

**Minutes of the Meeting held at Memorial Hall, Sparsholt on
Thursday 19th September 2019**

Cllr Sue Wood (Chairman)
Cllr Stewart Wooles (Vice Chairman) P
Cllr Sue Annesley
Cllr Pete Chadwick P
Cllr John Cooper
Cllr John Little
Cllr Andrew Osmond
Cllr Nigel Reid
Cllr Sue Wakefield P

City Cllr Caroline Horrill to Item 040

P = present at the meeting

In attendance Jill Judge Clerk

- 19/20 – 034 To receive apologies and approve reasons for absence**
Apologies were received and accepted from Cllr Wood, Cllr Cooper, Cllr Little, Cllr Reid. Cllr Annesley had been delayed returning from overseas.
Cllr Wooles chaired the meeting.
- 19/20 – 035 Declarations of Pecuniary Interests (DPI's) and Other Significant Interests (OSI's) from members concerning specific items on the agenda.**
No declarations were made.
- 19/20 – 036 Minutes of Meeting of 18 July 2019**
- **To approve and sign the minutes**
The minutes had previously been circulated and were approved and signed by Cllr Wooles.
 - **To deal with any matters arising not on the agenda**
19/20 025 A member of the public had raised concerns about the cutting back of verges and impact on endangered wildflowers and birdlife. This had been raised at a meeting with Hampshire County Council and a response was awaited (ref Highways Report 19/20 040)
There were no further matters arising that were not on the agenda.
- 19/20 – 037 Public Participation**
There were no members of the public present at the meeting.
- 19/20 – 038 Minutes of Meeting of 20 June 2019 which are not on the agenda**
There were no matters arising that were not on the agenda.
- 19/20 – 039 County and City Councillor Reports**
County Cllr Warwick had sent a report which had been circulated ahead of the meeting.
- City Councillor Horrill highlighted the following:
- Delivery of black boxes for glass collection had taken place. If residents had not received their box, they should contact WCC. It was noted that the bottle bank at The Plough would remain. With new vehicles and a new schedule there may be disruption to waste collection services during the Autumn period.
 - The Planning Committee had approved the application on Land at the East of Station Road, Winchester for a mixed use development involving the erection of buildings up to 5 storeys from street level, a lower ground floor level and basement to provide up to 17,972 sqm of office (use classes B1), up to 1,896 sqm of mixed uses including potential retail, restaurant/cafe, bar and leisure uses (use class A1, A3, A4 and D2) and retention and refurbishment of the old registry office, associated car parking in basement (up to 95 spaces) and minimum of 156 cycle parking spaces and associated works.
With a potential of 1000 new jobs for the City and adding £80m to the economy this was a key development.
 - Cllr Horrill was disappointed to report no further news on the "Movement Strategy" and was concerned about the implications for Park and Ride sites.
 - The Local Plan Consultation for the five-year period 2031 to 2036 had been delayed.
 - Cllr Horrill had written to the Head of Strategic Planning expressing concern that the Sparsholt Village Design Statement published October 2014 had been considered outdated at a recent planning committee.

Signed Date.....

- The next Parish Council Briefing is expected to take place in October and councillors are encouraged to use this as a forum to express views about the planning process.
- Cllr Horrill had emphasised to the new administration that the Parish was not opposed to the construction of anaerobic digesters, but in the case of the Sparsholt College application it had objected on the grounds of the high number of associated traffic movements.
- The Sports and Leisure Park build was on schedule.

The next consultation for affordable housing site in Woodman Close was being organised with a late afternoon/early evening weekday slot proposed. Cllr Horrill suggested that it will be best held on a Saturday morning enabling more to attend. All agreed and Cllr Horrill will contact the project manager accordingly.

Cllr Horrill was thanked and left the meeting.

19/20 – 040

Portfolio Reports

Highways – Please see attached report circulated ahead of the meeting

Footpaths & Ham Green – Please see attached report circulated ahead of the meeting. A quote of £96 had been received in respect of the “rotten” tree identified in the report. This was within the budgeted amount for emergency tree expenditure; accordingly, the quote was accepted and the work approved.

Playground – Cllr Cooper was unable to attend the meeting but had sent a report that had been circulated ahead of the meeting. It was agreed that whilst bottom boards of fencing were subject to regular damage by kicking of footballs etc. that they should still be repaired/replaced as robustly as possible. It was thought sensible to re-paint the small swing, slide and goal posts at the same time. The clerk would contact Cllr Cooper to arranged this.

Action: Cllr Cooper /Clerk

Memorial Hall – Please see attached report circulated ahead of the meeting.

Sparsholt School – Cllr Wood’s report had been circulated ahead of the meeting.

Sparsholt Shop – No report

Communication - Please see attached report circulated ahead of the meeting

Security – No report

19/20 – 041

Potholes on bridleways – establishing responsibility for repair

This item was the result of a query from the Cricket Club. Cllr Woods and the Clerk had arranged to meet Abby Sullivan, Senior Countryside Access Ranger on 24th September to discuss and clarify. **Action: Cllr Wood/Clerk**

19/20 – 042

To receive an update from the Anaerobic Digester Working Group

On 25 July WCC received a condition compliance submission which is currently under consideration. The indication is that the applicant is intending to make a commencement on the access road before the expiry date of the permission later in the year. WCC do not undertake any public consultation with condition compliance matters. Once determined the papers will go public on the application web site.

19/20 – 043

To review and comment on planning applications

New Applications

| Date Received | Number | Location | Details | |
|---|--------------|------------------------|--|--|
| 04/09/2019 | 19/01907/TPC | Clareholme Church Lane | T1 Sycamore prune back sw side of canopy back by 1-2m to stop further encroachment over garden. With a maximum pruning diameter of 50mm T2 Fir tree reduce longer lateral limbs over drive on by 1-2m to prevent risk of failure and reduce debris falling on cars. | |
| <i>This tree application was noted.</i> | | | | |

Current Applications

| Date Received | Number | Location | Details | |
|--|--------------|---------------------------------------|--|--|
| 25/07/2019 | 19/01624/FUL | Crabwood Lodge Sarum Road | Change condition 2 for changes to external materials, position of the house and window positions on north and south elevations only | |
| <i>A comment had been submitted to support these changes under S73.</i> | | | | |
| 22/07/2019 | 19/01587/FUL | Warren View Dean Lane | Extensions and associated alterations to existing dwelling | |
| <i>It was noted that since publication of the agenda that this application had been permitted.</i> | | | | |
| 24/06/2019 | 19/01386/TPO | Land at Harestock Corner Salters Lane | Trees of whatever species - Prune back any branches (up to max 75mm diameter) overhanging or likely to cause nuisance to overhead utility cables to provide 2m clearance. Start pole DP309 - Finish Pole CP5A as indicated on plan (BVL318 - dated 24/06/2019) | |

Recent Decisions

| Date Received | Number | Location | Details | |
|---------------|---------------------|---------------------------------|---|--|
| 16/07/2019 | 19/01540/TPC | Plough Inn Woodman Lane | Purple Plum (T1) - Fell | No objection |
| 25/05/2019 | 19/01170/ PNACOU | The Dutch Barn Stockbridge Road | Conversion of barn to dwelling house | Prior approval details refused |
| 14/03/2019 | 19/00585/HOU | Home Lane Cottage Home Lane | This proposal includes a two-storey extension to the existing dwelling on the south-west elevation, to provide extra lounge and bedroom accommodation and a single storey extension to the west elevation, to provide a kitchen/dining space. The scheme also includes an external double garage. | Application permitted at Planning Committee on 12 th September. |

To note any enforcement matters

Noted

19/20 – 044

Finance

a. Current Financial Statement

This had been circulated ahead of the meeting with receipts noted and payments PV 19 to PV 27 approved.

Signed Date.....

| Payments received | | | |
|--------------------------|------------------------|---------------------------|----------------|
| | Chq payable to SPC | For Fete SPCC (ref PV 19) | 50.00 |
| | Sparsholt Village Shop | Annual Rent | 1000.00 |
| 31/07/2019 | Nat West | Bank interest | 1.09 |
| 31/08/2019 | Nat West | Bank interest | 0.99 |
| | | | |
| | | | |
| | | | 1052.08 |

| Payments approved/for approval | | | |
|---------------------------------------|--------------------------|--|----------------|
| PV19 | Parochial Church Council | Fete (ref receipts) | 50.00 |
| PV20 | Jill Judge | Salary - July | 566.30 |
| PV21 | Kris Robinson | Ham Green - Rustic Bench | 150.00 |
| PV22 | Sparsholt Memorial Hall | Contribution notice boards | 200.00 |
| PV23 | HCC | Newsletter - July | 17.40 |
| PV24 | John Furness | Well House - Well House & Noticeboards | 2001.60 |
| PV25 | John Little | One.Com - Hosting/Annual Domain | 41.94 |
| PV26 | Jill Judge | Salary - August (incl back pay) | 668.95 |
| PV27 | HRMC | PAYE - August | 25.20 |
| | | | |
| | | | |
| | | | 3721.39 |

b. Budget Update

Summary budget details had been circulated showing income and expenditure to date against budget. Major expenditure (ref PV24 above) was for upkeep of Parish Grounds including Well House external decoration, noticeboard refurbishment and bus shelter seats. The latter two items had been funded from the Street Furniture and Play Equipment Reserve.

c. Review quotes for main noticeboard replacement and approve

Quotes had been circulated in advance of the meeting and a comparative sheet provided. After discussion it was agreed to approve the quote from national supplier Greenbarnes for a bespoke oak framed board allowing the display of parish notices and other community notices on one side (unglazed with self-healing pinboard) with a smaller noticeboard board (glazed and lockable) mounted on the reserve for display of a village footpaths map. Total cost of £2,427.67 before VAT. It was noted that installation costs were not included, and that delivery time was indicated as four to six weeks.

Action: Clerk

d. Consider request for grant of £150 from Citizens Advice Bureau

Councillors agreed to a contribution of £100 recognising the free impartial advice that this organisation had and could make to parishioners.

Action: Clerk

19/20 – 045

Governance & Policies

a. Review and Adopt Complaints Procedure

Councillors suggested this should include an appeals process. The clerk would redraft accordingly and present at October's meeting.

Action: Clerk

b. Introduction and adoption of Health & Safety Policy

This was deferred to October's meeting.

Action: Clerk

**The meeting closed at 8.29pm
Next meeting 17th October 2019**