

SPARSHOLT PARISH COUNCIL

Minutes of the Meeting held in the Memorial Hall on Thursday 14 November 2024 7.30pm

Cllr Sue Wood (Chairman)	P
Cllr John Little (Vice-Chairman)	P
Cllr John Cooper	P
Cllr Nigel Reid	P
Cllr David Brown	P
Cllr M Himbury	P
Cllr J Walthoe	P
Cllr S Culhane	P

P = present at the meeting

In attendance Nicky Breen (Clerk), Cllr Horrill, Cllr Warwick, Becky Pickles

- 24/25 – 62** **Apologies:** To receive apologies and approve reasons for absence
None received.
- 24/25 - 63** **To receive Declarations of Pecuniary Interest (DPI's) and other significant interests (OSI's) from members concerning specific items on the agenda**
None noted.
- 24/25 - 64** **Minutes of Meeting of 17 October 2024**
- **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.
- 24/25 - 65** **Public Participation**
No members present.
- 24/25 – 66** **Clerk Recruitment**
Becky Pickles was introduced to the councillors having been appointed as the new clerk. Councillors unanimously approved the appointment and welcomed her. They gave a brief introduction of their roles within the parish council. Becky's first day in the role was 11 November, allowing a handover period prior to Nicky finishing at the end of the year. Nicky made it clear that she will continue to support Becky for as long as necessary.
Nicky is to make WCC and payroll aware of the changes. **Action: Clerk**
- 24/25 - 67** **County and City Councillor's Report**
County Councillor Warwick submitted her report ahead of the meeting (see attached). In addition, libraries are to be used as warm hubs, and a mutual voluntary redundancy scheme at HCC is now in place. Councillors alerted Cllr Warwick that Church Lane had been closed without any prior warning. She mentioned that it is possible to see where roadworks are via one.network. <https://one.network/>. Cllr Warwick was thanked and left the meeting.
City Councillor Horrill had submitted her report ahead of the meeting (see attached). In addition, the Bostock Close new housing project is out to tender and she has chased up the proposed new public bins with WCC.
- 24/25 – 68** **Traffic Plan and immediate repairs via City Councillor**
This item was moved up in the agenda in order that Cllr Horrill could be present.
Following his report, councillors had been told by Alistair McAdam that any work would need to be funded by the parish council, however, Cllr Horrill understands that HCC will carry out any remedial work, repairs such as missing signs, bollards and white lines at no cost to the Parish Council. Cllr Brown is to prepare an up-to-date version of his street report from November 2022, listing the repairs and replacements needed, and forward to Cllr Horrill who will then take it to HCC.
On 29 October Cllr Little chaired a meeting in the Memorial Hall for around 50 residents met to discuss traffic and related concerns/problems/issues, possible solutions, and the extent of support for some of these solutions. A report was then published in the newsletter.
20mph zone in the village: majority (34) were in favour. Those (5) against tended to oppose on the grounds that reduced speed limits were not expected to be enforceable and yet may prove costly.
Gateways: Popular.
Speedwatch camera: Not popular.
Cllr Horrill suggested that the parish council talks to Sparsholt College about the traffic and mentioned that the college may be putting in a pond to help with the flooding on Westley Lane. She was thanked and left the meeting.
Action: Cllr Brown and the road safety subcommittee
- 24/25 - 69** **Portfolio Reports**
The Portfolio reports had been circulated prior to the meeting and are attached.
- Highways

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- See attached report.
- Footpaths and Open Spaces and Climate Change
See attached report.
- Playground
See attached report.
- Sparsholt Memorial Hall
See attached report.
- Sparsholt School
No update.
- Sparsholt Shop
See attached report. Cllr Reid said that Jeanette has mentioned damp – this is to be investigated.
- Communication
See attached report.
- Security
See attached report.
- Transport
Nothing significant to report.

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Resilience Plan

Cllrs Little and Himbury met with Julie Milburn, Principal of Sparsholt College, and James Payne, Estates Director, on 8 November to get an understanding of their resilience plan.

- When Westley Lane is flooded cars are asked not to exit via the village.
- A speed camera has been put in place.
- When water is cut off tankers bring in water for the piggery.
- Chinook helicopters are not allowed to fly over the college as there is a rifle range.
- Looking to request a radio mast for which they would like the support of the parish council.
- College will be running training sessions with scenarios.

The Resilience plan is to be discussed again in February.

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Planning

- To review and comment on planning applications

New Applications

29/10/24	24/02348/HOU	Elizabeth Vaine Cottage Church Lane Sparsholt	External alterations - the installation of two mechanical extract ducting through thatch on the front elevation, and a drill hole for cooker extraction.	Current
<i>Sparsholt Parish Council supports this application</i>				
29/10/24	24/02349/LIS	Elizabeth Vaine Cottage Church Lane Sparsholt	Internal alterations and upgrading together with minor external alterations.	Current
<i>Sparsholt Parish Council supports this application</i>				
17/10/24	24/02257/HOU	21 Woodman Close Sparsholt	Upgrading of existing rear extension flat roof to 'warm' roof and insertion of 2 no. glazed roof lights.	Current
<i>Sparsholt Parish Council supports this application</i>				
15/10/24	24/02238/DIC	Sparsholt Manor Woodman Lane	Discharge of condition 4 (details of roof structures and repairs) of planning consent 23/02025/LIS	Permitted

Current Applications

7/10/24	24/02183/HOU	Little Sheddons Ham Green	Erection of ground and first floor extensions and new detached garage with accommodation over	Current
24/9/24	24/02081/TPC	The Maples Locks Lane Sparsholt	opposite entrance to Locks Lane House - T1 - Sycamore - Fell. Permission was granted under 19/02012/TPC and time has now expired to carry work out.	Current
24/9/24	24/02073/TPO	Woodbine House Home Lane Sparsholt	Hybrid Poplars (T1, 2, 3 & 4) - FELL - Due to compromised structural condition & significant risk of harm/damage to adjacent outbuildings and users of adjacent public footpath. Trees have suffered significant fire damage, evidence of fruit bodies of decay fungi and 'sounding hammer' assessment indicated resultant decay/dysfunctional tissue of over 25% circumference of main stems from below ground up to 3m+ Species does NOT readily compartmentalise decay and it is my professional opinion that mechanical strength is already significantly reduced, causing recent history of major branch failures, and further rapid decay is inevitable, leading	Current

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			to heightened risk of whole tree failure within near future. Replant with 2 x std Wild Cherry (Prunus avium) & 2 x std Bird Cherry (Prunus padus). Leyland Cypress (T5) - PRUNE - Raise crown by removal of low 'wolf-limb' @ 1.5m and other small diameter branches back to main stems to give clearance of 4-5m above ground to improve form and lateral light levels to adjacent hedging and ground flora.	
9/7/24	24/01464/DIC	24/01464/DIC	Original application: 24/00248/FUL Condition: 3 & 5	Current
28/3/24	24/00705/LIS 24/00704/HOU	Taylors Mead Woodman Lane Sparsholt	Internal alterations to master bedroom, kitchen, sitting room, utility, and replacement of existing conservatory, sitting room extension to rear north-front within existing alcove, and associated buildings and landscape works.	Current

Recent decisions

4/9/24	24/01928/DIC	Sparsholt Manor Woodman Lane	Discharge of condition 5 of planning consent 24/00991/HOU	Permitted
9/7/24	24/01464/DIC	Sparsholt College Westley Lane	Original application: 24/00248/FUL Condition: 3 (foul and surface water drainage) & 5 (details and samples of materials).	Permitted
16/9/24	24/01811/HOU	Sparsholt Manor Woodman Lane	Creation of new high-quality treehouse.	Permitted
17/9/24	24/02015/TPC	Ashcombe House Home Lane	T1 - Ash - Pollard below the height of Field Maple growing that is growing withing this Ash.	Permitted

- To note any enforcement matters
None noted.

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Finance Recommendations as set out in the Finance Subcommittee report

a. Budget/Actual report for 2024-2025

The summary in the finance report was noted.

Accounts update for November 2024

Payments to approve

Date	Ref	Payee	Description	Amount
30/09/2024	PV29	N Breen	Salary - September	£687.00
30/09/2024	PV30	HMRC	PAYE - September	£82.60
30/09/2024	PV31	Citizens Advice Winchester	Grant award	£150.00
30/09/2024	PV32	Unity Bank	Service fee	£18.00
06/10/2024	PV33	Banham	CCTV contract 1/11/24-31/10/25	£110.26
31/10/2024	PV34	HMRC	PAYE - October	£82.40
31/10/2024	PV35	N Breen	Salary - October	£687.20
31/10/2024	PV36	N Breen	Microsoft fee reimbursement	£59.99
31/10/2024	PV37	Unity Bank	Service fee	£5.40

Receipts

Date	Ref	From	Details	£
30/09/2024	RV06	Sparsholt PCC	Ham Green Donation	434.00
30/09/2024	RV07	Sparsholt Shop	2024 annual rent	1,000.00
30/09/2024	RV08	Unity	Interest	395.46

Councillors approved payments PV29-PV37 and noted the receipts.

b. Budget for 2025-2026

Cllr Little outlined the discussion held at the finance committee meeting:

- A suggested 2% increase to cover inflation on all regular expenditure items.
- The allowance for Employers NI from April 2025 on Clerks pay, the lower pay scale for the new clerk, and the handover period when both clerks will receive a salary.
- An additional 20% on 2024/25 Footpath Maintenance as HCC no longer maintain footpaths.

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- To reduced Parish Plan/Climate Change by £500 as there have been no payments to date this year.
- Reduction in playground inspection fee as using new company.
- Increase SLR budget to allow for possible purchase of a camera/s.

Based on the precept remaining the same this would leave a small deficit of £135.35 which would be drawn from Reserves.

In addition there will to two significant projects that will not impact on the Precept:

a. The Road Safety project from Reserves of ~£25K

b. Playground Additions from Reserves of ~£11K

The playground additions may attract a grant in which case we may be able to do more.

c. Proposed Precept for 2025-2026

Based on the budget for 2025/2026 the precept would remain the same as 2024/25 at £22608.

Councillors agreed to the recommendation that the precept should remain the same as 2024/25 at £22605.

Note: The Church Farm buildings will be contributing towards the precept in 2025/26 and therefore the precept per household should show as a reduction from 2024/25.

The Clerk is to advise WCC of the figure.

Action: Clerk

d. CIL payment

The second and final CIL payment of £9796.10 will be received shortly in respect of the Church Farm houses.

The money will be allocated to the community reserves.

e. NALC 2024 pay awards

The pay agreement for 2024-25 has been published. Councillors noted the increase to the clerk's salary pay scale 24 rate from £17.16 to £17.79 per hour is to be backdated to April 2024.

Action: Clerk contact payroll with new pay agreement

f. Governance Documents - review

Complaints policy

This was reviewed with no changes recommended.

List of Parish Powers

There is a more recent document on the HALC website which is to be used for reference.

Action: Clerk to update the website

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Meeting dates for 2025

Councillors agreed on the following dates:

16 January	Full council meeting
20 February	Planning meeting
20 March	Full council meeting
16 April	Planning meeting and annual meeting – this is a Wednesday
15 May	Full council meeting
19 June	Planning meeting
24 July	Full council meeting – changed from the 3 rd Thursday as the hall has been booked by the school
18 September	Full council meeting
16 October	Planning meeting
20 November	Full council meeting

Action: Clerk to book hall

The Chair thanked the outgoing Clerk on behalf of the Parish Council.

The meeting closed at 9.00pm. The next meeting is on Thursday 16 January at 7.30pm.