

**OWSLEBURY PARISH COUNCIL  
MINUTES OF THE PARISH MEETING HELD ON  
12<sup>th</sup> January 2026  
COMMENCING AT 7:00 IN THE OWSLEBURY PARISH HALL COMMITTEE ROOM**

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

**In Attendance:** Juanita Madgwick (Clerk) District Cllrs Neil Bolton and Jerry Pett and County Cllr Jonathan Williams

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

**113/25 APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Councillors John Foster and Paul Simmons.

**114/25 DISCLOSURE OF INTERESTS FOR AGENDA ITEMS**

None.

**115/25 APPROVAL OF THE MINUTES OF THE PARISH COUNCIL MEETING ON 8 DECEMBER 2025**

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

**116/25 PUBLIC QUESTIONS AND COMMENTS**

**Planning:**

None

**Other Agenda Items:**

None

**117/25 PLANNING**

**a) PLANNING APPLICATIONS**

SDNP/25/04953/CND	Boomtown Festival UK Ltd and Matterley Farming
Proposal	Variation of Condition 1 and 2 of SDNP/24/05303/FUL to extend the 1 year permission by 5 years to 2030.
PC Comment	<p>Owslebury Parish Council wishes to object to this planning application on the grounds of public safety. The Council has serious concerns regarding the safety of attendees at the Boomtown Festival, particularly in light of previous fatalities associated with the event.</p> <p>Before any further permissions are granted, the Parish Council needs to be satisfied that the organisers can demonstrate that the festival is being</p>

	operated in a safe manner, with robust and effective measures in place to protect all participants and staff. Until such assurances are provided, Owslebury Parish Council objects to this application.
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SDNP/25/05002/FUL	Whites Hill Stables, Whites Hill, Owslebury, Hampshire, SO21 1GA
Proposal	Removal of existing corrugated metal cladding and metal doors, construction of new brick external walls, installation of full-height glazed doors and rooflights, and associated internal alterations.
PC Comment	The Parish Council have no comment to make on this planning application.

25/01731/FUL	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 35 tents, motorhomes, and touring caravans at any one time.
PC Comment	<p>The Parish Council acknowledges that the applicant has responded positively to many of the concerns raised in relation to the original planning application. However, the Parish Council object to the current application on the grounds of highway safety.</p> <p><b>Highway Safety Concerns</b></p> <p>The Parish Council's objection relates specifically to the access arrangements for the proposed site. The existing track does not provide adequate visibility splays for vehicles exiting onto Portsmouth Road. There are no clear sight lines, and drivers leaving the site would be required to edge into the carriageway without sufficient visibility of oncoming traffic.</p> <p>Portsmouth Road is a fast road, and based on local knowledge and observation, there would be insufficient time for vehicles – particularly those towing caravans – to safely enter the flow of traffic. This would likely lead to traffic disruption and poses a risk to highway users.</p> <p>These concerns are further exacerbated by the fact that vehicles frequently park in the lay-by, further restricting visibility, when entering or exiting the site.</p>

## b) PLANNING DECISIONS

SDNP/25/04273/CND	Long Ash Pitcot Lane Owslebury Hampshire SO21 1LR
Proposal	Original Planning approval ref SDNP/18/05427/HOUS Date of Decision: 17/10/2025 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".
Decision	Application Withdrawn

SDNP/25/03261/LDP	Marwell Activity Centre Hurst Lane Owslebury Hampshire SO21 1EZ
Proposal	Confirmation that the stationing of caravans across the whole of Marwell Resort would be lawful
Decision	Application Withdrawn

The planning decisions were received and noted.

### **118/25 RECEIVE THE COUNTY AND DISTRICT COUNCILLORS REPORT**

The Clerk had circulated the District Councillors report, which included information mayoral elections, local election and boomtown which was received and noted (Appendix 1).

The District Councillors advised that the Mayoral elections have been pushed back to 2028, there is a slim possibility it could be in 2027. The Government have attempted to push the decision if local elections will take place on to the areas where local government reorganisation is scheduled, with the hope that these elections will not take place. All parties in Winchester are united that they want the elections to take place. The Government have amended the legislation that came into force during COVID to suspend elections for 12 months. The County Council voted unanimously for the local elections to take place this year; however, the Council needs to wait for the Government to come back with the decision, which is hoped by the end of this month.

The County Councillor advised that if the local elections do not go ahead any contested parish elections, would need to be funded by the parish council, which could run into the £10,000.00's.

The County Councillor advised that some land between Owslebury and Colden Common is being sold to the Forestry Commission, and the Forestry Commission is going to plant trees on the land. The SDNP think that this would be a good link between Colden Common and Owslebury for cycle access. The SDNP are currently in talks with Colden Common and Twyford for cycle access to Winchester and if this approved Owslebury could link up with Colden Common and this would offer a full off-road link to Winchester.

The District Cllrs spoke about a toolkit to capture people's thoughts on the current bus routes.

The Council spoke to District Cllr Pett regarding the SDNP CIL application and how disappointed the council are that it seems that any parishes with no significant development in the parish is not considered for CIL funding – surely this is exactly what it is for as those parishes who have development will already be receiving CIL funding or S106 money from the developer or SDNP. Cllr Pett advised that he would speak to the CIL funding officers.

### **119/25 RECEIVE AN UPDATE FROM GROWS**

As Cllr Simmons was not at the meeting an update was not given.

### **120/25 DISCUSS THE PARISH HALL GOVERNANCE CHANGE AND AGREE IF THE PARISH COUNCIL WOULD LIKE TO HAVE A REPRESENTATIVE ON THE HALL COMMITTEE**

The Clerk had circulated the email from the Parish Hall Committee asking if the Parish Council like to stay as a trustee of the Parish Hall and the old charity commission scheme from 1995 to all prior to the meeting (Appendix 2).

The Council **Resolved** unanimously to relinquish their rights to being a trustee on the Parish Hall committee.

### **121/25 RECEIVE A REPORT ON ASSERTION 10 IN THE FINANCIAL AUDIT AND HOW THIS AFFECTS THE PARISH COUNCIL**

The Clerk had circulated a report on Assertion 10 to all prior to the meeting, which included what the council needs to change to be able to tick yes this is Assertion in the next Financial Audit (Appendix 3).

The Clerk went through the report and advised that the council must use a gov.uk or org.uk email address, be GDPR and Data Protection compliant, an IT policy and most importantly the council's website must be fully accessible. The Clerk advised that the Council have complied with the gov.uk email, is GDPR and Data Protection compliant and will have an IT policy, however felt that the website was not fully accessible and would need to potentially purchase a plugin to make this happen. The Clerk advised that she will be speaking to other clerks at a clerks' forum in the next couple of weeks to see what they have done/ are doing.

The Council **Resolved** unanimously for the Clerk to spend up to £75.00 to buy a plugin for the website to make it accessible.

## **122/25 HIGHWAYS**

### **a) RECEIVE AN UPDATE ON BEECH GROVE PATHWAY IMPROVEMENTS**

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

The Clerk advised that she had received an email from the landowner's solicitor saying that they had written to the landowner in late October but had not received a reply.

Cllr North volunteered to speak to the landowner to see if they still wanted to donate their land to the Parish Council.

### **b) DISCUSSION ON ROAD SAFETY**

The Clerk had circulated a report on road safety which included an updated on the village gates to all prior to the meeting (Appendix 5).

There was some discussion if village gates were cost effective and if they would help with slowing the traffic down in the village. There was some discussion on not having the village gates but to install some bollards with fluorescent strips at Whaddon Lane and Longwood Road to try and slow the traffic down.

The council asked the Clerk to check if these could be installed.

The Chairman asked the council to vote on having village gates, it was decided not to vote as not all the councillors were present at the meeting and asked the Clerk to pend this to the next meeting.

Action	By Whom
To ask about bollards with fluorescent strips to be installed at Whaddon Lane and Longwood Road	The Clerk

### **c) DISCUSSION ON COMMUNITY TRANSPORT**

The Clerk had circulated a report on community transport which included sustainable travel in the village to all prior to the meeting (Appendix 6).

The Clerk went through the report, but the council felt that as the parish is very rural that it would be difficult for more sustainable travel options in the village.

## **123/25 OPEN SPACES, RECREATION AND PLAYGROUNDS**

**a) AGREEMENT FOR WINCHESTER CITY COUNCIL CARRYING OUT THE ANNUAL PLAYGROUND INSPECTION**

The Clerk advised that the playground inspection would cost £58 and that the council had, had a Full DDA assessment, Play Value assessment and estimated life expectancy assessment last year.

The Council **Resolved** unanimously to have a playground inspection.

**124/25 RIGHTS OF WAY**

**a) GENERAL MATTERS**

Cllr Egerton suggested that the Parish Council should put together a plan of how Owslebury and Marwell Zoo could link to Winchester via footpaths and bridleways in light of the Forestry Commission buying a large piece of land in Owslebury/ Colden Common and send it to the SDNP Rights of Way & Access Officer.

Some of the footpaths/ bridleways particularly Water Lane are always waterlogged and muddy even in the height of summer and need to be resurfaced, however this could be funded by the SDNP or the Forestry Commission if they want a clear cycle path from Winchester to Owslebury.

Action	By Whom
To map out a pathway/ cycle route to send to SDNP from Twyford to Owslebury/ Marwell Zoo.	Cllr Mahmood

**125/25 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
160	7.87	Amazon - Plastic Wallets	CC
161	23.59	Amazon - No Dog Fouling signs	CC
162	7.63	3 Phone	DD
163	259.26	Amazon - Fly tipping Cameras	CC
164	5.09	Amazon - Cable Ties for Playground	CC
165	3.60	IONOS - Managed Word Press	DD
166	4.25	Bank Charges	DD
167	135.78	Phil Space - Toilet	
168	83.00	Sentry Storage	

169	6.00	IONOS Basic Fee	DD
170	33.81	OPHMC - Meeting Expense	
171	138.24	Microsoft 365 Renewal	CC
172	273.00	EM Arts	
173	559.20	Clerks Salary	SO
174	59.25	Clerks Expenses	
175	181.87	HMRC	
176	500.00	Donation to St Andrews from GrOws	
177	6.80	Tesco - Stamps	CC

**Receipts:**

Voucher	Amount (£)	Payee
<b>RECEIPTS</b>		
32	1.07	Cashback Credit Card
33	147.24	CCLA Interest

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

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

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

The Clerk had circulated the actual budget for the third quarter and the statement of variance, to all prior to the meeting (Appendix 7).

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

**d) AGREEMENT TO A GRANT TO ST ANDREWS CHURCH**

The Clerk had circulated the email received from St Andrews Church regarding a grant to help towards tree works in the church yard to all prior to the meeting (Appendix 8).

The Council **Resolved** to grant St Andrews Church £1,000.00 towards tree works in the church yard.

**e) REVIEW AND APPROVE THE DATA PROTECTION POLICY**

The Clerk had circulated the Data Protection Policy to all prior to the meeting (Appendix 9).

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

**f) REVIEW AND APPROVE THE SLR RISK ASSESSMENT**

The Clerk had circulated the SLR Risk Assessment to the Parish Council to all prior to the meeting (Appendix 10).

62. 2025/ 2026

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The Council **Resolved** unanimously to approve the changes to the SLR Risk Assessment and place a copy on the website.

**g) REVIEW AND APPROVE THE WORKING FROM HOME RISK ASSESSMENT**

The Clerk had circulated the Working from Home Risk Assessment to the Parish Council to all prior to the meeting (Appendix 11).

The Council **Resolved** unanimously to approve the changes to the Working from Home Risk Assessment and place a copy on the website.

**h) ADOPT THE IT POLICY**

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

The Council **Resolved** unanimously to adopt the IT Policy and place a copy on the website.

**i) ADOPT THE SOCIAL MEDIA POLICY**

The Clerk had circulated the Social Media Policy to the Parish Council to all prior to the meeting (Appendix 13).

The Council **Resolved** unanimously to adopt the Social Media Policy and place a copy on the website.

**126/25 INFORMATION EXCHANGE AND AGENDA ITEMS FOR THE NEXT MEETING**

None

**127/25 TO NOTE THE DATE FOR THE NEXT COUNCIL MEETING**

The next meeting will be held on Monday 9 February at 7pm in the parish hall committee room

There being no further business the meeting closed at 8.22pm.

Chairman:

Date: