

SPARSHOLT PARISH COUNCIL

Minutes of the Meeting held in the Memorial Hall on Thursday 20 October 2022 7.30pm

Cllr Sue Wood (Chairman)	P
Cllr John Little (Vice-Chairman)	
Cllr John Cooper	P
Cllr Andrew Osmond	P
Cllr Nigel Reid	
Cllr Lynne Gibson	
Cllr David Brown	P

P = present at the meeting

In attendance Nicky Breen (Clerk)

Stuart Mills from WeCAN to 22/23 – 43. Three members of the public to 22/23-44

The parish council meeting scheduled for 15 September could not take place due to the period of public mourning following the death of Queen Elizabeth 11.

- 22/23 – 39 Apologies**
To receive apologies and approve reasons for absence
Apologies had been received and accepted from Cllrs Little, Gibson, and Reid.
- 22/23 – 40 Co-option of new councillor**
The proposed new councillor was not in attendance. Councillors are to approach other members of the parish regarding the two vacant positions.
- 22/23 – 41 To receive Declarations of Pecuniary Interests (DPI's) and Other Significant Interests (OSI's) from members concerning specific items on the agenda**
Cllr Brown declared an interest in planning application 21/02824/FUL.
- 22/23 – 42 Minutes of Meeting of 28 July 2022**
- **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**
The clerk is to chase VitaPlay for a quote for replacing the broken gate strut closing mechanism (22/23 – 32).
- 22/23 – 43 WeCAN**
Stuart Mills from WeCAN (Winchester Climate Action Network) is to talk and answer questions on local community action on climate change.
At the request of the Chair this item was brought forward in the agenda.
Stuart Mills gave an informative overview of both WeCAN and Winchester Action on the Climate Crisis (WinACC), Cllr Cooper posed the questions raised by Councillors which included areas such as the national gas grid, ground source heat pumps and listed buildings. A local climate change cafe session for residents to share ideas and find willing volunteers was suggested.
Both our City and County Councillor outlined support available from WCC and HCC to ensure that bona fide information is available to safeguard residents. **Action: Clerk and Cllr Cooper**
- 22/23 – 44 Public Participation**
A parishioner raised concerns about the positioning of a proposed Solar Farm. Although this is in Hursley parish it is on the Sparsholt border and would have a visual impact on Sparsholt residents. Cllr Horrill is to forward the planning application should it progress further than the pre-planning stage.
A parishioner presented diagrams of the proposed changes to their retrospective planning application. With the assurance of these changes the Council agreed to support the application.
- 22/23 – 45 County and City Councillor Reports**
At the request of the Chair this item was brought forward in the agenda.
Please see attached reports.
Cllr Warwick's report had been circulated ahead of the meeting. She outlined the report and in addition mentioned that the Memorial Hall had received a £400 grant for the hall floor.
Cllr Horrill outlined her report.

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22/23 – 46

Affordable Housing Update/Parking Consultation

The letter below had been distributed to residents of Woodman Close regarding the parking:

WOODMAN CLOSE, SPARSHOLT - RESIDENT PARKING SCHEME

Having reviewed the documentation relating to the previous consultations, I have concluded that there was no (overwhelming) support for the scheme proposed in Nov 2020 to provide additional parking around the Green at Woodman Close and at Stockwell Place.

I am aware that there are ongoing issues relating to parking provision and I will be using the information gathered previously to develop a new scheme to address those issues. Council Officers and our agents will be on site over the coming months to evaluate possible options and I hope to be able to share detailed proposals with you by the end of November. I would like to reassure you that residents will be consulted on any new proposals before any scheme is taken forward.

I look forward to working with the community, Parish Council and Ward members to ensure that any future proposals provide adequate provision, consider residents views and are appropriate to the character of the area.

The Affordable Housing programme is on hold subject to finding a phosphate mitigation programme. It is hoped that the housing work can start in 2023.

22/23 – 47

Local Plan Update

Please see report on the Local Plan in Cllr Horrill's report to the Parish Council which is attached.

22/23 – 48

Portfolio Reports

The Portfolio report is attached and had been circulated prior to the meeting with no questions arising.

- Highways
- Footpaths and Open Spaces and Climate Change
- Playground
- Sparsholt Memorial Hall
- Sparsholt School
- Sparsholt Shop
- Communication including items for next newsletter
- Security
- Transport

22/23 – 49

Horse Sign

Cllr Brown suggested that signs be erected warning road users to be aware of horses. The two sites proposed are on Woodman Lane near the Plough and by the bollards in Ham Green. Cllr Brown is to research the best positioning and then a meeting is to be arranged to discuss with Andy Smith from Hampshire Highways. Cllr Horrill asked that the damaged pinch point bollard on Woodman Lane and other damaged road signs are also discussed at the same time.

Action: Chair/Cllr Brown

22/23 – 50

Proposed Solar Farm – Sarum Road

This had been discussed earlier in the meeting, 22/23 – 44.

22/23 – 51

Church Farm

Cllr Horrill has requested that the hoarding to be used is not the standard Alfred Homes hoarding as this is rather urbanised for an extended period in the rural setting.

The bank that had been churned up by vehicles has been repaired.

A landscape plan is to be submitted as several trees have been felled.

22/23 – 52

Planning (see below)

- To review and comment on planning applications

New Applications

06/07/2022	22/01492/FUL	Shedding Oaks Ham Green	Adaptation and conversion of two linked containers to form 1 bed holiday let	Current
Sparsholt Parish Council does not support this application				

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Current Applications

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
<i>Following suggested changes Sparsholt Parish Council supports the application</i>				
29/1/2021	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

Recent Decisions

07/07/2022	22/01508/NMA	Ashridge Home Lane Sparsholt	REPLACEMENT OF RUSTIC TIMBER CLADDING WITH COMPOSITE CLADDING AS DETAILED	Permitted
30/06/2022	22/01433/PNHOU	Little Deane Dean Lane Sparsholt	Flat roof single storey rear extension	Permitted
25/02/2022	22/00426/LIS	Crabwood Farm House Sarum Road	New widened window in ground floor kitchen north-east elevation, new window in existing opening in ground floor WC south elevation, new window in existing opening in first floor bathroom north-east elevation.	Permitted
27/07/2022	22/01673/FUL	Christmas Cottage Home Lane Sparsholt	Demolition of existing dwelling and annexe buildings and the provision of a replacement dwelling with new access, similar to that approved under 21/02352/HOU	Permitted
25/07/2022	22/01656/HOU	Crabwood Lodge Sarum Road	Replace existing gate at the main entrance to the property.	Permitted

- To note any enforcement matters
Enforcement matters were noted.

22/23 – 53

Finance Recommendations as set out in the Finance Subcommittee report

The report had been circulated prior to the meeting and is attached.

- Accounts Update for October 2022
Cllr Wood gave an overview and there were no anomalies to report.

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Payments to approve

Date	Ref	Payee	Description	Type	Amount
02/08/2022	PV20	T Dunn	Ham Green Sundries	Ham Green	£52.37
16/08/2022	PV21	PKF Littlejohn LLP	External audit	Audits	£240.00
06/09/2022	PV22	HMRC	PAYE August	Clerk's Salary	£115.80
06/09/2022	PV23	N Breen	Salary - August	Clerk's Salary	£516.37
06/09/2022	PV24	Vita Play	Matting invoice 3550	Playground Maintenance/Rent	£1,750.98
06/09/2022	PV25	Vita Play	August inspection inv 3570	Playground Inspection Fee	£66.00
06/09/2022	PV 26	Melon Engineering	Sparsholt Sign installation	Road Signs & Street Furniture	£32.98
06/09/2022	PV27	N Breen	WEL Medical defib pads - reimbursement	Defibrillator	£47.94
09/09/2022	PV13	Morelock Signs	Overpayment of PV13	Road Signs & Street Furniture	-£30.11
14/09/2022	PV28	J Little	One.com annual domain fee	Hosting and Domain fee	£138.04
14/09/2022	PV29	C Felstead	Puncture repair - reimbursement	Ham Green	£20.00
28/09/2022	PV30	HMRC	PAYE September	Clerk's Salary	£115.60
28/09/2022	PV31	N Breen	Salary - September	Clerk's Salary	£516.57
28/09/2022	PV32	M Hewson	Tree Guard Reimbursement - Fine Mesh Metals	Ham Green	£644.05
30/09/2022	PV33	Unity Bank	Bank service charge	Bank Service Charge	£18.00
					£4,244.59

Receipts

Date	Ref	Who From	Description	Amount
18-Aug-22	RV03	Sparsholt Music Group	Donation Playground	£ 50.00
18-Aug-22	RV04	Sparsholt Music Group	Donation Ham Green	£ 50.00
05-Sep-22	RV05	Sparsholt shop	Shop rent 2022	£ 1,000.00
09-Sep-22	RV06	WCC	Precept	£ 9,804.50
12-Sep-22	RV07	Sparsholt PCC	Donation from fete Ham Green	£ 625.00
12-Sep-22	RV08	Sparsholt PCC	Donation from fete Playground	£ 625.00

Councillors approved payments PV20-PV33 and noted the receipts and summary

- b. Smaller Authorities' Audit Appointments (SAAA) – External Auditor Appointment Scheme
Under the Local Audit (Smaller Authorities) Regulations 2015, SAAA is responsible for appointing external auditors to all applicable opted-in smaller authorities, for setting the terms of appointment for limited assurance reviews and for managing the contracts with the appointed audit firms.
The next 5-year appointing period runs from 2022-23 until 2026-27 and SAAA has undertaken a procurement exercise to appoint auditors to each County area from 1 April 2022. There is the option to opt-out of the central procurement and appointment scheme and appoint our own external auditor for the next 5-year period, although the process is onerous for smaller authorities.
To continue as part of the SAAA sector led auditor appointment regime no action is required.
Councils unanimously agreed to opt-in and take no further action.
- c. Sparsholt sign – insurance claim
The total cost for the purchase and installation of the replacement Sparsholt sign was £243.88. The insurance excess is £250. Councillors unanimously agreed that no insurance claim is necessary.
- d. Grant requests from Victim Support and Citizens Advice Winchester
Sparsholt Parish Council has received grant requests for £150 from Citizens Advice Winchester and £50 from Victim Support. Both organisations have provided an explanation of why they are requesting a grant and statistics of the number of parishioners that they have assisted over the year.
Councillors approved the grant payments to VS and CAW. **Action: Clerk**
- e. Publications Schedule and Records Management Policy/Retention Scheme
Sparsholt Parish Council's Publication Scheme was last reviewed in May 2015. The Clerk is to make suggested updates and circulate to the finance group prior to the November meeting. **Action: Clerk to review and circulate**
- f. Fete Donation
The playground and Ham Green both received donations of £625 from the Sparsholt fete. The £625 received for HamGreen has already been allocated to Tree Guards for the new trees. After discussion the council agreed that the playground donation is to be put towards the repair and repainting of the toddler swing, which has previously been identified as in need of attention. The Clerk is to let the fete committee know where the playground grant is to be spent. **Action: Clerk**

The meeting closed at 9.45pm. The next meeting is on Thursday 17 November 2022 at 7.30pm.