

# SPARSHOLT PARISH COUNCIL

Minutes of the Meeting held at Memorial Hall, Sparsholt on Thursday 18 September 2014

## **Present:**

Mr S Wooles (Vice Chairman)  
Mrs K Cobbold  
Mr I Hay  
Mr J Little  
Mr A Osmond  
Mr N Reid

## **1. In Attendance**

Mrs J Whittle (Clerk), County Councillor Phil Bailey and District Councillor Caroline Horrill.

## **2. Declarations of Acceptance of Office**

Declarations of Acceptance of Office were signed by Mr Andrew Osmond and Mrs Katy Cobbold.

## **3. Declarations of Interest**

None declared

## **4. Minutes of the previous meeting**

Minutes of the meeting held on 21 August which had previously been circulated were agreed and duly signed as a true record.

## **5. Apologies**

Mrs S Wood and Mr R Summerfield

## **6. Public Session**

There were no members of the public present so no issues were raised..

## **7. Matters arising from previous meetings which are not dealt with elsewhere on the agenda.**

None

## **8. District Councillor Caroline Horrill informed the meeting that:**

WCC Local Plan Part 2 is to be discussed at full council in October.

Silver Hill redevelopment to go to Planning Committee in November but may be subject to judicial review.

There is currently a review of the number of councillors and parish boundaries.

There has been a delay in planned work to alleviate flooding at the Plough because there may be Great Crested Newts in the balancing pond. CH has requested that an alternative solution be sought.

There has been a further accident at the junction of Woodman Lane and Stockbridge Road. The road at that point is in a poor state and there is still no monitoring of the speed limit.

CH agreed to investigate the situation regarding Buttercup Farm

**Action CH**

## **9. County Councillor Phil Bailey informed the meeting that:**

Drainage is still a problem in several local areas.

HCC plans to withdraw service to some mobile library stops. This will save £70K.

He had written to Tim Jackson, Sparsholt College about consultation process prior to the wind turbine application.

## **10. Police**

No report received.

## **11. Finance**

(a) Accounts 2013-14.

The Annual Return had been received and signed off by BDO. The Clerk circulated copies of Section 3 of the Annual Return and the associated report to all councillors. The Clerk informed the meeting that the Notice of Conclusion of Audit has been posted on the main notice board. The Clerk will send a copy of Section 3 and the report to the internal auditor and seek advice on the appropriate action for discussion at the November meeting.

**Action Clerk**

(b) Financial Situation as at 18 September 2014

Annex C had previously been circulated. Receipts of £835.00 were noted and approval given for payments PV23-PV34.

(c) Budget 2014-15

Annex D had previously been circulated. Agreed and approved.

(d) Report of Finance Group

Annex E had previously been circulated.

Agreed: (i) To transfer £250 from contingency to create a training budget.

**Action Clerk**

(ii) To write to the Sparsholt Shop Association to offer the lease of the Well House on the following terms:

Jan-Dec 2015 £500

Jan-Dec 2016 £750

Jan-Dec 2017 £1000

**Action Clerk**

(iii) To join CPRE

**Action Clerk**

(iv) To amend the budget for 2015-16 to include playground rent and H & S inspection.

**Action Clerk**

(e) Asset Register. Ongoing. To be presented to November meeting

**Action Clerk**

(f) Risk Assessment. The risk assessment for Ham Green volunteers (Annex J) was circulated to all councillors and was accepted. Agreed that the risk assessment for the playground should be combined with the health and safety inspection which is due in the New Year.

**Action Clerk**

## **12. Vacancy on the Parish Council.**

The Clerk reported that there relevant notice had been posted in respect of the vacancy caused by Mr Goater's resignation; there has been no request for an election so the Parish Council may co-opt. It was agreed that this matter should be discussed at the October meeting.

**Action Clerk**

## **13. Website/Register of E-mail Addresses**

Annex G had previously been circulated.

Agreed:

- (i) To use One.Com web hosting service for a trial period of one year and to review at the end of that time.
- (ii) To use SparsholtParish.org as the website address.
- (iii) To approve the initial outline design.
- (iv) To approve the policies set out in Annex G
- (v) To establish portfolio e-mail addresses.
- (vi) To establish a voluntary e-mail network of parishioners.

It was agreed that the Parish Council's Data Protection Registration will need amending. The Clerk was also asked to place an item in the newsletter about this.

**Action Clerk**

## **14. Planning**

(a) Current applications and recent decisions by WCC: Annex A which had previously been circulated. was noted.

The Clerk to obtain information about why the application at Watley Farm has been refused.

**Action Clerk**

(b) Enforcement Cases: Annex B had previously been circulated. Noted.

## **15. VDS**

Currently being printed.

## **16. Playground**

Annex L had previously been circulated.

## **17. The Well House**

Annex H had previously been circulated. SW informed the meeting that the Shop Association would like to use the telephone box. The Shop Association is unable to purchase the telephone box but the Parish Council could at a cost of £1. As the telephone box sits on land owned by the Memorial Hall it was agreed to try and urge the Memorial Hall committee to consider purchasing the box.

IH is obtaining quotes for the re-roofing of the Well House.

**Action IH**

**18. Highways**

Annex I had previously been circulated. CH/SWd/SW are due to meet with Tim Jackson at the end of September to discuss the highways issues which relate to Sparsholt College.

**19. Footpaths and Ham Green**

IH reported that the footpaths are generally in good condition although there is still a tree down on the bridle way over Stockers Down. He will contact the Forestry Commission about this. The resurfacing of Ham Green has been rescheduled for 25 October. There will be a barbecue after the work is completed. The Clerk was asked to place an item in the newsletter about this. **Action Clerk**

**20. Sparsholt School**

Annex F had previously been circulated. Unanimously agreed that Mrs Cobbold should be the Parish Council representative on the governing body of the school.

**21. Memorial Hall**

A report will be provided after the annual meeting in October 2014

**22. Notice Boards**

IH is seeking costs of resurfacing the two main notice boards in the centre of the village with weatherproof pin board and to replace the board at Sarum Road outside Beechcroft Farm.

**Action IH**

**23. Review of Polling Districts**

Agreed the Parish Council has no comment to make on the review of polling districts. Clerk to feedback to WCC.

**Action Clerk**

**24. Review of Travel and Subsistence Schemes for Parish Councils**

Agreed the Parish Council has no comment to make on the review of travel and subsistence schemes for Parish Councils. The Clerk to feedback to WCC.

**Action Clerk**

**25. Dates of Sparsholt Parish Council meetings 2015:**

The following dates were agreed for Parish Council meetings in 2015

<b>Full Council:</b>	<b>Planning only</b>
15 January	19 February
19 March	16 April (Annual Parish Meeting prior to this)
21 May	18 June
16 July	20 August
17 September	15 October
19 November	17 December

The Clerk was asked to place an item in the Newsletter and book the Mosaic Room and the Main Hall for the Annual Parish Meeting

**Action Clerk**

**26. Community Defibrillator**

Annex K had previously been circulated. Agreed to defer the discussion until November meeting so that the advice of RS could be sought. In the meantime SW will speak with Tory Lander

**Action SW**

**27. Date of Next Meeting**

There being no further business the meeting closed at 20.50. The next meeting of Sparsholt Parish Council is to be on Thursday 16 October 2014 at 7.30 in the Mosaic Room of the Memorial Hall, Sparsholt.