



Kings Worthy Parish Council

Minutes of the Annual Meeting of the Council

held on Monday, 18 May 2026 at 19:30

held in Kings Worthy Community Centre, Fraser Road

Attendees

Councillors Luke Ainscough, Signe Biddle, Colin Cossburn (Chairman), Ray Elliott, Emily Fish, Ian Gordon, Mandy Hallisey, Dorry Lawlor & Charlotte Smith

Clerk(s)

Parish Clerk (Christopher Read) & Deputy Clerk (Lyndsey White)

Apologies

Cllr Philip Horne (the council resolved to approve Cllr Horne's reason for absence)

Cllr Mark Sullivan (the council resolved to approve Cllr Sullivan's reason for absence)

County & City Councillor(s)

None.

Members of the public

None.

AGM/26/001 – Nominations and voting for Chair of the Council

Voting was undertaken by show of hands.

Cllr Cossburn self-nominated and was seconded by Cllr Biddle.

A vote was held by show of hands with 9 in favour and 1 abstention.

Cllr Cossburn was duly elected as Chair of Kings Worthy Parish Council.

AGM/26/002 – To receive the Chair's Declaration of Acceptance of Office

Cllr Cossburn completed his declaration of acceptance of office form.

AGM/26/003 – Nominations and voting for Vice-Chair of the Council

Voting was undertaken by show of hands.

Cllr Biddle was proposed by Cllr Cossburn and seconded by Cllr Gordon.

A vote was held with all in favour.

Cllr Biddle was duly elected as Vice-Chair of Kings Worthy Parish Council.

AGM/26/004 – To receive the Vice-Chair's Declaration of Acceptance of Office

Cllr Biddle completed her declaration of acceptance of office form.

AGM/26/005 – To receive Declaration of Acceptance of Office from Councillors following the recent election

IT was unanimously agreed to give Cllr Sullivan an extension until the next meeting to sign his acceptance of office form.

AGM/26/006 – 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.

AGM/26/007 – Review and approve terms of reference for the committees

A copy of terms of reference had been published with the agenda and circulated to all Councillors.

It was unanimously agreed to adopt the terms of reference (TOR) for all three committees with the following minor change to the Planning & Highways TOR:

Change 'sign' to 'signs.

AGM/26/008 – Appointments to Committees

- Finance, Administration & Remuneration – Cllrs Biddle, Fish, Gordon & Hallisey.
- Planning & Highways – Cllrs Ainscough, Biddle, Cossburn, Elliott & Horne.
- Recreation & Amenities – Cllrs Ainscough, Fish, Hallisey, Lawlor & Smith.

AGM/26/009 – Appointment of representatives

- Neighbourhood Watch – Cllr Gordon
- Parochial Church Council – Cllr Smith
- Scouts (including Squirrels, Beavers & Cubs) – Cllr Horne
- Guides (including Rainbows, Brownies & Rangers) – Cllr Smith

AGM/26/010 – To review and approve the Council's standing orders

A copy of the standing orders had been published with the agenda and circulated to all councillors. The standing orders were agreed unanimously with one typographical correction.

AGM/26/011 – To review and approve the draft end of year accounts

The draft end of year accounts had been circulated to all Councillors and published with the agenda. These were agreed by a show of hands with 8 in favour and 1 abstaining.

AGM/26/012 – To review and approve the Council's asset register

The asset register had been published with the agenda and circulated to all Councillors. This was unanimously agreed by a show of hands.

AGM/26/013 – To review and approve the terms & conditions for the hiring of Kings Worthy Community Centre

The terms and conditions for hire of Kings Worthy Community Centre were agreed with amendments to two sections:

- Childcare Act 2006 – Insertion of "If applicable" at the start.
- The Hire (Alterations & Decorations) –
 - Party poppers to be prohibited without prior agreement of the Council, including

agreement to cover the costs of additional cleaning required if not cleaned up satisfactorily.

- Naked flames – To include the prohibition of fireworks, explosive, sparklers and similar items but to permit standard birthday candles up to a maximum of 16 candles.

Thanks were expressed to the Deputy Clerk for her work on this.

The amended terms & conditions were unanimously approved by show of hands.

AGM/26/014 – To review and approve the costs for the transfer of Kings Worthy Community Centre including cleaning costs

A cost of £8,175.00 for the materials and appliances was agreed based on a single supplier on the grounds that obtaining the materials from another supplier would require the whole kitchen to be replaced and thus would be cost prohibitive.

Councillors reviewed a comparison of 3 quotations received for the cleaning of the community centre. The Clerk noted that one quote was likely expired and no response had been received to multiple chases. An update to another quotation had been requested (including a follow-up site visit) but no cost received.

It was agreed by of show of hands, with 8 in favour and 1 abstention, to proceed with Quotation A (Gurkha Cleaning) at a total cost of £950.00 for the initial deep clean, and £70.00 per week for regular cleaning. This will be on the proviso that all equipment and chemicals are provided by the company and on a 3-month trial basis.

AGM/26/015 – To approve an additional Finance, Administration & Remuneration committee meeting to be held before the end of May (date to be determined)

It was agreed to hold an additional Finance, Administration & Remuneration Committee meeting on 26 May 2026.

AGM/26/016 – To consider the planning application at Land at West Farm (Popham airfield) – Basingstoke & Deane planning application reference: 26/00526/FUL

It was unanimously agreed by show of hands to object to this planning application on the following grounds:

- Visual impact on the surrounding landscape.
- Issues with the water supply capacity for the site.
- Increased risk of accidents as a result of the additional HGV movements particularly on the A33/B3047, A33/Park lane and A33/Lovedon Lane Junctions.
- Increased pollution (including noise).

AGM/26/017 – To consider the planning applications received since the last Planning & Highways committee meeting (see attached schedule)

26/00738/PNHOU – The Parish Council have no objections to this application.

26/00877/HOU – The Parish Council have no objections to this application subject to the use of low transmittance glass.

AGM/26/018 – To discuss the arrangements for the Autumn litter pick

It was agreed that the maps should be re-done to make routes clearer with a master map showing the respective areas on a display board.

It was discussed how the booking in process could be improved to provide better efficiency and noted that more high visibility vests and kids litter pickers were needed for the next litter pick.

AGM/26/019 – Council communications

To include changes to Kings Worthy Community Centre.

The next newsletter is due at the end of June. Any items to be included need to be given to the Clerk(s) by the 7th June.

AGM/26/020 – Clerk's Notices

None.

AGM/26/021 – Chairperson's Notices

Councillor photos – Cllr Cossburn asked for confirmation of peoples availability for 29th June meeting to allow a photographer to be organised. Cllr Gordon noted that he would be away.

There will be a photographer at the next Parish Council meeting to take photographs of all Councillors. If anyone cannot attend the meeting, then please advise so alternative arrangements can be made.

It was noted that there is a Hampshire Association of Local Councils (HALC) Summit on Local Government Reorganisation taking place on 11 June 2026. Cllr Cossburn will send information on the summit to all Councillors.

AGM/26/022 – Items for discussion at the next meeting – 29 June 2026

None.

Meeting closed at 21:00

Signed:

Date: