

**Minutes of the Full Council meeting
held on Monday, 28 July 2025 at 19:30
held in Kings Worthy Community Centre, Fraser Road**

Attendees

Councillors Colin Cossburn (Chair), Ray Elliott, Emily Fish, Ian Gordon, Mandy Hallisey, Dorry Lawlor & Charlotte Smith.

Clerk(s)

Parish Clerk (Christopher Read)

Apologies

Cllr Signe Biddle (the council resolved to approve Cllr Biddle's reason for absence)
Cllr Phillip Horne (the council resolved to approve Cllr Horne's reason for absence)
Cllr Tim Paget (the council resolved to approve Cllr Paget's reason for absence)

County & City Councillor(s)

Cllr Jackie Porter (Hampshire County Council [HCC] & Winchester City Council [WCC])
Cllr Jane Rutter (Winchester City Council [WCC])

Members of the public

None.

PC/25/103 – 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/25/104 – Review of COVID-19 meeting recommendations

None.

PC/25/105 – Co-option to fill Councillor vacancies

The Clerk noted that no applications had been received before the deadline.

Action – Re-advertise vacancy.

PC/25/106 – Appointment of Councillors to committees

None.

PC/25/107 – To receive written reports from City & County Councillors and Parish Councillors following external meetings

A copy of the City Councillor's report had been circulated to the Councillors before the meeting. Cllrs Jane Rutter and Jackie Porter summarised their report to attendees.

Cllr Rutter noted that a second consultation on the local government reorganisation had been published by Hampshire County Council & East Hampshire District Council.

Cllr Jackie Porter highlighted that the highways plans for the application to increase HGV movements to the Ecogen site had still not been approved. An internal review by HCC had found that the plans are not acceptable. Cllr Porter is chasing this.

Cllr Porter highlighted the potential parking outside the flats on Fraser Road. It was agreed for Cllr Cossburn to send a copy of the recent potential improvements report to Cllr Porter.

Action – Send report to Cllr Porter as above.

A copy of the County Councillor's report had been circulated to the Councillors before the meeting.

Barriers between Fryers Close & Mountbatten Place – Cllr Porter stated that HCC have a policy to remove cycle barriers of this type to improve access.

It was agreed that Cllr Porter would ask HCC to look at both a concealed entrance sign, and a gate style barrier similar to the one installed in Churchill Close.

PC/25/108 - Agree and sign the Minutes of the Meeting held on 30 June 2025

The minutes of the previous meeting were agreed as a true record of the meeting signed by the Chair.

PC/25/109 – Matters arising from the meeting held on 30 June 2025

None.

PC/25/110 – To receive the minutes of the committees:

- Recreation & Amenities Committee – 10 July 2025 – Copies of the minutes had been circulated to Councillors before the meeting.
- Finance, Administration & Remuneration Committee – 16 July 2025 – A copy of the minutes had been circulated to Councillors before the meeting.
 - Annual pay review recommendation –
The Clerk & Cllr Hallisey left the meeting at this point.
It was agreed to ratify the recommendation from FAR to award a 3.2% pay increase backdated to 1st April 2025.
The Clerk & Cllr Hallisey returned at this point.
 - Management accounts report – The Clerk gave a presentation of the accounts to Councillors and they were approved with no changes.
- Planning & Highways Committee – 22 July 2025 – A copy of the minutes were not available in time for the meeting. This will be included on the September agenda.

PC/25/111 – Future management of Kings Worthy Community Centre following request for Parish Council to take over management

Councillors reviewed a draft costing for taking over the community centre including both capital and ongoing costs. After discussion, it was agreed to proceed with the taking of the management of the community centre.

Action - It was also agreed for the Clerk to ask WCC, as part of the changes in the local government, if the building could be transferred to the Parish Council.

PC/25/112 – Lovedon Fields – Update on the allotment site including status of works and approval of quotation for the remaining fencing works

Cllr Cossburn & the Clerk updated Councillors on the current status of the site.

A quotation had been received from Hampshire Farm Water Services for the installation of the can dipping trough and associated plumbing. It was unanimously agreed to proceed with this quotation at a total cost of £1,573.23.

A quotation had been received from M.R.S. Services for the installation of the fencing wire and rails (including the digging of a trench to bury the wire). It was agreed to proceed with the quotation at a total cost of £2,845.00, and a completion deadline of 15th August 2025.

Action – Cllr Cossburn will draft an update for emailing to perspective plot holders.

PC/25/113 – Annual Governance & Accountability Return – Confirmation of assertions and figures

Following a query from the External Auditor, it was agreed to confirm the following on the Accounting Statement.

Box 10 (total borrowing): £0.00.

Box 11a & b (disclosure of trust funds): No & N/A.

PC/25/114 – Review & approve the Council’s Data Protection Policy

A copy of the draft policy had been circulated before the meeting and published with the agenda. No changes were made and it was agreed to adopt the policy with one abstention.

PC/25/115 – Review & approve the Council’s Standing Orders

A copy of the draft standing orders had been circulated before the meeting and published with the agenda. No changes were made and it was agreed to adopt the Standing Orders with two abstentions.

PC/25/116 – Review & approve the Council’s publication scheme

A copy of the draft publication scheme had been circulated before the meeting and published with the agenda. No changes were made and it was unanimously agreed to adopt the scheme.

PC/25/117 – Update following Parish walkabout

The Parish Walkabout had happened and due to the items raised, is being discussed by the R&A committee.

PC/25/118 – Request for use of lower football pitch for event parking

A request had been received to use the lower football pitch to allow vehicles to park for the upcoming Worthies Sports & Social Club event. After discussion, it was agreed that permission would not be granted.

PC/25/119 – Arrangements for Parish Council public liaison stall at Worthys Festival

After discussion, it was agreed that the stall will run from 4pm – 8pm.

Action - Cllr Cossburn will draft a rota and email to all Councillors.

PC/25/120 – Confirmation of non-council employment for Deputy Clerk

It was unanimously agreed to permit the Deputy Clerk’s additional employment request.

PC/25/121 – Council communications – including items for inclusion

The Clerk noted that the Deputy Clerk has been tasked with completing the newsletter and they are aiming to complete this by the end week.

Worthys Festival parish council stall

PC/25/122 – Update on Councillor training courses

Action – Clerk to re-send dates to all Councillors.

Action – Clerk to book Cllr Cossburn on the update course scheduled for 3rd September 2025.

PC/25/123 – Clerk’s Notices

- Leaning tree at Eversley Park – Our Arboricultural consultant has recommended the tree is removed. The Clerk will be proceeding with this work as urgent.
- Meadow cutting – The cutting of Lovedon Fields meadow will be commencing soon.
- Local Government Reorganisation – The Clerk will be requesting a meeting with the council leader to discuss the proposed changes.

PC/25/124 – Chairman’s Notices

Photos of Councillors for the website – It was agreed that we will try and organise this before the September full council meeting.

PC/25/125 – Items for discussion at the next meeting on 29 September 2025

Community Infrastructure Levy (CIL) grant applications

Litter Pick

Meeting Closed at 21:16

Signed:

Date: