

**OWSLEBURY PARISH COUNCIL
MINUTES OF THE PARISH MEETING HELD ON
13th OCTOBER 2025
COMMENCING AT 7:00 IN THE OWSLEBURY PARISH HALL COMMITTEE ROOM**

Present: Parish Councillor Astrea Hurlock (in the Chair).
Parish Councillors Guy Baldwin, John Foster, Yassir Mahmood, and Paul Simmons

In Attendance: Juanita Madgwick (Clerk)

Also in Attendance: 11 members of the public were present.

67/25 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Mark Egerton

68/25 DISCLOSURE OF INTERESTS FOR AGENDA ITEMS

None

69/25 APPROVAL OF THE MINUTES OF THE PARISH COUNCIL MEETING ON 8 SEPTEMBER 2025

Councillors noted their acceptance of the Minutes of the Parish Council meetings held on 8 September 2025, and the Council **Resolved**, unanimously, that they were a true record.

70/25 PUBLIC QUESTIONS AND COMMENTS

Planning:

Woodland View:

The applicant spoke on the application, they already have a camp site at the site, and this application is for touring caravans and motor homes to be able to stay. They advised that they already had permitted development rights to have a campsite on this land.

A Neighbour spoke in support of this application they advised that this was good for their business.

A residents objected to the application due to the site being too small, there is no obvious drainage system due to the heavy clay ground and access to the area, as the sightlines are difficult getting out of the access point.

The Beeches:

The applicant advised that the application is basically the same as the one that they had already applied for, but they would like to put a room above the pool house to accommodate their parents.

Boyes Farm:

The applicant advised that they would be removing the cement render that is contributing to damp and deterioration of the fabric and will be replaced with a more sympathetic traditional lime render.

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The roof will be repaired and re-laid with the existing tiles. They are going to replace the windows with hardwood windows incorporating heritage detailing and slimline heritage double glazing.

Other Agenda Items:

None

71/25 PLANNING

a) PLANNING APPLICATIONS

25/01731/FUL (Winchester)	Woodland View Stables Portsmouth Road Fishers Pond Eastleigh Hampshire SO50 7HF
Proposal	Change of use of agricultural land to recreational for the purpose of providing a seasonal camp site (for no more than 60 consecutive days between 29 March and 31 August in any calendar year) for a maximum of 50 tents, motorhomes, and touring caravans at any one time.
PC Comment	Owslebury Parish Council strongly objects to this application for the following reasons: 1. Over-intensification and misleading site size making the application unsafe. The application states the site measures 1.3 hectares, yet aerial measurement using Googlemaps shows that only around 0.5 hectares of open grassland is actually available for pitching. Using standard fire-service guidance, each unit requires roughly 224 m² (8 m × 10 m plus 6 m spacing) To lawfully and safely accommodate 50 units therefore needs about 1.1 ha of clear land before circulation, parking and service areas are added, when including those essentials you would require about 1.4 ha. The claimed density is therefore unachievable within the available land and represents over-development even if the full 1.3 ha figure were accepted, it still falls short of the minimum operational space for 50 touring or mixed pitches. 2. Ecological loss and unauthorised clearance The provided Ecological report states that a “walkaround” took place however there is no photographic evidence, there is no badger report no bat report no surveys have been undertaken. Significant ground clearance and vegetation removal has already taken place prior to any planning consent. This pre-emptive activity undermines any ecological baseline and may have caused biodiversity loss. The Council should visit before considering the Ecological Impact Assessment and Biodiversity Net Gain metrics in consideration amongst other things that there is a probable need to break through a hedge onto the neighbouring land this would have a BNG impact. The application states there are trees adjacent to the site but there is no Arboricultural survey. 3. Drainage, wastewater and nutrient loading The name of the area literally translates as an much water (Marwell) the site is surrounded by above ground and underground water systems hence the Fishers Ponds, and it is soggy for many months of the year sometimes not drying up until late June. The site is within the Solent nutrient catchment. Given the area’s designation sensitivity, a nutrient neutrality assessment and surface-water management plan should be mandatory.

	4. Highway and access constraints The access track from the B2177 is narrow and unsurfaced. Exit and entry are via a layby and if there are lorries in the layby visibility is zero. The intensification to 50 caravans, tents and service vehicles would create conflict, congestion and turning hazards at the highway junction. The applicants' highways statement indicates an extra 104 car movements per day. There are no facilities on site and there is no pedestrian footpath. 5. Landscape and residential amenity The small, enclosed field lies within open countryside and adjoins residential and equestrian uses. Introducing 50 high-turnover tourist units would generate disproportionate noise, light pollution and visual intrusion, eroding the area's rural character and tranquillity. 6. Services There is no mention of the required electricity or water installations. 7. Need There is a fantastic well facilitated campsite opposite with 43 camping and caravan pitches. I therefore urge the Council to refuse planning permission for the site as the application is misleading and contradictory, it is not feasible because it is unsafe, it is over-intensive and ecologically damaging. The PC also requests that a site visit by a Planning Officer is undertaken to measure the exact site plan for the pitches and that the council Ecologist visit and consider the measurements in the provided ecological assessment for BNG and Arboriculture purposes. The PC also asks that this is considered at Committee.
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SDNP/25/03728/FUL	Warren Farm, Morestead Hill, Morestead, Hampshire, SO21 1JD
Proposal	Change of use of the remaining area of an agricultural building to B8 Storage and Distribution (part already in B8 use).
PC Comment	The Parish Council have no comment to make on this planning application

SDNP/25/03875/HOUS	The Beeches, Longwood, Owslebury, Hampshire, SO21 1LD
Proposal	Demolition of derelict outbuildings on site. Proposed 10m x 5m swimming pool within garden curtilage. Erection of single-storey pool house/gym and erection of single-storey three-bay garage/workshop/office (resubmission of SDNP/23/04626/HOUS & SDNP/23/04627/LIS to include amendments to the pool house/gym building)
PC Comment	The Parish Council have no comment to make on this planning application

SDNP/25/03876/LIS	The Beeches, Longwood, Owslebury, Hampshire, SO21 1LD
Proposal	Demolition of derelict outbuildings on site. Proposed 10m x 5m swimming pool within garden curtilage. Erection of single-storey pool house/gym and erection of single-storey three-bay garage/workshop/office (resubmission of SDNP/23/04626/HOUS & SDNP/23/04627/LIS to include amendments to the pool house/gym building)
PC Comment	The Parish Council have no comment to make on this planning application

SDNP/25/03920/HOUS	Boyes Farm, Whites Hill, Owslebury, Hampshire, SO21 1LT
Proposal	16no replacement windows with slimline double glazing, removal of existing render in east, south and west elevations and new lime render, repairs to existing roof including new felt and battens and reinstating existing clay tiles, and new roof insulation.)

PC Comment	The Parish Council have no comment to make on this planning application
SDNP/25/03921/LIS	Boyes Farm, Whites Hill, Owslebury, Hampshire, SO21 1LT
Proposal	16no replacement windows with slimline double glazing, removal of existing render in east, south and west elevations and new lime render, repairs to existing roof including new felt and battens and reinstating existing clay tiles, and new roof insulation.)
PC Comment	The Parish Council have no comment to make on this planning application

b) PLANNING DECISIONS

SDNP/24/04089/HOUS	Stoneycroft, Hensting Lane, Owslebury, Hampshire, SO21 1LE
Proposal	For the demolition of an existing detached timber annexe and the construction of a replacement detached oak framed annexe
Decision:	Approved
SDNP/25/03462/OHL	Land Opposite Magnolia Hensting Lane Owslebury Hampshire
Proposal	Alter the supply of electricity to FDB201 Field Magnolia Hensting Lane, Owslebury, Winchester, Hampshire, SO21 1LE. In order to provide the supply, we are required to install a new pole in the position located on the plan. This work that is considered to be exempted from the Electricity Act 1989 by falling within the Overhead Lines (Exemption) (England and Wales) Regulations 2009.
Decision:	Raise No Objection
SDNP/25/03337/PNCOUF	Whites Hill Stables Whites Hill Owslebury Hampshire SO21 1GA
Proposal	The proposal relates to the L-shaped agricultural building (circa 1998), which is physically and functionally separate from the newer stable block on the site. The proposal seeks the change of use for 116 m2 of this building's floorspace. The remainder of the building will be retained in its existing agricultural use.
Decision:	Raise No Objection
SDNP/25/02947/DCOND	The Beeches Longwood Owslebury Hampshire SO21 1LD
Proposal	Discharge of conditions 3 and 4 of planning consent SDNP/23/04327/LIS.
Decision:	Approved
SDNP/25/02817/DCOND	The Beeches Longwood Owslebury Hampshire SO21 1LD
Proposal	Discharge of conditions 3, 9 and 10 of planning consent SDNP/23/04326/HOUS
Decision:	Approved
SDNP/25/03308/HOUS	Sweetbriar Farm Whaddon Lane Owslebury Hampshire SO21 1JJ
Proposal	(Amended proposal and plans 18/08/25) Proposed First Floor Side Extension
Decision:	Approved
SDNP/25/03226/HOUS	Woodlocks Down Farm Whitehill Upham Hampshire SO32 1JN
Proposal	Two-storey side extension, to the East
Decision:	Approved
SDNP/25/03712/DCOND	Old Green Farm Whites Hill Owslebury Hampshire SO21 1LT
Proposal	Discharge of condition 3 of planning consent SDNP/23/04050/FUL
Decision:	Approved

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72/25 RECEIVE THE COUNTY AND DISTRICT COUNCILLORS REPORT

The Clerk had circulated the District Councillors report, which included an update on the Local Government Reform, places of sanctuary and rural transport, to all prior to the meeting, which was received and noted (Appendix 1).

The County Councillor advised that all submissions are in for the Local Government Reform, Gosport actively did not submit a proposal and the Isle of Wight were late to submit their proposal, so it was not accepted. It is expected that a consultation on these proposals in the coming months.

Cllr Williams advised that the County Councillor Grant Scheme is back and there will be money available for new projects (between £4 - £8K). The form will be available online soon.

It has been decided that the Mayor that is elected next year will be responsible for funding transport.

The District Councillors advised that they had, had a meeting with the public transport group in Hampshire, where they had admitted that the local busses in the Owslebury area are fully funded by the County Council. The District Councillors would like present useful data on what local residents want regarding local busses to the Mayor when public transport gets passed to them and asked the Parish Council if they would like to survey their residents. The Council agreed that it would be good to get the residents thoughts on the local bus and pass the results to the District Councillors.

73/25 RECEIVE AN UPDATE FROM GROWS

Cllr Simmons gave a verbal update on GrOws; he advised that OWLS had launched today (Owslebury Wild Learners) at the school. They had an Owl display from the reptile centre. More volunteers are needed for this venture.

The next Climate Café in November is on the future of plastic. There are going to be changes in the pub garden as some plots will become available soon as a resident is giving up some plots as they are moving out of the village.

The repair café was a success 61 items were repaired and only 2 items were unrepairable. Our MP Danny Chambers came to the repair café. All the feedback from the repair café was positive. The dates for the repair cafes next year are: 28/02, 25/04, 27/06 and 120/10/26.

Upham is hosting their first repair café soon which GrOws have helped to kick start.

74/25 RECEIVE AN UPDATE ON THE COMMUNITY SHOP

The Clerk had circulated a report on the community shop meeting that had been held and the progress that they were making to all prior to the meeting (Appendix 2).

The Clerk advised that the community shop group had met recently and there had been discussions on how to move the project forward, such as using the pub car park to site a container as a shop as it was felt that the room in the parish hall maybe too small. However, none of the group had the capacity to take on this role. Therefore, there was discussion on advertising locally for volunteers to take on the role as the steering group chairman. If this was not possible then the group would disband.

The group had come up with an idea to open a community café in the pub. The pub currently opens at 12pm and the idea would be to open at 8:30am to serve coffee, tea, soft drinks and cake. This would be staffed entirely by volunteers. A member of the group would speak to the Ship and ask if

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they would be on board with the idea and another member of the group was going to write a business plan for the landlord and Green King.

75/25 TO DISCUSS COMMUNITY ENGAGEMENT

The Clerk had circulated a report on community engagement which included a review of the newsletter distribution, getting feedback from the community on the Parish Council, reaching more residents and support for the Clerk to all prior to the meeting (Appendix 3).

The Clerk advised that she had done a comparison against the addresses in the village and those that have the Newsletter delivered to them and it showed that most of the houses in the Portsmouth Road, and Lower Upham area were not receiving the Newsletter. There was discussion on how to reach these residents, there was a suggestion to post out the newsletter to them with a personal letter from the council with all the ways they can keep up to date with what's happening in the village. The ACSO suggested that he could hand deliver the newsletter and this would also raise his profile in this area of the village. The Council felt that this would be a great idea and asked the ACSO to deliver the newsletters.

There was discussion on utilising a local company to raise the profile of the Council. Their responsibilities would include managing Facebook, OIS, and Instagram, Promoting council meetings, local events and facilities in the village, assist with Newsletter, help maintain the website for the Parish Council and other groups and contact local community groups, pub, school to establish better relationships.

The Council **Resolved** unanimously in accordance with section 142 of the Local Government Act 1972, to authorise the Parish Clerk, under delegated powers to appoint a suitable contractor to carry out publicity and communications work designed to raise public awareness of the Parish Council's activities and community services with a budget of £273.00 per month and to report progress to the next meeting.

76/25 HIGHWAYS

a) RECEIVE AN UPDATE ON THE BEECH GROVE PATHWAY IMPROVEMENTS

The Clerk had circulated a report on the Beech Grove pathway improvement to all prior to the meeting (Appendix 4).

The Clerk advised that the landowner's solicitor had, had no further instructions from landowner. The Council asked the Clerk if the landowner's solicitor could ask the landowner if they still wished to gift this piece of land.

Action:	By Whom
To write to landowners solicitor to see if they still wish to gift the land	The Clerk

b) RECEIVE A REPORT ON THE VILLAGE GATE

The Clerk had circulated a report on the Village Gates which included reaching out the Hampshire Highways and correspondents with another Parish Council (Appendix 5).

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The Clerk advised that she had contact Hampshire County Council as stated on their website but had not received a response from them on what process needed to be gone through to install village gates. The Council asked the Clerk to contact the County Councillor to help.

Action:	By Whom:
To contact the County Councillor to help on this matter	The Clerk

77/25 OPEN SPACES, RECREATION AND PLAYGROUNDS

a) RECEIVE AND NOTE THE PLAYGROUND INSPECTION

The Clerk had circulated the playground inspection to all prior to the meeting (Appendix 6).

The Council received and noted the playground inspection.

b) AGREEMENT ON THE TERMS OF REFERENCE FOR THE PAVILION COMMITTEE AND THE PARISH COUNCIL

The Clerk had circulated the Terms of Reference for the Pavilion Committee to all prior to the meeting (Appendix 7).

The Chairman proposed that the Council set up a Pavilion Committee which will meet once a quarter, with its own budget.

The Council **Resolved** unanimously for the Parish Council to set up a Pavilion Committee and agreed to the Terms of Reference and for Owslebury Parish Council, in accordance with Sections 101 and 102 of the Local Government Act 1972, delegates authority to the Pavilion Committee as follows:

1. **Expenditure:** To approve and authorise expenditure from the ring-fenced pavilion and Sports Facilities budget, within the sums agreed by Full Council and subject to the Councils Standing Orders and Financial Regulations.
2. **Contracts:** To invite and consider quotations or tenders, and to award contracts for works or services relating to the Pavilion and Sports Facilities project, provided that all procurement follows the Councils Financial Regulations and any statutory requirements.
3. **Reporting:** To report all decisions and expenditure to the next available meeting of the Full Council by way of draft minutes.
4. **Limits:** Any expenditure which would exceed the total approved budget, or any variation to the scope of the project, shall be referred to the Full Council for decision.
5. **Membership:** The Committee shall consist of at least 5 Councillors appointed annual at the Annual General Meeting. Non-councillors may be invited to attend in an advisory capacity but shall not have voting rights.

This delegation shall remain in force until varied or revoked by resolution of Full Council and shall be reviewed annually at the Annual Council meeting.

Councillors, Hurlock, Egerton, Simmons, Mahmood and Balwin agreed to be on the Pavilion Committee.

c) DISCUSS WHERE TO PLACE THE WW1/2 TOMMYS IN THE VILLAGE

The Council **Resolved** to place the Tommy's next to the War Memorial in the Glebe Field.

d) AGREEMENT ON IF THE PARISH COUNCIL SHOULD MARK THE WW1/2 TOMMYS WITH A REMEMBRANCE EVENT

The Council **Resolved** to hold an unveiling ceremony on Monday 3rd November at 11am, where the silhouettes would be blessed and to invite the school children and all residents and to purchase a remembrance wreath from a local florist up to the amount of £50.00 under the power of the Local Government Act 1972 Section 137.

Cllr Simmons, the ACSO would liaise with the Church to organise the event.

78/25 RIGHTS OF WAY

a) AGREEMENT TO BUY A LECTERN FOR THE MONARCHS WAY SIGN

The Clerk had circulated the cost to buy a lectern for the Monarchs way sign to all prior to the meeting (Appendix 8).

The Council considered all the quotes.

The Council **Resolved** to purchase the lectern from NBB Recycling at the cost of £570.00.

79/25 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 Mahmood and Councillor Simmons to finish the payment process.

Payments:

PAYMENTS	Amount (£)	Payee	Payment Type
95	445.80	Royal Mail - PO Box Renewal	YM/PS
96	131.25	ADH Printing - Newsletter	YM/PS
97	180.00	S Comley - Grass Cutting Aug	YM/PS
98	36.00	CPRE -Subscription	
99	250.00	Grant - CAB	
100	300.00	Grant - Morestead Church	
101	7.63	3 Phone	DD
102	36.00	SLCC - Training	
103	96.00	AVA Recreation - Playground Inspection	
104	398.00	British Legion - 2 x Tommy	CC
105	889.00	Live 4 Soccer - Football Goals	YM/PS

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106	4.67	Bank Charges	DD
107	131.40	Phil Space - Toilet	
108	83.00	Sentry Storage	
109	29.01	OPHMC - Meeting Expense	NOT PAID AS USING UP CREDIT NOTE
110	549.80	Clerks Salary	SO
111	177.93	HMRC	
112	59.25	Clerks Expenses	
113	6.00	IONOS Basic Fee	DD
114	3.60	IONOS - Managed Word Press	DD
115	75.00	S Comley - Grass Cutting Sep	

Receipts:

Voucher	Amount (£)	Payee	
RECEIPTS			
18	0.58	Cashback Credit Card	
19	161.57	CCLA Interest	
20	25.00	Glebe Field - Invoice 19	

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

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

c) REVIEW THE ACTUAL BUDGET FOR THE SECOND QUARTER OF 2025/26 INCLUDING THE STATEMENT OF VARIANCE

The Clerk had circulated the budget for the second quarter and the statement of variance, to all prior to the meeting (Appendix 9).

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

d) CONSIDERATION OF THE DRAFT BUDGET FOR 2026/27

The Clerk had circulated the draft budget to all prior to the meeting (Appendix 10).

There was some discussion on the draft budget. As the Pavilion committee had been set up with delegated powers the Clerk advised that a draft budget for the committee would need to be prepared. Therefore, the Council asked the Clerk to draft a budget for the committee for the next meeting.

Action:	By Whom
To prepare a draft budget for the Pavilion Committee	The Clerk

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e) CONSIDERATION OF A GRANT OF £200 TO THE OWSLEBURY FRIDAY CLUB

The Clerk advised that the Owslebury Friday club had requested a grant for £200.00 towards petrol for their upcoming outings.

The Council **Resolved** unanimously to grant £200.00 to The Owslebury Friday Club for petrol for their outings.

f) CONSIDERATION AND AGREEMENT OF THE COUNCILS RESPONSE TO THE BOTLEY NEIGHBOURHOOD PLAN CONSULTATION

The Clerk had circulated Botley's Neighbourhood Plan consultation to all prior to the meeting (Appendix 11).

The Council **Resolved** not to comment on Botley's Neighbourhood Plan consultation.

g) REVIEW AND APPROVE THE COMPLAINTS POLICY

The Clerk had circulated the Complaints Policy to all prior to the meeting (Appendix 12).

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

h) REVIEW AND APPROVE THE EQUALITY AND DIVERSITY POLICY

The Clerk had circulated the Equality and Diversity Policy to the Parish Council to all prior to the meeting (Appendix 13).

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

i) REVIEW AND APPROVE THE DOCUMENT AND RETENTION POLICY

The Clerk had circulated the Document and Retention Policy to the Parish Council to all prior to the meeting (Appendix 13).

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

80/25 TO PASS 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 QUOTATIONS

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

81/25 REVIEW THE QUOTES FOR A REBOUND NET

The Council **Resolved** to purchase a rebound net from quote 1.

82/25 INFORMATION EXCHANGE AND AGENDA ITEMS FOR THE NEXT MEETING

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The ACSO spoke about fly tipping in the village and that he had caught more vehicles fly tipping and they had been reported to Winchester City Council fly tipping team who were investigating them. The ACSO advised that he had several cameras around the village at anyone time hoping to catch people fly tipping.

The ACSO advised that he was getting the lock fixed at Red Lane as it had been broken off.

83/25 TO NOTE THE DATE FOR THE NEXT COUNCIL MEETING

The next meeting will be held on Monday 11 November at 7pm in the parish hall

There being no further business the meeting closed at 9.00pm.

Chairman:

Date:

DRAFT