

**Minutes of the Meeting held remotely
Thursday 17th September 2020**

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

P = present at the meeting

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

- 20/21 - 031 To receive apologies and approve reasons for absence**
Apologies were received and accepted from Cllr Chadwick, Cllr Osmond and County Cllr Warwick.
- 20/21 - 032 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 - 033 Minutes of Meeting of 16 July 2020 (held remotely)**
- **To approve and sign the minutes**
The minutes had previously been circulated and were approved and to be signed by the Chair.
 - **To deal with any matters arising not on the agenda**
There were no matters arising.
- 20/21 - 034 Public Participation**
No members of the public attended the meeting.
- 20/21 - 035 Minutes of Meeting of 18 June 2020 (held remotely) which are not on the agenda**
There were no matters arising that were not on the agenda.
- 20/21 - 036 County and City Councillor Reports**
County Cllr Warwick's report had been previously circulated (attached).
City Councillor Horrill's report had been previously circulated (attached).
In addition:
- Following the return to school the traffic situation around the school was being monitored.
 - Cllr Horrill and the Chair met on site on 9 September to discuss the Affordable Housing and associated parking. A Winchester City Council representative will meet with Cllr Horrill and Cllr Wooles on site on 30 September. Cllr Horrill was thanked and left the meeting.
- 20/21 - 037 Portfolio Reports**
Reports (attached) had been circulated ahead of the meeting. Updates are noted below.
- Highways** – Please see attached report.
- Cllr Wooles provided an update on the SLR proposal and it was agreed that a schedule should be made using 6 of the proposed sites. **Action: Clerk**
- Footpaths and Open Spaces, Climate Change** – Please see attached report.
- Greening Initiative - Cllrs are to gauge interest within the community and the school and the feedback will be discussed at next meeting. **Action: All Cllrs**
- Playground** – Please see attached report.
Memorial Hall – Please see attached report.
Sparsholt School – See 20/21 -036 City Cllr Horrill's report. The school bus has been reported reversing into Church Lane. **Action: Cllr Horrill**
Sparsholt Shop – Nothing specific to report.
Communication – Please see attached report.
- Cllrs commented on how impressive the new digital newsletter is.
- Security** – Please see attached report.
Transport – Nothing specific to report.

Signed Date.....

- 20/21 - 038 Village Clean Up**
This was covered in Cllr Little's Communication Report 20/21-037
- 20/21 – 039 Affordable Housing Update/Parking Consultation**
See 20/21 – 036
- 20/21 – 040 HALC Risk Assessment Training – Sue Wakefield**
Cllr Wakefield attended a Hampshire Association of Local Councils Risk Assessment Training delivered remotely on 17 September. She presented an overview to Councillors.
- 20/21 - 041 Planning**
To review and comment on planning applications.

New Applications

Date Received	Number	Location	Details	Status
29/07/2020	20/01674/HOU	Saxholm Westview Road Sparsholt SO22 5RB	Single and two storey extension to front, rear and side elevations and a roof extension, providing an additional bedroom, granny annexe, home office, garden room, utility room, porch and garage	Current
<p><i>Sparsholt Parish Council Support this application with the following conditions:-</i></p> <ol style="list-style-type: none"> <i>1. That the self contained extension to the side of the property is to always remain as ancillary to the main house.</i> <i>2. That the roofline of the proposed extension does not exceed the height of the other properties in the road.</i> <i>3. That work is only carried out within planning authority guidelines with no extended daily timings eg after 5pm daily, no Saturdays after 1pm and no Sunday working.</i> <i>4. That contractors Vehicles do not obstruct Westview Road or the Public Highway which in this area is a single track road.</i> <i>5. That the narrow Westview road in front of all the properties is kept clear of obstructions at all times.</i> 				
23/06/2020	20/01275/FUL	Land At Junction Of Woodmans Lane And Church Farm Lane Woodman Lane Sparsholt SO21 2NW	Erection of single dwelling house, with associated access, landscaping and parking	Current
<p><i>The design and materials proposed in the build of this property conforms to the VDS and Conservation Area Appraisal and Sparsholt Parish Council therefore SUPPORT the application. We do ask however that consideration is given to the following: a) During construction no construction vehicles are to be parked on the village roads or verges as this area is a single track road with limited passing places and no footpaths. b) We are a dark village and therefore no external permanent lighting should be permitted on the property.</i></p>				
23/06/2020	20/01274/FUL	Church Farm Woodman Lane Sparsholt SO21 2NP	Demolition of existing buildings and the erection of seven dwelling houses consisting of three 4-bedroom dwelling, one 3-bedroom dwelling and three 2-bedroom dwellings with associated access, garages, parking and landscaping.	Current
<p><i>The design and materials proposed for this development conforms to our VDS and Conservation Area Appraisal and therefore Sparsholt Parish Council SUPPORT this application. The current site has fallen into disrepair and is unsightly and this proposed development can only enhance the area. There are 2 conditions SPC would like addressed by S106 agreements 1. That passing places are included on the boundary to the paddocks, on the lane to the site. This is a single track country lane some distance from the main road with no opportunity for cars entering or</i></p>				

Signed Date.....

exiting the lane to pass another vehicle. 2. That on completion of the development the Contractors bring the road to a standard where the Council could adopt the road to enable it to be maintained. Other concerns we have that need to be addressed is: a) The Right of Way of pedestrians and cyclists crossing the road from the Footpath that crosses the road. This is a very busy footpath and with increased traffic from the development it will increase the likelihood of accidents to people and animals. The current signposting of the footpath will make it less safe for all who use the path and they will not be visible to drivers. b) Sparsholt is a dark village and therefore no street lighting or permanent lighting should be permitted. Any detector or security lighting should be projected downwards. c) During demolition and construction all vehicles should be contained on or near the site and not on the roads or verges in the village. The footpath and road need to be kept clear of obstructions at all times to keep residents safe. d) Would Highways please consider any further safety measures that could be taken to ensure traffic entering and leaving Church Farm Road does so in a safe manner. With the increase of vehicles that this new development would generate the risk of accidents will increase.

03/07/2020	20/01376/FUL	Unit 3 Balldown Business Centre, Stockbridge Road Sparsholt	We are wanting to change the building use category from B2 to Sui Generis to open a dog grooming and daycare centre.	Current
Sparsholt Parish Council Support the application to convert Unit C at Balldown Business Park to a dog grooming parlour and daycare facility for dogs. It is noted that the incorrect address of Red Cottage is shown on the application form, which was subsequently validated by Winchester Planning department				

Current Applications

Date Received	Number	Location	Details	Status
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
29/06/2020	20/00293/HOU	Wheatlands Woodman Lane	Replacement of a shed. The house is located in the Sparsholt conservation area	Approved since meeting
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
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
01/07/2020	20/01354/DIC	Discharge of conditions 2 and 9 of application 20/00552/FUL	Home Lane Cottage Home Lane Sparsholt SO21 2NN	Permitted

Signed Date.....

29/06/2020	20/01319/TPC	Wood Cottage Church Lane Sparsholt	T1 - Western Red Cedar - Remove stem closest to house.	No Objection
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	No Objection
12/06/2020	20/01186/TPC	Mayfield House Home Lane	Kanzan (T1) - fell because tree is in poor health as indicated by reduced new leaf growth and low amenity value Victoria Plum (T2) - fell because it is no longer productive being severely weakened by perennial weeping canker	Permitted
28/05/2020	20/01079/HOU	Westley Bungalow Hillside Road Sparsholt	Proposed side extension to dwelling and detached carport with office over	Permitted

To note any enforcement matters

No enforcement matters were noted.

20/21 - 042

Finance

a. Report of Finance Advisory Committee

Notes of the Finance Advisory Committee meeting of 10 September had been circulated. It was agreed to appoint Supplier C to carry out the Ham Green ash tree felling, phase 1. The new LGS pay rate for the Clerk from 1 April 2020 was noted and approved. Following discussion it was agreed by majority to make a donation of £150 to the Citizens Advice Bureau.

Action: Clerk

b. Current Financial Statement

This had been circulated ahead of the meeting with receipts noted and payments PV 19 to PV 30 approved. RV06 is an erroneous payment made by the HMRC which is to be rectified.

Action: Clerk

Payments received			£
RV06	HMRC VAT Return	PAID IN ERROR	824.25
RV07	HMRC VAT Return	Oct 19 - Mar 20	824.35
RV08	Sparsholt Shop	Annual rent	1000.00
		TOTAL	2648.60

Payments approved/for approval			£
PV19	S. Wood	Playground Sanitisation/Net Pegs	61.52
PV20	HCC	Ham Green Tree Survey	510.50
PV21	J Little	One.com website domain/hosting	56.92
PV22	N Breen	Salary (July)	467.00
PV23	HMRC	PAYE (July)	113.60
PV24	HCC	Newsletter - July	8.00
PV25	HCC	Newsletter - July	52.80
PV26	T Dunn	Ham Green - mower parts	30.54
PV27	HMRC	PAYE (August)	113.60
PV28	N Breen	Salary (August)	467.00
PV29	N Breen	Reimbursement for Stamps	33.84
PV30	C Felstead	Ham Green - Chain Loop	17.42
		TOTAL	1932.74

Signed Date.....

- c. Budget Update**
Summary budget details had been circulated showing income and expenditure to date against budget.
- d. Review quotes for Ash Tree felling Ham Green and appoint contractor**
See 20-21 042a.
- e. Online Banking Update**
See notes of Finance Advisory Committee.
- f. Approve Clerk's new pay rate in line with LGS Pay Agreement 2020-21**
See 20-21 042a.
- g. Consider request for grant of £150 from Citizens Advice Bureau**
See 20-21 042a.

There being no further business the meeting closed at 9.10pm. Next meeting Thursday 15 October.

DRAFT