

**Kings Worthy Parish Council**

**Minutes of the Parish Council meeting  
held on Monday, 23 November 2020 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, Dorry Lawlor, Matthew Miller-Hall, Stewart Newell (Vice-Chair), Charlotte Smith and Steve Waters

**Clerk(s)**

Parish Clerk (Christopher Read)

**County & City Councillor(s)**

Cllr Jane Rutter (Winchester City Council [WCC])

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

**Apologies**

Cllr Signe Biddle

**Members of the public**

None

**PC/20/124 – Public question time**

None.

**PC/20/125 – Impact of Coronavirus (COVID-19)**

The

**PC/20/126 – Replacement boiler for Kings Worthy Community Centre**

Jackie Porter (as Chair of Tubbs Hall Management Committee) stated that if possible, she would like the hall's heating supply to be switched to an air source heat pump. She is investigating with Winchester City Council if they could undertake this work and the timeframes for this.

A quotation had been sought for an air source heat pump which was over £16,000.00.

3 quotations had been received for the replacement of the gas boiler from 3 reputable companies:

- Quotation A = £3,327.44 (inc. VAT)
- Quotation C = £3,217.44 (inc. VAT)
- Quotation B = £3,388.00 (inc. VAT)

It was agreed to proceed with Quotation C at a cost of £3,388.00 from GasCare if an air source heat pump is not available through Winchester City Council by Friday 27<sup>th</sup> November 2020.

**Action:** The Clerk will obtain renewable/carbon neutral prices when renewing the energy contracts early next year.

**PC/20/127 – To agree and sign the Minutes of the Meeting held on 26 October 2020**

The minutes of the meeting held on 26 October 2020 were agreed as a true record of the meeting and it was agreed for the Chair to sign these as a true record after meeting, via the post.

**PC/20/128 – Reports from the County Councillor (inc. report on Barton Farm, City Councillors, School Governor and Parish Councillors following external meetings)**

- Cllr Porter summarised her report (see attached).

Tesco bus service – Cllrs Hallisey and Lawlor asked if the bus to Tesco from Kings Worthy could be kept as they had heard the service was ending. Cllr Porter had approached Xelabus to see if the bus could be kept now that lockdown has ended.

Caravan – Cllr Waters asked for an update on the caravan in Mountbatten Place. Cllr Porter noted that she had not yet seen a reply from the owner of the caravan. Cllr Rutter will chase this with WCC.

- Cllr Rutter gave verbal a City Council update to Councillors.

Local Plan update – WCC are waiting for the number of homes central government are going to place on the district. They are resisting calls for a green belt south of Winchester as this will push development to the northern part of the district.

Sir John Moore Barracks – A planning consultant has been chosen by the MOD and the current proposal is to keep as many amenities as possible for the community. The site is likely to host approximately 1000 homes and a park and ride.

Applications in Headbourne Worthy – Cllr Rutter noted that there were current planning applications for a solar farm and a recycling centre in the Three Maids Hill area.

Abbots Worthy listed wall – Cllr Porter stated that Council officers have attended the site of the listed wall that had been reinforced with scaffold and water tanks. They have asked that it is lit at night for safety reasons.

(Cllr Rutter left at this point)

- Meeting to discuss Three Maids Hill Solar Farm – Cllr Gordon attended a Headbourne Worthy Parish Council meeting discussing the proposed solar farm at Three Maids Hill.

Headbourne Worthy Councillors have raised the issue of the proposed stock proof fencing needs to be more inviting.

### **PC/20/129 – Matter arising from the meeting held on the 26 October 2020**

None.

### **PC/20/130 – To receive the minutes of the committees**

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

Cllr Hallisey thanked Cllr Waters and his wife for their help with erecting the poppy appeal bunting.

Play area fence and gate – The Clerk noted that due to potential underground services a small variation of the agreed fence line will be required, which was agreed.

It was also agreed to accept a quotation from Vita Play to repair and re-install an underground crack one of the playground gates at a cost of £237.50.

Finance, Administration & Remuneration (FAR) Committee – All Councillors had received a copy of the minutes before the meeting, including the monthly management report.

- Grants – £200.00 had been awarded to Victim Support.
- Reserve accounts – It was agreed to open a 35-day notice account with Nationwide.
- CIL Statements – It was agreed that the new CIL statements will follow the financial year for reporting.

Planning and Highways (P&H) Committee – All Councillors had received a copy before the meeting of the minutes before the meeting.

Cllr Smith asked about the speeding on Lovedon Lane, particularly in relation to North Winchester Farm.

Cllr Waters noted that he had spoken to the Managing Director of Ecogen and they have agreed a voluntary 25mph speed limit on Lovedon Lane for their Heavy Goods Vehicles. A large percentage of the HGVs using Lovedon Lane have been for the Top Field development.

Cllr Smith also noted that a vehicle had damaged the fence over the bridge on Stoke Charity Road.

Resignation – Cllr Haswell noted that Cllr Lawlor had decided to stand down from Planning & Highways but subsequently wished to change her mind.

**Action:** It was agreed to check whether Cllr Lawlor has to be formally reappointed onto the committee. If not, it was unanimously agreed to for her to remain on Planning & Highways committee.

**PC/20/131 – To receive the statement of accounts and management reports for period ended 31 October 2020 (see attached)**

Members had reviewed the revised accounts and the Clerk went through the figures; all members agreed.

**PC/20/132 – To consider the forecast outturn (2020/21) and Budget (2021/22) (including extraordinary meeting in December) [See attached]**

Members reviewed the forecast outturn and budget; all members agreed to the budget proposed. It was agreed to hold an extraordinary meeting on 21<sup>st</sup> December for urgent business and approval of the budget (including the precept).

**PC/20/133 – Payment authority listing**

A list of payments were reviewed and agreed.

**PC/20/134 – Communications [incl. Website /Facebook / Newsletter / Monthly Comms. etc.] – including Social Media management**

Newsletter distribution – This will be printed and delivered shortly.

Communications Rota – It was agreed to discuss this at the next meeting.

**PC/20/135 – Clerk’s notices**

Meeting dates for 2021 – Members agreed to the schedule which had been distributed to members.

Mayoral award from WCC – The Clerk noted that whole Parish Council has received a local hero award from the mayor.

**PC/20/136 – Chairman’s notices**

None.

**PC/20/137 – Items for discussion at the next meeting on the 21 December 2020**

None.

**Meeting Closed at 21:06**

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**Signed:**

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**Date:**

# County Report to Parishes for November 2020

Cllr Jackie Porter, County Councillor [Jackie.porter@hants.gov.uk](mailto:Jackie.porter@hants.gov.uk) tel/text 07973 696 085

**Lockdown re-starts this Thursday 5<sup>th</sup> November until 2<sup>nd</sup> December.** There are 52,000 clinically extremely vulnerable people in Hampshire: this time they are not receiving food parcels. The weekday helpline is still in place **0333 370 4000**. There is a Covid19 update sent out daily by HCC, which I believe is forwarded by HALC: however, if you'd like to receive it from me, please let me know. Attached\* for your information, is the list of establishments which can remain open.

**Thanks to all of you helping to support your neighbours** and communities: if you require financial assistance for your group in this second lockdown, please contact me to access my County Grant scheme. For practical assistance and advice use the Covid-19 helpline above. This week (the 1st week of November) is Trustees week. If you are a trustee of a charity, thank you for taking time to do this vital job well.

**The County has issued a Carbon zero plan-** working towards 2025, but they are expecting to revise it by then, before setting out plans from then to 2050. HCC is conscious that transport constitutes a high percentage of the carbon generated: many councillors and interest groups took part in an Active Travel Day: I hope that this will bring a new way of thinking to HCC's highways responses to planning applications and their own work too.

**Nov 25<sup>th</sup> is Stop Domestic Violence day:** this year as the usual street based activity cannot take place, we are encouraging all employers to join the Employers Initiative on Domestic Abuse. It is free to join the scheme. 'Stop Domestic Violence' is a priority of both the Hampshire Safety Partnership and the Winchester District Safety Partnership.

## **Three local matters of interest to Parish Councils:**

**1. Flooding-** HCC has acknowledged work is necessary at a number of sites in the Itchen Valley, in Kings Worthy, Alresford and Micheldever Station, HCC is working with HE on the Overton Road at the A303 bridge (work started on 2/11/2020)

**2. The impact of considerable work on the Itchen** at Cowdown, Itchen Abbas is concerning residents as the landscape is likely to change considerably as a result.

I am representing the wider group of residents who, though accepting it is a privately owned piece of land, would have appreciated dialogue before the work started, and are keen to find a resolution to concerns..

The weather during the work was dreadful and the downland looks very muddy as a result.

I am due to meet with HCC to look at the state of the paths 30, and 31 which are only accessible for the fittest for the duration of the winter months. If other Parishes have a similar issue, please let me know.

**3. The Brexit car park** on the A31 is now more likely to become reality- still no news.

4. The footpaths and cycle ways from Headbourne Worthy to Andover Road, and the cycle way from Worthy Down to Andover Road. Both need to be improved: one has permission and a plan, the other still does not.

**Worthy Down.** This is the extension of the path from South Wonston to Worthy Down and could improve safety for cyclists from Wonston Parish too. But it needs a link to the city from Andover Road. I have asked to see plans- and understand this is now progressing.

**The paths from Headbourne Worthy re part of the Cala Homes S106** . The Forum and I continue to press for planned works/ improvements to move at pace now the trigger for this work is passed.

**5. Speed and noise on roads.** This occurs in almost every community. It has reared its head on the A33, the A31 and other local sites. I refer all speeding matters to the Police- as it is their remit to enforce the mandatory limits. I am investigating issues of noise at two locations in Kings Worthy and at Barton Farm

6. I have held a **joint surgery** in conjunction with the Police at a site in Micheldever.

### **Last but not least, the Economic Impact of Covid-19**

At Policy and Resources select committee, we have received an update on the economic activity and unemployment in Hampshire

*Data is from March to July*

Unemployment rose from 26,075 to 63,385 (+143%)

Universal Credit applicants rose by 131%

Youth unemployment rose to 8170 (an increase of 162%)

The Unemployment rate rose from 2.1% to 5.2%

These are just the figures March to July. There have been considerable redundancies announced since then.

**LEP's opportunities for Green Growth** We also received a presentation from the Local Enterprise Partnerships: the Solent LEP's presentation said it all: Survival, Stability, Growth (back to pre Covid levels by 2023) *The M3LEP's policy is 'Make every funding Decision a Clean Growth decision'* CEO, Kathy Slack is are happy to discuss any funding queries for potential investment under this banner.

*From the M3LEP business bulletin*

The update follows today's vote (4<sup>th</sup> November) by MPs to approve the government's four-week lockdown across England. Boris Johnson told Parliament the new lockdown, which starts tomorrow, would "expire automatically" on 2 December.

The list of businesses and venues which are allowed to remain open, following COVID-19 Secure guidelines, includes:

- Essential retail such as food shops, supermarkets, pharmacies, garden centres, hardware stores, building merchants and off-licences
- Petrol stations, car repair and MOT services, bicycle shops, and taxi and vehicle hire businesses
- Banks, building societies, post offices, loan providers and money transfer businesses
- Funeral directors
- Launderettes and dry cleaners
- Medical and dental services
- Vets and pet shops
- Agricultural supplies shops
- Storage and distribution facilities
- Car parks, public toilets and motorway service areas
- Outdoor playgrounds
- HWRC, Hampshire Recycling centres, (appointments and cars necessary).

## Management Accounts for the period ending 31<sup>st</sup> October 2020

### 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	£97,890.31	£108,296.04	£10,405.73	£203,110.59	£179,028.59
Kings Worthy Community Centre	£4,181.20	£2,439.03	£1,060.54	-£1,378.49	£6,599.74	£3,957.54
Planning & Highways	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Recreation & Amenities	£6,060.00	£2,547.78	£2,813.00	£265.22	£3,560.00	£5,060.00
<b>Totals:</b>	<b>£233,376.22</b>	<b>£102,877.13</b>	<b>£112,169.58</b>	<b>£9,292.45</b>	<b>£213,270.33</b>	<b>£197,046.13</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	£46,119.18	£47,535.01	-£1,415.83	£78,560.16	£77,964.77
Kings Worthy Community Centre	£9,685.00	£6,256.00	£3,470.99	£2,785.01	£13,094.31	£9,434.79
Planning & Highways	£6,500.00	£2,980.37	£0.00	£2,980.37	£6,500.00	£6,500.00
Recreation & Amenities	£81,269.00	£33,275.06	£38,773.46	-£5,498.40	£76,656.44	£75,095.64
<b>Totals:</b>	<b>£179,971.28</b>	<b>£88,630.61</b>	<b>£89,779.46</b>	<b>-£1,148.85</b>	<b>£174,810.90</b>	<b>£177,995.20</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>£14,246.51</b>	<b>£22,390.12</b>	<b>£8,143.61</b>	<b>£38,459.42</b>	<b>£19,050.93</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>£14,246.51</b>	<b>£14,178.47</b>	<b>-£68.04</b>	<b>£4,237.92</b>	<b>£6,166.42</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>£4,246.51</b>	<b>£4,178.47</b>	<b>-£68.04</b>	<b>-£5,762.08</b>	<b>-£3,833.58</b>
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## Balance Sheet for period ending 31<sup>st</sup> October 2020

<u>Bank Accounts</u>	
Unity Trust Bank Current Account	£16,662.07
Unity Trust Tailored Deposit Account	£103,956.34
<b>Sub-Total:</b>	<b>£120,618.41</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	£1.44
Debtors	£609.41
Prepayments	£0.00
<b>Sub-Total:</b>	<b>£610.85</b>
<b>Total Current Assets:</b>	<b>£211,443.18</b>
<b>Current Liabilities</b>	
Trade Creditors	£3,885.45
Retentions	£377.20
Received on Account (inc. Precept)	£68,574.56
PAYE Payments Due	£251.40
NI Payments Due	£509.86
Pension Payments Due	£877.56
VAT to be Paid	-£15.87
VAT to be Reclaimed	-£1,311.52
VAT that has been Reclaimed but not received	-£4,213.25
<b>Total Current Liabilities:</b>	<b>£68,935.39</b>
<b>Current Assets Minus Liabilities:</b>	<b>£142,507.79</b>
<b>Earmarked Funds in Reserve</b>	
Church Green Reserve	£9,172.49
Play area maintenance reserve	£24,053.22
CIL Reserve	£31,746.75
<b>Total Current Liabilities:</b>	<b>£64,972.46</b>
<b>Net Assets</b>	
Profit & Loss Accounts Brought Forward	£12,582.28
General Reserves (inc. £7,364.59) for tree works)	£42,562.93
Profit & Loss Year to Date	<b>£22,390.12</b>
<b>Total Net Assets:</b>	<b>£77,535.33</b>

## Payment Authorisation Listing – November 2020

### Committees:

FAR = Finance, Administration & Remuneration

KWCC = Kings Worthy Community Centre

PC = Parish Council

P&H = Planning & Highways

R&A = Recreation & Amenities

### Payments to be authorised

Date	Committee	Beneficiary	Description	Category	Total (Inc. VAT)	Unrecoverable VAT
15/10/2020	FAR	Amazon EU	Xiaomi Redmi Note 9 mobile phone for office	Office - Capital Expenditure	£179.00	£0.00
19/10/2020	FAR	Amazon EU	Pens - pack of 12	Office Stationery	£10.14	£0.00
19/10/2020	FAR	Amazon EU	Laptop bag with waterproof cover	Miscellaneous Expenditure	£38.19	£0.00
19/10/2020	R&A	Worthy Tree Care	Tree works at Church Green, Legion Lane and Wesley Road	Tree Works	£3,645.00	£0.00
01/11/2020	R&A	Business Waste Ltd	Bin Emptying (1100L) from 02/12/20 - 30/12/20	Litter Pickers & Bins	£93.00	£0.00
03/11/2020	FAR	Akram Fazzani !! Virtual Warehouse	A3 wall planner (2021)	Office Stationery	£3.99	£0.00
04/11/2020	FAR	Amazon EU	Mousepad with wrist rest	Miscellaneous Expenditure	£7.72	£0.00
04/11/2020	FAR	Konica Minolta	Printing charges (07/8/20 - 6/11/20)	Printing	£2.10	£0.00
06/11/2020	R&A	Green Smile Ltd	Extra emptying of litter bins (05/10/20 - 25/10/20)	Open Spaces Maintenance	£168.00	£0.00
				<b>Total (all):</b>	<b>£4,147.14</b>	<b>£0.00</b>

## Direct Debits & Standing Orders

Date	Committee	Beneficiary	Description	Category	Total (Inc. VAT)	Unrecoverable VAT
01/10/2020	FAR (KWCC)	EDF Energy	Gas -Tubbs Hall	Gas	£87.00	£0.00
05/10/2020	FAR (KWCC)	Business Stream	Water rates for Kings Worthy Community Centre (monthly)	Water Rates - Tubbs Hall	£21.00	£0.00
12/10/2020	FAR (KWCC)	XLN Telecom	Phone & Broadband supply	Telephone & Broadband	£60.77	£0.00
14/10/2020	R&A	Business Waste Ltd	Emptying of 1100L bin at Eversley Park (monthly)	Litter Pickers & Bins	£111.60	£0.00
15/10/2020	FAR	TLC Online	Website support and maintenance services	Website/Email Expenses	£20.00	£0.00
16/10/2020	FAR	Sage Software Ltd	SAGE accounting software	Computer Software	£26.40	£0.00
20/10/2020	FAR (KWCC)	British Gas Lite	Electricity for Kings Worthy Community Centre	Electricity	£31.62	£0.00
27/10/2020	R&A	Green Smile Ltd	Grounds maintenance service	Grounds maintenance	£3,594.00	£0.00
				<b>Total:</b>	<b>£3,952.39</b>	<b>£0.00</b>

## Remuneration costs

Date	Committee	Beneficiary	Description	Category	Total (Inc. VAT)	Unrecoverable VAT
25/11/2020	FAR	C Read	Salary	Employee Wages and Salaries	£1,847.42	£0.00
25/11/2020	FAR	Lucia Foster Found	Salary	Employee Wages and Salaries	£1,148.35	£0.00
18/12/2020	FAR	HMRC	National Insurance	NI	£580.23	£0.00
18/12/2020	FAR	HMRC	PAYE	PAYE	£251.20	£0.00
18/12/2020	FAR	Hampshire County Council	Pensions	Pensions	£935.98	£0.00
				<b>Total:</b>	<b>£4,763.18</b>	<b>£0.00</b>

## Procurement card payments

Date	Committee	Beneficiary	Description	Category	Total (Inc. VAT)	Unrecoverable VAT
02/10/2020	FAR	Giffgaff	Goodybag (minutes and data) for office mobile phone	Miscellaneous Expenditure	£6.00	£0.00
02/10/2020	FAR	Giffgaff	Goodybag (minutes and data) for emergency mobile phone	Miscellaneous Expenditure	£6.00	£0.00
02/10/2020	FAR	Zoom Video Communications Inc.	Monthly Pro subscription	Computer Software	£11.99	£0.00
02/10/2020	FAR	Lloyds Bank	Monthly card fees	Bank Charges and Interest	£6.00	£0.00
02/10/2020	FAR	HM Land Registry	Land registry title deed and map search	Legal & Professional Fees	£6.00	£0.00
02/10/2020	R&A	Business Waste Ltd	Bin emptying (1100L) at Eversley Park (23/9/20 - 14/10/20)	Litter Pickers & Bins	£74.40	£0.00
				<b>Total:</b>	<b>£110.39</b>	<b>£0.00</b>