

**Worldham Parish Council**  
**Minutes of Annual Parish Council Meeting held on 1<sup>st</sup> May 2024 7.30pm**  
**East Worldham Village Hall**

**Present** Cllr R Twining (Chair), Cllr W Brock Cllr R Bagnell, Cllr R Twining, Cllr C Sole, Cllr S Butler,  
**Also present** Pamela Hibbins, Clerk to Parish Council. 6 members of the public

**29.17** **Election of Chair of the Council for 2024/2025**

The current Chair, Cllr R Twining, opened the meeting to ask for proposals for a new chair. Cllr R Twining was proposed and all voted in favour.

**Proposed: Cllr B Bagnell. Seconded: Cllr C Sole**

Cllr Twining signed the Chairman's Declaration of Office which was witnessed by the proper officer.

**29.18** **Election of Vice Chair of the Council for 2023/2024**

It was **RESOLVED** that Cllr W Brock be re-elected as Vice-Chair to the Parish Council for 2024/2025. **Proposed: Cllr R Twining. Seconded: Cllr C Sole.** All in favour

**29.19** **Chair's Announcement –**

The Chair thanked the clerk for arranging the Annual Parish Assembly that took place on the 10<sup>th</sup> April 2024.

**Action:**

**Clerk**

**29.20** **Apologies for absence –** Cllr T Godbert, District Councillor Phillip Davies

**29.21** **Declarations of Interest -** Cllr S Butler declared an interest in planning application 32038/013

**29.22** It was **RESOLVED** to approve the minutes of the Parish Council Meeting held on 3<sup>rd</sup> April 2024  
**Proposed: Cllr W Brock, Seconded: Cllr B Bagnell** **Action:**  
**Clerk**

**29.23** **District Councillor's Report**

District Councillor David Ashcroft was in attendance and apologies from Cllr Phillip Davies were received.

District Councillor David Ashcroft thanked all the Councillors and the Clerk for all the work they do supporting the parish. District Councillor David Ashcroft highlighted that all councillors are volunteers and give their time, freely, to represent the interests of the Parish.

The District Plan has been postponed and will now go to the full council meeting in July due to the volume of comments received, over 2,500 comments were received. The plan is due to be finalised by the middle of 2025 and EHDC hope there will be no further delays. To note Parish Councils without a local plan are increasingly seeing speculative housing applications being appealed. It was noted that Worldham Parish Council had not been included in the list of organisations that commented on the plan. To be resolved with EHDC.

Action: Clerk

It was noted this is the first full year since East Hampshire District Council formally agreed to end its partnership with Havant Borough Council in March 2023. The Chair for the council will be elected during Full Council in May and it is noted that Cllr D Ashcroft and Cllr P Davies hope to continue to stay on their current committees.

The District Councillor Grant Programme is now open. Whilst funds have been reduced the Councillor Community Grant Scheme has a budget of £3,000 available with a £1,000 grant available for specific environmental grant schemes.

All outstanding bin collections have now been resolved and Cllr David Ashcroft thanked residents and the council for their patience whilst getting this resolved.

## 29.24

**Public Questions** – the Chairman adjourned the meeting to hear public questions.

Two members of the public raised concerns reference application SDNP/24/00384/FUL The Oast House, Wick Hill Farm Lane, Hartley Mauditt, Alton, Hampshire, GU34 3BP. It was highlighted that there are 12 previous applications for this site and concerns of the accumulative effect was raised. The resident further highlighted that a list of proposed activities were part of the application, not just wine tasting and that the extension could facilitated up to 200 people which appears too large for the proposed activity of wine tasting. It was noted that the application allows up to 720 events a year (approximately 2 a day). Events could lead to significant increase in noise levels which will impact the neighbouring 13 local residents in the area. Highways has commented that the accumulative effect on traffic and vehicle meetings would need to be assessed. The member of the public raised questions as to why the paddock was included in the plans and why a new road and parking was proposed when they believe there is parking available for the smaller scale events proposed.

The applicant was also present and explained they appreciated the feedback from neighbours and have therefore removed weddings from the list of activities. The current proposed application allows current permitted activities under the list of events but it is the intention of the business to use the function space for wine tasting events. These events will be restricted to approximately 38 people. The applicant highlighted that whilst there will be some increase in traffic the number of events and participants expected are unlikely to significantly impact the local area.

It was further noted that any events would need to have a licence issued by the council and will have limits in relation to noise levels and timings.

### **Meeting reconvened**

## 29.25

Councillors agreed to lead on the following:

- Village Hall Cllr C Sole
- Planning All councillors and Cllr R Twining (advisory on policy)
- Playground Cllr T Godbert
- Staffing Committee Cllr B Bagnell, Cllr W Brock, Cllr R Twining

Additionally the clerk will assume responsibility for Communications, including social media King's World, Website and WhatsApp.

**Proposed: Cllr R Twining Seconded: Cllr W Brock**

**Action: Clerk**

## 29.26

### **Appoint councillors as representatives to any outside bodies and agree reporting terms to Council**

Councillors agreed on the following parish representatives:

- Footpaths Officer Nicky Twining
- Jalsa Salana Representative Cllr W Brock, Cllr IT Godbert
- Neighbourhood Watch Co-ordinator Kate Denyer
- Speedwatch Co-ordinator Nicky Twining

**Proposed: Cllr S Butler, Seconded: Cllr C Sole**

**Action: Clerk**

## 29.27

### **Review of Council's Procedures**

#### **Standing Orders**

It was **AGREED** to adopt the standing orders for Worldham Parish Council.

**Proposed: C Sole, Seconded Cllr S Butler  
Clerk**

**Action:**

**Financial Regulations**

It was **AGREED** to adopt the current Financial Regulations noting that they allow for online banking.

**Proposed: Cllr R Twining, Seconded Cllr C Sole      Action: Clerk**

**Review or Risk Assessment**

It was confirmed that the use of the litter pick equipment was included. It was **AGREED** to adopt the risk assessment for Worldham Parish Council.

**Proposed: Cllr R Twining, Seconded Cllr S Butler**

**Action: Clerk**

**Village Hall remuneration (Admin and cleaner)**

Councillors agreed no remuneration was needed this year as Jill and Kish Sharma waived their remuneration last year and are happy to do so again. The Chair formally thanked the Sharmas for all their hard work and dedication.

**Proposed: Cllr R Twining, Seconded Cllr C Sole**

**Action: Clerk**

**29.28****Grants**

**Churchyards** Councillors resolved that the donations to the churchyards for 2023-2024 are:

East Worldham - £400

West Worldham - £100

Hartley Mauditt - £100

The donations are for the upkeep of the burial grounds in the respective churchyards. It was **AGREED** to pay from grant budget of £600 for 2024/2025.

**Proposed: Cllr R Twining, Seconded: Cllr C Sole**

**Action: Clerk**

**29.29****Meeting dates for 2024/2025**

Meeting dates were agreed up to the Annual Meeting in 2024 - 2025. **(Appendix 1).**

**Proposed: Cllr R Twining. Seconded: Cllr W Brock**

**Action: Clerk**

**29.30**

**Financial Report:** The Clerk advised that the bank balances are as follows:

**4<sup>th</sup> Quarter Receipts & Payments Reconciliation (Appendix 2)****Bank Balance as below**

Current Account as 31/03/2024 = £ 9,243.92

Instant Access Account (quarterly statements as 29/03/2024) : £30,103.10

Worldham Community Benefit Fund (quarterly statements as 03/04/2024): £21,487.19

Less cheques o/s £0

**TOTAL £60,834.21**

Receipts ledger balance **£60,834.21**

**Payment Schedule:**

It was **RESOLVED** to approve the following payments:

**Proposed: Cllr R Twining Seconded: Cllr C Sole**

**Payment Schedule May  
2024**

	Payee	Description	Net	VAT	Total
01/05/24	P Hibbins - Clerk	Salary April 2024 (£650 NEW SALARY + WAH £24 - TAX £23.40)	£650.60	£0.00	£650.60
01/05/24	HMRC	Tax February 2024 (HMRC Credit)	£23.40	£0.00	£23.40
01/05/24	P Hibbins - Clerk	Expenses (stamp for VAT return £1.35 & new A4 folder £3)	£4.35	£0.00	£4.35
01/05/24	HALC	HALC Affiliation Fees 2024/25 and NALC Levy 2024-2025	£237.00	£0.00	£237.00
01/05/24	Community Heartbeat	Annual Defibrillator support (WCBF?)	£165.00	£33.00	£198.00
01/05/24	Do the Numbers Ltd	Internal Audit for 2023/2024	£200.00	£0.00	£200.00
			<b>£1,280.35</b>	<b>£33.00</b>	<b>£1,313.35</b>

**29.31**

**Internal Audit Report:**

The report from Do The Numbers Ltd was noted by councillors and the following actions were agreed:

- i) It was **AGREED** to identify projects to make best use of the solar funds
- ii) It was **AGREED** to identify projects for the precepted reserves or consider limiting precept rises.

**Proposed: Cllr C Sole, Seconded: Cllr S Butler**

**Action: Clerk**

**29.32**

**Annual Return and Governance Statements 2023/2024:**

- i) The Annual Internal Audit Report signed by the Internal Auditor was noted.
- ii) The Council considered responses to the Annual Governance Statements in Section 1 and it was duly approved by all councillors and signed by the Chairman, Cllr R Twining, and by the Clerk.
- iii) The Accounting Statements contained in Section 2, prepared and signed by the RFO, were duly approved by all councillors and signed by the Chairman, Cllr R Twining.
- iv) It was confirmed that the period for the exercise of public rights would be Monday 3rd June to Friday 12th July 2024. The Clerk would arrange the necessary publication of these dates.
- v) It was confirmed no conflict of interest with BDO LLP (External Auditor)

**Proposed: Cllr R Twining, Seconded: Cllr B Bagnell**

**Action: Clerk**

**29.33**

**Planning Applications**

Update on previous applications noted in **Appendix 3**

**32038/013 Worldham Park Golf Club, Cakers Lane, East Worldham, Alton, GU34 3BF**

Section 73 application to vary condition 2 (Lighting) of permission 32038/012 (Three Padel Tennis Courts together with associated walls and infrastructure)

**Deadline 9th May 2024**

It was **AGREED NO OBJECTION** subject to an understanding as to what time the lighting will be switched off in accordance with the SDNPA Dark Skies Policy. The Parish Council suggested a 10pm curfew for the lights.

**Proposed: Cllr C Sole Seconded: Cllr R Twining**

**Action: Clerk**

**SDNP/24/00513/HOUS Manor End, Worldham Hill, East Worldham, Alton, Hampshire, GU34 3AX**

Proposed loft conversion.

**Deadline 9th May 2024**

It was **AGREED** to **OBJECT** to the planning application due to concerns about the design, style and use of materials in this application not being in keeping with the area. Though not listed, East Worldham Manor, of which Manor End forms a significant part (the house now divided), is historically the principle residence of East Worldham village. Design drawings, both existing elevations and new proposals, do not illustrate the significant chimney on the relevant elevation and generally its relationship to the other chimneys, all matching and of architectural note. Current proposals are out of proportion, showing no sympathy to the structure's built quality and form and out of keeping with the parish and its design statement.

**Proposed: Cllr B Bagnell, Seconded: Cllr S Butler**

**Action: Clerk**

**SDNP/24/01683/OHL - Land at Wick Hill Farm, Wick Hill Farm Lane, Hartley Mauditt, Alton, Hampshire, GU34 3BP, GU34 3BP**

To replace the existing Single Pole Mounted Transformer with a New Single Pole Mounted Transformer. The New Single Pole Mounted Transformer will have a circumference of 18 Inches whereas the current pole has a circumference of 15 Inches, there will be no change in the existing height of the proposed new pole.

**Deadline 8th May 2024**

It was **AGREED NO OBJECTION**.

**Proposed: Cllr S Butler, Seconded: Cllr R Twining**

**Action: Clerk**

**SDNP/24/00384/FUL The Oast House, Wick Hill Farm Lane, Hartley Mauditt, Alton, Hampshire, GU34 3BP**

Change of use, alterations and extension to existing agricultural barn to create a function space for wine tasting events together with parking landscaping and associated works.

**Deadline 16th May 2024**

It was **AGREED a HOLDING OBJECTION** for this application. Whilst the Parish Council agree in principle with the diversification of the winery for wine tasting events, we would like to see more information to further clarify the frequency and type of events, including predicted traffic and vehicle movements and an expected noise levels assessment. The Parish Council are happy in principle with the proposal if events are relating to wine tasting events only.

**Proposed: Cllr R Twining, Seconded: Cllr S Butler**

**Action: Clerk**

**29.34**

**SDNPA Renewable Energy Study** – To consider a response to the consultation ending 10<sup>th</sup> May 2024

It was **AGREED no comment**.

**Proposed Cllr R Twining, Seconded Cllr B Bagnell**

**Action: Clerk**

**29.35**

**Village Hall Improvements** – To consider a draft application to the EHDC Supporting Communities Fund

It was **AGREED** to amend the application to confirm urgency of the work needed, add photos and show a wider range for events that have taken place. Letters of support to be added. Once finalised the clerk to submit an application for £10,000.

**Proposed Cllr R Twining, Seconded Cllr B Bagnell**

**Action: All/Clerk**

**29.36**

**To note any reports or updates from Councillors or the Clerk regarding meetings attended or issues raised by residents**

**Bridge at BarleyWood Farm**

A resident has raised the bridge closure on Barleywood Farm Lane and the proposed date for works is currently July 2025. The resident has proposed that the road stays closed to vehicular traffic access until the works are complete, but for temporary works to take place to allow access for horses, pedestrians and cyclists. The Clerk has connected them with a contact at Hampshire County Council. **Action: Clerk**

**Jalsa Salana**

The Traffic Management Plan for the event has still not been finalised. County Cllr Mark Kemp-Gee will formally request a meeting with Highways, AMA and the Parish Councils. Cllr R Twining to contact Cllr Mark Kemp-Gee and Ian Ackerman and to raise at the next liaison meeting.

**Action: Cllr R Twining/Cllr W Brock/Clerk**

**SSEN Update**

SSEN have, as agreed, finished working on the B3004 for the time being during the forthcoming exam season. The B3004 from Alton to Kingsley is OPEN. There are still some remaining trench works to be undertaken on the B3004 in the following places:

- 1. Lode Farm, under the stream, near the junction to Oakhanger
- 2. By the Three Horseshoes car park and around the oak tree
- 3. Under the Esso pipeline near the Worldham Golf course

The is no definite time for when these works will commence but it is expected to be around August time.

In June work will commence on Wilsom Road, after the A31 bridge, to Mill Lane, and this is intended to be under traffic lights.

Once all the work has been completed, then SSEN will start laying the cables. The cables are about 1,000 metres in length and will need to be connected by constructing "Joint Bays" where the cables will be joined together. Again, the plan will be to do this under traffic lights.

To note The Three Horseshoes has put in a proposal to SSEN to fund a community event at the pub.

Post works the SSEN SID is to be gifted to the local SpeedWatch group.

**BUSES**

According to the stagecoach website the service 13, 113, and 123 will be reinstated from Tuesday 7th May along the B3004 through East Worldham and Kingsley

**29.37**

**Date of next meeting**

Meetings are normally held on the first Wednesday of each month, 7.30pm, at East Worldham Village. The next meeting to take place 5<sup>th</sup> June 2024.

**29.38**

**Items for next agenda**

SSEN meeting  
Jalsa Salana

**29.39**

The Chair closed the meeting at **9.47pm.**

Signed: .....

Date: .....

**Appendix 1: Meeting Dates 2024/2025 Worldham Parish Council**

The Parish Council meets once a month, usually on the 1<sup>st</sup> Wednesday of the month at 7.30pm at East Worldham Village Hall.

Wednesday 1 <sup>st</sup> May 2024	Annual Meeting
Wednesday 5 <sup>th</sup> June 2024	Full Council Meeting
Wednesday 3 <sup>rd</sup> July 2024	Full Council Meeting
Wednesday 7 <sup>th</sup> August 2024	Full Council Meeting
Wednesday 4 <sup>th</sup> September 2024	Full Council Meeting
Wednesday 2 <sup>nd</sup> October 2024	Full Council Meeting
Wednesday 6 <sup>th</sup> November 2024	Full Council Meeting
Wednesday 4 <sup>h</sup> December 2024	Full Council Meeting
Wednesday 8 <sup>th</sup> January 2025	Full Council Meeting
Wednesday 5 <sup>th</sup> February 2025	Full Council Meeting
Wednesday 5 <sup>th</sup> March 2025	Full Council Meeting
Wednesday 2 <sup>nd</sup> April 2025	Full Council Meeting
Wednesday 7 <sup>th</sup> May 2025	Annual Meeting
TBC May 2025	Annual Parish Meeting
Wednesday 7 <sup>th</sup> May 2025	Annual Meeting

**Worldham Parish Council**  
**Minutes of Annual Parish Council Meeting held on 1<sup>st</sup> May 2024 7.30pm**  
**East Worldham Village Hall**

**Appendix 2:**

**SUMMARY RECEIPTS & PAYMENT ACCOUNT**  
**4<sup>th</sup> QUARTER ENDED 31<sup>st</sup> March 2024**

<u>Annual Budget</u>	<u>Actual- v- Budget</u>		<u>£</u>		
			<u>Q4</u>		
<u>RECEIPTS</u>					
16648	16648	Precept	-		
50	342	Bank Interest	111.32		
1000	1208	VAT repayment	-		
1500	1823	Village Hall	98.00	_____	
4	4	Wayleave	-		
0	0	S106	-		
1000	3669	Other income	<u>2,178.65</u>		
<u>4560</u>	<u>5616</u>	Worldham Community Benefit Fund			-
24762	29309				
<b>TOTAL RECEIPTS</b>			<u><b>2,387.97</b></u>		
<b>PAYMENTS</b>					
7450	7497	Net Salaries & Allowances (Jan-March 2024)			1,821.60
0	0	Pension Contributions (e'ers & e'ees)			-
120	57	Travel costs	-		
50	20	Chair's Allowance	-		
160	294	Stamps & Stationery	-		



0	67	Equipment Purchase Banking Charges	20.00	<a href="#">Table unfold tool</a>
1000	195	Repairs & maintenance	-	<a href="#">Meter reading submitted - expected credit to go onto the account from April 2024</a>
2000	2212	Village Hall Electricity	1,050.11	
150	134	Village Hall Water Rates Covid Grant - V.Hall	83.16	
100	62	Inspections/Septic tank	-	
410	457	Subscriptions & Fees	47.97	
400 0	410	Audit fees Professional Fees	-	
600	600	Grant allocation	-	
0	1532	Jubilee/Coronation event	-	
400	605	Grass cutting	-	
2100	763	Playground maintenance	82.50	
1500	380	Trees	-	
500	98	Training	-	
775	95	Election Costs	-	
1200	1164	Insurance	-	
1000	654	Other (Grants)	379.68	<a href="#">Community Litter pick set</a>
1000	823	VAT on payments	79.01	
4000	1927	Worldham Community Benefit Fund	-	
24,915	20046			
<b>TOTAL PAYMENTS</b>			<b>3,564.03</b>	

BALANCE BROUGHT FORWARD AS AT 31/12/2023	62010.27
<b>ADD</b> Total Receipts as above	2,387.97
<b>LESS</b> Total payments (as above)	<u>3,564.03</u>
<b>Balance Carried forward 31/03/2023</b>	<b><u>60,834.21</u></b>

These cumulative funds are represented by:

Current Account Balance	9,243.92
Less: Cheques drawn but not debited as at 31.03.24 nos.	-
Deposit Account Balance	30,103.10
Worldham Community Benefit Fund	<u>21,487.19</u>
	<b><u>60,834.21</u></b>

Signed: P HIbbins

Responsible Finance Officer to Worldham Parish Council

Date:  
18/04/2024

### Appendix 3: Existing Planning Applications

Planning App. Ref No	Address	Proposal	Consultation Expiry Date	Case Officer	Parish Council Comments	Decision
SDNP/24/00049/LIS	Three Candovers, Wick Hill Hanger, Hartley Mauditt, Alton, Hampshire, GU34 3BP	Listed building consent - Proposed new single storey dining room extension.	26/02/2024		Objection	

SDNP/23/04775	Land South Of , Green Street, East Worldham, Bordon, Hampshire, GU35 9NN	Material change of use of land to a mixed use for the keeping of horses and as a residential caravan site, including the stationing of 3 caravans (no more than one static caravan) retention of existing hardstanding and vehicular access, and erection of ancillary amenity building	01/02/2024		Strongly object	
SDNP/23/04742/OHL	Land at Wick Hill Farm Wick Hill Farm Lane Hartley Mauditt Alton Hampshire GU34 3BP	To replace the existing Single Pole Mounted Transformer with a new H Pole Mounted Transformer, this is providing an upgrade to the existing overhead network currently installed.	08/12/2023		No objection	<b>OBJECTION</b>
SDNP/23/04705/LIS	Pullens Hartley Lane West Worldham Alton Hampshire GU34 3BH	Listed building consent - Creation of new doorway opening, with timber door, within modern brickwork extension.	14/12/2023		No objection	
23/00794/REVPP	Farnborough Airport , Farnborough Road, Farnborough, Hampshire	Variation of Condition 2 (aircraft movements) and 6 (aircraft weight), replacement of conditions 7 (1:10,000 risk contour) and 8 (1:100,00 risk contour), of planning permission 20/00871/REVPP determined on the 22/02/2022,	17/12/2023		Strongly Object	
SDNP/23/02797/FUL	Pookles Lane Cottage, Worldham Hill, East Worldham, Alton, Hampshire GU34 3AT	Demolition of exiting extensions and garage, construction of new two storey extension and outbuilding	08/09/2023		No objection	