

Kings Worthy Parish Council

PARISH COUNCIL MEETING

Minutes of the Meeting held on Monday 19th September 2016 at the Kings Worthy Community Centre, Fraser Road, Kings Worthy

Present:	Chair of the meeting:	Martin Taylor
	Councillors:	Ian Gordon, Les Haswell, Dorry Hudson, Karen McCleery, Noel McCleery, Denis Welstead and Sarah White.
	Hampshire County Council (HCC):	None
	Winchester City Council WCC):	Malcolm Prince
	Clerk:	Christopher Read
	Public:	None
	Police:	None

Action

PC/16/114 Apologies for Absence
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Apologies for absence had been received from Cllrs Bob Barnes, Mandy Hallisey, Stewart Newell and Judith Steventon Baker.

PC/16/115 Public Question Time

None.

PC/16/116 Minutes of the Meeting held on 18th July 2016

The minutes of the Parish Council (PC) meeting on the 18th July were agreed and signed by the Chairman.

PC/16/117 Development at Top Field – update
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Top Field Footpath Dedications – Cllr White noted that a reply to the letter regarding the dedication of footpaths on Top Field had been received from Liz Ellam (WCC legal department). The letter states that the dedication of the footpaths is on hold until the various planning issues have been determined.

Local Plan Part 2 – Cllr Gordon reported to the council that he and Cllr Newell had attended the first two LPP2 meetings. Drew Smith queried the windfall figures at the meetings. However, the planning inspector has now approved Kings Worthy's windfall figures.

Signage – Signs have appeared on Kym Bishops Walk, on either side of the road bridge. Photographs of these signs were shown to the committee. The clerk has ascertained by telephone that despite their name being used on the sign, the Department for Transport are not responsible for erecting them. One of the signs is on PC land.

It was agreed to email a photograph of the signs to the Department of Transport and ask for written confirmation that they were not responsible for their erection.

Clerk

PC/16/118 Development off Lovedon Lane – update

Cllr White and Hudson met with Catherine Haigh (HAB - Landscape Architect). The timeframe for the site has been delayed due to delays with the foundations and the new park will now be transferred to the Parish Council in April 2019. HAB are still intending to maintain the new park for 2 years the transfer to the Parish Council. There is also a webcam on the site taking snapshots of the development as it progresses.

Cllr White and Hallisey met with are representative of Maverick Industries to discuss pump tracks. They provide concrete pump tracks that are landscaped to blend in with their surroundings.

Cllr Prince (WCC) noted that the Parish Council needs to ensure that the walking/running track around the edge of new park is integrated with Eversley Park.

PC/16/119 Reports from the County Councillor, City Councillors, School Governor and Parish Councillors following external meetings

o County Councillor

See the report attached for September.

Cllr Taylor highlighted the following information provided by Cllr Porter (HCC).

- o The changes to the Cart & Horses Junction are going to be starting in October.

It was agreed to place a link to the change.org petition to reduce the speed limit through the Cart & Horses Junction, on the Parish Council's website and Facebook page. It will also state that the Parish Council supports a reduction in the speed limit through the junction.

- o The school hedge is to be planted at the end of October.

Cllr White showed pictures to the council showing two newly erected fences that now directly abut the edge of the path alongside the school. The boundary with HCC's land is believed to be the middle of the hedge. Thus these fences are now encroaching on HCC land.

By majority decision it was agreed that on this occasion the Parish Council will not be asking HCC to pursue this matter.

o City Councillors

See the report attached for September.

Cllr Prince (WCC) highlighted the items on the report.

Cllr Welstead asked Cllr Prince (WCC) for his opinion with regards to the amount of traffic that may go through the railway bridge on Wellhouse Lane. Cllr Prince (WCC) stated that the traffic from Kings Barton will not be able to turn right when leaving the development, thus there should be no major increase in traffic in that direction.

Cllr Gordon noted that the school transport for children that attend Henry Beaufort School may be effected by the Kings Barton development.

- o **School Governor**

Cllr Gordon reported to the council on the recent governors meeting.

- o **Parish Councillors following external meetings**

Cllr Taylor attended a flood mitigation meeting, in Cllr Newell's stead. The HCC representatives were at first unaware of any flooding that had occurred north of the A34 bridge. Both Cllr Taylor and Cllr Porter (HCC) made it clear that there was an issue with flooding in Kings Worthy along the Springvale Road.

The representatives from HCC did note that the housing along Springvale Road, as you enter Kings Worthy from the south west, are partly responsible for maintaining the drainage ditch that runs under their entrance due to riparian responsibilities affecting these properties.

There was also discussion on standardisation of the drainage pipe diameters along Springvale Road.

PC/16/120 Matters arising from the Meeting of the 18th July 2016

PC/16/105 Cart & Horses junction – see PC/16/119 above.

PC/16/106 Postcode Change – The Royal Mail have confirmed that they will not give the Parish Council a new postcode.

PC/16/105 Footpaths

Parish Lengthsman Scheme – Cllr White reported to the council on the Lengthsman scheme and what the Lengthsman can be used for. It was noted that if the funding stops, the Parish Council would then need to find the money.

It was agreed to ask South Wonston, Itchen Valley and Littleton & Harestock about their experiences with the Lengthsman scheme.

Clerk

PC/16/111 Automated External defibrillators (AED)

Cllr White highlighted that whilst somebody goes to retrieve the defibrillator AED units, someone will need to perform CPR (Cardiopulmonary Resuscitation) on the patient to keep them alive. There are various training options for groups which could be used to train local Parishioners.

Cllr Gordon noted suggested that funds could be raised with sponsorship to pay for AED units.

It was agreed to ask the Ambulance Service for any data they have for Kings Worthy of occurrences of serious injury/death related to the lack of an AED unit.

Clerk

Cllr Taylor

Cllr Taylor is to investigate possible sponsorship funding for AED units

It was also agreed to order a free pack from the British Heart Foundation to train a group of 10 parishioners to be able perform CPR.

Cllr White

(Cllr Prince [WCC] left at this point)

PC/16/121 To receive Minutes of the Committees:

Planning and Highways Committee

The minutes of the meeting on 26th July & 30th August had been previously circulated.

Cllr Gordon highlighted the following points:

- Sale request for house on Blackberry Fields.
- Possible new car parking area behind St Marys Chapel Hall.
- Commercial vehicle parking on Springvale Road – Cllr Gordon noted that Aggregate Industries and the Police have confirmed the vehicles are parked legally. This is due to the reduction of the speed limit to 30mph.
There is also planning restriction on Elan Court precluding the parking of non-residential vehicles on the site.
- Tudor Cottage – This application was passed by WCC planning committee despite previous decision stating it was dangerous. Cllr Gordon and Newell are meeting with WCC, along with Cllr Jackie Porter (WCC), to discuss this issue.

Recreation & Amenities Committee (R&A)

The minutes of the meeting on 8th September had been previously circulated.

Cllr White highlighted the following points:

- Planting outside Parish Office – An amended planting scheme has now been formulated, with the help of Charlotte Smith (HCC landscape advisor) due to amounts of shade in this area.
- Parish Walkabout
Broadview sections – It was agreed to cut back sections 3 & 12 of Broadview in the next round of tree works.
Phil Jeffs (Worthy Plants) suggested cutting back the current regrowth to the tree line, on previously completed areas by 1-1.5 metres.
Fencing – Quotations have been requested for new post & wire fencing for sections of upper & lower Broadview; as well as replacement fencing around the mosaic.
New Trees & Hedging – Phil Jeffs (Worthy Plants) has been asked to quote for some new trees at Eversley Park, as well as some yew to fill in the gaps on the north western boundary hedge.
Bench Refurbishment – Contractor has been given until the end of September to finish this tranche of 6 benches.
Litter Pick – The next litter pick will be on the 29th October, from 2-4pm.

Finance, Administration & Remuneration Committee (FAR)

The minutes of the meeting on 10th August & 14th September had been previously circulated.

Cllr Taylor highlighted the following points:

- Natwest Bank – There has been further delays with Natwest bank with the transfer of our accounts; Cllr Gordon is to write a letter to them to complain.
- Pest Control – Due to non-performance issues with our current provider it was agreed to proceed with procuring a pest control service from another company.

**Cllr
Gordon
Clerk**

<ul style="list-style-type: none"> ○ Investments – Cllr Taylor & the Clerk explained the current financial position in relation to possible funds for investment to the council and the FAR committee’s recommendation. <p>It was unanimously agreed to accept the FAR committee’s recommendation to invest £35,000 in a 12-month deposit, with a further £21,000 in a 3-month variable deposit accounts, both with Hampshire Trust Bank. The accounts are to be managed by the Clerk/RFO Adrian Reeves, with Cllrs Newell, Taylor and White as the signatories.</p> <p>It was noted that this bank has been recommended to the Clerks by both HALC and our internal auditor.</p> <ul style="list-style-type: none"> ○ Remuneration – It was noted that a £50.00 extra ‘responsibility payment’ that is paid to the Assistant Clerk when the Clerk is absent had not been paid. This has now been arranged to be paid as a back payment. ○ Cash Card – Both Clerks are to be supplied with a Prepaid MasterCard to allow them to make purchases that require card payment, without using their own card, as per the internal auditor’s recommendation. £200.00 is to be maintained in the account, with both Clerks having the authority to spend £100.00. ○ Grant – A grant request had been received from Kings Worthy Christmas for assistance towards to purchasing refreshments, decorations, costumes, donkey nuts and a musician. It was agreed to grant Kings Worthy Christmas the request amount of £110.00, with Cllr Welstead abstaining. ○ The management reports for the year to 31st August 2016 were presented, as attached. The surplus for the year to date was £16,362 against a budgeted deficit of £7,815. The reason for large surplus versus the budget was due to the receipt of Community Infrastructure Levy (CIL) funding of £17,128.00. ○ CIL Reserve – It was unanimously agreed to create a reserve for CIL funds within the Parish Councils accounts. 	<p style="text-align: center;">Clerk</p> <p style="text-align: center;">Clerk</p> <p style="text-align: center;">Clerk</p> <p style="text-align: center;">Clerk</p> <p style="text-align: center;">Clerk</p>
PC/16/122 Appointment of Cllr Hudson to FAR committee	
<p>It was unanimously agreed to appoint Cllr Hudson onto the Finance, Administration & Remuneration committee.</p>	
PC/16/123 Parish Plan / Neighbourhood Plan	
<p>It was agreed to defer this item until the February Meeting.</p>	
PC/16/124 Revised Standing Order & Financial Regulations	
<p>Copies of the Standing Orders and Financial Regulations with proposed revisions, had been previously circulated. It was agreed to add a section to clarify the status of a councillors speaking at a committee for which they are not a member.</p> <p>This further revised copy of Standing Orders is to be distributed to Councillors for the next Parish Council meeting.</p>	<p style="text-align: center;">Clerk</p>
PC/16/125 Communications [incl. Website / Facebook / Newsletter / Monthly Comms. etc.]	
<ul style="list-style-type: none"> ○ Newsletter – Cllr White noted that the number of spare newsletters for members of the public to collect has now reduced to ~50. It was agreed to purchase an additional 200 newsletters with the next order and leave some at locations such as the local shop and school. 	

Cllr Hudson queried why the section regarding the picnic bench had been edited. Cllr Taylor noted that it was not intentionally edited and apologised for the mistake.

- New website domain name – Advice had been sought from JISC (gov.uk domain regulator) with regards to advertising on gov.uk domain names. Whilst they do not ban adverts on gov.uk domains, they do not recommend they are hosted on gov.uk domains. If they are, it is the responsibility of the Parish Council to monitor the adverts to ensure the integrity of the website.

It was agreed to proceed with the domain 'kingsworthy-pc.org.uk' and to also purchase the domain 'kingsworthy-pc.uk'.

- Wealth Management Company Advertisement – A request to purchase a 12 month rolling advert on our website had been received from a wealth management company based in Otterbourne. It was agreed not to accept the advert as the company is not sufficiently local.

PC/16/126 Clerk's Notices

None.

PC/16/127 Chairman's Notices

Devolution Consultation – It was noted that insufficient independent information had been supplied to make an informed response.

PC/16/128 Items for discussion at the Next Meeting

Nothing other than as above.

PC/16/129 Date of Next Meeting

The next meeting is scheduled for Monday 17th October 2016.

The meeting closed at 22:17.

Signed..... Date.....

Kings Worthy Parish Council
Management Accounts for the period ended 31 August 2016

2015/16 Actual (Full Year) (£)	Current Month Budget (£)	Current Month Actual (£)	Current Month Variance (£)	Income Item/Description	2016/2017 Budget ytd (£)	Actual ytd (£)	Variance ytd (£)	2016/2017 Budget (£)	Forecast Outturn (£)	2017/18 Budget (Proposed) (£)
121,973	9,857	27,012	17,155	Finance (inc. Precept)	49,284	66,824	17,539	119,221	0	0
4,808	2,000	2,000	0	THMC Income	2,000	2,000	0	4,800	0	0
21,287	463	1,300	837	Recreation & Amenities	4,054	3,604	(450)	8,092	0	0
0	0	0	0	Planning & Highways	0	0	0	0	0	0
148,068	12,319	30,312	17,993	Total Income	55,339	72,428	17,089	132,113	0	0
				Expenditure Item/Description						
69,160	8,478	4,722	3,756	Finance	30,690	26,459	4,231	66,940	0	0
89,539	10,751	8,030	2,721	Recreation & Amenities	32,463	29,607	2,857	93,665	0	0
5,927	0	0	0	Planning & Highways	0	0	0	8,750	0	0
164,626	19,229	12,752	6,477	Total Expenses	63,153	56,065	7,088	169,355	0	0
148,068	12,319	30,312	17,993	Total Income	55,339	72,428	17,089	132,113	0	0
164,626	19,229	12,752	6,477	Total Expenses	63,153	56,065	7,088	169,355	0	0
(16,558)	(6,909)	17,561	24,470	Net Surplus (deficit) for year	(7,815)	16,362	24,177	(37,241)	0	0

Bank Reconciliation as at**31 August 2016**

Bank: NatWest Current a/c		£43,355.32
NatWest Deposit a/c		£0.62
Co-Operative Bank Fixed Term Deposit		£75,000.00
Unit Trust current account		£22,275.10
Unity Trust deposit account		£0.00
		<hr/>
		£140,631.04
Less u/p cheques and D/Ds:		
5881 M.R.S. Services	£994.25	
	<hr/>	£994.25
Add u/p credits:		
	£0.00	
	<hr/>	£0.00
		<hr/>
		£139,636.79
Current account as per NatWest bank		£43,355.32
Less: unpresented cheques		£994.25
Add: unpresented credits		
Balance as per ledger		<hr/>
		£42,361.07
Current account as per Unity Trust bank		£22,275.10
Less: unpresented cheques		£0.00
Add: unpresented credits		£0.00
Balance as per ledger		<hr/>
		£22,275.10

