

**Minutes of the Meeting held at Memorial Hall, Sparsholt on
Thursday 17th October 2019**

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

P = present at the meeting
In attendance Jill Judge Clerk

- 19/20 – 046 To receive apologies and approve reasons for absence**
Apologies were received and accepted from Cllr Chadwick and Cllr Reid.
- 19/20 – 047 Declarations of Pecuniary Interests (DPI's) and Other Significant Interests (OSI's) from members concerning specific items on the agenda.**
Cllr Cooper's home was the The House at Pooh Corner – ref planning 19/20 055
Cllr Wood was a neighbour of Locks Lane House – ref planning 19/20 055
- 19/20 – 048 Minutes of Meeting of 19th September 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**
19/20 044 It had been established that grant funding may be available for the village footpaths map noticeboard that was to be mounted on the back of the main parish and community noticeboard. As these were two separate boards the order for the main noticeboard would be placed with Greenbarnes as agreed. A meeting had been arranged with Adam Macey, Community Engagement Ranger to discuss the grant application process. **Action: Clerk**
19/20 040 As noted in Cllr Wooles Highways report the installation of a Speed Limit Reminder was being investigated. This would be shared with other parishes, on an initial one-year contract, and placed at appropriate sites on a rotational basis. Cllr Wooles and the clerk had met with Ian Janes of Hampshire County Council and identified provisional sites. An application was being prepared to ensure suitability and subsequent licence of these locations. A full report would be provided at November's meeting. **Action: Clerk**
19/20 043 See Planning below – Village Design Statement
- 19/20 – 049 Public Participation**
There were no members of the public present at the meeting.
The Chair, however, highlighted an email received about the defibrillator (after publication of the agenda) and concerns that the cabinet was locked and in order to access this a call to the emergency services was required. This had previously been raised 19/20 – 012 and the Resuscitations/British Heart Foundation protocol highlighted which says
*If you come across someone who is unconscious, unresponsive, not breathing or not breathing normally, they're in **cardiac arrest**. The most important thing is to call 999 and **start CPR** to keep the blood flowing to the brain and around the body. After a cardiac arrest, every minute without CPR and defibrillation reduces someone's chance of survival by 10 per cent. If you're on your own, don't interrupt the CPR to go and get a defibrillator. If it's possible, send someone else to find one. When you call 999, the operator can tell you if there's a public access defibrillator nearby.*
The Chair would write to the parishioner accordingly and it was suggested that signs be placed on noticeboards and a reminder placed in the next newsletter to alert all to this protocol. **Action: Cllr Wood**
- 19/20 – 050 Minutes of Meeting of 18 July 2019 which are not on the agenda**
19/20 028 Cllr Cooper was continuing to pursue a local contractor to arrange repair of bottom boards of fencing at the playground. **Action: Cllr Cooper**

19/20 – 051 Potholes on Bridleways – establishing responsibility for repair – update from Chair
 Cllr Woods and the Clerk had met Abby Sullivan, Senior Countryside Access Ranger on 24th September to discuss and clarify.
 Bridleways are for walking, horse riding and cycling and HCC is responsible for ensuring the surface is maintained to the standard required for these activities. If sections of a bridleway are being used for vehicular access and not up to vehicle standard but are commensurate of a rural bridleway HCC will not look to carry out any works. If householders/landowners look to carry out additional maintenance above and beyond the public bridleway standard this should be agreed with HCC who can assist in providing guidance on appropriate standards for surfacing.
 Cllr Wood would contact the Cricket Club who had raised the original query with this clarification.

Action: Cllr Wood

19/20 – 052 Village Clean Up – Review of October’s clean up by Chair
 The Chair (the only councillor present at the event) reported that twelve people had attended the Village Clean Up. The next Clean Up would take place in the Spring and it was suggested that a separate flyer be produced to accompany March’s Newsletter to publicise this event. In addition, handouts of areas to be “cleaned up” by individuals taking part on the day may be helpful. Cllr Little agreed to discuss with Richard Summerfield the organiser how we could improve communications for the event.

Action: Cllr Little

19/20 – 053 Ham Green – Review and Approval of Ham Green Commons Association Constitution
 The Constitution had been reviewed and updated and was discussed and approved by conservation group members including portfolio representative, Cllr Chadwick, at a meeting on 15th October. Cllr Little explained updates and the amended Constitution was unanimously agreed and adopted.

Action: Clerk

19/20 – 054 To receive an update from the Anaerobic Digester Working Group
 Ecotricity had completed all the pre commencement conditions requirements relating to the Access Area meaning that work could commence on the new access road. Cllr Wood would contact the case office, Steve Cornwell, to ask to be informed of any site visit.

Action: Cllr Wood

19/20 – 055 To review and comment on planning applications

New Applications

Date Received	Number	Location	Details	
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	29 Oct
<i>With the church a listed building it was agreed that members of the planning group would visit the site and report back to all councillors by email</i> Action: Planning Group				
07/10/2019	19/02191/TPC	The Lodge Home Lane Sparsholt	Plum has advance canker – lots of evidence of gummosis and lesions and little foliage Pear lots of dead canopy: growing into healthy apple tree adjacent. Risk of fire blight. Wish to fell both trees.	
<i>This tree application was noted and had been approved since preparation of the agenda.</i>				
01/10/2019	19/02142/TPC	Clareholme Church Lane	Removal of two yew trees	
<i>Adjacent to the church it was agreed that this proposal merited a closer look and report back to all councillors by email</i> Action: Planning Group				
30/09/2019	19/02072/TPC	Locks Lane House Locks Lane Sparsholt	Trees opposite the entrance of Locks House T1 Ash tree Fell T2 Sycamore Fell T3 Hawthorn Fell	
<i>This tree application was noted and had been approved since preparation of the agenda.</i>				
19/09/2019	19/02053/HOU	3 Westley Cottages Hillside Road	Two storey side extension with car port, first floor extension to the rear, single storey extension to the front, new external porch to front and alterations to existing façade treatment	14 Nov

<i>It was agreed that members of the planning group would visit the site and report back to all councillors</i>				
Action: Planning Group				
18/09/2019	19/02043/HOU	4 Westley Cottages Hillside Road	Two storey extension	13 Nov
<i>It was agreed that members of the planning group would visit the site and report back to all councillors</i>				
Action: Planning Group				
16/09/2019	19/02015/LDC	Greenacre Caravan Park Stockbridge Road	Caravan Site	
<i>It was agreed that the Parish Council would reiterate its comment made on 30 July 2017 relating to 17/01761/LDC "In our view Condition 1 is clear and unambiguous and enforceable. The only issue is therefore whether Condition 1 has been breached for 10 years or more. This is a question of fact to which we do not know the answer" and add "We note that evidence that condition 1 had not been breached for 10 years was provided by WCC and was accepted as correct at the appeal."</i>				
Action: Clerk				
13/09/2019	19/02000/TPC	The House At Pooh Corner Home Lane	Species fir – remove as growing too tall and causing structural damage to garden retaining wall. Re – plant with smaller native tree. Field Maple – reduce in height and girth as interfering with overhead mains electricity supply cable. Elm – remove as dead and could fall and block Woodman Lane.	
<i>Since preparation of the agenda this application had been approved.</i>				
10/09/2019	19/01956/HOU	Inglenook Westview Road	Demolish existing conservatory, construction of single storey wrap around extension, alterations to existing garage	17 Oct
<i>It was agreed to support this application. Action: Clerk</i>				

Current Applications

Date Received	Number	Location	Details	
04/09/2019	19/01907/TPC	Clareholme Church Lane	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>Since preparation of the agenda this application had been approved.</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	
22/07/2019	19/01587/FUL	Warren View Dean Lane	Extensions and associated alterations to existing dwelling	Application permitted

Signed Date.....

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	Application permitted
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To note any enforcement matters

Noted

To note WCC “new, improved pre-planning application service”

This had been announced on WCC’s website. The service aimed to save applicants time and improve the quality of planning applications received speeding up decision making. Fees would be payable depending on the complexity of the proposal.

Village Design Statement

Minute 19/20 043 reported that application 19/00585/HOU had been permitted by the Planning Committee on 12th September. Councillors were concerned that Village Design Statement (VDS) guidance had not been fully considered in reaching this decision. Further there appeared to be a lack of consistency in how the VDS guidelines had been applied when compared to recent applications. It was agreed that a formal complaint would be made to WCC to this effect.

Action: Planning Group/Chair

19/20 – 056

Governance & Policies

a. Review and Adopt Complaints Procedure

This had been redrafted to include an appeals process. The Complaints procedures was agreed by all and adopted.

Action: Clerk

b. Introduction and adoption of Health & Safety Policy

The clerk had commenced drafting and discussion of the areas to be covered took place.

Action: Clerk

Since publication of the agenda two trees had fall across a footpath at Ham Green. Whilst each was resting in other trees on the opposite side of the footpath action was needed to remove them. Warning signs had been placed on the path to warn users. A quote of £300 plus VAT had been obtained and it was agreed that this work should be completed.

Action: Clerk

It was noted that the proposed date for consultation event for the affordable housing site was 7th November from 3pm to 8pm. Formal notification was to follow, and councillors asked to attend if possible.

The meeting closed at 8.45pm
Next meeting 21st November 2019