

**OWSLEBURY PARISH COUNCIL
MINUTES OF THE PARISH MEETING HELD ON
14th NOVEMBER 2022
COMMENCING AT 7:00 IN THE OWSLEBURY PARISH HALL**

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

In Attendance: Juanita Madgwick (Clerk)

Also in Attendance: 9 Members of the public were present

78/22 APOLOGIES FOR ABSENCE.

Apologies for absence were received and accepted from Cllrs Foster and Martin and District Cllrs Bolton and Lumby.

79/22 DISCLOSURE OF INTERESTS FOR AGENDA ITEMS.

Cllr Chapman declared an interest in planning application SDNP/22/04557/CND, Marwell Activity Centre, Hurst Lane, Owslebury, Hampshire, SO21 1EZ.

80/22 APPROVAL OF MINUTES.

Councillors noted their acceptance of the Minutes of the Parish Council meeting held on 10 October 2022, and the Council **Resolved**, unanimously, that they were a true record.

81/22 RECEIVE A PRESENTATION FROM WINCHESTER CLIMATE ACTION NETWORK

Stuart Mills from Winchester Climate Action Network (WeCAN) gave a presentation on climate change and how WeCAN are working with several parishes across the Winchester District on what they can do to help with the current climate crisis.

Stuart spoke on some of the initiatives that other parishes have organised, such as climate cafes, repair cafes and a school bike train.

Stuart advised that he would be happy to help and work with the Parish Council. He advised that WinCAN have a website with lots of information and they organise lots of events.

The Chairman thanked Stuart for the presentation and attending the meeting.

82/22 PUBLIC QUESTIONS AND COMMENTS.

a) Planning

SDNP/22/04557/CND, Marwell Activity Centre, Hurst Lane, Owslebury, Hampshire, SO21 1EZ

The applicant explained why they wished to have this condition removed from the planning application. This was so the length of stay would be the same as the other accommodation at the site.

SDNP/22/04974/HOUS, Downlands, Main Road, Owslebury, Hampshire, SO21 1LU

A representative of the applicant gave an overview of the planning application.

b) Other items

Sports Field

A resident wished to comment on agenda item 90 (a) they advised that they had contacted the committee as they wished to be part of the committee but had not received a response. They advised the Council that they thought there was a special protection on the sports field which meant that it could not be fenced off by a hedge. They were concerned that the field would be completely fenced off with a hedge from the Post Box on Longwood Road as many residents cut up onto the sports field and walk along it as there is no pavement on Longwood Road and would like to see a space in the hedge so that residents can get onto the sports field. They were concerned with the sightlines of the roads if a hedge was installed. They were also concerned with a container and portaloos being installed on the sports field as they felt it was not in keeping with the area.

83/22 PLANNING

a) Planning applications

Cllr Chapman left the meeting

SDNP/22/04557/CND Proposal	Marwell Activity Centre, Hurst Lane, Owslebury, Hampshire, SO21 1EZ 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
Comments	The Council agreed not to comment on this application.

Cllr Chapman returned to the meeting

SDNP/22/04974/HOUS Proposal	Downlands, Main Road, Owslebury, Hampshire, SO21 1LU Ground floor rear extension, first floor dormer windows, internal remodelling and erect garage with garden store
Comments	The Council agreed not to comment on this application

b) Planning Decisions

SDNP/22/04270/APNB Proposal	Park Farm, Baybridge Lane, Owslebury, Hampshire, SO21 1JN Open sided barn for storage of hay
Decision	Prior Approval Not Required / Application Determined

SDNP/22/04360/PNTEL Proposal	17 Hilly Close, Owslebury, Winchester, Hampshire, SO21 1LW BT intends to install fixed line broadband electronic communications apparatus at WP1: O/S 17 Hilly Close, Owslebury SO21 1LW - WP2: The Granary, Owslebury Farm, Main Road, Owslebury SO21 1LU
Decision	Prior Approval Not Required / Application Determined

SDNP/22/04361/PNTEL Proposal	Hill View Farm, Hensting Lane, Owslebury, Winchester, Hampshire, SO21 1LE BT intends to install fixed line broadband electronic communications apparatus at WP1: O/S Hill View Farm, Hensting Lane, Owslebury, SO21 1LE
Decision	Prior Approval Not Required / Application Determined

SDNP/22/04359/PNTEL Proposal	Longwood Shooting Lodge Longwood Owslebury Winchester Hampshire SO21 1LB BT intends to install fixed line broadband electronic communications apparatus at WP1: S/O Longwood shooting lodge, Longwood, Owslebury
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	SO21 1LB
Decision	Prior Approval Not Required / Application Determined
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.
Decision	Approved
SDNP/21/02238/FUL	Homelands, Longwood Road, Owslebury, SO21 1LL
Proposal	(AMENDED PLANS - rec. 13/09/21) Proposed demolition of existing dwelling house and erection of a replacement dwelling house.
Decision	Approved
SDNP/22/04764/PNCOUF	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 (Permitted Development)
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.
Decision	Approved

84/22 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).

85/22 RECEIVE A REPORT ON THE STREETLIGHTS IN HILLY CLOSE AND BEECH GROVE

The Clerk had circulated a report on the streetlights in Hilly Close and Beech Grove to all prior to the meeting, which advised the Council that Hampshire County Council and the Parish Council had been paying for the streetlights since the late 1970's early 1980's and that SSE have refunded the last 14 months payments (Appendix 2).

The Council **Resolved** unanimously to raise a complaint with SSE.

The Council asked the Clerk to contact SSE and raise a complaint that this has been going on since the early 1980's and that the Council would like to be re-imbursed for the last 35 years payments.

86/22 RECEIVE NOTIFICATION OF PUBLIC CONSULTATION ON THE REGULATION 18 DRAFT WINCHESTER LOCAL PLAN 2039 AND CONSIDER THE COUNCILS RESPONSE

The Clerk had circulated the consultation on the Regulation 18 draft Winchester Local Plan 2039 to all prior to the meeting (Appendix 3).

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Cllr Hurlock advised that she had attended the Winchester Draft Local Plan training recently. She advised that Winchester have a 500-housing allocation in the SDNP, Owslebury have no housing allocation under Winchester City Council or SDNP. She was disappointed to see that there was not a robust affordable housing policy.

The Council **Resolved** unanimously to make the following comment on the Winchester Draft Local Plan Regulation 18 consultation: Owslebury Parish Council would like to have seen more allocation for affordable homes in the plan and would like to understand what ambition the Council has to deliver more affordable homes in the future. The Council were pleased to see the action that is being taken by Winchester City Council to become carbon neutral.

87/22 RECEIVE A REPORT ON STORAGE OF THE PARISH COUNCIL PAPERWORK AND QUOTES TO STORE FILES IN A STORAGE FACILITY

The Clerk had circulated a report on storage of the Councils paperwork and quotes to store files in a storage facility to all prior to the meeting (Appendix 3).

The Clerk advised that most small Council Clerks store all the Councils paperwork at their homes and that Hampshire Archive will only accept old minutes. This is all insured under the Councils insurance policy. There was some discussion on the storage of paperwork, and a Cllr suggested that this is discussed at the next Southern Parishes meeting.

The Council **Resolved** unanimously not to use a storage facility to store the Councils paperwork.

88/22 RECEIVE QUOTES FOR FILMING EQUIPMENT

The Clerk had circulated the quotes for filming equipment to all prior to the meeting (Appendix 4).

There was some discussion around this subject and a Cllr suggested that, if necessary, the meeting could be filmed using the Clerks laptop and an SD card could be brought so that the storage on the laptop would not be compromised.

The Council **Resolved** unanimously not to buy any filming equipment and use the Clerks laptop to film any future meetings if necessary.

89/21 HIGHWAYS

a) RECEIVE AN UPDATE ON THE BEECH GROVE PATHWAY IMPROVEMENTS

The Clerk gave a verbal update on the Beech Grove pathway improvement. The Clerk advised that she had contacted Havant Highways to provide a full concept design and costing for the improvement as per the resolution in the last meeting. The Clerk advised that Havant Highways asked for a letter to confirm this which the Clerk has sent to them.

b) DISCUSS THE OWSLEBURY SIGNS COMING INTO THE VILLAGE

The Chairman advised the Council that there were no white gates or welcome to Owslebury signs when entering the village. The Council discussed having white gates and signs when entering the village and would like to see them when you enter the village from Longwood Road, Jackmans Hill and

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Whaddon Lane, they felt this could also help with speeding. They also discussed having a Welcome to the South Downs sign in the village too.

The Council **Resolved** unanimously to ask Hampshire Highways how much it would cost to install three white gates and to write to SDNP for a Welcome to SDNP sign to be placed on Hurst Lane.

90/22 OPENS SPACES, RECREATION AND PLAYGROUNDS

- a) RECEIVE A REPORT FROM THE PAVILION COMMITTEE AND AGREEMENT ON REWILDING AND TIDYING OF THE VILLAGE GREEN, FOR THE BOUNDARY HEDGE TO BE PLANTED, FOR THE CRICKET PITCH TO BE BROUGHT BACK INTO USE, FOR A CONTAINER AND PORTALOO TO BE INSTALLED ON THE SITE, FOR JUBILEE TREES TO BE PLANTED AND TO UPDATE THE VILLAGE ON THE COMMITTEES PROGRESS**

The clerk had circulated a report from the pavilion committee which included an update on the grants that had been applied for, what the net steps are and to ask for agreement from the Parish Council on several items, to all prior to the meeting (Appendix 4).

Cllr Egerton also gave a verbal update on the progress of the committee and explained why the committee were asking to install a container and portaloo on the site, this was so cricket and football could start to be played on the sports field as the teams would need storage and some amenities to be able to play.

The Council **Resolved** unanimously to agree to the rewilding and tidying of the village green, for the boundary hedge to be planted, for the cricket pitch to be brought back into use, for a container and portaloo to be installed on the site, for the jubilee trees to be planted and to update the village on the committee's progress.

- b) RECEIVE QUOTES FOR THE PLAYGROUND REPAIRS**

The Clerk had circulated the quotes for the playground repairs and a report on the grass mats to all prior to the meeting (Appendix 5).

The Clerk suggested that instead of relaying or replacing the grass mats that the Council consider resurfacing under each piece of equipment with rhino mulch over the next three years.

The Council **Resolved** unanimously to use Vita play to tighten all the fixings on the proludic multiplay unit and reconnect shackles on all swing chains and grease the bushes at the cost of £120.00.

91/22 RIGHTS OF WAY

- a) CONSIDERATION OF ANY GENERAL MATTERS**

None

92/22 FINANCE, ADMINISTRATION AND STATUTORY

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

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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
87	16.00	3 (Phone)	DD
88	24.99	Storage Boxes - Amazon	CC
89	47.99	Storage Boxes - Amazon	CC
90	117.67	IONOS Website	DD
91	5.44	Stamps x 8 2nd Class	CC
92	138.93	Basket Ball Backboard and Hoop	CC
93	66.00	Shred On Site	
94	1,180.71	Swanmore PC (ACSO) - Oct	
95	447.20	Clerks Salary - Oct	
96	111.60	HMRC	
97	7.20	Clerks Expenses - Oct	
98	11.68	Parking Sign	CC
99	38.70	OPMC - Hall Hire October	
100	35.00	Wickham Parish Council - Local Plan Training	

Receipts:

None

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

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

c) CONSIDERATION OF A GRANT OF £200 FOR THE OWSLEBURY SENIOR CLUB

The Clerk had circulated the letter from the Senior Club requesting a grant of £200 to all prior to the meeting (Appendix 6).

The Council **Resolved** unanimously to grant the Senior Club £200.

d) CONSIDERATION OF THE DRAFT 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 7).

The Clerk advised that she had removed the £1,000.00 from the budget for street lighting as the Parish Council will no longer need to pay for them. The Clerk suggested that the Council increase the Play Area Repairs and Inspections from £2,500 to £5,000, so that the Council could start to re-surface all the play equipment. This could be completed over the next 3 years.

The Council **Resolved** unanimously to increase Play Area Repairs and Inspections to £5,000.00 and to remove the street lighting line.

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e) REVIEW AND APPROVE THE UPDATED STANDING ORDERS

The Clerk had circulated the updated Standing Orders to all prior to the meeting (Appendix 8).

The Clerk went through the changes with the Council and there was some discussion around the meeting length and the public participation time limits.

The Council **Resolved** unanimously to approve the changes to the Standing Orders but to keep the meeting length to three hours and to keep public participation to 5 minutes per person and place a copy on the website.

f) REVIEW AND ADOPT THE FILMING AND RECORDINGS OF MEETINGS HELD IN PUBLIC POLICY

The Clerk had circulated the Filming and Recording of Meetings Held in Public policy to all prior to the meeting (Appendix 9).

The Council asked to defer this policy to the December meeting and asked the Clerk to check the GDPR regulations on this policy.

g) REVIEW AND ADOPT THE TRAINING AND DEVELOPMENT POLICY

The Clerk had circulated the Training and Development policy to all prior to the meeting (Appendix 10).

The Council **Resolved** unanimously to approve Training and Development policy and place a copy on the website.

h) REVIEW AND ADOPT THE DIGNITY AT WORK POLICY

The Clerk had circulated the Dignity at Work policy to all prior to the meeting (Appendix 11)

The Council **Resolved** unanimously to adopt the Dignity at Work policy and place a copy on the website.

i) PASS A RESOLUTION TO SIGN UP TO THE CIVILITY AND RESPECT PLEDGE

The Clerk had circulated the Civility and Respect pledge to all Councillors prior to the meeting (Appendix 12).

The Council **Resolved** unanimously to sign up to the Civility and Respect pledge.

93/22 RECEIVE AN REPORT ON THE SDNP WORKSHOP, HALC AGM AND FLICK DRUMMOND RURAL CRIME FORUM

Cllr Hurlock gave a report out at the meeting on the meetings that she had recently attended and gave a verbal update.

Cllr Hurlock advised that at the SDNP work shop they spoke about the review of their Local Plan, and Winchesters Local Plan where 500 new dwellings are to be built in the SDNP. The SDNP are encouraging parishes to write a Parish Priority Statement. There was also a presentation of the SDNP Design Guide, which is a good resource for potential planning applicants.

Cllr Hurlock advised that she had attended the HALC AGM, where the main topic was the new Articles of Association.

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Cllr Hurlock had attended the Southern Parishes Meeting where Cllr Humby made a presentation and she asked the Council to look at the County Deal, which includes a level of devolution and an opportunity to become more self-governing.

Cllr Hurlock advised that she had attended the Reg 18 Draft Winchester Local Plan training which advised that the housing numbers in Winchester, whilst look attainable there could be a lack of supply and there are no reserve sites and Winchester lacks ambition to go above and beyond what the developers supply for affordable housing.

Cllrs Hurlock and Grinstead had attended the Knowledge and Core Skills Training.

94/22 INFORMATION EXCHANGE AND AGENDA ITEMS FOR NEXT MEETING.

The Chairman asked to put Climate Change on the agenda for Decembers meeting. There was discussion on organising a meeting in the New Year for all residents to attend to come and talk about climate change and how the residents can help and discuss any ideas.

95/22 AGREEMENT OF THE DATE OF THE NEXT COUNCIL MEETING

The next meeting will take place on Monday 12 December at 7pm.

96/22 PASSING OF A RESOLUTION IN ACCORDANCE WITH THE PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1960 TO EXCLUDE THE PUBLIC AND PRESS DUE TO THE FOLLOWING ITEMS CONCERNING STAFF

The Council **Resolved** unanimously to exclude the public and press from the meeting due to the following item concerning staff.

97/22 CONSIDERATION AND AGREEMENT TO THE CONTINUED EMPLOYMENT OF THE ACSO FOR A FURTHER YEAR

The Council **Resolved** unanimously to employ the ACSO for a further year.

There being no further business the meeting closed at 10:00pm

Chairman:

Date: