

**Kings Worthy Parish Council**

**Minutes of the Parish Council meeting  
held on Monday, 22 March 2021 at 19:30  
Due to COVID-19 this meeting was held electronically via Zoom**

**Attendees**

Councillors Les Haswell (Chair), Sue Cook, Colin Cossburn, Emily Fish, Ian Gordon, Mandy Hallisey, Matthew Miller-Hall, Stewart Newell (Vice-Chair), Charlotte Smith and Steve Waters

**Clerk(s)**

Parish Clerk (Christopher Read)  
Assistant Clerk (Lucia Foster-Found)

**County & City Councillor(s)**

Cllr Jackie Porter (HCC & WCC)  
Cllr Malcolm Prince (WCC)

**Apologies**

Signe Biddle & Dorry Lawlor

**Members of the public**

None.

**PC/21/029 – Public question time**

None.

**PC/21/030 – To agree and sign the Minutes of the Meeting held on 22 February 2021**

The minutes were agreed as a true record of the meeting and will be signed by the Chair via the post.

**PC/21/031 – Impact of Coronavirus (COVID-19)**

The Clerk note that the governments roadmap is still going to plan.

**PC/21/032 – Reports from the County Councillors, City Councillors and Parish Councillors following external meetings**

- Cllr Porter's report had been distributed to Councillors before the meeting (see attached) and added the following:

Junction 9 consultation – The consultation for proposed changes to Junction 9 is planned for May 2021 and should be up for 42 days. The planning application should then follow in early 2022.

Lovedon Lane surfacing – HCC have stated that it needs tidying up. Resurfacing of a section of the lane from Eversley Gardens to the A33 junction (including part of the A33) is being considered by HCC.

Hookpit Farm lane layby – The funding for this have now been requested. Cllr Newell asked what the timescale was for this work. Cllr Porter stated that they are aiming to complete this in line with the occupation of the houses on Top Field in approximately June/July time.

Ecogen site – Cllr Porter stated that HCC have done spot checks on the number of trucks. There have been reports that trucks trying to access Ecogen were being sent through Sutton Scotney/Stoke Charity.

Cllr Haswell expressed concern that when Ecogen originally applied, lots of people were unaware. Cllr Porter stated that HCC only inform people within 100m, but she will ask HCC to notify the whole length of Lovedon Lane.

Cllr Haswell expressed concern at the size of the vehicles now using Lovedon Lane.

Cllr Waters noted that he saw a truck that had to drive on the pavement to allow another truck to pass.

- Cllr Prince gave a brief report to Councillors highlighting the below:

Tennis – From the 1<sup>st</sup> April, members of the public can play tennis free for one month at the River Park recreation ground.

New leisure centre – Cllr Prince stated that this was no schedule for opening in early likely May. There are currently no plans to re-open the old leisure centre once COVID-19 restrictions are eased.

- Football pitch meeting – Cllrs Hallisey, Newell met with representatives of the football clubs that use Eversley Park to discuss both the closure date for the pitches at the end of this season, and renovation of the pitches.

All Councillors agreed to allow games to played until the end of June to the COVID-19 lockdown. Pitch renovations are currently planned for early next year.

### **PC/21/033 – Matters arising from the meeting held on 22 February 2021**

None.

### **PC/21/034 – To receive the minutes of the committees:**

Recreation & Amenities (R&A) Committee – All Councillors had received a copy of the minutes before the meeting.

Metal socket at Eversley Park play area – Cllr Hallisey noted that the metal socket had been partially dug up at Eversley Park recently. This has now been removed and it was felt that it was likely the result of a metal detectorist.

Exercise class charges – It was agreed to defer charging for exercise classes until the fees are reviewed in July.

Finance, Administration & Remuneration Committee – All Councillors had received a copy of the minutes before the meeting.

- Grant – A grant to Worthys Youth Football for £189.00 was agreed.
- Assistant Clerk's hours – It was agreed to extend the Assistant Clerk's contracted hours from 20 to 27 hours per week, until the end of September.

Planning & Highways Committee – All Councillors had received a copy of the minutes before the meeting.

Tree application in Court Road – After discussion, it was agreed to defer this application to the arboricultural officer

#### **PC/21/035 – Extension of the ground's maintenance contract**

A review meeting had been held with Green Smile Ltd. It was unanimously agreed to extend the grounds maintenance contact for two year, at the current cost of £35,940 per annum.

#### **PC/21/036 – To consider the forecast outturn (2020/21) and Budget (2021/22) [See attached]**

Councillors reviewed the management report, the forecast outturn (2020/21) and budget (2021/22).

#### **PC/21/037 – Approve the payment listing [see attached]**

Councillors reviewed and agreed the listing of payments.

#### **PC/21/038 – Email response within the Council**

This item was deferred until the next meeting.

#### **PC/21/039 – Review of Standing Orders and Risk Register**

Councillors had been sent a copy before the meeting. Minor amendments were made, and they were unanimously agreed for adoption.

#### **PC/21/040 – Review of Financial Regulations and Investment Policy**

Councillors had been sent a copy before the meeting and they were unanimously agreed for adoption.

**Action:** It was agreed to investigate whether our savings providers invest with companies involved with fossil fuels.

**PC/21/041 – Communications [incl. Website /Facebook / Newsletter / Monthly Comms. etc.] including the protocol for the approval of Council communications.**

The comms working group had met and a draft document had been circulated to Councillors.

**Action** – Councillors are to send their comments on the document to Cllr Smith.

**PC/21/042 – Climate change**

Cllr Smith noted that at the recent Junction 9 meeting, WCC stated that they are pushing for a green legacy.

**PC/21/043 – Parish plan review**

**Action** – The Clerk is to organise a meeting with Cllrs Newell and Smith to look at this.

Cllr Porter recommended that we look at the recent Colden Common neighborhood plan.

**PC/21/044 – Clerk’s Notices**

*(Cllrs Jackie Porter [HCC] & Malcolm Prince [WCC] left at this point)*

***Under the provisions of the Public Bodies [Admissions to Meetings] Act 1960 [as extended by S100A of the Local Government Act 1972] the public were excluded from the discussion on this item due to the confidential nature of the business to be considered, namely to discuss a complaint received in relation to one of the Parish Council’s playgrounds.***

Councillors discussed a complaint that had been received in relation to one of the Council’s play areas.

***At this point the meeting was re-opened to the public.***

**PC/21/045 – Chairman’s Notices**

Use of personal email accounts – Cllr Haswell raised the issue of personal email accounts being used for Parish Council business. He noted that as previously agreed, the Council procedure is for all Council business to be transacted via the Parish Council issued addresses.

**PC/21/046 – Items for discussion at the next meeting on the 26 April 2021**

None.

**Meeting Closed at 21:56.**

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**Signed:**

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**Date:**

## County Councillor Report to Parishes for March 2021



Hopefully some of you will have received notice of vaccination by the time you read this. But that doesn't mean that our problems will be over. Maybe you have time to be a telephone buddy to a lonely resident? For info :

<https://www.butterfliesfriendship.com/telephonefriends>

**There are a number of consultations at present:** all are online for now

1. HCC is holding an Active Travel Consultation proposing an 18 month long reorganisation of some streets in Winchester incl. Hyde Street improvements which give closure to thru' traffic. Deadline 21 March.

<https://www.hants.gov.uk/aboutthecouncil/haveyoursay/consultations/winchester-improvements>

2. HCC is proposing a 100m extension to the 40mph speed limit on the Andover Road WCC , until 21 March

3. WCC : the Winchester District Local Plan consultation [www.localplan.winchester.gov.uk](http://www.localplan.winchester.gov.uk) until 12<sup>th</sup> April

4. **HCC LTP4- an update to the Local Transport Plan has just closed but** if you have local views, I'd be pleased to hear them. The new Transport Plan (LTP4) will form the primary transport policy for Hampshire County Council to 2050. You can see more on

<https://www.hants.gov.uk/transport/localtransportplan>

**Others are coming straight after the elections in May.**

1. HCC 's Minerals and Waste Plan

2. Hampshire Hospitals consultation on hospital provision see more at [www.HHFT.nhs.uk](http://www.HHFT.nhs.uk)

3. Highways England M3Jn9: go to <https://highwaysengland.co.uk/our-work/south-east/m3-9-9-improvements/> for details, and to register for updates

**Extensive Flooding Work** is continuing across the division. This has been a major focus for me in the last year. Several sites have been listed but the work isn't being done until the next financial year due to budgetary constraints and effects of Covid19 on work teams. This is most frustrating.

A pilot of **School streets** is looking at removing traffic from streets in front of school gates, to improve chance of active travel (cycling and walking) into school. Results should be ready for the Autumn term.

**'Solar Together'** is an opportunity to purchase solar panels (and battery) for your home under an HCC approved, value for money scheme. The deadline is the 23<sup>rd</sup> March and applications are collected locally on Winchester.gov.uk. Go to

<https://www.hants.gov.uk/landplanningandenvironment/environment/climatechange/whatarweddoing/projects/solarbuyingscheme>

Despite a petition about HWRC access, the promised pilot of '**HWRC walk in/cycle in/buggy in/wheelbarrow in** ' hasn't started yet. We are told that use of HWRC's is for essential journeys only so cars only: though I'm not sure why a bike journey to the tip is any less essential than one by car?

**Additional special school places** are being created in Andover at Icknield and Samuel Cody school, due by 2022, and opening in September 21, the Austen Academy at Basingstoke for children on the Autism spectrum. This provision adds to the growing need for special school places for children with SEMH and neurological conditions as well as for those with physical disabilities.

**The 20/21 HCC Gigabit scheme being carried out in conjunction with BDUK** and Openreach is not going well. Of the 33 proceeding, 7 are in the Itchen Valley Division. Others have started but stalled early. Most of the County's top-up fund of £1m remains unspent. At Thursday's Policy and Resources Select Committee (4<sup>th</sup> March) , we are scrutinising the process which is failing: resulting in disappointment and failure to deliver with Open reach. Let's hope the relevant Openreach employee turns up as requested.

I have tried to keep you up to date through the month too, please email me direct if you have any queries. [Jackie.porter@hants.gov.uk](mailto:Jackie.porter@hants.gov.uk) 07973 696 085 , @JackieLibDem or see my website [www.jackieporter.co.uk](http://www.jackieporter.co.uk)

**Management Accounts for the period ending 28<sup>th</sup> February 2021**

**Income**

Department/committee	Annual Budget	Budget Year to Date	Actual Year to Date	Variance Year to Date	2020/21 Forecast Outturn	2021/22 Budget
Neighbourhood Plan	£9,000.00	£0.00	£0.00	£0.00	£0.00	£9,000.00
Finance, Administration & Remuneration (inc. CIL receipts)	£214,135.02	£153,169.11	£165,300.72	£12,131.61	£205,025.46	£186,617.59
Kings Worthy Community Centre	£4,181.20	£3,832.77	£1,792.54	<b>-£2,040.23</b>	£5,553.91	£4,399.44
Planning & Highways	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Recreation & Amenities	£6,060.00	£5,600.18	£5,963.00	£362.82	£4,393.33	£5,560.00
<b>Totals:</b>	<b>£233,376.22</b>	<b>£162,602.06</b>	<b>£173,056.26</b>	<b>£10,454.20</b>	<b>£214,972.70</b>	<b>£205,577.03</b>

**Expenditure**

Department/committee	Annual Budget	Budget Year to Date	Actual Year to Date	Variance Year to Date	2020/21 Forecast Outturn	2021/22 Budget
Neighbourhood Plan	£9,000.00	£0.00	£0.00	£0.00	£0.00	£9,000.00
Finance, Administration & Remuneration	£73,517.28	£67,881.34	£71,676.14	<b>-£3,794.80</b>	£80,279.85	£81,705.67
Kings Worthy Community Centre	£9,685.00	£8,818.20	£8,524.58	£293.62	£11,243.91	£10,315.89
Planning & Highways	£6,500.00	£2,980.37	£2,949.38	£30.99	£7,376.95	£7,175.00
Recreation & Amenities	£81,269.00	£65,173.48	£54,134.12	£11,039.36	£69,421.47	£81,257.55
<b>Totals:</b>	<b>£179,971.28</b>	<b>£144,853.39</b>	<b>£137,284.22</b>	<b>£7,569.17</b>	<b>£168,322.18</b>	<b>£189,454.11</b>

	Annual Budget	Budget Year to Date	Actual Year to Date	Variance Year to Date	2020/21 Forecast Outturn	2021/22 Budget
<b>Actual Year to Date Position:</b>	<b>£53,404.94</b>	<b>£17,748.67</b>	<b>£35,772.04</b>	<b>£18,023.37</b>	<b>£46,650.52</b>	<b>£16,122.92</b>

**Memorandum position - Excluding CIL receipts only**

	Annual Budget	Budget Year to Date	Actual Year to Date	Variance Year to Date	2020/21 Forecast Outturn	2021/22 Budget
<b>Revised Position (excluding CIL receipts):</b>	<b>£6,298.92</b>	<b>£17,748.67</b>	<b>£27,560.39</b>	<b>£9,811.72</b>	<b>£12,429.02</b>	<b>£3,238.41</b>

<b>Play area reserve transfer</b>	<b>£10,000.00</b>	<b>£10,000.00</b>	<b>£10,000.00</b>	<b>£10,000.00</b>	<b>£10,000.00</b>	<b>£10,000.00</b>
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**Final memorandum position - Excluding CIL receipts and including play area reserve transfer**

<b>Final memorandum position</b>	<b>-£3,701.08</b>	<b>£7,748.67</b>	<b>£17,560.39</b>	<b>£9,811.72</b>	<b>£2,429.02</b>	<b>-£6,761.59</b>
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## Balance Sheet for period ending 28<sup>th</sup> February 2021

<u>Bank Accounts</u>	
Unity Trust Bank Current Account	£15,431.07
Unity Trust Tailored Deposit Account	£50,956.34
<b>Sub-Total:</b>	<b>£66,387.41</b>
<u>Investments/Deposits</u>	
Hampshire Trust Bank Variable (45-day notice)	£42,313.17
Hampshire Trust Bank Variable (90-day notice)	£42,686.83
United Trust Bank Variable (100-day notice)	£5,213.92
<b>Sub-Total:</b>	<b>£90,213.92</b>
<u>Other</u>	
B4B Procurement Card	£4.94
Debtors	£743.41
Prepayments	£0.00
<b>Sub-Total:</b>	<b>£748.35</b>
<b>Total Current Assets:</b>	<b>£153,349.68</b>
Current Liabilities	
Trade Creditors	£1,194.35
Retentions	£377.20
Received on Account (inc. Precept)	£13,714.88
PAYE Payments Due	£251.20
NI Payments Due	£603.77
Pension Payments Due	£966.13
VAT to be Paid	-£27.60
VAT to be Reclaimed	-£840.98
VAT that has been Reclaimed but not received	£0.00
<b>Total Current Liabilities:</b>	<b>£16,238.95</b>
<b>Current Assets Minus Liabilities:</b>	<b>£141,110.73</b>
Earmarked Funds in Reserve	
Church Green Reserve	£7,974.49
Play area maintenance reserve	£24,053.22
CIL Reserve	£16,967.77
<b>Total Current Liabilities:</b>	<b>£48,995.48</b>
Net Assets	
Profit & Loss Accounts Brought Forward	£12,582.28
General Reserves (inc. £7,364.59) for tree works)	£43,760.93
Profit & Loss Year to Date	<b>£35,772.04</b>
<b>Total Net Assets:</b>	<b>£92,115.25</b>



# Payment Authorisation Listing – March 2021

## Committees:

FAR = Finance, Administration & Remuneration

KWCC = Kings Worthy Community Centre

PC = Parish Council

P&H = Planning & Highways

R&A = Recreation & Amenities

## Payments previously authorised on the bank

Date	Committee	Beneficiary	Description	Category	Total (Inc. VAT)	Unrecoverable VAT
24/02/2021	R&A	Jacksons Fencing Ltd	1.5m gate, hanging system, fence posts and postcrete for Burial Ground	Burial Ground - Capital Expenditure	£336.25	£0.00
08/03/2021	FAR	Soho Commercial Ltd	6x 240L and 3x 120L wheelie bins	Grants to Village Organisations	£405.60	£0.00
				<b>Total (all):</b>	<b>£741.85</b>	<b>£0.00</b>

## Payments to be authorised

Date	Committee	Beneficiary	Description	Category	Total (Inc. VAT)	Unrecoverable VAT
12/02/2021	FAR	Amazon UK	48L plastic storage box	Miscellaneous Expenditure	£16.99	£0.00
12/02/2021	FAR	Amazon UK	18.5L storage box, A5 pads and A4 pads	Miscellaneous Expenditure / Office Stationery	£26.63	£0.00
12/02/2021	FAR	TW Wholesale Ltd	Tool bag	Miscellaneous Expenditure	£31.49	£0.00
16/02/2021	FAR	Hampshire Association of Local Councils	Councillor development course for Cllrs Biddle & Cossburn	Staff and Councillors Training	£228.00	£0.00

03/03/2021	FAR	Amazon UK	Pens, pen refills, pencils and hole punch	Office Stationery / Small Office Equipment	£35.41	£0.00
04/03/2021	FAR	Trodakk Ltd	Blue pen refills	Office Stationery	£14.91	£0.00
04/03/2021	FAR	Amazon UK	Plastic storage chest (with drawers)	Miscellaneous Expenditure	£24.99	£0.00
09/03/2021	FAR	Hampshire County Council	Hand gel, disinfectant, cloths, gloves, punched pockets, tape dispenser, face masks and reel of string	Miscellaneous Expenditure / Office Stationery	£92.83	£0.00
				<b>Total (all):</b>	<b>£471.25</b>	<b>£0.00</b>

### Direct Debits & Standing Orders

Date	Committee	Beneficiary	Description	Category	Total (Inc. VAT)	Unrecoverable VAT
01/01/2021	FAR (KWCC)	EDF Energy	Gas -Tubbs Hall	Gas	£68.00	£0.00
08/02/2021	FAR	Freeola Ltd	Website and email hosting (26/01/21 - 25/04/2021)	Website/Email Expenses	£60.35	£0.00
10/02/2021	FAR (KWCC)	XLN Telecom	Phone & Broadband supply	Telephone & Broadband	£87.17	£0.00
15/02/2021	R&A	Business Waste Ltd	Emptying of large commercial bin at Eversley Park	Open Space Maintenance	£93.00	£0.00
15/02/2021	R&A	Business Stream	Water charges (19/10/2020 - 28/01/2021)	Water - Eversley Park	£13.17	£0.00
15/02/2021	FAR	TLC Online	Website support and maintenance services	Website/Email Expenses	£20.00	£0.00
16/02/2021	FAR	Sage Software Ltd	SAGE accounting software	Computer Software	£26.40	£0.00
22/02/2021	FAR (KWCC)	British Gas Lite	Electricity for Kings Worthy Community Centre	Electricity	£46.42	£0.00

23/02/2021	R&A	Business Stream	Water charges (24/11/20 - 08/02/2021)	Water - Burial Ground	£21.29	£0.00
01/03/2021	R&A	Green Smile	Monthly grounds maintenance contract	Grounds Maintenance	£3,594.00	£0.00
				<b>Total:</b>	<b>£4,918.78</b>	<b>£0.00</b>

### Remuneration costs

Date	Committee	Beneficiary	Description	Category	Total (Inc. VAT)	Notes
25/03/2021	FAR	C Read	Salary	Employee Wages and Salaries	£1,847.42	£0.00
25/03/2021	FAR	Lucia Foster Found	Salary	Employee Wages and Salaries	£1,250.26	£0.00
19/04/2021	FAR	HMRC	National Insurance	NI	£603.77	£0.00
19/04/2021	FAR	HMRC	PAYE	PAYE	£251.20	£0.00
19/04/2021	FAR	Hampshire County Council	Pensions	Pensions	£966.13	£0.00
				<b>Total:</b>	<b>£4,918.78</b>	<b>£0.00</b>

### Procurement card payments

Date	Committee	Beneficiary	Description	Category	Total (Inc. VAT)	Unrecoverable VAT
02/02/2021	FAR	Giffgaff	Goodybag of Minutes, Data and Texts (Office Mobile)	Miscellaneous Expenditure	£6.00	£0.00
02/02/2021	FAR	Giffgaff	Goodybag of Minutes, Data and Texts (Emergency Mobile)	Miscellaneous Expenditure	£6.00	£0.00
02/02/2021	FAR	Microsoft	Office 365 subscription	Computer Software	£18.96	£0.00
02/02/2021	FAR	Zoom Video Communications Inc.	Standard Pro subscription	Computer Software	£11.99	£0.00

02/02/2021	FAR	HP Inc UK Ltd	A4 inkjet printer	Small Office Equipment	£59.99	£0.00
				<b>Total:</b>	<b>£102.94</b>	<b>£0.00</b>