

SPARSHOLT PARISH COUNCIL

Minutes of the Meeting held in the Memorial Hall on Thursday 18 July 2024 7.30pm

Cllr Sue Wood (Chairman)	P	
Cllr John Little (Vice-Chairman)	P	
Cllr John Cooper	P	
Cllr Nigel Reid		P
Cllr David Brown	P	
Cllr M Himbury	P	
Cllr J Walthoe	P	

P = present at the meeting

In attendance Nicky Breen (Clerk), Cllr Warwick, Janet Newson, Sam Culhane. One member of the public attended the meeting and another 16 for item 11 of the agenda (24-25-)

- 24/25 – 24** **Apologies:** To receive apologies and approve reasons for absence
Apologies were received and accepted from Cllr Reid and Cllr Horrill who had both advised that they would not be in attendance until the final agenda item.
- 24/25 - 25** **Co-option of new Councillors**
Janet Hewson and Sam Culhane attended June meeting and subsequently decided to put themselves forward for co-option. They both gave an overview of their backgrounds and the reasons for wishing to become a councillor. Cllr Little proposed, and Cllr Himbury seconded their co-option, which was unanimously approved. They completed the declaration of acceptance and register of interest forms and a meeting with the Chair and the Clerk is to be scheduled. **Action: Clerk, Chair**
- 24/25 - 26** **To receive Declarations of Pecuniary Interest (DPI's) and other significant interests (OSI's) from members concerning specific items on the agenda**
Cllr Himbury declared an interest in 24/25-33d as he is on the fete committee.
- 24/25 - 27** **Minutes of Meeting of 20 June 2024**
- **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.
- 24/25 - 28** **Public Participation**
No items raised. 16 members of the public were present for 24/25-34.
- 24/25 - 29** **County and City Councillor's Report**
Cllr Horrill and Cllr Warwick's reports had been circulated prior to the meeting with no questions arising
- 24/25 - 30** **Portfolio Reports**
The Portfolio reports had been circulated prior to the meeting and are attached.
- Highways
See attached report.
 - Footpaths and Open Spaces and Climate Change
See attached report.
 - Playground
See attached report. In addition, Cllr Cooper informed councillors that a complaint had been made about a footpath being unsafe. He had investigated and agreed that it was very uneven and would probably require major replacement work. Councillors agreed that further investigation on the terms and agreement of the footpath should be made. County Cllr Jan Warwick offered to seek such advice. **Action: Cllr Warwick**
 - Sparsholt Memorial Hall
See attached report.
 - Sparsholt School
No update.
 - Sparsholt Shop
See attached report.
 - Communication
Nothing significant to report.
 - Security
See attached report.
 - Transport
Nothing significant to report.

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Local Plan

The new Local Plan (reg 19 stage) is being published shortly.

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Planning (see below)

New Applications

9/7/24	24/01464/DIC	24/01464/DIC	Original application: 24/00248/FUL Condition: 3 & 5	Current
5/1/23	23/00027/DIC	Land At Junction Of Woodmans Lane And Church Farm Lane Woodman Lane	Discharge of conditions 3 and 4 from planning application 20/01275/FUL	Permitted
8/7/24	24/01447/SCOPE	Andover Link Main Project Sarum Road Sparsholt	Request for EIA Scoping Opinion - Southern Waters Andover Link Main Scheme (the Proposed Scheme).	Current
<i>Sparsholt Parish Council supports an EIA scoping opinion and agrees with the comments from the landscape team. We request arboriculture and ecology surveys are carried out.</i>				
10/6/24	24/00623/FUL	Kirton Farm Nurseries Ltd Stockbridge Road Crawley	Installation of 120 ground mounted solar panels on 15 frames within the grounds of Kirton Farm Nurseries	Current
<i>Sparsholt Parish Council supports this application. The scale of the proposal is proportionate to the site and unobtrusive. We support the Ecology report that a condition be applied in respect of the most suitable landscaping of the area in and around the site.</i>				
10/6/24	24/01225/LIS	Crabwood Farm House Sarum Road Winchester	Replacement of four attic windows due to disrepair	Current
<i>Sparsholt Parish Council supports this application</i>				

Current Applications

28/3/24	24/00705/LIS 24/00704/HOU	Taylor's Mead Woodman Lane Sparsholt	Internal alterations to master bedroom, kitchen, sitting room, utility, and replacement of existing conservatory, sitting room extension to rear north-front within existing alcove, and associated buildings and landscape works.	Current
29/1/24	23/02959/HOU 23/02960/LIS	Sparsholt Manor Woodman Lane Sparsholt	Improvement to the south facade of the kitchen wing by replacing two non-original window openings which were inserted into the wall in 2009, with two sets of timber framed French doors.	Current
20/09/23	23/02247/SCR EEN	Andover Link Main Project Sarum Road	Request for EIA Screening Opinion - Andover Link Main, on behalf of Southern Water Services Ltd	Current

Recent decisions

31/5/24	24/01158/TPC	Sparsholt Memorial Hall Woodman Lane	T1 - Common Lime - Crown lift to 3-4m from ground level and cut back from corner of Village hall building	Permitted
8/5/24	24/00991/HOU	Sparsholt Manor Woodman Lane	Creation of new high-quality and sustainable garden path with the existing house, alongside new soft and hard landscaping	Permitted
3/7/24	24/01408/DIC	Sparsholt Manor Woodman Lane	Original application: 23/02097/LIS Condition: 3	Permitted
20/5/24	24/01078/DIC	Sparsholt Manor Woodman Lane	Original application: 23/02097/LIS Condition: 5	Permitted
1/5/24	24/00943/DIC	Sparsholt Manor Woodman Lane	Plain tile replacement approved 30/04/24 - 24/00911/DIC. (original application - 23/02097/LIS) The application is to discharge the rest of the condition, providing images and specification of	Permitted

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			remaining tiles that are required for replacements and the proposed chimney cowl.	
25/4/24	24/00916/DIC	Sparsholt Manor Woodman Lane Sparsholt	Partially discharge condition 6 (methods to enhance efficiency of bitumen damp proof course) of application 23/02097/LIS.	Permitted
23/5/24	24/01108/NMA	The Haven Woodman Lane Sparsholt	(NMA to 23/01103/HOU) Change painted brick on the extension to brick to match the existing	Permitted
26/4/24	24/00920/DIC	The Haven Woodman Lane	Discharge of condition 3 (Materials) of application 23/01103/HOU	Permitted
23/4/24	24/00887/NMA	Christmas Cottage Home Lane Sparsholt	Original Applications: 21/02532/HOU & 24/00078/FUL Amendment to size of extension while maintaining frontage of the extension	Permitted
24/4/24	24/00897/TPO	Little Mead Home Lane Sparsholt	T1 Yew - Crown lift to approximately 4m and prune back upper canopy from house by approximately 1.5m.	Permitted
28/12/23	24/00003/DIC	Christmas Cottage Home Lane	Discharge of Condition 5 of planning consent 22/01673/FUL	Withdrawn

24/25 - 33

Finance Recommendations as set out in the Finance Subcommittee report

a. Budget/Actual report for 2024/25

The summary in the finance report was noted.

b. Accounts update for July 2024

Payments to approve

Date	Ref	Payee	Description	Type	Amount
18/05/2024	PV06	N Breen	Council book reimbursement	Local Council Book	£84.20
18/05/2024	PV07	Clear Councils	Insurance 1.6.24-31.5.25	Insurance	£743.47
18/05/2024	PV08	SLCC	CI/LCA qualification fee	Training	£225.00
30/05/2024	PV09	WCC	Annual playground inspection	Playground Inspection Fee	£65.94
30/05/2024	PV10	HMRC	PAYE - May	Clerk's Salary	£78.40
30/05/2024	PV11	N Breen	Salary - May	Clerk's Salary	£670.40
29/06/2024	PV12	HMRC	PAYE - June	Clerk's Salary	£82.60
29/06/2024	PV13	N Breen	Salary - June	Clerk's Salary	£687.00
04/07/2024	PV14	HALC	Affiliatio 24-25 NALC levy	HALC	£368.00
30/06/2024	PV15	Unity Bank	Service fee	Bank Service Charge	£18.00

Receipts

Date	Ref	Who From	Description	Amount £
30-Jun-24	RV013	Unity	Interest	346.40

Councillors approved payments PV06-PV15 and noted the receipt.

c. Review of current documents for approval

1. Financial regulations

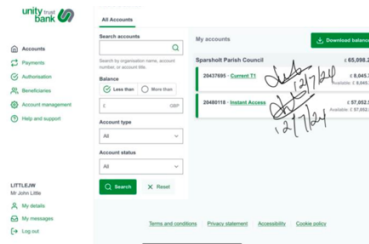
The updated NALC Model Financial Regulations were published in May. The finance subcommittee tailored the model to fit the council's needs using information from the current Financial Regulations. Section 2.6 states

At least once in each quarter, and at each financial year end, a member other than the Chair shall be appointed to verify bank reconciliations (for all accounts) produced by the RFO. The member shall sign and date the reconciliations and the original bank statements (or similar document) as evidence of this. This can be done electronically. This activity, including any exceptions, shall be reported to and noted by the council.

It was agreed that an extract from the accounts workbook and a screenshot of the bank balances would be signed at each finance subcommittee meeting – as below:

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Budget and Estimate Update as of 11 Jul					
	Final Net	Budget	YTD Gross	YTD Net	VE
	2324	2425	2425	2425	Ex
Bank Reconciliation					
Balance (before VAT adjustments) from at			£ 23,195.85		
Unpresented Cheques					
Transfer to Unity Savings			£ (14,803.75)		
Transfer Out to Unity Savings			£ (345.40)		
Extra Interest accumulated in Savings A/C			£ (8,045.70)		
Expected Bank Balance			£ 8,045.70		
Actual Balance - Unity Current Acc.			£ 8,045.70		
Difference			OK		
Known error					
UNITY SAVINGS ACCOUNT					
Balance brought forward			£ 41,902.80		
Transfer to from Current Account			£ 14,803.75		
Interest Accumulated			£ 345.40		
Transfer Out to Current Account			£ -		
Balance carried forward			£ 57,052.95		
Actual Balance - Unity Savings Acc.			£ 57,052.95		
Difference			OK		
BANK ACCOUNTS SUMMARY					
Current Account			£ 8,045.70		
Savings Account			£ 57,052.95		
TOTAL BANK ACCOUNTS			£ 65,098.25		
Reserve Funds			£ 57,873.66		
Subsidiary to date			£ 7,424.59		
Total Reserves & Surplus			£ 65,098.25		
Variance to Bank Accounts			£ -		
Reserves Adjustment			£ -		



2. Standing Orders
3. Grants Policy
4. Recording meetings
5. Freedom of Information

Councillors agreed to adopt the updated Financial Regulations with associated adaptations and, as there has been no cause or recommendation to change 2-5, to note these remain unchanged.

The Clerk is to post the reviewed policies on the website.

Action: Clerk

d. Village Signs – request from Village Fete Committee

The Parish Council had agreed to fund a maximum of £100 for the purchase of road signs for traffic management/diversion plans that can be used for village events (24/25-12.8). These were not expected to cost more than £100 however this was an underestimation, and the total cost was £206.88.

Councillors agreed that the Parish Council would pay the increased cost as these signs are necessary for safety at village events.

24/25 – 34

Farley Mount Proposed Planning Application

At 8.15pm the meeting moved to the main hall where Cllr Warwick and Steve Peach (Strategic Countryside Manager) gave details of Hampshire County Council's proposal to create and operate a secure pay-to-use dog exercise field at Crab Wood. 16 members of the public were in attendance.

Following the COVID-19 pandemic Farley Mount and Crab Wood Nature Reserve have seen increased use by dog walkers and there have been concerns raised about the anti-social behaviour of some of the dog walkers in the area. The proposal offers another option for dog walkers in the area.

The land is private land leased from two local landowners. It is anticipated that the dog park would generate an annual income of £20,000, money that would be used to fund dog waste bins and information boards.

Concerns were raised by parishioners over:

- The lack of consultation ahead of the application, it was suggested that the application is not submitted to WCC until parishioners had been properly consulted.
- The increase in traffic along Lanham Lane.
- The reduction in the biodiversity of the area.
- The need for the facility.

Cllr Little requested that because of the lack of public and parish council consultation the application should be withdrawn. Steve Peach agreed that there had not been enough consultation with immediate neighbours and would go back to HCC for the application to be reconsidered.

The meeting closed at 9.30pm. The next meeting is on Thursday 20 September at 7.30pm.