

SPARSHOLT PARISH COUNCIL

Minutes of the Meeting held in the Memorial Hall on Thursday 17 March 2022

Cllr Sue Wood (Chairman) P
Cllr John Little (Vice-Chairman)
Cllr Sue Annesley P
Cllr John Cooper
Cllr Andrew Osmond P
Cllr Nigel Reid P
Cllr Sue Wakefield
Cllr Lynne Gibson P
Cllr David Brown
P = present at the meeting

- 21/22 – 082 Apologies: To receive apologies and approve reasons for absence.**
Cllr Little, Cllr Cooper, Cllr Wakefield, Cllr Brown and County Cllr Warwick had sent their apologies prior to the meeting.
- 21/22 - 083 Declarations of Pecuniary Interests (DPI's) and Other Significant Interests (OSI's) from members concerning specific items on the agenda.**
None.
- 21/22 - 084 Minutes of Meeting of 17 February 2022**
- **To approve and sign the minutes**
The minutes had previously been circulated and were signed.
 - **To deal with any matters arising not on the agenda**
There were no matters arising from either meeting.
- 21/22 – 085 Public Participation**
There were no members of the public present.
- 21/22 - 086 Matters arising from meeting held on 20 January 2022 which are not on the agenda**
There were no matters arising.
- 21/22 – 087 County and City Councillor Reports**
County Cllr Jan Warwick's report had previously been circulated and no questions were raised.
Cllr Caroline Horrill read her report and in addition mentioned:
- The proposed closure of the Andover Road as part of the new development is still under discussion with the Secretary of State and Cala Homes.
 - One of the Sparsholt 'welcome to Sparsholt Village' road signs is missing. The Chair advised all Councillors that the missing sign had been reported to the Police who with Local Farmers will be checking behind hedges and in field to see if it has been discarded anywhere in the local area.
 - The greening Campaign (funded by HCC) has been well received in other Parishes and Cllr Horrill asked if the school had been asked to participate. **Action: Cllr Cooper**
 - New settlement hierarchy paper is due to be published by WCC a imminently. Parish Council urged to check urgently and to advise WCC of any changes required. **Action: Chair**
- 21/22 – 088 Portfolio Reports**
The portfolio reports had been circulated ahead of the meeting and there were no comments or questions.
Cllr Annesley said it has been a difficult year for the Memorial Hall.
- 21/22 – 089 Village Spring Clean 26 March**
The scheduled start time is 10am. The Clerk is to let the school and college know. Since the meeting this event was unfortunately cancelled. New date to be arranged. Cllr Little **Action: Clerk**
- 21/22 – 090 Parish Council Elections**
All councillors are up for election in May. The Clerk is to distribute the relevant forms once the election is announced and to deliver the completed nomination forms in person to Winchester City Council. **Action: Clerk**
- 21/22 – 091 Affordable Housing Update/Parking Consultation**
Nothing to report.
- 21/22 – 092 Local Plan**

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Local Plan Chair reported that she had attended an online Southern Parishes consultation with WCC. 300 new dwellings houses are required to allocated to the parishes closest to Winchester with the cooperation of the Parish Councils. Councillors will all be involved once the New settlement hierarchy paper has been received from WCC -

Action - Chair

21/22 – 093 Planning

- To review and comment on planning applications

New Applications

18/02/2022	22/00369/TPC	Ashridge Home Lane Sparsholt	T1 - Larch- Remove at ground level. T2 - Ash - Remove at ground level	Current
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Current Applications

07/02/2022	21/02764/HOU	West Cottage Sarum Road Winchester SO22 5QS	Rear Extension	Current
02/11/2021	21/02824/FUL	Watley Farm Locks Lane Sparsholt Hampshire	Change of use of an existing equestrian building to a workshop and associated alterations; demolition of 4 no. redundant equestrian buildings; erection of 4 no. replacement buildings comprising classic car storage, storage for site management equipment and machinery, stables, equine storage; landscaping; access improvements; and associated works	Current
29/10/2021	21/02640/FUL	13 & 14 Woodman Close Sparsholt	Erection of additional residential accommodation on land to the rear of no.13 & 14 Woodman Close consisting of 2no. detached 2 Bedroom Bungalows & 3no. 1 bedroom terraced houses	Current
12/11/2020	20/02491/LDC	Greenacre Caravan Park Stockbridge Road Sparsholt	Caravan Site	Current

- To note any enforcement matters**

None noted

21/22 – 094

Finance Recommendations as set out in the Finance Subcommittee report

The report has been circulated prior to the meeting with no questions arising.

a. Playground – outstanding Vitaplay invoices

Council approved payment of the invoices which related to emergency repair of the playground gate and necessary repair of the toddler swing.

b. Zoom annual subscription

The current subscription expires in April. Councillors agreed that there is no need to renew now that we are back to face to face meetings. It is possible to have a meeting for up to 45 minutes without having a subscription and, should a Zoom meeting be necessary, it was deemed that this would be sufficient.

c. Clerk's salary review

In accordance with the Clerk's contract the salary increases by one point to scale point 22 from 1 April. Councillors noted and approved the increase.

Action: Clerk

d. Online Banking review

This is operating successfully.

e. Current financial position

The following payments were approved and receipts noted:

<u>Date</u>	<u>Ref</u>	<u>Payee</u>	<u>Description</u>	<u>Type</u>	<u>Amount</u>
01/02/2022	PV 48	HMRC	PAYE January	Clerk's Salary	£94.40
01/02/2022	PV 49	N Breen	Salary January	Clerk's Salary	£513.50
01/02/2022	PV 50	P Yeates	Phase 2 Felling	Ham Green Ash Dieback	£6,120.00
01/02/2022	PV 52	Sparsholt Memorial Hall	2021 Hall hire	Hall Hire	£56.00

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01/02/2022	PV 51	N Breen	ESET license reimbursement	GDPR	£33.91
01/03/2022	PV 53	HMRC	PAYE February	Clerk's Salary	£94.40
01/03/2022	PV 54	N Breen	Salary February	Clerk's Salary	£513.50
01/03/2022	PV 55	P Yeates	Footpath Maintenance	Footpath Maintenance	£336.00
00/01/1900	PV 56	P Yeates	Footpath Maintenance	Footpath Maintenance	£240.00
					£8,001.71

Receipts

Date	Ref		Description	Amount
14/12/2022	RV12	Sparsholt Music Group	Playground Donation	£50.00
14/12/2022	RV13	Sparsholt Music Group	Ham Green Donation	£50.00

f. Year End preparation

The Clerk has booked the internal audit with John Murray for 12 May. Following this the accounts will be subject to an external audit with PKF Littlejohn, this is because the turnover for this financial year has exceeded £25000.

g. Risk Assessment – outstanding actions

Councils noted the outstanding actions. Cllr Reid indicated that details of previous decoration and maintenance work on the shop would assist with the 5 year plan required for the shop. The Clerk is to provide whatever information is available. The Clerk is to make enquiries amongst other clerks about website accessibility courses.

Action: Clerk

h. Annual review of Ham Green Common Association Constitution

Council agreed that no changes need to be made to this policy. Clerk to publish on the website with the new approval date.

Action: Clerk

i. Annual Meeting

The suggested agenda/reports for the Annual Meeting:

- a. PC Chair's
- b. College – Julie Milburn
- c. School– Elizabeth Hanratty (Head) or Caroline Horrill (Chair of Governors)
- d. Shop/Church/Jubilee - Alastair Barron
- e. Memorial Hall – Andrew Page as new Chair
- f. City Councillor – Caroline Horrill
- g. County Councillor – Jan Warwick

Councillors agreed to the suggested agenda. the Clerk is to invite those concerned to the speak at the annual meeting on Wednesday 20 April.

Action: Clerk

The meeting closed at 9.15pm. The next meeting is on Wednesday 20 April 2022 following the Annual Meeting at 7.30pm.