

**OWSLEBURY PARISH COUNCIL
MINUTES OF THE PARISH MEETING HELD ON
16th JANUARY 2023
COMMENCING AT 7:00 IN THE OWSLEBURY PARISH HALL**

Present: Parish Councillor John Chapman (in the Chair).
Parish Councillors Mark Egerton, John Foster, Simon Grinstead, Astrea Hurlock, and Yassir Mahmood

In Attendance: Juanita Madgwick (Clerk) and District Cllr Neil Bolton

Also in Attendance: 10 Members of the public were present.

114/23 APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Cllr Martin and District Councillor Lumby

115/23 DISCLOSURE OF INTERESTS FOR AGENDA ITEMS.

None

116/23 APPROVAL OF MINUTES.

Councillors noted their acceptance of the Minutes of the Parish Council meeting held on 12 December 2022, and the Council **Resolved**, unanimously, that they were a true record.

117/23 PUBLIC QUESTIONS AND COMMENTS.

a) Planning

Ratcliffe Orchard/ Shadracks Paddock

A resident spoke on their objection to both planning applications as they felt that the wildlife survey was not completed properly and not followed up. They felt that the environment reports were also not correct. They had spoken to the legal department at Winchester on this case and were not happy with the response.

A second resident also objected to these applications for similar reasons. They also spoke of the traffic in Pitcot Lane.

The applicant advised that they needed to fix the roof as it was in disrepair and needs to be rectified.

Rowhay Farm

A representative of the planning applicant advised that the current bungalow is in disrepair and need to be replaced.

A Cllr asked if there were any lines of sight in the new dwelling, it was advised that there was not only 1 window which was the bathroom and had frosted glass.

A Cllr asked what type of tree is proposed to be felled as there is no arboriculture report. It was advised that the tree was not very large.

The Cllrs were impressed with the ecological and design and access reports.

b) Other items

None

118/23 PLANNING

a) Planning applications

SDNP/22/05638/FUL	Ratcliffe Orchids Ltd, Pitcot Lane, Owslebury, Hampshire, SO21 1LR
Proposal	Alterations to the external appearance of existing building
PC Comment	Owslebury Parish Council would like to see a traffic management plan for this planning application.

SDNP/22/05744/CND	Shadracks Paddock, Pitcot Lane, Owslebury, Hampshire, SO21 1LR
Proposal	Removal of Condition 2 of permission 81/00354/OLD - Erection of agricultural bungalow: Underdown Farm, Pitcot Lane, Owslebury, Hants, SO21 1LR-Conditions(s) Removal: condition no longer serves a purpose - please refer to the covering letter (dated December 2022) .
PC Comment	<p>Owslebury Parish Council feels strongly that it does not have enough information on this application as the application lacks legal clarity on what an Agricultural Occupancy Condition (AOC) on a property means and what happens when this is removed.</p> <p>The Parish Council would like Winchester to clarify the Parish Councils responsibilities on this application and to understand Winchester City Councils responsibilities on this application.</p> <p>The Parish Council would like to keep agricultural ties if possible but accept that not all agricultural ties can be kept.</p> <p>The Parish Council would like to see this go to the Planning Committee as the Parish Council is unhappy with the clarity and information with applications in regard to the ties of this type</p>

SDNP/22/05799/FUL	Rowhay Farm Bungalow, Roughay Lane, Upham, Hampshire, SO32 1JP
Proposal	Removal of existing bungalow and garage building and the erection of replacement dwelling.
PC Comment	Owslebury Parish Council do not wish to comment on this planning application. The Council would like a condition placed on this application if it is approved that the current bungalow and garage is demolished once the new dwelling has been built.

SDNP/22/05968/CND	Matterley Bowl Motocross, Peterfield Road, Ovington Down, Hampshire
Proposal	Variation of Condition Numbers 1,2 and 3 relating to Winchester City Council planning approval 08/02622/FUL to allow for the continued hosting of Motocross events
PC Comment	Owslebury Parish Council object to this planning application and support Cheriton Parish Councils comments on this application.

b) Planning Decisions

SDNP/22/04557/CND	Marwell Activity Centre, Hurst Lane, Owslebury, Hampshire, SO21 1EZ
Proposal	Variation of Condition 4 (relating to the occupancy periods of the holiday accommodation) of planning approval SDNP/19/06161/FUL, to allow for the lodges to be let for up to 28 days at a time and up to 3 times a year.
Decision	Approved

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SDNP/22/05812/PNCOUF	Barn at Old Green Farm, Whites Hill, Owslebury, Hampshire, SO21 1LT
Proposal	Change of use of an existing agricultural building on their holding to a E(g)(i) use (office) under Class R
Decision	Raise No Objection

119/23 RECEIVE THE DISTRICT AND COUNTY COUNCILLORS REPORT

The Clerk had circulated the District and County Councillors Reports to all prior to the meeting, which were received and noted (Appendix 1).

District Cllr Bolton advised that ID will be needed to be able to vote this year at the elections. He advised that there could be some problems for people who do not have the relevant ID. However, you can apply for a certificate if you do not have the correct ID. He advised that postal votes haven't changed. An awareness campaign will be out soon. Cllr Bolton suggested that this is advertised on the website and on the information service.

The Council asked the Clerk to send an OIS out on these changes and put a post on the website.

Cllr Bolton also advised that the closing date for road closures for the Kings coronation is 3 Feb 2023.

Action	By Whom
To send and OIS and put on the website the changes in the election process this year	The Clerk

120/23 CONSIDERATION OF THE PARISH COUNCILS NEXT STEPS TO TACKLE CLIMATE CHANGE

The Chairman suggested that the village needs to find a co-ordinator for Climate Change, and it should be a village wide project. A Cllr advised that they had spoken to the Head Teacher of the school who is keen to get involved and they already have started looking at Climate Change. There was discussion on organising a village meeting before the March Parish Council meeting and have an open bar.

The Council asked the Clerk to send an OIS to the village to advertise the meeting and to invite WinCan to the meeting.

Action:	By Whom
To organise a Climate Change meeting before the March Parish Council meeting	The Clerk

121/23 REVIEW THE DRAFT PARISH ACTION PLAN FOR 2023/24

The Clerk had circulated the Parish Action Plan to all prior to the meeting, which includes the aims and objectives for the Parish Council for the following year (Appendix 2).

There was some discussion on the Parish Action Plan and the Chairman asked the Clerk to send the Action Plan to all Cllrs to edit and send any updates to the Clerk and bring back to the March meeting to approve.

Action:	By Whom:
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To send the action plan to all Cllrs for them to send any updates to the Clerk	The Clerk
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122/23 HIGHWAYS

a) RECEIVE AN UPDATE ON THE BEECH GROVE PATHWAY IMPROVEMENTS

The Clerk had circulated a report on the Beech Grove pathway improvements to all prior to the meeting which outlined that Havant Highways are now in a position to obtain quotes for the works and Hampshire Legal Services will put together a quote for the s278 for the dedicated land (Appendix 3).

The Clerk advised that she had spoken to Hampshire Legal Services, and they had requested the approved drawings, which had been sent to them and they can now put together a quote to organise the S278 dedication of highways for 1 Beech Grove.

The Council asked the Clerk to send an update to Cllr Humby on the progress of this project.

Action:	By Whom
To send Cllr Humby an update on the Beech Grove improvements	The Clerk

123/23 OPENS SPACES, RECREATION AND PLAYGROUNDS

a) AGREEMENT FOR WINCHESTER TO CARRY OUT AN ANNUAL PLAY AREA INSPECTION

The Clerk had circulated the quote from Winchester City Council to carry out a play area inspection with optional extras for the Parish Council to consider to all prior to the meeting (Appendix 4).

The Council **Resolved** unanimously to agree to the play area inspection and all optional extras to be carried out by Winchester City Council at the cost of £89.00

b) CONSIDERATION OF ANY GENERAL MATTERS

None

124/23 RIGHTS OF WAY

a) RECEIVE CORRESPONDENCE FROM A RESIDENT TO HELP CLEAR PUBLIC FOOTPATHS AND BRIDLEWAYS AND APPROVAL FOR THE RESIDENT TO CLEAR FOOTPATHS WITH THE LANDOWNERS CONSENT

The Clerk had circulated the correspondence from the resident and recommendations to all prior to the meeting (Appendix 5).

There was some discussion on around people helping with footpaths, the Council asked the Clerk to ask the resident if they would complete the path warden training and once they had completed this they could help with clearing the footpaths and put out an OIS to ask if more residents would like to become path wardens.

Action	By Whom
To ask the resident to complete the path warden training.	The Clerk

To put an OIS out for more path wardens	
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b) CONSIDERATION OF ANY GENERAL MATTERS

None

125/23 FINANCE, ADMINISTRATION AND STATUTORY

a) TO NOTE PAYMENTS MADE SINCE THE LAST MEETING AND NOTE RECEIPTS AND TO APPROVE PROPOSED PAYMENTS

The Council **Resolved** unanimously to approve the following payments and authorised the Chairman and Councillor Martin to finish the payment process.

Payments:

PAYMENTS	Amount (£)	Payee	Payment Type
113	16.87	IONOS Website	DD
114	16.00	3 (Phone)	DD
115	21.25	OPMC - Hall Hire Dec	
116	5.80	Tesco (Paper)	CC
117	135.36	Microsoft 365	CC
118	438.40	Clerks Salary - Dec	
119	62.25	Clerks Expenses - Dec	
120	109.60	HMRC	
121	20.00	Chairmans Allowance Q3	
122	100.00	Newsletter Grant	
123	899.10	Swanmore PC (ACSO) - Dec	

Receipts:

Voucher	Amount (£)	Payee	
RECEIPTS			
10	36.81	Insurance Refund	

b) TO APPROVE THE SIGNING OF DECEMBERS BANK RECONCILIATION BY THE CHAIRMAN

The Council **Resolved** unanimously for the Chairman to sign Decembers Bank Reconciliation.

c) AGREEMENT ON HOW MUCH TO INVEST IN THE SHORT TERM DEPOSIT ACCOUNT FOR 2023/24

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The Clerk had circulated a report on recommendations on how much to invest in a short term investment account for 2023/24 to all prior to the meeting (Appendix 6).

The Clerk advised that the Council should invest £25,000.00 in the following year, due to the costs that the Council will incur in the next financial year.

The Council asked the Clerk to investigate what is the best investment account for the Council to invest their money and bring it to the next meeting and let the current short term account mature.

Action	By Whom
To investigate short term investment accounts	The Clerk

d) APPROVAL OF THE TRAINING COSTS TO ALLOW THE CLERK TO COMPLETE THE CiLCA QUALIFICATION

The Clerk had circulated a report with the associated cost for the Clerk to complete the CiCLA qualification to all prior to the meeting (Appendix 7).

The Council **Resolved** unanimously to pay the £562.50 costs for the Clerk to complete CiLCA.

e) REVIEW THE ACTUAL BUDGET FOR THE THIRD QUARTER OF 2022/23 INCLUDING THE STATEMENT OF VARIANCE

The Clerk had circulated the actual budget for the third quarter and the statement of variance to all prior to the meeting (Appendix 8).

The Council reviewed the actual budget for the third quarter and the statement of variance.

f) AGREEMENT OF THE BUDGET FOR THE FINANCIAL YEAR 2023/24

The Clerk had circulated the draft budget for the financial year 2023/24 to all Councillors prior to the meeting (Appendix 9).

The Council **Resolved** unanimously to agree the budget of £57,302 for 2023/24.

g) AGREEMENT OF THE PRECEPT FOR 2023/24

The Clerk had circulated the precept calculations, which included increasing the precept 10%, 20%, 30% and 35% to all prior to the meeting (Appendix 10).

The Council **Resolved** unanimously to agree the precept of £40,125.00 an increase of 35% for the year 2023/24

h) APPROVAL OF THE EMERGENCY PLAN

The Clerk had circulated the Emergency Plan to all prior to the meeting (Appendix 11).

There was some discussion on the Emergency Plan, it was advised that there were people in the village that owned snow ploughs that should be contacted to be asked if they could be listed in the Emergency Plan to help in an emergency if the roads in the village were impassable with snow. The Council asked the Clerk to contact these residents and bring the Emergency Plan to the next meeting.

Action	By Whom
To contact residents to see if they can help with Emergencies and be placed in the Emergency Plan	The Clerk

i) REVIEW THE SLR RISK ASSESSMENT

The Clerk had circulated the SLR Risk Assessment to all prior to the meeting (Appendix 12).

The Council **Resolved** unanimously to approve the SLR Risk Assessment and place a copy on the website.

j) REVIEW THE SPORTS GROUND RISK ASSESSMENT

The Clerk had circulated the Sport Ground Risk Assessment to all prior to the meeting (Appendix 13).

The Council ask the Clerk for the Pavilion/ Sports Ground committee to look at the Sports Ground Risk Assessment.

a) REVIEW THE DATA PROTECTION POLICY

The Clerk had circulated the Data Protection Policy to all prior to the meeting (Appendix 14).

The Council **Resolved** unanimously to approve the Data Protection Policy and place a copy on the website.

126/23 INFORMATION EXCHANGE AND AGENDA ITEMS FOR NEXT MEETING.

Flooding

The Chairman advised that the waters levels had risen considerably in the last week due to the rain and is being monitored twice a day currently. The Clerk is keeping a close eye on the reports that are coming in. The Chairman advised that more information has become available on the flooding and the Council asked the Clerk to send the information out on OIS to the residents.

Action:	By Whom:
To send all the flooding information out on OIS	The Clerk

Pavilion/ Sports Field

The Chairman asked Cllr Egerton for an update on the Pavilion/ Sports Field Committee. Cllr Egerton advised that there had not been a meeting since before Christmas however members of the committee had met up to get things going behind the scenes. Cllr Egerton advised that the committee would like to put a storage container at the site so that the sports field could be played on this summer, it was advised that this container would be there for no more than two years.

The Chairman asked had the committee thought about who would administer than ground. The committee had not got this far yet.

Lengthsman

The Clerk advised that the Lengthsman scheme would be going ahead again next year and there would be £1,000.00 funding from Hampshire County Council for each Council. The Clerk advised that the prices of the current Lengthsman would increase next year. This would be brought to February's meeting to discuss.

127/23 AGREEMENT OF THE DATE OF THE NEXT COUNCIL MEETING

The next meeting will take place on Monday 13 February at 7pm.

There being no further business the meeting closed at 9.07pm

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FC. 16.01.23

Chairman:

Date: