

**vMinutes of the Meeting held at Memorial Hall, Sparsholt on
Thursday 21st November 2019**

Cllr Sue Wood (Chairman)	P
Cllr Stewart Wooles (Vice Chairman)	P (from item 060)
Cllr Sue Annesley	
Cllr Pete Chadwick	
Cllr John Cooper	P
Cllr John Little	P
Cllr Andrew Osmond	
Cllr Nigel Reid	
Cllr Sue Wakefield	P

P = present at the meeting

In attendance Jill Judge Clerk, Cllr Caroline Horrill (to item 064), Cllr Stephen Godfrey (to item 064), PSCO Kerry Croutear (to item 063), two members of the public for item 059

- 19/20 – 057 To receive apologies and approve reasons for absence**
Apologies were received and accepted from Cllr Annesley, Cllr Chadwick, Cllr Osmond and Cllr Reid. County Councillor Warwick had sent her apologies.
- 19/20 – 058 Declarations of Pecuniary Interests (DPI's) and Other Significant Interests (OSI's)** from members concerning specific items on the agenda.
Councillors present declared no interests
- 19/20 – 059 Village Defibrillator – Clarify and confirm access arrangements**
Dr Victoria Lander joined the meeting to clarify and confirm access arrangement to the village defibrillator located at the entrance to the Memorial Hall. It was emphasised

IN THE EVENT OF A MEDICAL EMERGENCY THE PRIORITY IS TO CALL 999

The defibrillator is placed in a locked cabinet. The code to access this is given when calling 999. After some discussion it was agreed that in order to enable quick access to the defibrillator in the following circumstances:

- 999 call in process
 - More than one person attending to the suspected cardiac arrest victim meaning that someone able to fetch the defibrillator
- that the code would be available
- To users of the Memorial Hall – inserted in hire agreement and in the First Aid Box
 - At the Shop during opening hours
 - At the School during term time
 - At the Church during worship
 - At the Plough during opening hours
 - To parishioners through a proposed article in the Downs Benefice Magazine

It was agreed that it was not appropriate to put the code on the defibrillator cabinet as this may result in either theft or tampering.

The magazine article would be written by Cllr Little and Dr Lander and provide an advice sheet of what to do in the event of suspected cardiac arrest, how to access the defibrillator and the importance of keeping location and code details both safe and accessible (e.g. in wallet, on phone etc).

Action: Cllr Little

Dr Lander and a parishioner who had joined the meeting to outline her experience of having had to access a defibrillator were both thanked and left the meeting.

Cllr Wooles joined the meeting toward the end of this item.

- 19/20 – 060 Minutes of Meeting of 17th October 2019**
- **To approve and sign the minutes**
The minutes had previously been circulated and were approved and signed by the Chair.
 - **To deal with any matters arising not on the agenda**
There were no matters arising that were not the agenda.

Signed Date.....

19/20 – 061

Public Participation

There were no members of the public present

19/20 – 062

Matters arising from meeting held on 19th September 2019 which are not on the agenda

There were no matters arising that were not covered by the agenda

Ahead of County and City Councillor's Reports the Chair took the opportunity to welcome back PSCO Kerry Croutear following her maternity leave. Kerry highlighted continued scams and a recent household burglary in the village. Sheds and outbuildings continued to be targeted in the area. As ever Kerry could be contacted with specific concerns and was happy to help householders review security arrangements. PSO Croutear was thanked and left the meeting.

19/20 – 063

County and City Councillor's Reports

Cllr Warwick was unable to attend the meeting but had sent a report that had been circulated.

City Councillor Horrill reported

- Sparsholt College – Anaerobic Digester (16/01679/FUL) - Clarification of whether the work that Ecotricity had undertaken ahead of expiry of planning permission expiry on 1 November 2019 was enough to trigger a genuine commencement was being sought.
- Wheelabrator Harewood were seeking to build a Waste to Energy facility off the A303 north of Barton Stacey. Whilst this was in the Test Valley District parishioners should be aware both in terms of physical impact on the landscape (proposed facility two times the size of Winchester Cathedral) and impact on traffic and roads. Consultations were taking place and details of how to take part and find out more about the proposal would be placed in the parish newsletter. **Action: Clerk**
- Affordable Housing for Sparsholt – at the recent public consultation the key concern appeared to be parking. Comments would be considered by the City Council ahead of planning application.
- The General Election meant that Winchester City Council was currently in purdah.
- A legal challenge to the city council's approval of the planning application for the Station Approach meant that the development would be delayed. As a result, WCC would be unable to meet the spending deadline for the £5m grant from the Local Enterprise Partnership and this funding would be lost.
- The disruption to the waste collection service in recent weeks was noted with Cllr Horrill urging parishioners to contact her in the case of "missed bins". Clerk to highlight in parish newsletter. **Action: Clerk**

Cllrs Wood and Little had attended a parish briefing meeting on 19th November. They expressed some frustration at not able to raise various matters e.g. Local Plan in part due to purdah and only officers being present. Cllr Horrill highlighted the public participation session at Winchester City Council Cabinet meetings where questions could be raised. The next meeting would not be until post the general election.

Cllr Horrill and Cllr Godfrey were thanked and left the meeting.

19/20 – 064

Portfolio Reports

Reports had been circulated ahead of the meeting with the following updates noted

Highways including Speed Limit Reminder (SLR) proposal

Cllr Wooles explained that HCC were in the process of checking proposed sites for SLRs. Subject to approval of these the meeting endorsed potential expenditure of £800 in the financial year 2020/21 to cover movements of the shared SLR, insurance and batteries.

Footpaths and Ham Green including request for installation dog bin

The clerk highlighted that Cllr Chadwick was to meet with Peter Yeates to discuss work footpath work in the year to date and the priority cutting schedule.

The clerk and Terry Dunn were pursuing Rural Community Grant Options and had met with Adam Macey to understand next steps and the possibility of two map boards for the village.

The request for a bin was noted with the clerk to investigate to use of a small bin for the placement of litter and "dog poop" bags with WCC.

Playground including donation from fete and annual inspection arrangements

Following the Summer Fete, St Stephen's Parochial Church Council kindly donated the sum of £487. The clerk would place a comment in the newsletter asking for suggestions as to any additional equipment users would like to see added at the playground. **Action: Clerk**

It was agreed that the annual playground inspection would be completed in January 2020 by the Play Inspection Company and would include the optional extras of Disability Discrimination Act, Play Value and Estimated Life Expectancy assessments. **Action: Clerk**

Cllr Cooper had been unable to contact the suggested contact for fence repair. After discussion it was decided that the option of replacing the fencing be explored providing a longer-term solution. Cllr Cooper to seek quotes. **Action: Cllr Cooper**

Sparsholt Memorial Hall

See Report and note planning application relating to trees below

Sparsholt School

Cllr Horrill had recently been appointed a co-opted governor at the school and in her councillor report had highlighted the ongoing efforts to reduce traffic congestion around school drop off and pick up times.

Sparsholt Shop

No report

Communications including items for next newsletter

See report. Various items for inclusion in the newsletter had been noted during the meeting.

Security

See report and note PSCO Croutear's comments above

19/20 – 065

Confirm where to place Tree and Bench donated by Skanska

It was agreed that a bench in the Ham Green parking area would be a beneficial addition enabling users to sit and change footwear. With trees unavoidably being removed from the Common area the addition of a native tree would be welcomed. Clerk to contact Skanska to arrange tree and bench at Ham Green. **Action: Clerk**

19/20 – 066

To review HALC AGM held on 9 November

The Chair had attended this meeting and found it disappointing. She proposed send feedback to HALC explaining why this was the case. **Action: Cllr Wood**

19/20 – 067

To review Affordable Housing Consultation held on 7th November 2019

Whilst there are appeared to be no specific questions relating to the proposed housing itself parking remained a concern. This would be considered by Winchester City Council when reviewing and refining the design to be taken forward to planning application.

19/20 – 068

To receive an update from the Anaerobic Digester Working Group

Ref City Councillor Horrill's comments above 19/20 - 063

19/20 – 069

Planning

To review and comment on planning applications

New Applications

Date Received	Number	Location	Details	
06/11/2019	19/02450/TPC	Sparsholt Memorial Hall	T2 - Yew - Remove at ground level T3 - Sycamore - Remove major deadwood over road, shop and war memorial. Crown lift to 3m from ground level. Remove branches over road to provide min 2m clearance from shop and 1m clearance from utility cables. T4 - Prunus - Crown lift to 4m from ground level. G1 - 6 x Cedar - Remove select low lateral branches to achieve a crown lift of 3m and remove any low-level major deadwood.	
Of concern was the proposed removal of the yew (T2) to ground level. Councillors were of the view that trees should not be removed unless presenting a specific issue e.g. danger, disease. It was noted that this was a small specimen and apparently healthy. It was agreed that concerns should be highlighted to arboriculture experts at WCC.				
10/10/2019	19/02234/FUL	Sparsholt College Westley Lane	Erection of new buildings to house a companion animal centre, kennels, conversion of existing long barn to canine education building, erection of	04/12/2019

Signed Date.....

			new Tropical Zone building with external animal enclosures and amendments to existing Interactive building	
<p>Cllrs Wood and Little (both members of the planning committee) had been invited to view the site. They believed the proposal enhanced existing educational opportunities and explained this to councillors. It was agreed to support the application</p>				

Current Applications

Date Received	Number	Location	Details	
16/09/2019	19/02015/LDC	Greenacre Caravan Park Stockbridge Road	Caravan site	Pending Consideration
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	
19/09/2019	19/02053/HOU	3 Westley Cottages Hillside Road	Two storey side extension with car port, first floor extension to rear, single storey extension to front, new external porch to front and alterations to existing facade treatment.	Application permitted
18/09/2019	19/02043/HOU	4 Westley Cottages Hillside Road	Two Storey Extension	Application permitted
07/10/2019	19/02199/TPO	St Stephens Church Church Lane Sparsholt	Sycamore (T1) Prune back sw side of canopy back by 1-2m to stop further encroachment over garden. With a maximum pruning diameter of 50mm	Application permitted
01/10/2019	19/02142/TPC	Clareholme Church Lane	Removal of two yew trees	No objection
/30/09/2019	19/02072/TPC	Locks Lane House Locks Lane	Tress opposite the entrance of Locks House T1 Ash tree Fell T2 Sycamore Fell T3 Hawthorn Fell	No objection

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10/09/2019	19/01956/HOU	Inglenook Westview Road	Demolish existing conservatory, construction of a single storey wrap-around extension, alterations to existing garage	Application permitted
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To note any enforcement matters

Enforcement matters were noted.

To note Wheelabrator Harewood Proposed Waste to Energy Facility north of Barton Stacey

City Councillor Horrill comments were noted with the parish council newsletter to make parishioners aware of this proposal.

19/20 – 70

Finance

a. Current Financial Statement

This had been circulated ahead of the meeting with receipts noted and payments PV28 to PV43 approved

Payments received			
13/09/2019	Winchester City Council	Precept	9147.00
30/09/2019	Nat West	Interest	1.03
21/10/2019	Sparsholt PCC	Fete donation to Ham Green	487.00
21/10/2019	Sparsholt PCC	Fete donation to Playground	487.00
	Internal transfer (ref PV42)	Scrub Clearance	200.00
			10322.03
Payments approved/for approval			
PV28	HALC	New Councillor Training	114.00
PV29	Bridger Security	Well House - CCTV Maintenance	84.85
PV30	Terry Dunn	Ham Green - Mower Fuel	13.00
PV31	Jill Judge	Salary - September	586.87
PV32	HMRC	PAYE - September	5.00
PV33	Citizens Advice Bureau	Grant	100.00
PV34	Churches Fire	Service/Extinguisher Foam Exchange	130.55
PV35	HCC	Newsletter - September	34.80
PV36	Jill Judge	Salary - October	586.87
PV37	HMRC	PAYE - October	5.00
PV38	CPRE	Annual Subscription	40.00
PV39	Terry Dunn	Ham Green - Mower Spares, tape, mattock	50.91
PV40	Roy Broadhead	Ham Green - tags for ash tree survey	25.74
PV41	Terry Dunn	Copying/printing - Noticeboards	40.99
PV42	Ham Green Conservation Grp	Scrub Clearance	200.00
PV43	Peter Yeates	Trees at Ham Green	456.00
			2474.58

b. Budget update

Summary budget details had been circulated showing income and expenditure to date against budget. The noticeboard had been ordered by not invoiced (ref 19/20 044c)

c. Report from Finance Group – Budget Planning and Precept Recommendation for 2020/2021

The Finance Group had met on 12th November and reviewed the Budget for 2020/21 and recommended a 5 % increase in precept to £19,209. This was in recognition of potential large items of expenditure e.g. planning for ash die back at Ham Green and the continued devolvement of expenditure to parish level e.g. parish led introduction of Speed Limit Reminder Signs. This was agreed by all.

Signed Date.....

19/20 – 71

Governance & Policies

a. Introduction and adoption of Health & Safety Policy

Deferred to January meeting.

Action: Clerk

19/20 – 72

Dates of Meetings

Agree dates for meeting in 2020 including Annual Parish Meeting

Proposed dates had been circulated and were agreed as follows

Full - Thursday January 16th

Planning - Thursday February 20th

Full - Thursday March 19th

Annual Parish Meeting followed by Planning - **Wednesday** April 22nd

Full - Thursday May 21st

Planning - Thursday June 18th

Full - Thursday July 16th

(no meeting August)

Full - Thursday September 17th

Planning - Thursday October 15th

Full - Thursday November 19th

(no meeting December)

DRAFT