

**OWSLEBURY PARISH COUNCIL  
MINUTES OF SEPTEMBERS PARISH MEETING HELD ON  
28th SEPTEMBER 2022  
COMMENCING AT 7:00 IN THE OWSLEBURY PARISH HALL**

**Present:** Parish Councillor John Chapman (in the Chair).  
Parish Councillors Mark Egerton, Astrea Hurlock and Will Martin

**In Attendance:** Juanita Madgwick (Clerk) District Councillor Bolton

**Also in Attendance:** 10 members of the public were present

**48/22 APOLOGIES FOR ABSENCE.**

Apologies for absence were received and accepted from Cllr Foster and District Cllr Lumby

**49/22 DISCLOSURE OF INTERESTS FOR AGENDA ITEMS.**

Cllr Martin disclosed an interest in Planning Application SDNP/22/03814/FUL White Lodge Hensting Lane Owslebury Hampshire SO21 1LE

**50/22 APPROVAL OF MINUTES.**

Councillors noted their acceptance of the Minutes of the Parish Council meeting held on 11 July 2022, and the Council **Resolved**, unanimously, that they were a true record.

**51/22 PUBLIC QUESTIONS AND COMMENTS.**

**a) Planning**

The planning agent spoke on planning application SDNP/22/03833/FUL Hensting Farm on the proposed conversion of a stable to separate lettable property and a studio for courses to be held.

**b) Other items**

A member of the public spoke on their objection to dropping the curb by the bus stop on Main Road. They felt that there would be a safety concern due to the school busses picking up children at this point and that it is a concealed entrance.

**52/22 PLANNING**

**a) Planning applications**

SDNP/22/03474/PA3R	Ratcliffe Orchids Ltd, Pitcot Lane, Owslebury, Winchester, Hampshire, SO21 1LR
Proposal	Change of use of an existing agricultural building to a flexible commercial use as a dental surgery.
Parish Council Response	This application had already been approved by WCC before the meeting had taken place.

SDNP/22/03833/FUL	Hensting Farm Hensting Lane Fishers Pond SO50 7HH
Proposal	The proposed works include a conversion and refurbishment of an existing curtilage listed stables.

Parish Council Response	Owslebury Parish Council have no comment to make on this planning application. Owslebury Parish Council would like to have seen more involvement from the conservation officer and Historic England on the listed building consent.
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SDNP/22/03834/LIS	Hensting Farm Hensting Lane Fishers Pond SO50 7HH
Proposal	The proposed works include a conversion and refurbishment of an existing curtilage listed stables.
Parish Council Response	Owslebury Parish Council have no comment to make on this planning application. Owslebury Parish Council would like to have seen more involvement from the conservation officer and Historic England on the listed building consent.

SDNP/22/03814/FUL	White Lodge Hensting Lane Owslebury Hampshire SO21 1LE
Proposal	Demolition of an incongruous 20th Century bungalow and garage constructed in machine brick and concrete tiles with a replacement dwelling that draws its design from local and traditional or vernacular forms of design. An appropriate landscaping scheme will complement and link the formality of the house with natural meadow land, garden planting and wild grasses, interspersed with existing and new trees.
Parish Council Response:	Owslebury Parish Council have no comment to make on this planning application.

SDNP/22/04063/TPO	Marwell Wildlife Thompsons Lane Owslebury Hampshire SO21 1JH
Proposal	Various management works to 54 trees: Fell: 20 ash & 1 group of 10 ash; 7 English oak & 1 field maple Prune: 1 ash, 11 English oak & 3 field maple As detailed in the attached treeworks schedule inclusive of location plans. Reason: Sound arboricultural & risk management No replacement planting is proposed due to the site use and wooded nature of this part of the site.
Parish Council Response	Owslebury Parish Council have no comment to make on this planning application.

SDNP/22/06455/FUL	Hensting Hall Hensting Lane Fishers Pond SO50 7HH
Proposal	Demolition of existing stables, erection of single storey garage and change of use of land to residential curtilage.
Parish Council Response	The Parish Council object to the red clay roof tiles and request that handmade tiles be used instead to be in keeping with the area. The Parish Council object to the Velux roof lights and ask the applicant to consider conservation roof lights instead. The Parish Council object to the white uPVC fascias and black uPVC guttering and downpipes and ask if the applicant can use a material that is more in keeping with the area.

#### **b) Planning Decisions**

SDNP/20/05249/FUL	Elm Farm, Baybridge Lane, Owslebury, SO21 1JN
Proposal	New access to existing dwelling (Part Retrospective)
Decision	Approved

SDNP/22/02759/FUL	Oldmans Farm, Hurst Lane, Owslebury, Hampshire, SO21 1JQ
Proposal	Proposed erection of an equestrian/agricultural storage barn.
Decision	Approved

SDNP/21/01075/FUL	Homelands Longwood Road Owslebury Winchester Hampshire SO21 1LL
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Proposal	Erection of wooden shed/garden room on allotment less than 40sqm.
Decision	Application Withdrawn

#### **53/22 TO 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).

#### **54/22 RECEIVE AND AGREEMENT OF THE DRAFT AFFORDABLE HOUSING NEEDS SURVEY AND THE COUNCILS AGREEMENT TO PROCEED WITH THE SURVEY AND CONTRIBUTE £300 TOWARDS THE PRINTING COSTS**

The Clerk had circulated the Affordable housing needs survey to all the Councillors prior to the meeting (Appendix 2).

The Clerk advised that representatives from Hampshire Hub had presented at a previous meeting and had suggested that there was a need for affordable housing in Owslebury. The Council had agreed for them to produce a housing needs survey to go out to residents. The Clerk advised that Hampshire Homes hub had received a grant for the survey but were asking for a contribution towards the printing costs.

The Council **Resolved**, unanimously to agree the draft Affordable Housing needs survey, proceed with the survey and to contribute £300 towards the printing costs.

#### **55/21 HIGHWAYS**

##### **a) RECEIVE A REPORT ON TRAFFIC IN THE VILLAGE AND THE SLR SIGN**

As Cllr Foster had sent his apologies this report was not received.

The Council asked the Clerk if they could contact Hampshire Highways to obtain permission for the SLR sign to be located in Hensting Lane in addition to the current three sites.

Action	By Whom
To obtain permission for the SLR sign to be located in Hensting Lane	The Clerk

##### **b) AGREEMENT ON THE COUNCILS RESPONSE TO A DROPPED CURB ON MAIN ROAD BY THE BUS SHELTER NEAR THE SHIP INN**

The Clerk had circulated a report on the dropped curb in Main Road to all Councillors prior to the meeting (Appendix 3).

The Clerk advised the Council that Hampshire Highways had not approved the application and had recommended that the applicant contacts the Parish Council due the Council owning the bus shelter. The Clerk advised that the Highways consultant had suggested that a barrier be installed by the bus shelter due to the bus stop which is being used by school busses.

At this point there was an outburst from a member of the public. He jumped out of his chair and approached the Chair and Clerk he was angrily shouting and pointing their fingers at the Chairman and Clerk, the Chairman asked the member of the public to improve their conduct, the member of the public ignored the Chairman. The Chairman proposed that the member of

the public be excluded from the meeting, Cllr Hurlock seconded and the Council **Resolved** unanimously to exclude the member of the public from the meeting.

The Council **Resolved** unanimously to object to the dropped curb application on the grounds of safety as the school children use this area to catch the bus to and from school. The suggested barrier is not adequate to keep the children safe. The school coaches use this area to reverse to turn so that they are able to drive back up Main Road as the school coaches cannot use Whites Hill or Whaddon Lane as they are too dangerous, for large vehicles. The Council are concerned that if tractors are using the entrance to the site when the coaches are in this area as this could cause an accident. The Parish Council cannot understand the need for another entrance to the site as there is already and adequate entrance on Whites Hill.

## **56/22 OPENS SPACES, RECREATION AND PLAYGROUNDS**

### **a) RECEIVE QUOTES FOR A NEW BASKETBALL BACKBOARD, HOOP AND NET**

The Clerk had circulated the quotes on a new basketball backboard, hoop and net to all prior to the meeting (Appendix 4).

The Council **Resolved** unanimously to purchase the basketball backboard, hoop and net from Networldsport.co.uk at the cost of £137.93

### **b) RECEIVE QUOTES ON PARKING SIGNS FOR THE SPORTS GROUND**

The Clerk had circulated quotes on parking signs for the sports ground to all Councillors prior to the meeting (Appendix 5).

The Council **Resolved** unanimously to purchase the red sign from Amazon at the cost £11.78

### **c) RECEIVE QUOTES TO CUT DOWN THE SMALL TREE ON THE EDGE OF THE SPORTS GROUND BY THE TELEPHONE WIRES**

The Clerk had circulated the quotes to cut down the small tree on the edge of the sports ground by the telephone wire to all Councillors prior to the meeting (Appendix 6).

The Council **Resolved** unanimously to accept Quote 2 (S Comley) at the cost of £150.00.

### **d) RECEIVE A REPORT ON THE PLAYGROUND INSPECTION**

The Clerk had circulated a report on the playground inspection, which included what repairs should be completed and by whom to all prior to the meeting (Appendix 7).

The Council **Resolved** unanimously for the Clerk to get quotes to fix the following:  
Replace the bearing on the climbing frame  
Tighten all fixing on the climbing frame  
Lift and relay the mats by the climbing frame  
Lift and relay the mats by the Multi play (junior)  
Replace the seat on the roundabout

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Replace the bearing on the roundabout  
Lift and relay the mats by the see-saw  
Lift and relay the mats by the Multi play (toddler)  
Lift and relay the mats by the basket swing  
Replace the basket swing  
Reconnect shackles on swing  
Replace the bushes on the swing

And for the Councils Greenkeeper to carry out the following works:

Clear the leaves from the entrance gate  
Replace the fixing on the maintenance gate  
Remove the excess thread from the maintenance gate  
Cut back all the vegetation to the fence  
Remove the bin by the entrance gate  
Re-stain the climbing frame wooden posts  
Remove the bird poo  
Remove the vegetation from underneath the see saw  
Remove the damaged plaque from the bench

And to replace the plaque on the bench in the playground.

#### 57/22 RIGHTS OF WAY

##### a) CONSIDERATION OF ANY GENERAL MATTERS

A Cllr advised that the footpath 47 has become overgrown. A Cllr suggested that the Lengthsman cuts it back on their next visit. It was also suggested that The Clerk contacts the school as the vegetation is on the school's side, to advise them that the Council will cut the vegetation back.

Action:	By Whom:
To ask the Lengthsman to cut back the vegetation on footpath 47 (by the school). To contact the school to ask if the Council can cut back the vegetation	The Clerk

#### 58/22 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:

#### July:

PAYMENTS	Amount (£)	Payee	Payment Type
43	16.00	3 (Phone)	DD
44	16.87	IONOS Website	DD

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45	35.00	ICO Data Protection	DD
46	57.60	HALC - Training	
47	7,560.00	SDC Demolition Ltd	
48	556.12	Vita - Roundabout Reparis	
49	21.25	OPMC - Hall Hire July	
50	406.40	Clerks Salary - Jul	
51	7.20	Clerks Expenses - Jul	
52	101.60	HMRC	
53	46.39	SSE - Streetlights	DD

**August:**

<b>PAYMENTS</b>	<b>Amount (£)</b>	<b>Payee</b>	<b>Payment Type</b>
54	1,102.68	Swanmore PC (ACSO) - July	
55	16.00	3 (Phone)	DD
56	80.00	Akismet	CC
57	28.86	IONOS Website	DD
58	406.40	Clerks Salary - Aug	
59	9.00	Clerks Expenses - Aug	
60	101.60	HMRC	
61	96.00	Play Area Inspection (AVA Recreation)	
62	3.80	Stamps x 4	CC
63	225.00	S Comley - Grass Cutting	
64	378.00	Royal Mail - PO Box	
65	36.00	CPRE - Membership	
66	46.39	SSE - Streetlights	DD
67	868.59	Swanmore PC (ACSO) - August	
68	240.00	PKF Littlejohn	
69	1,628.00	The Parish Notice Board Co. - Notice Board Glebe Field	
70	48.09	Book of Condolance	CC

**Receipts:**

**July:**

None

**August:**

None

**b) TO APPROVE THE SIGNING OF JULY AND AUGUSTS BANK RECONCILIATION BY THE CHAIRMAN**

The Council **Resolved** unanimously for the Chairman to sign July and Augusts Bank Reconciliation.

**c) CONSIDERATION OF A GRANT FOR THE CAB**

The Clerk had circulated the letter from CAB requesting a grant to all Councillors prior to the meeting (Appendix 8)

The Council **Resolved** unanimously to give the Citizens Advice a grant for £250.

**d) CONSIDERATION OF A GRANT FOR ST ANDREWS CHURCH**

The Clerk had circulated the letter from St Andrews requesting a grant to all Councillors prior to the meeting (Appendix 9)

There was some discussion on how to help the church maintain the church yard going forward, there was a suggestion that the church enquire if the South-Central Probation Service could help them. A Cllr suggested that the Council could consider paying for two cuts a year of the church yard using the Councils green keeper. It was suggested that the Council meet with the church to discuss the on-going maintenance of the church yard and asked the Clerk to arrange a meeting.

The Council **Resolved** unanimously to give St Andrews church a grant for £400 and for the Clerk to arrange a meeting with the Church.

Action:	By Whom:
To contact St Andrews Church to set up a meeting with the Council	The Clerk

**e) RECEIVE CORRESPONDANCE FROM WINCHESTER CITY COUNCIL ON THE STATION APPROACH CONSULTATION AND AGREEMENT TO THE COUNCILS RESPONSE**

The Clerk had circulated the consultation on Station Approach to all Councillors prior to the meeting (Appendix 10).

The Council **Resolved** unanimously not to comment on the Station Approach Consultation from Winchester City Council.

**f) RECEIVE CORRESPONDANCE FROM COMMUNITY INTERGRATION ON THE SOUTH-CENTRAL PROBATION UPW CONSULTATION SURVEY AND AGREEMENT ON THE COUNCILS RESPONSE**

The Clerk had circulated the South-Central probation UPW consultation survey to all Councillors prior to the meeting (Appendix 11).

The Council suggested that the Clerk send this onto St Andrews Church, OMCA and the Parish Hall.

The Council **Resolved** unanimously not to comment on the South-Central Probation UPW Consultation survey.

**g) RECEIVE CORRESPONDANCE FROM SDNP ON LAUNCH OF CALL FOR SITES AND LOCAL GREEN SPACE NOMINATIONS AND AGREEMENT ON THE COUNCILS RESPONSE**

The Clerk had circulated the Call for Sites and Local Green Space nominations from the SNDP to all Councillors prior to the meeting (Appendix 12).

The Clerk advised the Council that Owslebury do not currently have any housing allocation from SDNP or Winchester City Council. She advised that it would be worth waiting for the results of the housing needs survey before putting any sites forward. The Clerk advised that all the Councils Green Space land already has protection on it.

The Council **Resolved** unanimously not put forward any sites for housing or Local Green Spaces.

**h) RECEIVE WCC'S RESPONSE TO SOUTHERN WATER – HAMPSHIRE WATER TRANSFER AND WATER RECYCLING PROJECT**

The Clerk had circulated WCC's response to Southern Water – Hampshire water Transfer and Water Recycling project all Councillors prior to the meeting which was received and noted (Appendix 13).

District Cllr Bolton advised the Council that the next stage of this project is to select the preferred route which will go out to consultation.

**i) REVIEW AND APPROVE THE PLAY AREA RISK ASSESSMENT**

The Clerk had circulated the play area risk assessment to all Councillors prior to the meeting (Appendix 14)

The Council **Resolved** unanimously to approve the Play Area Risk Assessment and place it on the website.

**j) REVIEW AND APPROVE THE HEALTH AND SAFETY POLICY**

The Clerk had circulated the Health and Safety policy to all Councillors prior to the meeting (Appendix 14).

The Council **Resolved** unanimously to accept the proposed changes and approve the Health and Safety Policy and place it on the website.

**k) REVIEW AND APPROVE THE GRANTS AND DONATION POLICY**

The Clerk had circulated the Grants and Donations policy to all Councillors prior to the meeting (Appendix 15)



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The Council **Resolved** unanimously to accept the proposed changes to the Grants and Donations Policy and to include 'The Clerk will put all grants that have been approved for the year on the website' and place it on the website.

**l) CONSIDERATION OF BECOMING A MEMBER OF CPRE AGAIN FOR A FURTHER YEAR AT THE COST OF £36**

The Council **Resolved** unanimously to become a member of the CPRE at the cost of £36 for a further year.

**m) CONSIDERATION OF THE OPTION TO OPT OUT OF THE SAAA CENTRAL EXTERNAL AUDITOR APPOINTMENT ARRANGEMENTS FOR THE NEXT FINANCIAL YEAR**

The Clerk had circulated a report explaining opting out of the SAAA Central external auditor arrangements for next year (Appendix 16)

The Council **Resolved** unanimously not to opt-out of the SAA Central External Auditor Appointment arrangements for the next financial year.

**59/22 INFORMATION EXCHANGE AND AGENDA ITEMS FOR NEXT MEETING.**

. The Council asked the Clerk to send an OIS about how to report fly tipping.

**60/22 AGREEMENT OF THE DATE OF THE NEXT COUNCIL MEETING**

The next meeting will take place on Monday 10 October at 7pm.

There being no further business the meeting closed at 8:40pm

Chairman:

Date: