

**OWSLEBURY PARISH COUNCIL
MINUTES OF THE PARISH MEETING HELD ON
10th NOVEMBER 2025
COMMENCING AT 7:00 IN THE OWSLEBURY PARISH HALL**

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

In Attendance: Juanita Madgwick (Clerk) District Cllrs Neil Bolton and Jerry Pett

Also in Attendance: 1 member of the public was present.

84/25 APOLOGIES FOR ABSENCE

Apologies were received and accepted from County Cllr Williams

85/25 DISCLOSURE OF INTERESTS FOR AGENDA ITEMS

Cllr Foster declare an interest in Planning Application SDNP/25/04273/CND – Long Ash.

86/25 APPROVAL OF THE MINUTES OF THE PARISH COUNCIL MEETING ON 13 OCTOBER 2025

Councillors noted their acceptance of the Minutes of the Parish Council meetings held on 13 October 2025, and the Council **Resolved**, unanimously, that they were a true record.

87/25 CONSIDERATION OF THE APPLICATIONS FOR THE CLLR VACANCY AND APPOINTMENT OF THE CANDIDATE VIA THE CO-OPTION PROCESS

The application form to be considered for co-option from a resident had been circulated to all Cllrs prior to the meeting.

At the meeting, the candidate was given the opportunity to introduce themselves and to answer questions from Cllrs.

It was **Resolved** by a unanimous vote to co-opt Chris North as a Cllr.

After signing their Declaration of Acceptance of Office, Cllr North took their place as Cllrs at the meeting.

88/25 PUBLIC QUESTIONS AND COMMENTS

Planning:

None

Other Agenda Items:

None

89/25 PLANNING

a) PLANNING APPLICATIONS

Cllr Foster left the meeting

SDNP/25/04273/CND	Long Ash, Pitcot Lane, Owslebury, Hampshire, SO21 1LR
Proposal	Condition Number(s): condition 4 removal; Condition 4 states "The additional annexe accommodation hereby permitted shall not be occupied at any time other than for purposes ancillary to the residential use of the existing dwelling"
PC Comment	The Parish Council Stand by its original comment in 2018: The Council are uncomfortable with the planning application and wish to make sure that the separate house in the garden is kept attached to the house and that a condition is attached to the application that the house is unable to be sold as a separate entity and that the house is not to be made larger in the future.

Cllr Foster returned to the meeting

SDNP/25/04410/NMA	Boomtown Festival UK Ltd and Matterley Farm
Proposal	Non-Material Amendment of SDNP/24/05303/FUL - Amend the wording of the decision notice to remove the following wording: 'for a temporary period expiring on 31 December 2025'.
PC Comment	

b) PLANNING DECISIONS

SDNP/25/03245/DCOND	Rowhay Farm Bungalow Roughay Lane Upham Hampshire SO32 1JP
Proposal	Discharge of condition 3, 4, 8, 13 and 14 of planning consent SDNP/22/05799/FUL.
Decision:	Approved

SDNP/25/02708/FUL	Tree Tops Restaurant Marwell Zoological Park Thompsons Lane Owslebury Hampshire SO21 1JH
Proposal	(Location given as - Kids Love Nature Kindergarten) 2 X LINKED CLASSROOM DOMES TO SERVE THE EXISTING KINDERGARTEN
Decision:	Approved

SDNP/25/03426/HOUS	2 Hyde Cottages Fawley Lane Morestead Hampshire SO21 1NA
Proposal	(AMENDED PROPOSAL AND PLANS 08.10.25) Single storey side extension
Decision:	Approved

SDNP/24/02484/DCOND	Victoria Park Baybridge Lane Owslebury Hampshire SO21 1JN
Proposal	discharge of conditions 3, 4, 5 and 6 of planning application SDNP/23/03503/HOUS
Decision:	Approved

90/25 RECEIVE THE COUNTY AND DISTRICT COUNCILLORS REPORT

The Clerk had circulated the District Councillors report, which included Hampshire Hospitals five year plan, grant information and sustainable travel to all prior to the meeting, which was received and noted (Appendix 1).

44. 2025/ 2026

FC.10.11.25

The district Cllrs advised that the Hospital consultation will come to end this week. It was advised that the new hospital had already got approval but will not be built until 2037.

They advised that that the County Councillors grant was now open and Cllr Williams had money available for Owslebury. There was some discussion on what the council would like, and they thought the new trail cams for the ACSO.

The council asked the Clerk to contact the County Councillor on how to apply for the grant.

91/25 RECEIVE AN UPDATE FROM GROWS

Cllr Simmons gave a verbal update on GrOws; he advised that some of the GrOws team had gone to the Veolia recycling site, they had a fantastic time it was very interesting. They visited the recycling and non-recycling centre.

The Climate Café is being held next Monday at 7pm. There will be on the future of plastic and how Owslebury residents can retrofit their houses to be more climate friendly.

Tomorrow the second remembrance service will be held where the children from the school will be scattering poppy seeds along the side of the fence in the Glebe field, which they hope will flower next year. The school have also made poppies to put by the memorial.

92/25 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 2).

The Clerk advised that she had contacted the landowner's solicitor after the discussion from last months meeting. They advised that they will contact the landowner to see if they still wished to go ahead with donating the land. They will let the council know once they have a response.

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 correspondent with another Parish Council (Appendix 3).

The Clerk advised that she had been given a direct contact within Hampshire Highways and had contacted them, they had responded with all the information that is necessary to apply for the installation of the gates. The next step is to agree where the gates should be situated in the village.

The Clerk had suggested that one set should be installed by the sports field in Longwood road and one in Whaddon Lane. Once decided the Clerk would send them to HH and they would assess the sites for suitability.

The Council **Resolved** unanimously to ask to site the gates by the sports field in Longwood Road and by the 30mph sign on Whaddon Lane.

c) RECEIVE A REPORT FROM CLLR FOSTER ON HIGHWAYS

Cllr Foster advised that he is still having problems with downloading the data from the SID so is unable to compile a report.

d) DISCUSS TRAFFIC CALMING IN THE VILLAGE

45. 2025/ 2026

FC.10.11.25

The Clerk advised that she had received several emails regarding speeding traffic in the village and that several cats had been run over in recent weeks. Residents would like to know how they can help the Parish Council combat this problem.

The Clerk advised that she had responded that the PC have a speedwatch group if they wanted to join. The Clerk advised that she had sent out an OIS with the speedwatch poster on it and the Newsletter had run the poster too but so far, no more volunteers had come forward.

The council asked if the ACSO could run speedwatch 2 hours a week. The council asked the Clerk to check if the ACSO could train to be a speedwatch volunteer and go out regularly as part of his hours to be more visible to cars.

The council asked the Clerk to send out comms on speedwatch again.

Action	By Whom
Ask the ASCO to train to be a speedwatch volunteer	The Clerk
Send out speedwatch comms	

e) AGREEMENT ON APPLYING FOR THE COMMISSIONERS EMERGING NEEDS FUND FOR ROAD SAFETY FOR A NEW SID

The Clerk had sent the information on the Commissioners Emerging Needs Fund to all prior to the meeting (Appendix 4).

The Council **Resolved** unanimously to apply for the Commissioners Emerging Needs Fund for a new SID and laptop to store the data.

93/25 OPEN SPACES, RECREATION AND PLAYGROUNDS

a) AGREEMENT TO APPLYING FOR THE PARISH COUNCIL BUS SHELTER GRANT SCHEME FOR A NEW BUS SHELTER AT LONGWOOD ROAD

The Clerk had circulated the information on the Bus Shelter grant to all prior to the meeting (Appendix 5).

The Council **Resolved** unanimously not to apply for a grant for a new bus shelter at Longwood Road, due to the potential works at the sports ground.

94/25 RIGHTS OF WAY

a) CONSIDERATION OF THE DRAFT ACTIVE TRAVEL NETWORK PLAN AND AGREE TO THE COUNCILS RESPONSE

The Clerk had circulated the draft Active Travel Network Plan to all prior to the meeting (Appendix 6).

The Council **Resolved** unanimously not to comment on the plan but ask if there is any funding for resurfacing of footpaths/ bridleways specifically Water Lane.

95/25 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
116	1,187.82	Swanmore PC	
117	7.63	3 Phone	DD
118	195.00	WCC - Dog Bins - Q2	YM/PS
119	169.75	IONOS - Basic Fee for Year & Web Hosting for month	DD
120	18.00	P Simmons - Keys for Notice Board	
121	4.25	Bank Charges	DD
122	660.72	Grass & Grounds - Insallation of Goal Posts	
123	100.28	Grass & Grounds - Grass Cutting pitch	
124	166.80	Grass & Grounds - Line Marking	
125	149.99	Rebound Net	CC
126	6.00	IONOS - Basic Fee	DD
127	83.00	Sentry - Storage	
128	135.78	Phil Space - Toilet	
129	624.00	Clerk Salary	SO
130	210.45	HMRC	
131	13.50	Clerks Expenses	
132	102.01	Meeting Expenses	NOT PAID USING UP CREDIT NOTE

Receipts:

Voucher	Amount (£)	Payee	
RECEIPTS			
25	1.88	Cashback Credit Card	
26	148.87	CCLA Interest	
27	299.94	Repair Café Donations	

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

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

d) CONSIDERATION THE FULL COUNCIL DRAFT BUDGET FOR 2026/27

The Clerk had circulated the Full Council draft budget to all prior to the meeting (Appendix 7).

There council were happy with the budget but asked the Clerk to bring it to the December meeting to approve.

e) CONSIDERATION OF THE PAVILION COMMITTEE BUDGET FOR THE FINANCIAL YEAR 2026/27

The Clerk had circulated the draft Pavilion budget to all prior to the meeting (Appendix 8)

The council were happy with the budget but asked the Clerk to bring it to the December meeting to approve.

f) AGREEMENT TO GRANT £155 TOWARDS THE HEALTH, WELL-BEING AND DRUG PREVENTION DAY AT OWSLEBURY SCHOOL FROM WESSEX LIFE EDUCATION

The Clerk had circulated a letter from Wessex Life Education towards the well-being day at Owslebury School to all prior to the meeting (Appendix 9)

The Council **Resolved** unanimously to grant £155.00.00 to Wessex Life Education for the Health, Well-Being and Drug prevention day at Owslebury School.

g) REVIEW AND APPROVE THE DIGNITY AT WORK POLICY

The Clerk had circulated the Dignity at Work Policy to all prior to the meeting (Appendix 10).

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

h) REVIEW AND APPROVE THE GENERAL PRIVACY NOTICE

The Clerk had circulated the General Privacy Notice to the Parish Council to all prior to the meeting (Appendix 11).

The Council **Resolved** unanimously to approve the General Privacy Notice and place a copy on the website.

i) REVIEW AND APPROVE THE TRAINING AND DEVELOPMENT POLICY

The Clerk had circulated the Training and Development Policy to the Parish Council to all prior to the meeting (Appendix 12).

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

48. 2025/ 2026

FC.10.11.25

96/25 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 STAFF

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

97/25 RECEIVE A REPORT FROM THE CLERKS ANNUAL APPRAISAL AND AGREEMENT OF THE PROPOSAL IN THE PRIVATE AND CONFIDENTIAL REPORT

The Council discussed the Clerks appraisal.

The Council **Resolved** unanimously to increase the Clerks salary by 1 point on the NALC paycales.

98/25 INFORMATION EXCHANGE AND AGENDA ITEMS FOR THE NEXT MEETING

A councillor asked the Clerk to put out comms on reporting potholes and why it needs to be reported online.

A councillor advised that she had been contacted about a 10K run next year going through Owslebury.

A councillor asked the Clerk to send out some comms to remind neighbours when they are having fireworks.

99/25 TO NOTE THE DATE FOR THE NEXT COUNCIL MEETING

The next meeting will be held on Monday 8 December at 7pm in the parish hall

There being no further business the meeting closed at 8.25pm.

Chairman:

Date: