutes of the Parish Council Meeting held on the 18 February 2013

The minutes were agreed as a true record and were signed by Cllr White.

PC/13/32 Matters arising from the Minutes of the Parish Council Meeting held on the 18 February 2013

- **PC/13/15 Hookpit Farm Lane – Top Field Footpaths** – Cllrs White, Allen and Welstead reported back on a site meeting with Drew Smith and the HCC footpaths representatives. It was agreed that the proposals including a diversion to the west, through the new housing as well as maintaining the current used route to the east of the site, would be acceptable if that were to be the final submission. Proposals should also include the link path from Ilex Close. An additional footpath was requested along the old railway line to link with Kim Bishop walk to the west and the path from Woodhams Farm to the east, although this should not be hard standing. The currently used southern path on the open grassland would be maintained. This issue was referred back to Planning & Highways Committee to be considered against the formal proposals from Drew Smith and Winchester City Council. **Action – Planning & Highways Committee**
- **PC/13/18 Sewage Problems – North Road** – It was reported that the drains were being cleaned every two months by Southern Water.
- **PC/13/18 Dog Fouling** – consideration was being given to a number of options for signs. A repeat of the spraying exercise, to be undertaken during April, was discussed. It was proposed that leafleting certain areas may be more productive. Cllr Reiners undertook to draft a rewrite of the leaflets which are handed out. **Action – Cllr Reiners**
- **PC/13/18 Parish Plan - Youth Meeting** – a date of the 25 March 2013 had been arranged by Jackie Porter for the “street reach” visit to the Winnall and Stanmore areas for Cllrs Prince & Reiners.

- **PC/13/18 Springvale Road – Speed Limit** – waiting for Hampshire County Council feedback on their traffic survey before discussing further.
- **PC/13/22 Bus Services** – reference was made to the letter received from Mr. Tom Waterhouse, Operations Manager for Stagecoach in Hampshire. An additional bus has been added to the route allowing for a 15 minute timetable with effect from 1 April.
- **PC/13/16 Bus Shelter** – waiting for a brochure re proposed new shelter at the bottom of Nations Hill. Hampshire County Council feedback on their traffic survey before discussing further. **Action – the Clerk**
- **PC/13/19 Illegal Advertising Signs** – incidence had reduced after the Christmas period. If this recurs it will be necessary to discuss this with Neville Crisp at Hampshire County Council.

PC/13/33 To receive the Minutes of the Sub-Committees:

The Minutes of the following Committees were received and discussed.

Planning and Highways Committee – 26 February 2013

Cllr Gordon presented the minutes and highlighted the following;

- **Lit Speed Limit Sign** – this had been placed on hold while discussions were held over the possibility of becoming involved with the Speedwatch project. This would cost about £2500 to set up with the costs being split across, say, five parish councils with the proportion being allocated as to usage levels.

Recreation and Amenities Committee – 7 March 2013

Cllr White gave a dashboard presentation to members

- **Eversley Park Path** – the ground is still too wet for the contractor to commence the work. It was unanimously agreed to allocate a budget of £2,000 for the additional steps in the park, with the work to be carried out by Carroway who are the contractor for the main path.
- **Church Green Playground** – the latest proposals were considered to be still too large for the site and this would be re-examined with Clare Welland (Headbourne Worthy PC). **Action – Cllrs White & Reiners**
- **Grounds Maintenance Contract** – five contractors were invited to tender, of which four entered submissions, and the lowest three by value were invited for interview. The four tender values, to cover a three year period, were:

£97,177.50
 £109,244.00
 £109,700.76
 £132,166.38

After a rigorous interview process a recommendation was put that the contract be awarded to Green Smile Ltd, the lowest tenderer, and this was unanimously agreed. The new contract will need to be monitored carefully and it will be important to photograph the bases of trees and play and activity equipment to show their condition at the commencement, 1 April 2013, of the new contract.

Action – Cllr White

- **Seats, Benches & Picnic Tables** – this work has been partially completed and was continuing.
- **Flowerbed outside Tubbs Hall** – it was reported that plans should be available soon.
- **Cricket Nets** – replacement netting for the repairs has been received but fitting is awaiting better weather.
- **Tree Inspections** – Members agreed a budget of £500 for two days work for a more detailed inspection of the trees at Eversley Park.
- **Byelaws** – it was planned to put a laminated version of the three page abbreviated byelaws in each open space and on the back, where possible, of each parish notice board; options were being considered. **Action – R&A committee**
- **Sundial** – the brass sundial was showing excessive weathering and had been vandalised several times. It was agreed to investigate the cost of a stainless steel replacement as well as the possibility of using a stainless steel screw to fix the current brass sundial. This, if progressed, would be fixed on British Summer Time with as strong screw fixings as were available. **Action – Cllr Welstead**

Finance Committee – 13 March 2013

Cllr Prince updated members. The rate precept set for 2013/14 has resulted in a 1.93% increase in cash but has resulted in the average bill for individual households being 0.9% lower.

(Cllr Porter left the meeting)

The Finance Committee meeting scheduled for the 13 February 2013 had been cancelled due to members being unable to attend.

- **Grants** – two grant requests had been received. The first One was from Winchester City Council for contributions toward the refurbishment of the skate park outside River Park Leisure Centre. The second was a request from Littleton and Harestock Parish Council for a contribution, from s106 monies, toward the resurfacing of the car park at the Millenium Hall. Both requests were unanimously rejected.
- **Invoices** - a list of invoices for payment was circulated to members for ratification [copy attached].

- **Statement of Accounts and Management Reports** – Cllr Prince shared with members details of income and expenditure for February 2013 [copy attached]. The surplus on current account currently stands at £11,696. Cllr Prince highlighted the forecast outturn for the financial year of £6,023 and the balances held.
- **Eversley Park Car Park** – R&A were requested to examine the cost of resurfacing the whole car park and were given a mandate to open discussions with the Worthies Sports and Social Club.
- **Asset Register** – Cllr Prince reported that the asset register was now in place and being updated as required. Thanks were expressed to Cllr Welstead for taking all the photographs.
- **Clerks' Salaries** – Members ratified the recommendation from Finance Committee meeting of 13 March 2013.

PC/13/34 Amalgamation with Headbourne Worthy Parish Council

Cllr White reported that Headbourne Worthy Parish Council had unanimously voted against amalgamating with Kings Worthy PC.

PC/13/35 Parish Plan Developments

Many of the 1-2 months actions had already been completed. It was agreed to find out more about what was involved in the preparation of a neighbourhood plan. **Action – P&H Committee**

(Cllrs Welstead and Steventon-Baker left)

PC/13/36 Annual Parish Meeting

The Annual Parish Meeting will be held at Tubbs Hall on 13th May at 7.30 pm. Refreshments will be served from 7.00 pm with local clubs and societies being asked to have display presentations available for this period. Speakers will be asked to make use of a public address system.

Cllr Taylor agreed to contact the local clubs and societies. **Action – Cllr Taylor**
Cllr Gordon agreed to contact WACA regarding hire of presentation equipment including projector, PA system and display boards. **Action – Cllr Gordon**

(Member of the public and Cllr Gordon left)

Cllr Reiners to prepare a poster to advertise the event. **Action – Cllr Reiners**
Cllrs Gordon, Reiners, Taylor & White agreed to meet to discuss this event further within the next 10 days. **Action – Cllrs Gordon, Reiners, Taylor & White**

PC/13/37 Communications

Further training on the website is required for councillors and clerks to enable maintenance and uploads to be carried out in-house. **Action – Cllr White & Reiners**

PC/13/38 Clerk's Notices

None.

PC/13/39 Chairman's Notices

- **Standing Orders** – next meeting to include a review of standing orders particularly whether or not to amend the time limit of three years for the term of office for the chair and vice-chair.
- **Litter Pick** – this to take place on April 20th, April 27th or May 4th with the date to be agreed.

PC/13/40 Items for Discussion at Next Meeting

Standing Orders
 Annual Parish Meeting
 Annual General Meeting
 Village Agent
 Presentation on 2011 census data by Cllr Prince

PC/13/41 Date of Next Meeting

The next meeting is scheduled for 7.30 pm on the 15 April 2013.

The meeting closed at 10.45pm.

Signed

Dated