

**OWSLEBURY PARISH COUNCIL
MINUTES OF THE PARISH MEETING HELD ON
17th APRIL 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, Yassir Mahmood, and Will Martin.

In Attendance: Juanita Madgwick (Clerk), District Councillor Lumby

Also in Attendance: 6 Members of the public were present.

166/23 APOLOGIES FOR ABSENCE

Apologies for absence were received and noted from District Cllr Bolton

167/23 DISCLOSURE OF INTERESTS FOR AGENDA ITEMS

None

168/23 APPROVAL OF THE MINUTES OF THE PARISH COUNCIL MEETING ON 13 MARCH 2023

Councillors noted their acceptance of the Minutes of the Parish Council meetings held on 13 March 2023, and the Council **Resolved**, unanimously, that they were a true record.

169/23 PUBLIC QUESTIONS AND COMMENTS

Planning:

None

Other Agenda Items:

A Resident spoke on agenda item 181 (e), they wish to carryout general maintenance and some gardening on Staggs Gate Pond, however they do not wish to be legally responsible for the piece of land. They are prepared to strim the area and get it under control and introduce wildlife. They would also be prepared to dig out the culverts and trim the hedges.

170/23 PLANNING

a) PLANNING APPLICATIONS

SDNP/23/01215/HOUS	Magnolia Hensting Lane Owslebury Hampshire SO21 1LE
Proposal	Proposed Extension of an Existing Detached Dwelling and Alteration of an Existing Garage
PC Comment	The Parish Council are supportive of this application however have concerns with the siting of the oil tank in relation to the proximity of the

	neighbours house and the noise from the fan of the air conditioning unit, please can this be reviewed, with the applicant. The Parish Council Resolved unanimously to write to the applicant on their concerns.
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b) PLANNING DECISIONS

The Council received and noted the planning decisions.

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) .
Decision	Approved

SDNP/22/05927/PA3R	Barn at Old Green Farm Whites Hill Owslebury Hampshire SO21 1LT
Proposal	Change of use to C1 Aparthotel.
Decision	Prior Approval Not Required

SDNP/20/04445/FUL	Stables Whiteflood Farm Belmore Lane Owslebury Hampshire SO21 1JW
Proposal	Change of use of land to private equestrian comprising the siting of 2 x mobile stables and 1 x field shelter; removal of the top surface of the ground and laying hardstanding (part retrospective)
Decision	Refused

171/23 RECEIVE THE COUNTY AND DISTRICT 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).

The Chairman thanked District Cllr Lumby for all his help and hard work over the years and wished him well in the future.

There was some discussion on potholes around the area and Cllr Lumby urged everyone to report all potholes even if they have already been reported, the more reports the quicker they will be dealt with.

The Council asked the Clerk to put an OIS on how to report potholes.

Action	By Whom
To send an OIS on potholes	The Clerk

172/23 RECEIVE AN UPDATE ON THE KINGS CORONATION CELEBRATIONS

The Clerk had circulated a report on the Kings Coronation celebrations to all prior to the meeting (Appendix 2), which was received and noted.

80. 2022/ 2023
FC. 17.04.23

The Clerk advised that OMCA were holding a toast to King Charles in the Parish Hall on Saturday 6th May from 4-6pm, the Pavilion Committee are holding a family sports afternoon on Sunday 7th May from 1pm and OMCA are holding a Big Clean Up on Monday 8th May.

The Clerk advised that the commemorative Mugs have been delivered and are ready to take to the school. Cllr Grinstead volunteered to take the mugs to the school. There are around 10 mugs left over after giving them to the school so the Council asked the Clerk to give them to OMCA.

173/23 RECEIVE AN UPDATE FROM THE CLIMATE CHANGE GROUP

The Clerk had circulated the report from the Climate Change Group to all prior to the meeting (Appendix 3), which was received and noted.

Cllr Hurlock advised that the Climate Change group had meet for a second time and had renamed themselves GROW – Green Owslebury. The meeting had been well attended. The next meeting will be held on 3 May. They would like a link with the school, Cllr Grinstead advised that he would speak to the head teacher.

174/23 AGREEMENT TO WRITE TO MP FLICK DRUMMOND TO SUPPORT THE LOCAL ELECTRICITY BILL

The Clerk had circulated a report on the Local Electricity Bill and a template letter to all prior to the meeting (Appendix 4).

The Council **Resolved** unanimously to write a letter to MP Flick Drummond to support the Local Electricity Bill.

175/23 RECEIVE AN UPDATE ON FROM THE AIRPORT ADVISORY COMMITTEE

Cllr Mahmood gave a verbal update. Cllr Mahmood advised that the group had met on 28th March questions had been asked on flight paths and how things worked. Cllr Mahmood has contacted other Parish Councils which are affected by the airport, they have forwarded some documents on their positions. The group have prepared a short document which they will share with the Parish Council soon.

It was advised that this is not urgent as stage 2 of the consultation has finished and stage 3 of the consultation is scheduled for 2024, which will give a more accurate idea of what the airport proposal will be.

However the Parish Council need to make sure that the airport know that they are an interest party to receive communications, there is a consultative forum which is a smaller group of Councils that the airport liaise with in more detail, which the Council can ask to join, however may not be allowed to as the airport like to keep this to a minimum, and sign up for email alerts which the Clerk has already done.

176/23 REVIEW THE OUTCOME OF THE AFFORDABLE HOUSING SURVEY

The Clerk had circulated the Affordable Housing Survey to all prior to the meeting (Appendix 5).

81. 2022/ 2023
FC. 17.04.23

The Council would like to see affordable housing in the village for those with a connection to the village, to live affordably but it was difficult to draw a conclusion about what type of property is needed from the 8 responses that were received. The Council were not clear on what avenue they could go down based on the 8 responses. A Cllr was encouraged by the amount of social housing that is already in the village. The Council could not see what else they could do until a landowner comes forward with an appropriate piece of land. There was discussion on the survey uptake and the lack of transportation links in the village.

The Council felt that they wanted to follow this process through, as a need had been identified in the survey for affordable housing but were unsure on what the next steps were.

The Council asked the Clerk to contact Winchester City Council and the South Downs National Park for the next steps in the affordable housing process.

177/23 REVIEW THE NEW WEBSITE

Cllr Hurlock showed the Council the new website. Cllr Hurlock advised that there could be multiple admin of each part of the website, so different groups can update their part of the website. She advised that the new website would cost the Council less as they would not need to pay for the support as it would run on an up-to-date version of wordpress, as currently the Council pay for support as the current website runs on an old version. Cllr Hurlock asked the Council if they would like it to carry on being a community website.

The Council **Resolved** unanimously to keep the website as a community website.

Cllr Hurlock advised that the new website would run on owslebury.org instead of owslebury.org.uk, she advised that the owslebury.org.uk domain name was up for renewal in July and would the Council like to keep paying for this domain name.

The Council **Resolved** unanimously to keep this domain name and owslebury.org.

Cllr Hurlock advised that she would like to add an events diary on the website at the cost of £89.00 for the year and if the Council would pay for this.

The Council **Resolved** unanimously to pay £89.00 for an events diary on the new website.

178/23 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 (Appendix 6).

The Clerk advised that the quotes that Havant Highways had given the council were indicative to give a rough idea of the costs involved and were only valid for 90 days, so once Havant are ready to complete the works new quotes will be asked for.

82. 2022/ 2023
FC. 17.04.23

The Clerk advised that she had contacted Hampshire Legal Services regarding the s278 dedication of highways. They were waiting for the full technical design, which Havant Highways have now submitted to them.

The Clerk advised that the next step in the process is to upload the s278 application onto the Hampshire County Council portal. This could be done by Havant Highways at a cost or by the Parish Council.

The Council **Resolved** unanimously for the Clerk to upload the s278 application to the Hampshire County Council portal.

179/23 OPEN SPACES, RECREATION AND PLAYGROUNDS

a) CONSIDERATION OF ANY GENERAL MATTERS

A Cllr advised that they had been made aware that people were taking their dogs into the playground, there was a lot of litter in the playground and the hole in the fence had got bigger in the fence. There was some discussion around these issues and the Council asked the Clerk to speak to the ASCO and out an OIS out to the residents on the littering and dogs in the playground.

Action:	By Whom:
Speak to the ASCO on the littering, dogs and hole in the fence at the playground Send on OIS on the littering and dogs in the playground	The Clerk

A Cllr advised that a resident had started to fix, sand down, and repaint the benches at the sports field and would also be prepared to fix the benches in the Glebe field. The resident had requested the Council consider reimbursing them for the paint and primer. The Clerk advised the Council that there were funds in the budgets for this.

The Council **Resolved** unanimously to reimburse the resident for the paint, primer or any small purchases to fix the benches in the sports, and Glebe field and to pass any invoices to the Clerk.

A Cllr advised that residents felt the new notice board is too high to read and could it be lowered. The Council asked the Clerk to contact the green keeper to lower the notice board.

Action:	By Whom:
To ask the green keeper to lower the notice board	The Clerk

180/23 RIGHTS OF WAY

a) CONSIDERATION OF ANY GENERAL MATTERS

A Cllr advised that they had been contacted regarding getting a footpath map in the new noticed board. The Clerk advised that she had been in contact with the Hampshire Countryside ranger, and they had advised that the Council should apply for the Community Rural Fund for a new map.

There was discussion around by a map from the Ordinance Survey or using another mapping website.

181/23 FINANCE, ADMINISTRATION, AND STATUTORY MATTERS

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
142	300.00	S Comley - Removed Notice Board / Grass Cut Feb	JC/WM
143	1,400.00	J North - Container	Paid
144	305.82	JMN Construction Limited - Paint for Container	Paid
145	16.00	3 (Phone)	DD
146	36.19	IONOS - Domain / Support	DD
147	2.40	IONOS - Webhosting	
148	438.40	Clerks Salary - Mar	
149	65.45	Clerks Expenses - Mar	
150	109.60	HMRC	
151	60.63	OPMC - Hall Hire Mar	
152	110.00	S Comley - Grass Cutting Mar	
153	851.58	Swanmore PC - (ACSO) Mar	
154	300.00	Action Hampshire - Affordable Housing Survey	
155	20.00	Chairmans Allowance Q4	

Receipts:

Voucher	Amount (£)	Payee	
RECEIPTS			
13	1,052.91	Sports Club Invoice 2	

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

The Council **Resolved** unanimously for the Chairman to sign March's Bank Reconciliation.

c) REVIEW THE ACTUAL BUDGET EXPENDITURE FOR THE FINAL QUARTER OF THE FINANCIAL YEAR 2022/23

The Clerk had circulated the actual budget and budget monitoring report, to all prior to the meeting (Appendix 7).

The Council reviewed the actual budget for the final quarter of 2022/23 and the statement of variance.

d) CONSIDERATION OF THE GRANT APPLICATION FOR ST ANDREWS FOR THE CLOCK RESTORATION

The Clerk had circulated the letter from St Andrews Church for the clock restoration grant, to all prior to the meeting (Appendix 8).

There was some discussion around giving the church a grant for the clock restoration, the Parish Council would consider making a grant in due course once they understand how the rest of the money will be raised. The Parish Council would like to know if the Church plan to make an appeal to residents, the Parish Council would be happy to help with the appeal.

If the Parish Council were to grant some money, this would be the only contribution the Parish Council would make to the Church for the financial year.

The Council **Resolved** unanimously not to grant any money to the Church for the clock restoration until the Parish Council understand how the Church propose to raise the rest of the money.

e) AGREEMENT FOR A RESIDENT TO CARRY OUT SOME GARDENING AT STAGGS GATE POND

The Clerk had circulated the email received from the resident, to carry out some gardening at Staggs Gate Pond to all prior to the meeting (Appendix 9).

The Council was very receptive of this idea and would be grateful for the resident to carryout some gardening. The Council felt that the resident should be in contact the Hampshire Countryside Engagement Ranger. The Council would like to publicise that a resident is taking care of Staggs Gate, so the residents are aware. The Council will send a letter to the resident to confirm carrying out the gardening.

The Council **Resolved** unanimously to approve the residents to carry out some gardening at Staggs Gate Pond.

f) REVIEW AND APPROVE THE RESERVES POLICY

The Clerk had circulated the Reserves Policy to all prior to the meeting (Appendix 10).

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

g) REVIEW AND APPROVE THE PUBLICATION SCHEME

The Clerk had circulated the Publication Scheme to all prior to the meeting (Appendix 11).

The Council **Resolved** unanimously to approve the Publication Scheme and place a copy on the website.

h) REVIEW AND APPROVE THE RISK REGISTER

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

There was some discussion around the passwords that the Clerk hold and what would happen to these if something happened to the Clerk. The Council asked the Clerk to contact HALC for advice on what to do.

The Council deferred this item until the next meeting.

Action:	By Whom:
To contact HALC regarding the keeping of passwords by the Clerk and if something happened to them	The Clerk

182/23 INFORMATION EXCHANGE AND AGENDA ITEMS FOR THE NEXT MEETING

The Chairman advised the Council that he and Cllr Hurlock had met with Openreach this morning due to some residents receiving an email advising them that Fibre would not be installed in their area.

Openreach advised that these emails should not have been sent out and apologised. Openreach advised that there has been a change in the team that are carrying out the works as there had been an issue with the previous team.

The Chairman had asked Openreach for a report at the end of the week, which the Council will share with the residents once received.

The Chairman will write a report on this meeting and send it out to the residents on OIS.

183/23 TO AGREE A DATE FOR THE NEXT COUNCIL MEETING

The next meeting will be held on Monday 15 May at 7:00pm.

There being no further business the meeting closed at 9.15pm

Chairman:

Date: