



Kings Worthy Parish Council

Minutes of the Full Council meeting held on Monday, 24 November 2025 at 19:30 held in Kings Worthy Community Centre, Fraser Road

Attendees

Councillors Luke Ainscough (PC/25/166 onwards), Signe Biddle, Colin Cossburn, Ray Elliott, Emily Fish, Ian Gordon, Mandy Hallisey, Phillip Horne, Tim Paget, Charlotte Smith & Mark Sullivan.

Clerk(s)

Parish Clerk (Christopher Read)

Apologies

Cllr Dorry Lawlor (the council resolved to approve Cllr Lawlor's reason for absence)

Cllr Jackie Porter (Hampshire County Council / Winchester City Council)

(Cllr Biddle arrived at this point).

County & City Councillor(s)

Cllr Jane Rutter (Winchester City Council [WCC])

Cllr Steve Cramoysan (Winchester City Council [WCC])

Members of the public

One

PC/25/164 – Public Question Time [Please note that this is the only time that the public are able to speak and is limited to 5 minutes per subject]

None.

PC/25/165 – Review of COVID-19 meeting recommendations

It was agreed to remove this item from future agendas.

(Cllr Sullivan arrived at this point).

PC/25/166 – Co-option to fill Councillor vacancy

The candidate gave a short presentation as to why they wish to stand as a councillor. A vote was held by show of hands with all councillors in favour of co-opting Luke Ainscough onto the Parish Council.

Cllr Ainscough then signed his declaration of acceptance of office form.

PC/25/167 – Appointment of Councillor(s) onto committees

None.

PC/25/168 – To receive reports from City & County Councillors and Parish Councillors following external meetings.

A copy of the County Councillor's report had been circulated.

A copy of the City Councillor's report had been circulated.

Cllr Rutter and Cramoysan highlighted the following:

- Proposed changes to Henry Beaufort bus service due to 3-mile limit. The headteacher and governors have taken a strong stance on the proposed walking route.
- Headbourne Worthy Parish Council consultation on the proposed closure of Down Farm Lane. Cllr Sullivan queried proposed changes regarding Down Farm Lane proposal, Cllr Rutter noted that HWPC website has information on proposal.

Cllr Cossburn noted that he had attended the annual remembrance service on behalf of the Parish Council.

(Cllr Rutter left the meeting at this point)

PC/25/169 – To consider the potential impact of the proposed new Council in Kings Barton

Cllr Cossburn asked how the new Town Council proposed would impact our City Councillor representation. Cllr Cramoysan advised that the new Council does not impact City Council wards and thus should not directly impact our Parish.

PC/25/170 – To agree and sign the Minutes of the Meeting held on 27 October 2025

The minutes of the previous meeting were agreed as a true record of the meeting and signed by the Chair, with one abstention.

PC/25/171 – Matters arising from the meeting held on 27 October 2025

None

PC/25/172 – To receive the minutes of the committees

Recreation & Amenities Committee – 6 November 2025 – A copy of the minutes had been circulated to all members and no comments were raised.

Finance, Administration & Remuneration Committee – 12 November 2025 – A copy of the minutes had been circulated to all members and no comments were raised.

Planning & Highways Committee – 21 October 2025 – A copy of the minutes had been circulated to all members and no comments were raised.

PC/25/173 – Lovedon Fields – update on the allotment site including status of works

Cllr Cossburn updated members on the current status of the site. Our grounds contractor has prepared the cross paths (including removal of the weeds). They will be returning to rotovate and level the main path.

The volunteer help are not available on the required day (due to the turf delivery). A budget £500.00 was proposed for use at the Clerk's discretion for any additional labour costs. This budget was approved with one abstention.

PC/25/174 – To review and approve the management accounts report for the period ending 31 October 2025 – See copy attached

A copy of the management accounts report had been published and circulated for review. These were approved and signed by Chair.

PC/25/175 – To pass a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press for discussion of agenda item 13 where publicity might be prejudicial to the special nature of the business.

It was unanimously resolved that in accordance with the Public Bodies (Admission to Meetings) Act 1960 the press and public are excluded from the meeting as discussion on the following matter(s) may be prejudicial to the special nature of the business.

(At this point the meeting closed to the public and press).

PC/25/176 – Appointment of candidate(s) for the role of Deputy Clerk including agreement of salary

A vote was held and it was agreed to appoint Candidate C to the position of Deputy Clerk with a salary in-line with Salary Scale Point 10 of the NJC pay scales. 9 Councillors voted in favour with 1 Councillor abstaining. This appointment was subject to the receipt of suitable references, pre-employment checks and 6-month probationary period.

(At this point the meeting re-opened to the public)

PC/25/177 – To consider the Forecast Outturn (2025/26) & Budget (2027/28) – See copy attached

A copy had been published and circulated before the meeting. No changes were made.

PC/25/178 – To review and approve the Council's schedule of meeting for 2026

A list of proposed meeting dates had been published and circulated before the meeting. Due to the timings of the elections due in May, it was agreed to cancel the committee meetings in May.

It was also agreed to create a schedule of monthly noticeboard communications to be undertaken by committees on a rolling basis.

Action – Clerk to look at adding meetings to Council electronic calendar system.

PC/25/179 – Parish Council storage container

Defer to January R&A meeting.

PC/25/180 – Council communications – including timing of the printed newsletter

It was agreed for the Comms team to draft an update for noticeboards and social media, with a full newsletter to be produced in April by Deputy Clerk.

PC/25/181 – Update on Councillor training courses

CLlr Paget to attend the course on the 5 March 2026. The Clerk noted that the list of dates for the full year had not yet been published.

PC/25/181 – Clerk’s Notices

It was agreed to ratify the decision to allow the Worthies Sports & Social Club to install temporary promotional signage on Council land for their upcoming fundraising event.

PC/25/182 – Chairman’s Notices

None.

PC/25/183 - Items for discussion at the next meeting on 26 January 2026

None.

Meeting Closed at 21:06

Signed:

Date:

Kings Worthy Parish Council management accounts report for the period ending 31st October 2025

Income

Committee/Department	Annual Budget	Budget YTD	Actual YTD	Variance YTD
Community Infrastructure Levy (CIL)	£0.00	£0.00	£6,602.60	£6,602.60
Finance, Administration & Remuneration (FAR)	£213,840.45	£123,614.39	£124,748.91	£1,134.52
Kings Worthy Community Centre (KWCC)	£11,397.64	£11,299.51	£1,281.00	-£10,018.51
Planning & Highways (P&H)	£0.00	£0.00	£0.00	£0.00
Recreation & Amenities (R&A)	£28,212.26	£22,405.39	£8,642.17	-£13,763.22
Total Income:	£253,450.35	157,319.28	£141,274.68	-£16,044.60

Expenditure

Committee/Department	Annual Budget	Budget YTD	Actual YTD	Variance YTD
Community Infrastructure Levy (CIL)	£1,200.00	£0.00	£0.00	£0.00
Finance, Administration & Remuneration (FAR)	£112,342.56	£60,550.20	£47,100.53	-£13,449.67
Kings Worthy Community Centre (KWCC)	£24,323.88	£14,249.06	£10,098.55	-£4,150.51
Planning & Highways (P&H)	£10,354.00	£937.84	£443.00	-£494.84
Recreation & Amenities (R&A)	£129,108.26	£68,344.36	£62,523.61	-£5,820.75
Total Income:	£ 277,328.69	£144,081.46	£120,165.69	-£23,915.77

Net surplus/deficit position:	Annual Budget	Budget YTD	Actual YTD	Variance YTD
Income minus expenditure	-£23,878.34	£13,237.83	£21,108.99	£7,871.16

Balance Sheet for the month ending 31st October 2025

Current Assets

Asset	Balance
Current account	£10,087.83
Instant access savings account	£200,732.92
Procurement cards account	£673.33
Debtors	£3,012.75
Prepayments (asset)	£0.00
Total Current Assets	£214,506.83

Current Liabilities

Liability	Balance
Creditors	£5,236.12
Prepayments	£3.30
Retentions (including VAT)	£789.06
Received on account (including Precept)	£87,709.60
PAYE, National Insurance & Pension payments due	£3,506.02
VAT to be paid to HMRC	-£5.60
VAT to be reclaimed from HMRC	-£2,064.32
VAT that been reclaimed but not yet received	-£4,293.54
Total Current Assets	£90,880.64

Total Current Asset minus Liabilities = £123,626.19

Earmarked funds in reserve

Earmarked Reserve	Balance
Play area maintenance reserve	£ 16,125.38
Aged Community Infrastructure Levy (CIL) reserve	£ 1,655.89
Total Current Assets	£ 17,781.27

Net Assets

Net Asset	Balance
General reserve	£84,735.93
Profit & Loss year to date	£21,108.99
Total Current Assets	£105,884.92

Draft Forecast Outturn (2024/25) & Draft Budget (2025/26) report – Summary

Income

Income - Committee/Department	Current Budget	Year to Date Income	Forecast Outturn (2025/26)	Draft Budget (2026/27)
Community Infrastructure Levy (CIL)	£0.00	£6,602.60	£6,602.60	£0.00
Finance, Administration & Remuneration (FAR) committee	£213,840.45	£124,748.91	£213,841.63	£213,840.45
Kings Worthy Community Centre (KWCC)	£11,397.64	£1,281.00	£14,096.06	£11,591.52
Planning & Highways (P&H) committee	£0.00	£0.00	£0.00	£0.00
Recreation & Amenities (R&A) committee	£28,212.26	£8,642.17	£28,442.60	£12,833.53
Totals:	£253,450.35	£141,274.68	£262,982.89	£238,265.50

Expenditure

Expenditure - Committee/Department	Current Budget	Year to Date Income	Forecast Outturn (2025/26)	Draft Budget (2026/27)
Community Infrastructure Levy (CIL)	£1,200.00	£-	£1,200.00	£-
Finance, Administration & Remuneration (FAR) committee	£112,342.56	£47,100.53	£91,514.73	£120,576.19
Kings Worthy Community Centre (KWCC)	£24,323.88	£10,098.55	£25,614.82	£15,972.22
Planning & Highways (P&H) committee	£10,354.00	£443.00	£12,094.00	£12,094.00
Recreation & Amenities (R&A) committee	£129,108.26	£62,523.61	£122,720.24	£78,142.15
Totals:	£277,328.69	£120,165.69	£253,143.79	£226,784.57

Net surplus/deficit position:	Current Budget	Year to Date Position	Forecast Outturn 2025/26)	Draft Budget (2026/27)
Income minus expenditure	-£23,878.34	£21,108.99	£9,839.09	£11,480.93