

**OWSLEBURY PARISH COUNCIL  
MINUTES OF THE PARISH MEETING HELD ON  
12th February 2024  
COMMENCING AT 7:00 IN THE OWSLEBURY PARISH HALL**

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

**In Attendance:** Juanita Madgwick (Clerk), District Councillor Jerry Pett and Neil Bolton

**Also in Attendance:** 4 Members of the public were present.

**120/24 APOLOGIES FOR ABSENCE**

Apologies for absence were received and noted from Cllr Egerton

**121/24 DISCLOSURE OF INTERESTS FOR AGENDA ITEMS**

None

**122/24 APPROVAL OF THE MINUTES OF THE PARISH COUNCIL MEETING ON 08 JANUARY 2024**

Councillors noted their acceptance of the Minutes of the Parish Council meetings held on 08 January 2024, and the Council **Resolved**, unanimously, that they were a true record.

**123/24 PUBLIC QUESTIONS AND COMMENTS**

**Planning:**

**Puffins:**

The applicant explained the application, they noted that they had spoken to their neighbours who had no objections, they also advised that the planning officers had visited the site.

A Cllr asked if they had considered solar panels on the extension, the applicant advised that they would like to use solar tiles, but the technology is not here yet.

**Other Agenda Items:**

**Litter Pick:**

A resident advised that OMCA would be holding a litter pick in the village in on 23<sup>rd</sup> March they have contacted Idverde to provide help, which they will do. They hope to cover most of the village.

**Playground:**

A resident had written an email regarding the playground, that the fence was loose, there was lots of litter and one of the litter bins needed to be removed.

The Council asked the Clerk to contact the resident to advise that the fence had been fixed, they would contact the Greenkeeper to remove the bin and ask the ASCO to regularly patrol the playground to stop the litter.

Action:	By Whom:
---------	----------

66. 2023/ 2024  
FC. 12.02.24

Contact the resident regarding the playground and the actions the Council will take	The Clerk
---	-----------

### Highways:

A resident had emailed in regarding the state of the roads and potholes in Owslebury.

The Council asked the Clerk to contact the resident and ask them to keep reporting the potholes, to send them HCC consultation on future services to respond to and send an OIS on reporting potholes.

Action:	By Whom:
To contact the resident regarding the potholes and ask them to keep reporting them and HCC's consultation on future services To OIS on how to report a pothole	The Clerk

## 124/24 PLANNING

### a) PLANNING APPLICATIONS

SDNP/24/00024/NMA	Downlands, Main Road, Owslebury, Hampshire, SO21 1LU
Proposal	Non material amendment to planning application SDNP/22/04974/HOUS – Change cladding material to north extension and reduce work to north elevation.
Parish Council Comment	The Parish Council have no comment to make on this planning application

SDNP/24/00175/HOUS	Puffins, Longwood Road, Owslebury, Hampshire, SO21 1LL
Proposal	Side first floor extension, front veranda, rear roof slope alterations and front garden landscaping.
Parish Council Comment	The Parish Council have no comment to make on this planning application

SDNP/24/00456/HOUS	1 Gorse Down, Owslebury, Hampshire, SO21 1LN
Proposal	Replacement single storey rear extension, first floor rear extension and raised patio and due to lay of land
Parish Council Comment	The Parish Council have concerns about access to the site and would like to see a traffic management plan, alongside a report to manage the build. As Gorse down is narrow road and not suitable for large vehicles including builders and delivery vans.

### b) PLANNING DECISIONS

None

## 125/24 RECEIVE THE COUNTY AND DISTRICT COUNCILLORS REPORT

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

The District Cllrs went through their report, they spoke about Hampshire County Councils (HCC) future services consultation and advised that nothing is set in stone currently and that they are encouraging Parish Councils and individuals to respond.

A Cllr asked about Fly Tipping, the District Cllr advised that Fly Tipping is taking longer to clear but did ask that people do still report it.

The District Cllr advised that currently the view of Winchester City Council (WCC) is to go for the prosecution rather than issue a fixed penalty notice. This seems due to a resource issue at WCC as there is only one Fly Tipping officer.

### **126/24 RECEIVE AN UPDATE FROM GROWS**

The Clerk had circulated the report from the GrOws group regarding their recent meeting and the Terms of Reference for the group, to all prior to the meeting (Appendix 2).

Cllr Hurlock advised that the group has become quite big and suggested that the group remain a working group for the Parish Council. Cllr Hurlock advised that she had spoken to WINACC and they advised that many independent groups have become working groups of the Parish Council. Therefore, Cllr Hurlock asked the Parish Council for the GrOws group to remain a working party and to agree to the Terms of Reference for the group.

Cllr Hurlock also asked if another Cllr would join the group. Cllr Mahmood agreed to join the group.

Cllr Hurlock also advised that the Parish Council insurance company would not insure the repair café, and that the GrOws would need to get a standalone repair café insurance policy, this would be at the cost of £295 for a year. Cllr Hurlock asked if the Council would donate GrOws the £151.00 outstanding in the insurance budget for the year.

The Council **Resolved** unanimously that GrOws remain a working party of the Parish Council and agreed to the Terms of Reference with the following amendments:

*The working group has discretion to commit to spending funds ring-fenced that is in the Parish Councils budget or raised by their own activities without reverting to the Parish Council for approval.*

*The working group will abide by the Parish Councils Financial Regulations.*

The Council **Resolved** unanimously to agree to give GrOws the £151.00 excess in the insurance budget.

### **127/24 AGREEMENT TO NOMINATE OWSLEBURY VILLAGE HALL AND THE SHIP INN AS AN ASSET OF COMMUNITY VALUE**

The Clerk had circulated the letters received from Winchester City Council regarding the Village Hall and Ship Inn that the assets have expired as assets of community value, and explanation of what an asset of community value is and the criteria to become an asset of community value to all prior to the meeting (Appendix 3).

The Council **Resolved** unanimously to nominate the Village Hall and The Ship In as assets of community value.

### **128/24 RECEIVE AN UPDATE ON BROADBAND**

Cllr Chapman gave a verbal update of the Broadband project. Cllr Chapman advised that he was still waiting for an update from Openreach. He advised that 95% of the village can have FPPT broadband if they want. Cllr Chapman advised that he does not know what the uptake is of the village as Openreach will not divulge this information.

68. 2023/ 2024  
FC. 12.02.24

Cllr Chapman advised that there is a couple of anomalies, which are Owslebury Bottom, Morestead and parts of Whaddon Lane. This is due to Openreach needing to share the utility poles. This is being dealt with, between SSE and Openreach as SSE have to give them permission.

There is a small area in Belmore, Blackdown and Lower Baybridge that is being worked on.

Cllr Chapman advised that Openreach must keep all vouchers open until the project has finished.

#### **129/24 AGREEMENT TO CARRY OUT A LITTER PICK AND ARRANGE A DATE**

The Council felt that as OMCA were holding a litter pick in March this year, it would not be worth the Council holding one too and to reschedule for later in the year.

The Council asked the Clerk to contact OMCA for a report on how the event went.

Action:	By Whom:
To ask OMCA for a report on the litter pick	The Clerk

#### **130/23 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 4).

The Clerk went through the report explaining that she had applied for £20,000.00 CIL funding and filled in and sent back the Agreement Proforma. Hampshire Highways have started drafting the legal agreement.

Hampshire Highways had finished the S278 Minor Works Design Audit Report, which has been sent back to Havant Highways to be completed.

#### **131/24 OPEN SPACES, RECREATION AND PLAYGROUNDS**

##### **a) RECEIVE AN UPDATE ON THE JUBILEE TREES TO BE PLANTED IN THE SPORTS FIELD**

Cllr Foster sent a report on the Jubilee trees that are to be planted in the sports field, it advised that the trees had been ordered and were to be planted on Friday 9<sup>th</sup> February, to all prior to the meeting (Appendix 5).

Cllr Foster advised that with the help of OMCA and a member of the public they had purchased the trees which were pot grown and the trees were planted on the sports field last Friday. Cllr Foster would like to thank OMCA and all those that helped to plant the trees.

The Council thanked everyone for a great effort of getting the trees planted before the growing season started.

**b) RECEIVE A REPORT ON THE REFURBISHMENT OF THE TELEPHONE BOX AND AGREEMENT TO USING THE BW MENS SHED TO CARRY OUT THE REFURBISHMENT**

The Clerk circulated a report on the cost to repaint the telephone box, fix the plastic pane and change the signage, to all prior to the meeting (Appendix 6).

The Council **Resolved** unanimously to using the BW Mens Shed to carry out the refurbishment of the telephone box but would like to keep the telephone sign.

**132/23 RIGHTS OF WAY**

**a) GENERAL MATTERS**

Cllr Chapman advised that the barrier on Red Lane was permanently open and asked if the Clerk could contact the community engagement ranger to check the Right of Way.

Action:	By Whom:
To contact the community engagement ranger regarding Red Lane	The Clerk

**133/23 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 Councillor Chapman and Councillor Martin to finish the payment process.

**Payments:**

**January:**

<b>PAYMENTS</b>	<b>Amount (£)</b>	<b>Payee</b>	<b>Payment Type</b>
124	7.00	3 Phone	DD
125	100.00	Grant (Life Education Wessex)	
126	3.60	IONOS – Webhosting	DD
127	195.00	WCC (Dog Bin Emptying)	
128	2.40	IONOS Hosting Start Basic Fee	DD
129	192.86	Raven about Wood - Final Payment	
130	90.00	Parish Online	
131	870.97	Swamore (ACSO)	
132	31.57	OPHMC - Jan Meetings	
133	126.00	HMRC	
134	504.00	Clerks Salary – Jan	
135	21.78	HMRC - Employers NI Dec 23	
136	148.32	Microsoft	CC

**Receipts:**

**January:**

Voucher	Amount (£)	Payee
<b>RECEIPTS</b>		
14	111.92	CCLA - Investment Interest

**b) TO APPROVE THE SIGNING OF THE JANUARY BANK RECONCILIATION BY THE CHAIRMAN**

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

**c) REVIEW THE ACTUAL TO BUDGET FOR THE THIRD QUARTER OF 2023/24 INCLUDING THE STATEMENT OF VARIANCE**

The Clerk had circulated the budget and statement of variance to all prior to the meeting (Appendix 7).

The Council reviewed and noted the budget for the third quarter of 2023/24 and the statement of variance.

**d) CONSIDERATION AND AGREEMENT OF THE COUNCILS RESPONSE ON THE PROPOSED CHANGES TO ACUTE HOSPITAL SERVICES IN AND AROUND BASINGSTOKE AND WINCHESTER**

The Clerk had circulated the proposed changes to acute hospital services in and around Basingstoke and Winchester to all prior to the meeting (Appendix 8).

The Council discussed the proposed changes to Acute Hospital Services in an around Basingstoke and Winchester and felt that the village should respond individually, and the Council should not respond on their behalf. The Council asked the Clerk to put the consultation on OIS and Facebook asking the village to respond to this important consultation.

Action:	By Whom:
To OIS the Hospital service consultation	The Clerk

**e) CONSIDERATION AND AGREEMENT TO THE COUNCILS RESPONSE TO HAMPSHIRE MINERAL AND WASTE PLAN**

The Clerk had circulated Hampshire County Councils Mineral and Waste Plan to all prior to the meeting (Appendix 9).

The Council **Resolved** unanimously not to comment on the Hampshire Mineral and Waste plan.

**f) CONSIDERATION AND AGREEMENT TO THE COUNCILS RESPONSE TO HAMPSHIRE COUNTY COUNCILS FUTURE SERVICES CONSULTATION**

The Clerk had circulated Hampshire County Councils future services consultation to all prior to the meeting (Appendix 10).

71. 2023/ 2024  
FC. 12.02.24

The Council **Resolved** unanimously to submit the following comments regarding Hampshire County Council (HCC) Future Services Consultation:

*The Council does not support any cuts to HCC's budget but particularly closing Bishops Waltham and Fair Oak Recycling Centres, the proposed changes to the Highways winter service, and Highway maintenance.*

**g) REVIEW AND APPROVE DISCIPLINARY AND GRIEVANCE POLICY**

The Clerk had circulated the Disciplinary and Grievance Policy to all prior to the meeting (Appendix 11).

The Council **Resolved** unanimously to accept the changes on the Disciplinary and Grievance Policy and place a copy on the website.

**h) REVIEW AND APPROVE THE PRESS AND MEDIA POLICY**

The Clerk had circulated the Press and Media Policy to all prior to the meeting (Appendix 12).

The Council **Resolved** unanimously to accept the changes on the Press and Media Policy and place a copy on the website.

**i) REVIEW AND APPROVE THE DEALING WITH ABUSIVE, PERSISTENT OR VEXATIOUS COMPLAINTS POLICY**

The Clerk had circulated the Dealing with Abusive, Persistent or Vexatious Complaints Policy to all prior to the meeting (Appendix 13).

The Council **Resolved** unanimously to accept the changes on the Dealing with Abusive, Persistent or Vexatious Complaints and place a copy on the website.

**134/23 INFORMATION EXCHANGE AND AGENDA ITEMS FOR THE NEXT MEETING**

A Cllr advised that there was lots of polystyrene being blown around Thompson's Lane, which is settling on the side of the road from CNC Polystyrene. The Council asked the Clerk to write to the company on the litter that they are producing.

A Cllr advised that there was lots of litter along Thompson's Lane and the traffic was terrible along Portsmouth Road during the holiday season, as residents are unable to get to their houses and individuals are driving dangerously overtaking the long queues on the road these issues are potentially due to the customers visiting Marwell Zoo. The Council asked the Clerk to write to Marwell Zoo on these matters.

Action:	By Whom:
Write to CNC and Marwell Zoo on litter and traffic	The Clerk

Cllr Chapman tendered his resignation from being a Cllr.

The Chair thank Cllr Chapman for all his hard work over the past 15 years.

**135/23 TO NOTE THE DATE FOR THE NEXT COUNCIL MEETING**

The next meeting will be held on Monday 11 March at 7pm.

72. 2023/ 2024  
FC. 12.02.24

There being no further business the meeting closed at 9:35pm

Chairman:

Date: