

SPARSHOLT PARISH COUNCIL

Minutes of the Meeting held at Memorial Hall, Sparsholt on Thursday 15 May 2017

Member:

Cllr Sue Wood (Chairman)	P
Cllr Stewart Wooles (Vice Chairman)	P
Cllr Jo Alexander	
Cllr S Annesley	P
Cllr Pete Chadwick	P
Cllr Katy Cobbold	P
Cllr John Little	
Cllr Andrew Osmond	
Cllr Nigel Reid	P

P = present at the meeting

In Attendance:

Mrs J Judge (Clerk)
Cllr Horrill (part)
Cllr Warwick (part)
One member of public (part)

1. To elect Chair and Sign Acceptance of Office

Cllr Sue Wood was unanimously elected Chair and completed acceptance of office form.

2. Apologies: To receive apologies and approve reasons for absence

Apologies had been received and were accepted from Cllr Jo Alexander, Cllr John Little and Cllr Andrew Osmond

3. To receive Declarations of Pecuniary Interests (DPI's) and Other Significant Interests (OSI's) from members concerning specific items on the agenda.

Cllr Cobbold lived next door to Chapel Cottage and would leave the meeting for Item 14 where a planning application for the property was to be discussed.

4. Minutes of Meeting of 26 April 2017

- To approve and sign the minutes
The minutes were approved and signed.
- To deal with any matters arising not on the agenda
There were no matters arising.

5. Public participation

A parishoner joined the meeting to express his concern about the timing of the village postal delivery. This typical happened mid afternoon leaving little time to reply to any correspondence on the day it was received. Historically the village had received post much earlier in the day. The clerk would write to the Post Office to ask how timing of deliveries were decided.

The owner of Chapel Cottage joined the meeting and outlined plans to extend the property (ref Item 14). The chair thanked Mr Mowat for attending and he left the meeting.

6. Matters arising from meeting held on 16 March 2017 which are not on the agenda

There were no matters arising not on the agenda.

7. County and City Councillor's Reports

City Cllr Horrill reported that

- Prince Edward had visited the Jane Austen exhibition at the Discovery Centre
- Cllr David McLean was appointed as the 818th Mayor of Winchester at a Mayor Making Ceremony at Winchester Guildhall on Wednesday 17 May 2017
- The new Friarsgate Car park with 70 spaces was due to open imminently
- New parking fees had been introduced to increase the difference in price between city centre car parks and those further out, while freezing prices of park-and-ride tickets to encourage drivers to use the car parks most suited to their visit. The aim is for people making longer visits to park outside the centre
- A new park and ride was planned at the Kings Barton development
- Projects were moving along with two highly experienced national architectural practices appointed to undertake design work for the new sport and leisure centre at Bar End
- Ahead of the General Election WCC constrained by purdah

More specifically to the Village

- Playground – the perimeter fencing that needed repair was on WCC housing land. Housing Services were committed to repair and Cllr Reid (playground portfolio holder) would be contacted by one of the area surveyors
- School Playing Field – Cllr Horrill noted that Hampshire County Council **had** renegotiated the lease so that the school could use the playing field for the next three years. She stressed the importance of securing this on a longer-term basis

- WCC would be discussing with the parish council what provision of social housing can be considered for the vacant plot in Woodman Close.

County Councillor Warwick joined the meeting after Item 12

8. Election of Vice Chair and the Finance Sub Committee

Cllr Wooles was unanimously elected Vice Chair.

The Finance Committee was elected as Cllr Wooles (Chair), Cllr Wood and Cllr Little.

9. Councillor Portfolios – Review of portfolio allocation and categories

Portfolios were reviewed and agreed as follows

Sue Annesley	Memorial Hall
Pete Chadwick	Footpaths
Katy Cobbold	Sparsholt School
John Little	Communications
Andrew Osmond	Security and Transport
Nigel Reid	Playground
	Sparsholt Shop
Stewart Wooles	Highways

10. Portfolio Reports

Councillors had provided written reports circulated ahead of the meeting as attached

- Highways
- Footpaths
- Playground
- Sparsholt Memorial Hall
- Sparsholt School
- Sparsholt Shop
- Communication
- Security & Transport
- Police Liaison

11. To receive an update from the Anaerobic Digester Working Group

Cllr Wood was receiving a monthly update from the planning officer responsible for the Anaerobic Digester. Ecotricity and the College are slowly trying to fulfil the S106 conditions required prior to commencement of the development e.g. archaeological considerations, provision of bat boxes etc.

12. To receive the Parish Plan and allocate individual sections to councillors for review ahead of the June meeting of the Parish Council

The Parish Plan had been circulated to all councillors ahead of the meeting. To ensure a through overview it was agreed that sections where relevant to portfolios should be reviewed by both portfolio holder and another councillor (a fresh pair of eyes).

Section were allocated as follows

Cllr Reid – Highways and Traffic
 Cllr Chadwick – Ambience
 Cllr Cobbold/Cllr Wood/Cllr Osmond – Amenities
 Cllr Alexander/Cllr Little – Environment
 Cllr Wooles – Development

Steve Lincoln, Community Planning Manager at Winchester City Council, had indicated that he would be happy to review the Parish Plan and it was agreed to invite him to the parish council meeting on 15 June.

At that meeting councillors' overviews would be discussed and next steps decided.

County Councillor Report

Newly appointed County Councillor Warwick joined the meeting and explained that her first formal meeting would be the following week. Whilst central government was reducing funding to local authorities Hampshire County Council was managing the money and had implemented effective cost savings. County Councillor grants would be available from June for capital projects.

Many roads were being monitored around the City of Winchester and data being gathered to enable modelling of traffic flows/expected travel routes for future projects such as the Leisure Centre at Bar End.

At city level, some revisions had been made to the Cabinet with Cllr Rob Humby appointed Deputy Leader following Cllr Victoria Weston's departure due to work commitments.

Cllr Warwick had recommended that the Memorial Hall receive a large grant recognising its importance to the community.

13. Finance

a. Review of asset register

The Asset Register was reviewed with the key item the removal of the piano. This had been sold for £100 against an asset value of £7000. Three items to the total of £449 had been added for Ham Green Volunteers.

b. Review and approve Insurance renewal

The quote for insurance was £911.62 against the previous year's £893.28. The clerk noted that amendments needed to be made to allow for the absence of the piano and to ensure that Ham Green equipment was adequately insured. She would seek a revised quotation and seek other insurers quotes before referring to the Finance Group for approval.

c. Review of Sparsholt Parish Council Accounts 2016/17

Accounts were reviewed showing sources of receipts and payments during the year – ref Finance Group Report.

d. Report of the Internal Auditor

The Internal Auditor raised the following points

Minutes: Will you please ensure that the appendices to the minutes (and in particular the payments schedules) are initialled by the chair

Minutes: will you please ensure that the loose-leaf pages of your minutes are consecutively numbered as required by the LGA 1972 Sched 122 Page 41(2)

Budgets: Will you please attach the budgets from which the discussion in the precept is made to the relevant council minutes

Finance Committee I would like to see the minutes of this committee next year please

e. Appointment of Internal Auditor for 2017/18

It was unanimously agreed to appoint John Murray as Internal Auditor for the current financial year

f. Approval of annual governance statement 2016/2017

Statements 1-8 (statement 9 n/a) in Section 1 were considered and the answers unanimously approved for signature by the Chair and the Clerk.

g. Approval of Accounting Statements 2016/2017

Section 2 boxes 1-10 (box 11 n/a) were considered and unanimously approved for signature by the Chair and the RFO.

h. Current Financial Statement (Annex C)

Payments 66 to 67 and Payments 01 to 06 were approved.

i. Budget Update (Annex D)

The Budget update was presented including the recommendations of the financial committee below

Report of Finance Committee

j. The Report was read to the meeting and attached.

14. Planning

- To note current planning status (Annex A below)

Date Valid	Number	Address	Description	Closing date comments
25/03/2017	17/00830/HOU	Chapel Cottage Woodman Lane	Erection of two storey extension to front north-east corner of building to create additional living space, together with internal alterations. Change/redesign of roof to existing rear single storey structure.	5 June 2017
After discussion, it was agreed not to support this planning application. Land registry records showed the proposed extension to be on land that is agricultural and outside the village building envelope. Thus, the Parish Council would ask that the planning officer looked at the land registry records of the site and the village building envelope and did not approve this application. Note Cllr Cobbold had left the meeting for this application.				
15/03/2017	17/00728/OUT	Crabwood Lodge Sarum Road	Two storey replacement dwelling	SPC extension to 19 May
Cllrs Wood and Little had visited the site and this outline planning permission application with changes to the roof did not raise any objection				