

**Minutes of the Meeting held remotely  
Thursday 16th July 2020**

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

P = present at the meeting

In attendance Cllr Warwick (to item 025), Cllr Horrill (to item 025), Nicky Breen Clerk.

- 20/21 - 020**      **To receive apologies and approve reasons for absence**  
Apologies were received and accepted from Cllrs Wooles, Annesley, Reid and Chadwick.
- 20/21 - 021**      **Declarations of Pecuniary Interests (DPI's) and Other Significant Interests (OSI's)** from members concerning specific items on the agenda.  
No declarations were declared.
- 20/21 - 022**      **Minutes of Meeting of 18 June 2020 (held remotely)**
- **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.
- 20/21 - 023**      **Public Participation**  
No members of the public attended the meeting.
- 20/21 - 024**      **Minutes of Meeting of 21 May 2020 (held remotely) which are not on the agenda**  
There were no matters arising that were not on the agenda.
- 20/21 - 025**      **County and City Councillor Reports**  
County Cllr Warwick's report had been previously circulated (attached). In addition:
- One of Sparsholt's priority paths has been cleared, the remaining four will be attended to. Cllr Warwick was thanked and left the meeting.
- City Councillor Horrill's report had been previously circulated (attached).  
Cllr Horrill was thanked and left the meeting.
- 20/21 - 026**      **Portfolio Reports**
- Highways** – Please see attached report circulated ahead of the meeting.  
**Footpaths** – Please see attached report circulated ahead of the meeting. A contractor is to be asked to repair the step on the footpath by the church which has become detached. It was noted that the sign and style have been removed from the path leading to Sparsholt Corner. No action will be taken until the harvest is over.  
**Action:** Cllr Cooper
- Playground** – Please see attached report circulated ahead of the meeting. The damaged astroturf has now been repaired. The rota in place to spray the play equipment with disinfectant is working well.  
**Memorial Hall** – Please see attached report circulated ahead of the meeting.  
**Sparsholt School** – Nothing specific to report.  
**Sparsholt Shop** – Please see attached report circulated ahead of the meeting.  
**Communication** – Please see attached report circulated ahead of the meeting.
- The Parish Magazine is to be published and delivered, subject to people being happy to deliver.
  - Newsletter - Cllrs agreed that the Parish Newsletter is to be distributed electronically with a few paper copies being available at the shop.
  - Village Clean up – The date is to be decided by Cllr Little who will also arrange the equipment. Volunteers will sign up to a particular route and the equipment pick-up times will be staggered.
- Security** – Nothing specific to report.  
**Transport** – Please see attached report circulated ahead of the meeting.

Signed ..... Date.....

20/21 - 027

**Village Clean Up**

This was covered in Cllr Little's Communication Report 20/21-026

20/21 - 028

**Planning**

**To review and comment on planning applications.**

**New Applications**

Date Received	Number	Location	Details	Status
29/06/2020	20/01319/TPC	Wood Cottage Church Lane Sparsholt	T1 - Western Red Cedar - Remove stem closest to house.	Current
02/06/2020	20/01107/HOU 20/01108/LIS	Crabwood Farm House Sarum Road	Single-storey rear extension, altered windows, internal amendments and new hard landscaping	Current
<i>It was agreed to SUPPORT this application. Action: Clerk</i>				
29/06/2020	20/01317/TPC	Pear Tree Cottage Woodman Lane Sparsholt	T1 - Sycamore - Cut back branches from Chapel Cottage to give 2m minimum clearance from the building	Current
28/05/2020	20/01079/HOU	Westley Bungalow Hillside Road Sparsholt	Proposed side extension to dwelling and detached carport with office over	Current
<i>It was agreed to SUPPORT this application. Action: Clerk</i>				
29/06/2020	20/00293/HOU	Wheatlands Woodman Lane	Replacement of a shed. The house is located in the Sparsholt conservation area	Current
<i>It was agreed to SUPPORT this application. Action: Clerk</i>				

**Current Applications**

Date Received	Number	Location	Details	Status
16/04/2020	20/00771/FUL	Mountview Church Lane Sparsholt	Change of use of existing highway verge to ancillary amenity land for Mountview, Church Lane, Sparsholt	Current

Signed ..... Date.....

31/03/2020	20/00699/FUL	The Dutch Barn Stockbridge Road Crawley	Proposal: Erection of a farm managers dwelling, including garden, landscaping and parking.	Current
14/01/2020	20/00084/HOU	The Lodge  Home Lane Sparsholt	1.Construction of a replacement garage 2.Construction of a single storey side & rear extension 3. Internal reconfiguration	Current

**Recent Decisions**

Date Received	Number	Location	Details	Status
11/05/2020	20/00941/TPC	Glebelands Woodman Lane	T1 + T2 (Ash) - Remove at ground level  T3 (Ash) - Pollard at 4-5m	Permitted
04/05/2020	20/00889/TPC	Home Lane Cottage Home Lane Sparsholt	Trees T1 & T2 as shown on plan	Permitted
23/03/2020	20/00365/HOU	Spring Cottage  Woodman Lane	Garage store and office  *amended design submitted 15/05/20	Permitted
28/10/2019	19/02366/FUL	Watley Granary Locks Lane	Change of use of ancillary accommodation building to holiday let	Permitted

**To note any enforcement matters**

Enforcement matters were noted.

20/21 - 029

**Finance**

Cllr Wooles had informed Cllr Wood of his intention to step down as the Chair and withdraw from the Finance Committee.

Cllr Wood had asked Cllr Little to become the Chair of the Finance Committee which was approved.

Cllr Wakefield was nominated and accepted a position on the Finance Committee.

**a. Report of Finance Advisory Committee**

Notes of the Finance Advisory Committee meeting of 3 July had been circulated.

**b. Current Financial Statement**

This had been circulated ahead of the meeting with receipts noted and payments PV 10 to PV 18 approved.

Payments received			
RV 03	WCC	Open Space Fund	26.31
RV 04	Nat West	Interest	0.96
			<b>27.27</b>

Payments approved/for approval			
PV10	Zurich	Annual Insurance	751.26
PV11	John Murray	Internal Audit	270.00
PV12	N Breen	Salary (May)	457.93
PV13	HMRC	PAYE (May)	111.40
PV14	C Felstead	Mower Parts - reimbursement	31.31
PV15	HALC	N Breen Clerk Training	51.00
PV16	Information Commissioner	Z2318273 GDPR Data Protection Fee	40.00

Signed ..... Date.....

PV17	HMRC	PAYE (June)	111.40
PV18	N Breen	Salary (June)	457.93
			<u>2282.23</u>

**c. Budget Update**

Summary budget details had been circulated showing income and expenditure to date against budget.

**d. Online Banking Update**

Lloyds is not taking new business customers at present. To monitor.

**Action: Cllr Little, Clerk**

**e. Clerk’s Salary Review**

This was reviewed and a one scale point increase was agreed to SCP 20 (new scale structure) from 1 July 2020.

**Action: Clerk**

20/21 - 030

**Governance & Policies**

**a. Review Standing Orders and Financial Regulations**

Both had been reviewed and no changes recommended by the Finance Advisory Committee. This was unanimously agreed.

Internal Financial Regulations are to be reviewed when online banking commences.

**b. Review Grants Policy**

This had been reviewed and no changes recommended by the Finance Advisory Committee. This was unanimously agreed.

**There being no further business the meeting closed at 8.50pm. Next meeting Thursday 17 September.**

