

SPARSHOLT PARISH COUNCIL

Minutes of the Meeting held in the Memorial Hall on Thursday 16 November 2023 7.30pm

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

P = present at the meeting

In attendance Nicky Breen (Clerk), one member of the public to discuss their planning application

- 23/24 – 59** **Apologies:** To receive apologies and approve reasons for absence
Apologies were received and accepted from Cllr Osmond, Cllr Cooper and Cllr Gibson.
- 23/24 – 60** **To receive Declarations of Pecuniary Interest (DPI's) and other significant interests (OSI's) from members concerning specific items on the agenda**
An interest was declared by Cllr Walthoe when item 23/24-49h was discussed as his wife is a volunteer for the Olive Branch Counselling Service.
- 23/24 – 61** **Minutes of Meeting of 19 October 2023**
- **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.
- 23/24 – 62** **Public Participation**
There were no members of the public present.
- 23/24 – 63** **County and City Councillor's Report**
These had been circulated prior to the meeting. In addition, Cllr Warwick reported that as HCC forecasts two years in advance:
- HCC is predicting an annual revenue budget shortfall of around £137 million across all departments in 2025-2026. Although, unlike many local authorities Hampshire CC holds significant reserves however, these cannot sustain a recurring revenue shortfall in the long term. There may need to be a cut in discretionary (non-statutory) services unless there is a significant fall in inflation and/or a change in the way local government (and in particular adult social care, home to school transport and Special Educational Needs) are funded.
 - Since COVID there has been an increase in spending on adult social care.
 - There will shortly be an announcement from Government as to where the funds allocated to the High-Speed Train link is to be deployed.
 - There is to be a green area in the Sir John Moore Barracks development which means that Littleton is protected. Councillors mentioned that Westley Lane is in need of urgent repair, and the drain on Watley Lane needs clearing as there is flooding.
- Cllr Horrill arrived at the meeting at 8.15pm and gave her report after 23/24-68. She advised Councillors to attend one of the Sir John Moore Barracks workshops which are being held on 1 and 2 December.
- 23/24 – 64** **Portfolio Reports**
The Portfolio reports had been circulated prior to the meeting and are attached.
- Highways
See attached report.
 - Footpaths and Open Spaces and Climate Change
See attached report.
 - Playground
See attached report.
 - Sparsholt Memorial Hall
Nothing significant to report.
 - Sparsholt School
No update.
 - Sparsholt Shop
See attached report. Cllr Reid noted that the proposed security camera installation may cost more than originally anticipated due to the possibility of it being linked to a control panel in the shop.
 - Communication

SPARSHOLT PARISH COUNCIL

- Nothing significant to report.
- Security
Nothing significant to report.
- Transport
Nothing significant to report.

23/24 – 65 Affordable Housing Update/Parking Consultation
Cllr Horrill informed councillors that the tenders for the housing are out with the final decision hopefully being made in February 2024. The parking remains outstanding.

23/24 - 66 Local Plan/Parish Forum update
The Chair had attended the Local Councils' Conference in Winchester Guildhall on 16 November. Points raised included:

- The council tax base is likely to increase by 2.99%
- There may be funding opportunities for village halls to install EV charging points.
- A comment was made that Parish Connect is focused on central Winchester and the parishes are not included. The response was that if councils wish an item to be publicised text received by Tuesday could be included in the next publication.

23/24 - 67 Traffic through Sparsholt
The Chair, Cllr Walthoe Cllr Brown met with Cllr Warwick and Cllr Horrill and discussed the increased traffic movements, the impact, and village gridlock issues whenever problems occur on the A34 and the M3. Cllr Warwick suggested that the parish council approach the Hampshire County Council Community Funded Initiative (CFI) to help develop suitable proposals to deal with all the issues affecting the roads through Sparsholt and Crabwood. Councillors agreed that a meeting with the Highways Engineer would be beneficial and that Councillors Walthoe, Brown, Wood and Cllr Horrill should be in attendance. The CFI consultation fee is £250. Cllr Warwick said that Hampshire Highways are able to apply to have roads removed from Sat Nav routes.
Action: Chair

23/24 - 68 Thermal Camera
Cllr Little brought the newly purchased camera along to the meeting. There was discussion about how the loan of the item to parishioners could be tracked and monitored. The camera is to be leant on trust (as Littleton & Harestock do with theirs) and Cllr Reid is to compose an agreement. A couple of councillors will be the holders of the camera. The Clerk is to add the camera to the asset register and contact the insurance company about insuring the item. The loan of the camera will be advertised in the newsletter.
Action: Clerk, Cllr Reid, Cllr Little

23/24- 69 Solar Farm
Revised details have been submitted by Corylus for the installation of solar farm and associated development at land south of Crabwood, Sparsholt Planning Application Reference: 23/01025/FUL. The parish council planning subgroup considered the revisions and further information on this planning application and see no reason to change the original submission to Object to the siting of the proposed Solar Farm. Additions were made to the Sparsholt Parish Council comments and the document was circulated to councillors ahead of the meeting. Councillors agreed that the revised comments should be submitted.
Action: Chair

23/24 - 70 Planning (see below)

- To review and comment on planning applications

New Applications

1/11/23	23/02587/NMA	Christmas Cottage Home Lane Sparsholt	Non material amendment to original planning consent 21/02532/HOU - to change the boundary material around the two bay parking area, to identify with the remainder of the existing boundary as approved and to use a shingle finish for the parking bays. Proposed landscaping to remain as approved.	Current
30/10/23	23/02518/TPC	Hillcrest Church Lane Sparsholt Winchester	T1 Norway Maple fell tree is small and ivy clad heavily suppressed by larger beech trees. T2 Beech tree prune back sides of low canopy over lawn by 2m and remove 1 x small 50mm low limb. Tree can't be seen from road	Current
<i>Sparsholt Parish Council will leave the decision to the tree officer</i>				

Current Applications

03/10/23	23/02322/FUL	Sparsholt College Westley Lane Sparsholt	Full planning application for the demolition of 3no modular teaching blocks and replacement with 2 storey Higher Education Centre (850sqm).	Current
<i>Sparsholt Parish Council supports the application providing the recommendations in the landscaping and ecological surveys are met. There are concerns that the purple features do not blend well into the rural area.</i>				

SPARSHOLT PARISH COUNCIL

26/09/23	23/02245/FUL 23/02246/LIS	Lainston House Hotel Stockbridge Road Sparsholt	Renovation of Dovecote Building, including replacement fenestration, internal alterations and change-of-use classification to create Hotel guest accommodation	Current 21 Nov
19/09/23	23/01961/LIS 23/01960/FUL	Lainston House Hotel Stockbridge Road Sparsholt	Removal of existing window, lowering of cill and installation of new door access.	Current
20/09/23	23/02247/SCR EEN	Andover Link Main Project Sarum Road Sparsholt	Request for EIA Screening Opinion - Andover Link Main, on behalf of Southern Water Services Ltd	Current
24/08/23	23/02097/LIS	Sparsholt Manor Woodman Lane	Updates to the previous renovation and extension to the main houses kitchen western wing to improve the relationship of the western wing with the main wing, gardens and forecourt. This involves the replacement of some of the non-historic roof above the 2008 kitchen extension, new door and window openings as well as the reconfiguration of the non-historic internal layout. Minor internal alterations and improvements to the first and second floor layouts, to reflect the original design intent as drawn by Triggs and to update the house to be suitable for 21st century family living. Minor repair works as set out in the Conditions and Repairs Schedule. Introduction of renewable energy source and improvement of the thermal performance of the house. Improvement of the approach to the house by reducing the area of gravelled surface, reintroduction of the historic turning circle and landscaping.	Current
24/08/23	23/02095/HOU	Sparsholt Manor Woodman Lane	Works to the existing kitchen western wing to improve the relationship of the western wing with the main wing, gardens and forecourt. Introduction of renewable energy source. Improvement of the approach to the house by reducing the area of gravelled surface, reintroduction of the historic turning circle and landscaping.	Current
23/8/23	23/02014/DIC	Watley Farm Locks Lane	Discharge of condition 7 and 9 of planning application 21/02824/FUL	Current
24/5/23	23/01103/HOU	The Haven, Woodman Lane	Proposed first floor side extension, fenestration adjustments and replacement porch to front elevation, walls rendered and eaves adjusted to provide detail to soffit of original building.	Current

Recent decisions

30/10/23	23/02516/TPC	2 Lambourne Close Sparsholt Winchester Hampshire SO21 2NL	3x apples trees & 1x laurel bush - prune back to previous pruning points. We are only looking to take the finer branches back to the main branches where you can see the point where they have been trimmed in the past. Each need their annual pruning to keep them healthy before winter sets in.	Permitted
06/09/23	23/02106/TPC	The House At Pooh Corner Home Lane	T1 - Ash - Remove lowest limb over extending towards the garage due to multiple recent limb drops and reduce upper limbs extending towards garage by 1-2m to reduce the risk of future failure.	Permitted
07/09/23	23/02113/TPC	Beech House, Home Lane	T1 & T2 - Ash - Remove at ground level due to dieback.	Permitted
18/8/23	23/01981/FUL	Sparsholt College Westley Lane Sparsholt	EXTERNAL ALTERATIONS, INCLUDING REPLACEMENT ROOF SHEETING AND REPLACEMENT TIMBER CLADDING, TO FACILITATE CHANGE OF USE FROM MILKING PARLOUR TO TEACHING FACILITY	Permitted

- To note any enforcement matters
Noted.

23/24- 49

Finance Recommendations as set out in the Finance Subcommittee report

a. Budget/Actual report for 2023-24

The summary in the finance report was noted.

b. Accounts update

Payments

Date	Ref	Payee	Details	£
30/09/2023	PV30	Kimball Smith	Payroll 7.11.19-31.8.23	£607.50
30/09/2023	PV31	N Breen	Salary - September	£874.87
30/09/2023	PV32	N Breen	Defibrillator battery reimbursement	£267.60
07/10/2023	PV33	Citizens Advice Winchester	Grant Award	£150.00
07/10/2023	PV34	Banhams	Shop security	£107.02
23/10/2023	PV35	Churches Fire	Shop extinguisher service	£45.76
24/10/2023	PV36	N Breen	Oct Salary	£585.87
24/10/2023	PV37	Test-Meter	FLIR One Edge Pro	£562.74
30/09/2023	PV38	Unity	Service fee	£18.00
07/11/2023	PV39	Vita Play	August inspection	£66.00
07/11/2023	PV40	WeDo Invoice Finance Ltd	Sorereign post deposit	£766.44
07/11/2023	PV41	Sparsholt Memorial Hall	Mosiac Room Hire 2023	£285.00
07/11/2023	PV42	N Breen	Microsoft annual fee reimbursement	£59.99

Councillors approved PV30-PV42.

It was noted that that under delegated powers approval was given to Ham Green to purchase two replacement trees for about £350 from the grant previously given by Kirton Farm for this purpose.

c. Budget for 2024-2025

Based on the YE estimates there will be a small deficit for this year of about £300 that would be drawn from General reserves. This means that the Allocated Reserves would be preserved for the start of next year. Therefore these would not need to increase through the budget. However, in the light of the costs for playground equipment and installation and the potential for replacements, it was agreed that a budget of £3,500 (£1,000 less than budgeted this year) be allowed.

Given the concerns in the village regarding gridlock and excess speed it was considered prudent that the budget should include additional funds to either increase/improve speed monitoring, add extra signage or experiment with other traffic calming measures. A further £1200 was added to speed monitoring.

Councillors agreed to a 6% increase to cover inflation on all regular expenditure items.

The overall result is a tiny surplus for 24/25 with additional/ exceptional items having to be drawn from the Reserves which should be healthy at the start of the year.

d. Prepare the Precept for 2024-2025

Based on the budget for 2024-2025 Councillors agreed that the precept would be raised to £22608. This is an increase of £1200 (5.61%) over last year's precept.

Action: Clerk

e. Governance Documents for review

Complaints Policy

This was reviewed and Councillors agreed to no changes.

Action: Clerk

f. Risk Assessment – GDPR Compliance

The clerk is to check that only personal information required to meet legislative requirements is held/published by the Parish Council and report to Council at the next meeting.

Action: Clerk

g. NALC pay awards

The pay agreement for 2023-24 is now available. Councillors agreed that the increase to the clerk's salary pay scale 23 rate is to be backdated to April 2023.

Prior to the meeting it had come to light that the Clerk had not been aware of the NALC pay agreement published in November 2022 and was therefore still using the 2021 pay figures. This matter was discussed after the meeting.

Action: Clerk

h. Grant Requests

HIOV Victim Support

Olive Branch Counselling Service - £300

On the basis if the high figure requested, Councillors did not consider that Sparsholt Parish Council would be able to assist with this grant request. If the organisation so wishes, the details will be promoted in the newsletter.

Action: Clerk

HIOV Victim Support - £50

Councillors agreed that Sparsholt Parish Council would be able to meet this grant request given that a number of parishioners have already benefitted from the service.

Action: Clerk

i. SLR camera

Currently the parish council hires a SLR camera from Hursley Parish Council at the cost of £100 a placement and we generally have the camera 10 times in a year. It is in situ for a week although often the battery has run

SPARSHOLT PARISH COUNCIL

out before it is collected. The cost of purchasing a new camera is from £2200 with a £65 cost to move between locations.

The SLR camera that was in Sparsholt in November was more interactive than the usual model and recorded data. When next in the village this it was agreed that this to be in stealth mode in order that a comparison of the data can be made.

Action: Clerk

j. Defibrillator

Having purchased a new battery for the defibrillator in September there is only £35.86 remaining in the defibrillator fund. Councillors agreed that going forward any maintenance is to be covered by the parish council. The Clerk is to inform the guardian of the defibrillator.

Action: Clerk

k. Meeting dates for 2024

18 January	Full council meeting
15 February	Planning meeting
21 March	Full council meeting
18 April	Planning meeting
20 April	Annual Meeting
16 May	Full council meeting
20 June	Planning meeting
18 July	Full council meeting
19 September	Full council meeting
17 October	Planning meeting
21 November	Full council meeting

The Clerk will book the Memorial Hall for these dates.

Action: Clerk

The meeting closed at 9.30pm. The next meeting is on Thursday 18 January 2024 at 7.30pm.