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MEON VALLEY WARD – WINCHESTER DISTRICT COUNCILLORS' UPDATE

DECEMBER 2025

Local Government Reorganisation – The saga of LGR continues. The Minister has now accepted all the submitted options for future unitary authorities as meeting the criteria set and has now put all of them out for consultation. Whilst every individual is welcome to take part in the consultation it has been made clear that significantly greater weight will be placed on submissions by those on its list of 'named consultees', such as the present county, district and unitary authorities, the health, education and emergency authorities. Nonetheless each Parish Council should actively consider whether they wish to make their own representation.

As a reminder, there are essentially two alternative proposals, one submitted by Hampshire County Council together with East Hampshire District Council, the others developed jointly by 12 of the District and Unitary authorities, including Winchester City Council. The fundamental discriminator is whether, aside from expanded Portsmouth and Southampton based authorities, there should be one or two other mainland unitary bodies. The HCC/EHDC submission proposes Winchester being linked with the present district authorities of Basingstoke & Deane, East Hampshire, Rushmoor (ie Aldershot and Farnborough) and Hart (ie Hartley Wintney and Fleet); the consortium's submission proposes Winchester being linked with Test Valley, East Hampshire and possibly New Forest District. The consultation is open until 11 Jan 26 and can be found here:

<https://www.gov.uk/government/consultations/local-government-reorganisation-in-hampshire-isle-of-wight-portsmouth-and-southampton>

Finally on this, you will have read that the current Government has decided to abolish the posts of Police & Crime Commissioners from the end of incumbents' current term in 2028. In our area, the role of the PCC will instead become part of the remit of the future Mayor.

Buses in Winchester District – In an attempt to mitigate its decision to withdraw funding from the majority of its contracted rural bus services and on-demand 'shared taxi' schemes, the County Council has contracted a new service named 'Connect Winchester'. Residents will likely have seen a Royal Mail-delivered leaflet promoting the service. It seems a little ambitious that on Wednesdays it is dedicated to meeting the travel needs of both the Upper Meon Valley and Alresford & Itchen Valley Wards for travel to Winchester between 0915 and 1445 that day, using a single vehicle. Given the support we have recently been giving to promotion of the Meon Valley Community Bus, reliant on its team of wholly volunteer drivers, it is also a little galling that Connect is delivered by a non-for-profit charity that nonetheless pays its staff. While welcoming any new service, we will be questioning the efficacy and value of this one.

Meanwhile, the software to enable you and your parishioners to upload their ideal public transport needs is still awaited, but promised to be delivered by the end of the year. This will enable us to gather useful data to inform the debate on how the future Hampshire/Solent Mayor might use their devolved powers in designing a more effective public transport plan for the region.

Speed Nuisance - The Hertfordshire Police and Crime Commissioner appears to have a similar noise nuisance problem on the roads around the edge of the City of St Albans. The solution currently being trialled there uses Section 59 of the Police Reform Act 2002 covering “vehicles used in manner causing alarm, distress or annoyance”. This gives police the power to seize an offender’s vehicle if they persist in causing ‘nuisance’ after a first warning. A scheme, using acoustic cameras, went live at the end of the summer with the aim of reducing noise nuisance on parts of the A405 and A414 dual carriageways where there have been repeated incidents of cars and bikes gathering at a coffee shop then ‘racing’ along those roads at night – a scenario we recognise! The Hertfordshire Constabulary website states that:

"Drivers caught exceeding [the legal] noise limits will receive educational warning letters, with repeat offenders facing Section 59 warnings, which could result in their vehicles being seized if caught for a second time."

The Hertfordshire PCC has committed up to £23 825 to the scheme, a bargain compared to the £677 000 committed to the A32/A272 schemes back in 2022/23. We will be encouraging our own PCC, who has previously expressed willingness to use acoustic technology if proven, to learn from the trial and take a view on the potential for a similar scheme here.

Finally – As the ground rush towards the seasonal festivities gathers pace, our sincere thanks to all of you for welcoming us into your communities through the past year. May we both wish you, your families and all of your parishioners a very happy and peaceful Christmas and a successful 2026!

Neil Bolton
Jerry Pett

MEETING REPORT: Twyford 10K
DATE: 8 December 25
WRITTEN BY: The Clerk
AGENDA ITEM: 107 (a)

I have received the following email regarding the Twyford 10K. They would like the councils approval to race through the village. The race will be on Sunday 8th February and start at 9:30am.

Hi

I wanted to reach out to you about a 10k race we are organising on Sunday 8th Feb, 2026, on behalf of Twyford St Mary's school PTA. The race will start in Hunter park, Twyford, running up to Owslebury via water lane, then past the Ship, pub, turning left on the Main Road, then left again opposite the Church on to The Pilgrims way, across Hensting lane and back up in to Twyford again (course map attached).

Where possible (and practical) we are trying to avoid a road closure as there are only a maximum of 300 runners expected, and the race timings (gun start at 9:30am) are such that we are hoping the roads are likely to be very quiet during the race thereby minimising disruption to motorists and ensuring the safety of runners. We are planning on having Marshalls throughout the course, with two stations being in Owslebury (at the conclusion of Water Lane where we propose to provide runners with water, And the beginning of the Pilgrims Trail). We will have a sweeper at the back of the race taking down signs, and Marshalls will be collecting any discarded litter that might be found following the race.

I was hoping for yours, and the parish's blessing for the race to run through Owslebury, and if there are any other considerations you would like us to be aware of whilst running through your parish. We are also keen to work specifically with any stables and associated horse riders as most of our run route is on public bridleways so again, any support in identifying these would be fabulous.

Looking forward to hearing back,

MEETING REPORT: Defibrillator
DATE: 8 December 25
WRITTEN BY: The Clerk
AGENDA ITEM: 108 (a)

At the meeting in September OMCA asked the Councils opinion on where to site an additional Defibrillator and the council agreed that the sports ground would be a good place to site one.

However, since the pavilion site does not have mains electricity for the foreseeable future, OMCA asked the ASCO to advise where the next defibrillator should be sited and they stressed the importance of it being located very near to a main road as well as being near to either a public or private electricity supply. Looking at the current defibrillator locations, they have suggested that the Baybridge area and Whaddon Lane at the Marwell end would be the next locations to consider.

OMCA would be happy to provide an electricity source for a defibrillator on the corner of Baybridge Lane and Lower Baybridge Lane and they suggest that the area between Marwell House and Marwell Farmhouse could also be a suitable location where there are electric gates to private properties nearby, if either of the property owners would be agreeable to allow the mains connection.

OMCA have asked if the Parish Council could purchase the Defibrillator and OMCA would give the Council a grant for it.

The ACSO also mentioned that the current defibrillator box outside the village hall is in poor condition as the box is no longer waterproof OMCA would be prepared to contribution for this as well.

Owslebury Parish Council
2025/26

PAYMENTS	Amount (£)	Payee	Payment Type
133	200.00	Grant for Friday Club	YM/PS
134	1,266.21	Swanmore PC	YM/PS
135	407.37	M Juggins - Xmas Lights	YM/PS
136	72.21	J Kamen - Xmas Lights	YM/PS
137	7.63	3 Phone	DD
138	155.00	Grant Life Education Wessex	
139	59.99	Net Nerd - Hosting	CC
140	24.00	Net Nerd - Domain Renewal	CC
141	30.00	Sweetbriar Flowers - Poppy wreath	YM/PS
142	10.79	Sweetbriar Flowers - Poppies	YM/PS
143	3.60	IONOS - Wordpress	DD
144	1,449.36	Pro Vision	
145	4.25	Bank Charges	DD
146	300.17	Grass and Grounds - Grass cutting & Pitch Marking	
147	64.20	HALC - Training	
148	83.00	Sentry Storage	
149	6.00	IONOS - Hosting	DD
150	131.40	Phil Space - Toilet	
151	107.00	Monica Tudor - Repair Café Thnk you	
152	126.00	Monica Tudor - Zero Waste Bags	
153	129.99	McAfee	CC
154	58.62	Meeting Expenses	Only paying 57.12 as using up credit note
155	1,018.92	Swanmore PC	
156	273.00	EM Arts	
157	559.00	Clerks Salary	
158	182.77	HMRC	
159	242.53	J Kamen - Xmas Lights	

Voucher	Amount (£)	Payee	
RECEIPTS			
28	153.13	CCLA Interest	
29	0.75	Cashback Credit Card	
30	270.00	Hampshire County Counlliors Grant	
31	40.00	Sport Field - Invoice 21	

Chairman:

Date:

RFO:

Date:

Bank and short term deposit balances/bank reconciliaton

1. BANK BALANCES

30/11/2025

CASH BOOK BALANCE	£	£
Balances 1st April 2025		62,981.59
income		52,226.89
expenses		-58,833.90
CASH BOOK BALANCE		56,374.58
add o/s payment		4,977.08
Less OPHMC Credit note		
less o/s receipts		
Control total		61,351.66
BANK STATEMENTS		
Treasurers account	61,351.66	
Business 30 Day notice	0.00	
Business Instant access	0.00	
Per bank statements		61,351.66
Difference		-0.00

2. SHORT TERM DEPOSIT

CCLA	45,000.00
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3. TOTAL OF BANK AND SHORT TERM DEPOSITS	101,374.58
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Local Council Award Scheme						50			150		150			
Defib								150	300		300		300	300
Bank Charges						4		120	51		51		60	65
Storage Costs									720		880		915	990
General Maintenance														
Grass Cutting	1,620	1,860	2,615	1,495	2,005	1,750		2,500	2,500		2,500		2,500	2,500
Dog Waste Collections	660	885	660	585	585	780		700	780		780		780	780
Play Area Repairs & Inspections	667	2,185	79	1,079	6,312	1,426		3,000	4,900		3,000		3,000	3,000
General Maintenance / Repairs	216	265	261	316	411	0		500	500		500		500	500
Tree Works			2,150	320	0	650		500	1,225		500		1,500	500
Lengthsman scheme		56	56	0		0								
Community Assets Maintenance			1,012	1,240	0	332		1,500	1,500		1,000		1,500	1,500
PAT Testing											100			
Subscriptions														
Hampshire Association of Local Councils (HALC)	280	270	294	296	351	336		350	426		450		470	510
Society of Local Council Clerks (SLCC)				230	139	144		150	150		150		170	210
Winch. District Ass'n o Local Councils														
Hants. Playing Fields Association	40													
Council for Protection of Rural England (CPRE)	36	36	36	36	36	36		36	36		36		36	36
Information Commissioner	35	35	35	35	35	35		35	47		50		50	50
Parish Online	75	75	75		75	75		75	75		75		75	75
Survey Monkey			320											
Canva											100		100	100
Grants														
St Andrew's Church	400	525		400	1,000	1,695		2,000	2,000		2,000		2,000	2,000
Morestead Church	200	200	200		200									
Owslebury Newsletter				100	150									
Christmas Lights														
Winchester CAB	250	250	250	250	250									
OMCA		240		500										
Hampshire Archive			200											
OMPHC			850											
ADD	3,890													
OSCC	100			200										
Hampshire & Isle of Wight Trust	100													
Winchester Villages Trust					32									
Life Education Wessex					100									
Bishops Waltham Mens Shed														
Community Projects														
Speed Sign	3,200	58									3,500			
Bollard for Footpath 31		292												
Red Lane Re surfacing		850												
Topography Survey & Desgin Beech Grove			2,289											
Affordable Housing Survey				300										
Notice Board				1,357										
Play Area Painting						680								
Benches (Glebe Field) x 3					279									
Footpath Improvement (Beech Grove)					5,238	0								
Coronation					409									
Repainting of Telephone Box						316								
Speedwatch Equipment						207								
GrOws					678	2,291		1,000	1,000		1,000		1,000	1,000
Christmas Lights					747									
Jubilee Trees						440								
New Play Equipment														
Resurfacing Rights of Way								5,000	0					
Pavilion														
Water														

Electricity				1,706										
Container & Paint				6,300										
Removal of Pavilion														
Toilet for Sports Ground						1,289		1,500	2,100			1,770	1,840	1,920
Professional Fees for Pavilion Planning App									2,008					
Tree Consultation for Planning App									745					
Pitch Marking & Painting									1,004			1,250	1,300	1,350
Football Goals									741					
Green Keeping														
Signage														
VAT Paid	1,164	2,414	3,209	3,876	4,088	3,314								
Total Expenses	24,110	27,577	34,172	41,484	45,252	38,715		44,883	49,426		47,509	49,342	52,219	53,204
Net Surplus/(Deficit)	4,465	2,692	-1,150	-3,436	-23	17,501		5,219	1,448		5,005	3,420	843	158

RESERVES	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26		2026/27		2025/26	2025/26	2025/26
Opening reserves at beginning of financial year 1st April	67,931	72,396	75,088	73,938	70,503	70,480	87,981		89,429		94,434	97,854	98,697
Net surplus/deficit for financial year	4,465	2,692	-1,150	-3,436	-23	17,501	1,448		5,005		3,420	843	158
Closing reserves at 31st March	<u>72,396</u>	<u>75,088</u>	<u>73,938</u>	<u>70,502</u>	<u>70,480</u>	<u>87,981</u>	<u>89,429</u>		<u>94,434</u>		<u>97,854</u>	<u>98,697</u>	<u>98,855</u>

SUMMARY OF RING FENCED, EAR-MARKED AND GENERAL RESERVES	
Ring fenced	
Xmas lights (public funding)	1,481.08
Community bus (private funding)	61.15
Playground fund raising	5.27
CIL Money	0.00
GrOws	63.77
Total ring fenced	<u>1,611.27</u>
Ear marked	
Play Area Equipment	2,000.00
Beech Grove	9,900.00
Community Shop	5,000.00
Entrance Gates	10,000.00
Rights of Way - Resurfacing	5,000.00
Pavilion Budget	32,100.00
	<u>64,000.00</u>
General reserve	28,823.20
Total reserves	94,434.47

Owslebury Parish Council - PAVILION COMMITTEE

Budget for Financial Year April 2026 - March 2027

<u>Income</u>	Budget Receipts 2026/27	Comments	Budget Receipts 2027/28	Budget Receipts 2028/29	Budget Receipts 2029/30
Sports Group Hire	500				
Total Receipts	500		0	0	0

<u>Expenditure</u>	Budget Expenses 2026/27	Comments	Budget Expenses 2027/28	Budget Expenses 2028/29	Budget Expenses 2029/30
<u>Fixed Costs</u>					
Water					
Electricity					
Meeting Expenses	100		110	120	130
Toilet for Sports Ground	1,700		1,770	1,840	1,920
Green Keeping	1,500		1,500	1,500	1,500
Pitch Marking & Painting	1,200		1,250	1,300	1,350
Signs	100				
<u>Project Costs</u>					
Planning Application Costs	27,500				
Total Expenses	32,100		4,630	4,760	4,900
Total Budget	-31,600		-4,630	-4,760	-4,900

PRECEPT SUGGESTIONS 2026/2027

Increase per month for Band D			
Precept Request the same	£	48,552.00	£
Tax Base		413.10	
Band D		117.53	
Band D Increase		6.82	0.57
Shortfall		-3,457.00	
Precept Request + 10%	£	53,407.00	
Tax Base		413.10	
Band D		129.28	
Band D Increase		10.29	0.86
Surplus		1,398.00	
Precept Request + 5%	£	50,980.00	
Tax Base		413.10	
Band D		123.41	
Band D Increase		4.41	0.37
Surplus		-1,029.00	
Precept Request + 2%	£	49,523.00	
Tax Base		413.10	
Band D		119.88	
Band D Increase		0.88	0.07
Shortfall		-2,486.00	

PRECEPT PREVIOUS YEARS											
Year	26/27	25/26	24/25	23/24	22/23	21/22	20/21	19/20	18/19	17/18	16/17
Precept	53,407.00	48,551.00	44,138.00	40,125.00	29,722.00	28,579.00	23,816.00	22,316.00	22,316.00	21,800.00	21,800.00
Tax Base	413.10	408	398.68	397.56	392.78	393.15	392.22	389.71	388.17	386.69	382.66
Band D	129.28	119.00	110.71	100.93	75.67	72.69	60.72	57.26	57.49	56.38	56.97
Band D Increase	10.29	8.29	9.78	25.26	2.98	11.97	3.46	-0.23	1.11	-0.59	

Budgeted Expenses 26/27		£
		52,009.00

MEETING REPORT: South Downs National Parks Technical Advice Note (TAN): Retrofitting
Historic Buildings for Energy Efficiency and Carbon Reduction

DATE: 8 December 25

WRITTEN BY: The Clerk

AGENDA ITEM: 110 (f)

A message from the South Downs National Park Authority's Strategic Planning Team.

I am writing to inform you about the current consultation of the technical advice note (TAN) on 'Retrofitting Historic Buildings for Energy Efficiency and Carbon Reduction. Technical Advice Notes (TANs) are non-statutory documents that provide explanatory information and advice to applicants on specific policies. As you are aware, the unique character and heritage value of historic buildings must be carefully balanced with the urgent need to address climate change.

We encourage you to share your views, as we want to ensure that the advice note is both practical and sympathetic to the fabric of historic buildings.

The consultation runs from 27th November 2025 to 18th December 2025. Please send your comments to consultations@southdowns.gov.uk

All submissions will be considered carefully. The final version of the document will then be taken before the SDNPA Planning Committee for approval and then published on the SDNPA website.

Thank you in advance for your time and valuable input. We look forward to hearing from you.

MEETING REPORT: WCC Street Cleaning & Ground Maintenance

DATE: 8 December 25

WRITTEN BY: The Clerk

AGENDA ITEM: 110 (g)

I have received the following email on the consultation for the retendering for grounds maintenance and street cleansing consultation:

Dear Councillors,

Winchester City Council is preparing to retender the contract for grounds maintenance and street cleansing across the district.

At Cabinet last Wednesday, Members agreed a procurement process that aims to secure a modern, flexible contract, supporting the delivery of high-quality services, best value for money, and contributing to cleaner, greener neighbourhoods across the district.

We are working to deliver this new contract on an accelerated timeline, and because we want this service to reflect local priorities, your input is vital.

*We invite you to **share feedback** based on observations and experiences in your area over the past three years. Please let us know what aspects of our service are working well and where improvements could be made. You can provide your insights by completing the form - [Your voice matters – Grounds Maintenance and Street Cleansing](#) by **08 December 2025**.*

Please note that we must remain within the existing budget. So, while we welcome innovative ideas, not every suggestion may be feasible within these constraints.

The main 3 questions are:

3.What elements of grounds maintenance and street cleansing have worked well in your area over the last 3 years?

4.Based on resident feedback, what elements of grounds maintenance and/or street cleansing need to be improved in your area?

5.Is there anything else you want to make us aware of relating to grounds maintenance and/or street cleansing?

21st November 2025

Dear Sir/Madam,

Winchester City Council Local Plan

Proposed Main Modifications public consultation

Winchester City Council submitted to the Secretary of State the Proposed Submission Local Plan (Regulation 19) along with a Policies Map for independent examination in November 2024. The Local Plan includes a spatial strategy for the District, allocates sites for housing, economic development, and Gypsies, Travellers and Travelling Showpeople. It also contains policies to manage a range of development types across the District and it includes policies on design, carbon neutrality, transport and heritage.

The Local Plan was independently examined by a Planning Inspector, R Barrett MRTPI IHBC, who was appointed by the Secretary of State. The Inspector's role has been to assess whether the Local Plan has been prepared in accordance with the Duty to Cooperate, legal and procedural requirements, and whether it is sound (positively prepared, justified, effective and consistent with national policy). If the Inspector concludes that the Local Plan is sound and it meets the necessary tests, it can then be adopted by the Council and will be part of the statutory Development Plan for the District.

Hearing sessions

The examination hearing sessions were held in April, May and June 2025 to discuss a number of issues which the Planning Inspector required clarification on. The purpose of the discussions at the hearing sessions was for the Inspector, to hear from participants about the wording of the policies in the Local Plan and different views on the sites that had been allocated for future development. We have received the Inspector's letter, which sets out the initial outcome of the examination ([ED38a – Inspector Note 16](#)). The note indicates that, subject to the inclusion of Main Modifications, the Local Plan is likely to be found legally compliant and sound. The Inspector will provide the reasoning in the final report and address other key matters raised during the hearing sessions that are not covered in the note.



What are we proposing?

The Inspector made it clear that at this stage of the Examination process, that the Proposed Main Modifications are all necessary to address soundness issues and will be effective in doing so. However, this is without prejudice to the Inspector's final conclusions which will ultimately be made having regard to representations in response to the public consultation on the Proposed Main Modifications, in addition to all of the evidence that is currently before the Inspector. In accordance with the government's examination process ([Planning Inspectorate, 2025, paragraph 6.9](#)), we are only inviting comments on the Proposed Main Modifications and any consequential changes to the policies map, and not on other parts of the plan. The Local Plan Inspector has made it clear that she is not examining the policies map.

It is important that the Proposed Main Modifications do not undermine the sustainability process that has informed the preparation of the Local Plan. The Council has therefore updated the Sustainability Appraisal/Strategic Environmental Assessment (SA/SEA) Report and produced an addendum to the Habitats Regulations Assessment (HRA), both of which accompany the public consultation. While these supporting documents are not open for direct comment, any concerns relating to their content should be raised through comments on the relevant Main Modification proposed.

Additional Modifications are minor changes made by the Council at the point of adopting the Local Plan. These include typographical corrections and minor factual updates. They are not part of the formal Examination and are not before the Inspector for consideration. As such, the Council is not expecting comments on these modifications. However, if you wish to comment, please use the designated Additional Modifications consultation box in the online portal. Any comments submitted will be reviewed by the Council but will not be forwarded to the Inspector.

How can you submit views on the Proposed Main Modifications?

The city council is now seeking views on the Proposed Main Modifications between Friday 21st November 2025 and 11.59pm on Friday 16th January 2026.

All of the information that supports the Proposed Main Modifications public consultation is available at <https://www.localplan.winchester.gov.uk/proposed-modification-consultation> or scan the QR code below:



PRESS & MEDIA POLICY

Adopted by the Council on 9 June 2014

Reconfirmed on 18 October 2021

Reconfirmed 13 February 2023

Reconfirmed 9 December 2024

Reconfirmed 8 December 2025



1 INTRODUCTION

1.1 The purpose of this policy is to define the roles and responsibilities within Owslebury Parish Council (known as “the Council”) for working with the press and media (known as “the media”) and deals with the day-to-day relationship between the Council and the media.

1.2 It is not the intention of this policy to curb freedom of speech or to enforce strict rules and regulations. Rather, the intention is to establish a framework for achieving an effective working relationship with the media. The Council welcomes the opportunity to talk to the media and, through them, to debate issues in the public arena.

2 KEYS AIMS

2.1 The Council is accountable to the local community for its actions and this can only be achieved through effective two-way communications. The media – press, radio, TV, internet and social media – are crucially important in conveying information to the community so the Council must maintain positive, constructive media relations and work with them to increase public awareness of the services and facilities provided by the Council and to explain the reasons for particular policies and priorities.

2.2 The media themselves have a vital role to play on behalf of the local community in holding the Council to account for its policies and actions. It is important that they have access to Officers and Councillors and to background information to assist them in this role. To balance this, the Council will defend itself from any unfounded criticism and will ensure that the public are properly informed of all the relevant facts using other channels of communication if necessary.

3 THE LEGAL FRAMEWORK

3.1 The law governing communications in local authorities can be found in the Local Government Acts 1986 and 1988. The Council must also have regard to the Government’s Code of Recommended Practice on Local Authority Publicity. Some aspects of the Code are relevant to this policy:-

- “Any publicity describing the Council’s policies and aims [and the provision of services] should be as objective as possible, concentrating on facts or explanation or both.”
- “Publicity touching on issues that are controversial, or on which there are arguments for and against the views or policies of the Council should be handled with particular care. Issues must be presented clearly, fairly and as simply as possible, although councils should not oversimplify facts, issues or arguments.”
- “Publicity should not attack, nor appear to undermine, generally accepted moral standards.”
- “Local authorities should not use public funds to mount publicity campaigns whose primary purpose is to persuade the public to hold a particular view on a question of policy.”

3.2 In particular, Officers and Councillors should always have due regard for the long-term reputation of the Council in all their dealings with the media.

3.3 Confidential documents, exempt Minutes, reports, papers and private correspondence should not be leaked to the media. If such leaks do occur, an investigation will take place to establish who was responsible and take appropriate action in accordance with the Standing Orders and Code of Conduct adopted by the Council.



3.4 When the media wish to discuss an issue that is, or is likely to be, subject to legal proceedings then advice should be taken from the Council's solicitor before any response is made.

3.5 There are a number of personal privacy issues for Officers and Councillors that must be handled carefully and sensitively in accordance with the Council's policies on Freedom of Information and Data Protection. These issues include the release of personal information, such as home address and telephone number (although Councillor contact details are in the public domain), disciplinary procedures and long-term sickness absences that are affecting service provision. In all these and similar situations, advice must be taken from the Parish Clerk before any response is made to the media.

4.0 CONTACT WITH THE MEDIA

4.1 When responding to approaches from the media, the Chairman of the Council should be the authorised contact with the media in consultation with the Parish Clerk. However, if the subject of an enquiry relates to the work of one of the Council's Committees, the Chairman of the Council may delegate the authorised contact role to the Chairman of that Committee.

4.2 Statements made must reflect the Council's opinion.

4.3 Other Councillors can talk to the media but must ensure that it is clear that the opinions given were their own and not necessarily those of the Council.

4.4 Caution should be exercised when submitting letters to the editor for publication in newspapers. There are occasions when it is appropriate for the Council to submit a letter, for example to explain important policies or to correct factual errors in letters submitted by other correspondents. However, such letters should be kept brief and balanced in tone and correspondence should not be drawn out over several weeks.

4.5 Letters representing the views of the Council should only be issued by the Parish Clerk following agreement by the Council or relevant Committee. If individual Councillors choose to send letters to express their own opinions on Council policies, they are strongly advised to check their facts first with the Parish Clerk. It should always be made absolutely clear whether the views put forward are those of the Council or of an individual Councillor.

4.6 At all times consideration should be given as to how the correspondence may affect the reputation of the Council.

5 ATTENDANCE OF MEDIA AT COUNCIL OR COMMITTEE MEETINGS

5.1 Agendas and minutes of meetings will be supplied to media outlets together with dates of meetings being available on the Council's website.

5.2 The Local Government Act 1972 requires that all agendas, reports and minutes are sent to the media on request, prior to the meeting.

5.3 The media are encouraged to attend Council and Committee meetings and seating and workspace will be made available.

5.4 Filming, photographing, recording, broadcasting or transmitting the proceedings of any meeting of the Council, or a committee or subcommittee should be conducted in



accordance with the Council's protocol for reporting at meetings and should not disrupt the normal proceedings of these meetings in any way.

6 ELECTIONS

6.1 The Code of Recommended Practice on Local Authority Publicity contains guidance for providing publicity for Members and for publicity around elections. The code makes it clear that Council resources should not be used on publicising individual Members unless it is relevant to the particular position they hold in the Council. These extracts from the Code illustrate the main points:-

- "Publicity about individual councillors may include the contact details, the positions they hold in the council (for example, Chairman of a committee), and their responsibilities. Publicity may also include information about individual councillors' proposals, decisions and recommendations only where this is relevant to their position and responsibilities within the Council. All such publicity should be objective and explanatory, and personalisation of issues or personal images making should be avoided."
- "Publicity should not be, or liable to misrepresentation as being, party political. Whilst it may be appropriate to describe policies put forward by an individual councillor which are relevant to their position and responsibilities within the council, and to put forward their justification in defence of them, this should not be done in party political terms, using political slogans, expressly advocating policies of those of a particular party or directly attacking policies and opinions of other parties, groups or individuals."
- "The period between the notice of an election and the election itself should preclude proactive publicity in all its forms of candidates and other politicians involved directly in the election."

6.2 In line with practice elsewhere in the country, the Council will not quote any Councillor in a news release or involve them in proactive publicity events during the election period, regardless of whether or not they are standing for election. The only exception to this (as laid down in the Code of Recommended Practice on Local Authority Publicity) is during an emergency or where there is a genuine need for a member level response to an important event outside the control of the Council. In this situation, Councillors holding key civic positions should be able to comment.

7 PRESS RELEASES

7.1 The purpose of a press release is to make the media aware of a potential story, to provide important public information or to explain the Council's position on a particular issue. It is the responsibility of all Officers and Councillors to look for opportunities where the issuing of a press release may be beneficial.

7.2 Any Officer or Councillor may draft a press release, however they must all be issued by the Parish Clerk following agreement by the Council or relevant Committee in order to ensure that the principles outlined in section three (Legal Framework) are adhered to, that there is consistency of style across the Council and that the use of the press release can be monitored.

8 NOTICES

8.1 The Council website will be used to convey information on matters of interest and latest news and will be updated regularly by the Parish Clerk.



8.2 The Council notice boards will be used for the advertising of agendas, minutes and other council information.

9 URGENT SITUATIONS

9.1 In the case of an urgent letter or press release being required in advance of a Council or Committee meeting, this may be issued by the Parish Clerk with the agreement of the Chairman of the Council or relevant Committee following circulation of a draft version to other Councillors for comment.

9.2 In the case of urgent actions being required in the absence of the Councillors and Officers with specific roles and responsibilities under this policy, the following delegations shall apply:

- a) the Vice Chairman of the Council may act in the absence of the Chairman;
- b) the Vice Chairman of a Committee may act in the absence of the Chairman;
- c) the Parish Clerk may act in the absence of the Vice Chairman of the Council or a Committee

This policy will be reviewed annually.

Accessibility Statement

Adopted by the Council on 12 October 2020

Reviewed 15 November 2021

Reviewed 12 December 2022

Reviewed 11 December 2023

Reviewed 9 December 2024

[Reviewed 8 December 2025](#)



Using this website

This website is run by Owslebury Parish Council. We want as many people as possible to be able to use this website. For example, that means you should be able to:

- zoom in up 300% without the text spilling off the screen
- navigate most of the website using just a keyboard
- navigate most of the website using speech recognition software
- listen to most of the website using a screen reading (including the most recent versions of JAWS, NVDA and VoiceOver)
- change colours, contrast levels and fonts
- Find clear, consistent headings and links throughout
- Make use of a logical focus order and visible focus styles when navigating by keyboard

We've also made the website text as simple as possible to understand.

[AbilityNet](#) has advice on making your device easier to use if you have a disability.

How accessible is this website?

We know some parts of this website aren't fully accessible:

- you can't modify the line height or spacing of text
- older PDF documents may not be fully accessible to screen reader software
- the website colour contrast is not fully accessible.
- Some headings may not be fully accessible
- some images do not have a text alternative, so people using a screen reader cannot access the information
- you can't skip to the main content when using a screen reader
- The map on our 'Contact Us' page may not be fully accessible when magnified or used with assistive technologies
- Some older content may contain links or images without clear labels or alternative text

What to do if you can't access parts of this website

If you need information on this website in a different format like accessible PDF, Word, large print, easy read, [Audio recording, braille](#)

- email – ~~owsleburyparishcouncil@gmail.com~~ clerk@owslebury-pc.gov.uk
- call – 07869 814452

We'll consider your request and get back to you in within 10 working days.

Reporting accessibility problems with this website

We're always looking to improve the accessibility of this website. If you find any problems that aren't listed on this page or think we're not meeting the requirements of the accessibility regulations, contact: the Parish Clerk — ~~Juanita Madgwick~~
-email: clerk@owslebury-pc.gov.uk ~~Owsleburyparishcouncil@gmail.com~~ or



telephone: 07869 814452

Enforcement procedure

The Equality and Human Rights Commission (EHRC) is responsible for enforcing the accessibility regulations. If you're not happy with how we respond to your complaint, [contact the Equality Advisory and Support Service \(EASS\)](#)

Technical information about this website's accessibility

Owslebury Parish Council is committed to making its website accessible, in accordance with the [Public Sector Bodies \(Websites and Mobile Applications\) \(No. 2\) Accessibility Regulations 2018](#).

Compliance Status

This website is partially compliant with the Web Content Accessibility Guidelines version- ~~version 2.2 AA standard, due to the following known issues: 2.1 AA standard, due to the non-compliances and exemptions' listed below:~~

Non-accessible content

~~The content listed below is non-accessible for the following reasons:~~

~~Non-compliance with the accessibility regulations:~~

- ~~•~~
- ~~• The website colour contrast is not fully accessible.~~
- ~~• Some Headings may not be fully accessible.~~
- ~~• Older PDF documents may not fully accessible to screen reader software – for example, they may not be marked up so they're accessible to a screen reader.~~
- ~~• The accessibility regulations don't require us to fix PDFs or other documents published before 23 September 2018 if they're not essential to providing our services.~~
- ~~• Some of our documents are essential to providing our services, for example our meeting Minutes and Agendas. We aim to ensure that new documents meet accessibility standards.~~
- ~~• Some images do not have a text alternative, so people using a screen reader cannot access the information. When we publish new content we will make sure our use of images meets accessibility standards.~~
- Some links use non-descriptive text such as "click here" – (WCAG 2.4.4: Link Purpose (In Context))
- Some images do not have appropriate alternative text – (WCAG 1.1.1: Non-text Content)
- A small number of older documents (PDFs, Word) are not accessible – (WCAG 1.3.1: Info and Relationships, 4.1.2: Name, Role, Value)

- No "skip to main content" option is available – (WCAG 2.4.1: Bypass Blocks)
- Focus visibility and keyboard navigation may not meet best practice on all older pages – (WCAG 2.4.7: Focus Visible)
- Some controls may not have accessible names – (WCAG 2.5.3: Label in Name)
-

Disproportionate burden

~~We have not identified anything that qualifies as a disproportionate burden at this stage. We are still evaluating our site and will update this statement if we identify any issues.~~

Some older documents are not accessible, such as scanned PDFs or files submitted by third parties. Due to limited resources, we believe fixing all of these documents would be a disproportionate burden under the regulations. However, we are committed to ensuring all new documents are accessible.

Content that's not within the scope of the accessibility regulations

The accessibility regulations do not require us to fix PDFs or other documents published before 23 September 2018 if they're not essential to providing our services.

Any new PDFs or Word documents we publish will meet accessibility standards.

What we're doing to improve accessibility

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We are currently reviewing and updating older documents and pages to improve accessibility where possible. Any new content added to the site will meet WCAG 2.2 AA standards.

Preparation of this accessibility statement

This statement was prepared 04 December 2025 ~~20 November 2024~~. It is due for review by December 2026~~5~~.

How we tested

This website was last tested on ~~20 November 2024~~. 4 December 2025

The test was carried out by the Owslebury & Morestead Parish Council Clerk using Wave.

We tested: www.owslebury.org

SAFEGUARDING CHILDREN AND VULNERABLE PERSONS POLICY

Adopted by Council on 8 May 2017

Re-Approved on 13 December 2021

Reviewed 12 December 2022

Reviewed 11 December 2023

Reviewed 9 December 2024

Reviewed 8 December 2025

Policy Statement.

Owslebury Parish Council is committed to ensuring that Children and Vulnerable Persons are protected and kept safe from harm whilst they are engaged in any activity associated with the Parish Council or use of its land or property.

'Vulnerable Persons' can include young people less than 18 years of age, adults with learning difficulties, or physical disability, and frail elderly people, with social isolation, dependance or illness and elderly people. Anyone at any time can become vulnerable.

Policy Objective.

- To ensure that where possible all facilities and activities offered by the Parish Council are designed and maintained to limit risk to Children and Vulnerable People.
- To promote the general welfare, health and development of Children and Vulnerable People by being aware of protection issues and to be able to respond where appropriate as a local government organisation.
- To develop procedures in recording and responding to accidents and complaints and to alleged or suspected incidents of abuse and neglect.

As the Parish Council does not directly provide care or supervision services to Children and Vulnerable People, it expects all Children and Vulnerable People using its facilities to do so with the consent and the necessary supervision of a parent, carer or other responsible adult.

Aims

The aim of this policy document is to guide Members of the Parish Council should any protection issue arise during their work.

Responsibilities & Procedures

A Safeguarding Officer will be appointed from within the Council and their responsibilities will include:

- Ensuring that before any Parish Council organised event where Children or Vulnerable Persons will be present, the Safeguarding Officer brief participants appropriately.
- Ensuring that whilst Members are unlikely to be involved with Children and Vulnerable Persons during the performance of their duties, they are mindful of the risk they face.
- Ensuring that before any volunteers or paid members of staff are recruited to work with Children and Vulnerable persons they are interviewed, and two references taken up.

Decisions on whether any employee or volunteer should be DBS checked will be made by the Council or the by the Chairman after consultation with the Clerk, following a risk assessment of the proposed related activity.

All new Members will be provided with a copy of the Children and Vulnerable Persons Policy and are required to acknowledge they will abide

by it.

Where Members come into contact with Children or Vulnerable Persons they will adhere to the 'List of Recommended Behaviour' namely:

- A minimum of two adults present when supervising children.
- Not to play physical contact games.
- Adults to wear appropriate clothing at all times.
- Ensure that accidents are recorded in an accident book.
- Never do anything of a personal nature for a Child or Vulnerable Person that the individual can do - themselves.

Any allegations a Child or Vulnerable Person makes to any Member, Officer or volunteer will be recorded in an Incident Book, investigated and acted upon promptly. The Incident Book will be available to Members for inspection.

Where there is an incident involving actual or possible child abuse it must be reported to Hampshire County Council Child Protection Officer who will be responsible for ensuring the matter is handled in accordance with the Local Safeguarding Children Board procedures and must also be referred to the Council for further action as appropriate and future risk assessment.

Facilities offered by the Council should be inspected on a regular basis, the frequency of inspection to be determined by the Council in relation to the specific facility involved and noted in a record book kept for such purpose. In relation to the Hilly Close Play Area, a safety inspection must be undertaken by approved risk assessors.

In the event of a contractor, working directly for the Parish Council, being deemed to be working in any area where Children or Vulnerable Persons may be at risk, then that contractor will be asked to provide the Clerk with a copy of their Children and Vulnerable Persons Protection Policy. If the contractor's policy is considered to be inadequate, the contractor will not be allowed to work for the Parish Council.

The Parish Council's Policy for safeguarding Children and Vulnerable Persons will be reviewed annually.