

**OWSLEBURY PARISH COUNCIL
MINUTES OF THE PARISH MEETING HELD ON
13th April 2026
COMMENCING AT 7:00 IN THE OWSLEBURY PARISH HALL**

Present: Parish Councillor Paul Simmons (in the Chair).
Parish Councillors Guy Baldwin, Mark Egerton, and John Foster

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

Also in Attendance: 2 members of the public were present.

157/25 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Councillors Astrea Hurlock, Yassir Mahmood and Chris North

158/25 DISCLOSURE OF INTERESTS FOR AGENDA ITEMS

Cllr Foster declared an interest in planning application SDNP/26/00916/FUL Long Ash, Annexe At, Pitcot Lane, Owslebury, Hampshire, SO21 1LR.

159/25 APPROVAL OF THE MINUTES OF THE PARISH COUNCIL MEETING ON 9 MARCH 2026

Councillors noted their acceptance of the Minutes of the Parish Council meetings held on 9 March 2026, and the Council **Resolved**, unanimously, that they were a true record.

160/25 PUBLIC QUESTIONS AND COMMENTS

Planning:

The Farm House:

The applicant advised that currently when it rains the water runs through the chimney of the Thatched roof and is going into the house. This application is to get permission to use lead flashing rather than the usual cement to stop the water coming into the house.

Other Agenda Items:

None

161/25 PLANNING

a) PLANNING APPLICATIONS

SDNP/26/00683/HOUS	Kimmeridge, Longwood Road, Owslebury, Hampshire, SO21 1LL
Proposal	(Amended) Side extension to dwelling to form a single garage with dormer plus removal of existing outbuildings to the rear of the site with a new replacement outbuilding as an annex to the main house.
Councils Comment	The council have no comment to make on this planning application

SDNP/26/00929/LIS	The Farm House, Main Road, Owslebury, Hampshire, SO21 1LU
Proposal	We would like to replace the current cement fillets surrounding our chimney with lead flashing. The current cement fillets keep cracking and rain has been leaking into the loft space and staining ceilings. Lead flashing would provide a more water tight seal between thatch and chimney and last longer
Councils Comment	The council have no comment to make on this planning application

SDNP/26/00922/LIS	Stable Yard Cottages, Longwood, Owslebury, Hampshire
Proposal	The repair and reinstatement of the collapsed roof which include: Existing red clay bricks to the gable end and the bottom chords of the roof trusses will be retained and reused where possible. A new timber wall plate will be installed, followed by new timber truss webs, purlins and rafters. Timber battens and roofing felt will then be installed, and the roof covering will be reinstated in red clay tiles to match the existing.
Councils Comment	The Council have no comment to make on this planning application

SDNP/26/00895/FUL	Marwell Wildlife , Thompsons Lane, Owslebury, Hampshire, SO21 1JH
Proposal	The proposed Marwell Wildlife Admissions Building is a permanent development situated north of the Marwell Gift Shop along the north admissions road. The site lies within the boundary of South Downs National Park yet the scheme remains entirely concealed from external viewpoint due to its internal location with the wider estate. The project consists of two small admissions kiosks with associated pedestrian entrance ways designed to enhance guest flow and improve the overall guest arrival experience. A segregated entrance for vehicles and the existing road train will be included between the pedestrian entrances. The kiosks and pedestrian / vehicle routes will be unified under a single Cedar Shingle roof with exterior cladding utilising timber ship lap with elements stone affect theming at low level. The roofing and cladding have been carefully selected to reflect the character of existing structures contributing to a sympathetic and cohesive appearance. The structure will be insulated to modern standards and fitted with low energy LED lighting to provide a suitable working environment for staff and ensure safe access and egress to the site. No ecological, noise or lighting impacts are anticipated as part of the development. The justification for the proposal is to deliver an improves, efficient and welcoming experience for visitors, supporting Marwell Wildlifes commitment to high quality guest facilities and operational functionality.
Councils Comment	The Council have no comment to make on this planning application

SDNP/26/00916/FUL	Long Ash, Annexe At , Pitcot Lane, Owslebury, Hampshire, SO21 1LR
Proposal	Change of use of existing self-contained Annexe in to Airbnb
Councils Comment	The Council have no comment to make on this planning application

b) PLANNING DECISIONS

SDNP/25/04799/FUL	Marwell Wildlife Thompsons Lane Owslebury Hampshire SO21 1JH
Proposal	Installation of off grid electric vehicle charging system using solar panels and generator backup. We are requesting temporary permission for a period up to 3 years.
Decision	Approved

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 (Amended Plans 12.02.2026 and 12.03.2026)
Decision	Approved

SDNP/25/03921/LIS/ SDNP/25/03920/HOUS	Boyces Farm Whites Hill Owslebury Hampshire SO21 1LT
Proposal	(AMENDED PLANS AND PROPOSAL - 14.01.2026) - 12.no 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.
Decision	Approved

162/25 RECEIVE THE COUNTY AND DISTRICT COUNCILLORS REPORT

The Clerk had circulated the District Councillors report, which included information on the Governments decision on the Local Government Reform and where Winchester will lay within it the new unitary council which was received and noted (Appendix 1).

The County and District Cllrs advised that Winchester will be part of the Mid Hampshire Authority, which includes the New Forest, Test Valley and East Hampshire. These districts have a degree of commonality. Elections will take place next year for a shadow cabinet and in 2028 the elections will take place for the Mayor for each unitary council.

All Cllrs advised it had been quiet as elections are coming up.

163/25 RECEIVE AN UPDATE FROM GROWS

Cllr Simmons gave a verbal update on GrOws, he advised that the next climate café will be held on 20th April from 7-9pm where GrOws will be talking about speed, traffic and sustainable transport. One of the South Downs National Park Rights of Way and Access Officers will be attending to talk about quiet lanes. Gary our ACSO will be attending to encourage people to join Speedwatch.

On the 25th April is the next repair café from 1:30 -4:30pm for tea, cake and tool sharpening.

On the 30th April GrOws will be meeting at Marwell Zoo to visit the bio-mass boiler.

164/25 DISCUSS THE ANNUAL PARISH MEETING

The clerk asked the council if they would like to hold the Annual Parish Meeting on a different day to the next Pavilion & Full Council meeting. The Clerk had advised that the Annual Parish Meeting could be held on the 11th May and the Pavilion and Full Council meeting could be held on the 18th May.

There was some discussion on this, but the council would prefer to hold all the meetings on the 11th May and have the Pavilion meeting at 6pm, the Annual Parish Meeting at 6:45pm and the Council meeting from about 8pm or when the Annual Parish Meeting finishes.

The Council **Resolved** unanimously to hold all three May meetings on 11th May.

165/25 RECEIVE A REPORT ON COMMUNITY ENGAGEMENT

The Clerk had circulated a report on community engagement which included how many people or receiving the newsletter, are signed up to the Owslebury Information Service (OIS) and the Instagram page to all prior to the meeting (Appendix 2).

The Clerk advised that the most recent newsletter was delivered to all the properties in the village as Gary was going to deliver to all those that don't receive it. The Clerk advised that 31% of the properties in the village were signed up to the OIS Service and around 9% of the village are signed up to the Instagram page, however many of the local influencers, companies and the school are following the page.

The Clerk advised that her aim is engage with local businesses through collaboration, introduce features such as "Throwback Thursday" showcasing historical images of Owslebury, and highlight local footpaths and walks. This content will also be shared via the OIS.

The Clerk advised that she will work on trying to get more residents signed up to the OIS service.

166/25 RECEIVE A REPORT ON BINS ACROSS THE VILLAGE AND AGREEMENT ON WHERE ANOTHER DUAL BIN COULD BE SITED ON THE SPORTS FIELD

The Clerk had circulated a list and map of all the Green dual bins and Red Dog bins situated in the village to all prior to the meeting (Appendix 3).

The Clerk advised that there are 11 bins in the village and 3 are Red Dog bins. The Clerk advised that the council pays Winchester City Council £195.00 a quarter to empty the Red Bins.

There was some discussion around changing the Red bins to Green ones. The council did not know where to put an additional bin on the sports field and decided to wait until the council have walked around the site to make a decision.

167/25 HIGHWAYS

a) RECEIVE AN UPDATE ON BEECH GROVE PATHWAY IMPROVEMENTS

The Clerk advised that there was no update on the Beech Grove improvements.

b) TO DISCUSS THE RECENT LETTER FROM OWSLEBURY PRIMARY SCHOOL REGARDING TRAFFIC

The Clerk had circulated the letter received from the Governors of Owslebury School regarding repainting the zig zag lines in Main road, speeding traffic and lack of signage for the school to all prior to the meeting (Appendix 4).

The Clerk read the letter out and advised that she had responded to the letter with the following, which she had sent onto Hampshire Highways and copied in the County Councillor:

Good Afternoon,

I have been contacted by Owslebury Primary school regarding the Zig Zag lines outside the school and lack of signage around the main roads leading to the school to alert drivers that there is school in the area.

The school has noticed that there is an increasing number of vehicles travelling at excessive speeds past the school, particularly during morning drop-off and afternoon collection times. This poses a

significant safety risk to pupils, parents, staff, and other pedestrians who use the area at these busy periods as there are no pavements on Main Road leading to the school so pupils and parents have to walk on the road to reach the school. This main road through Owslebury can become congested during the morning drop off as it is a rat run if there is a problem on the M3 or M27 and drivers who use this road do not know the village which causes reckless driving where drivers are becoming impatient.

In particular, the existing "School Keep Clear" yellow Zig Zag road markings outside the school entrance have faded considerably and are now difficult for drivers to see. Please can these be repainted as these markings would provide a clearer visual reminder to motorists that they are approaching a school and should exercise greater caution.

Please can you review and, where appropriate, increase road signage warning drivers of the presence of the school and encourage reduced speeds.

Improving the visibility of these measures would greatly assist in promoting safer driving behaviour and help protect children and families travelling to and from school each day.

I have attached 3 photos of Main Road Owslebury, which shows that the Zig Zag Lines are completely faded, and you can see in these photos that there are no signs on this road to suggest that there is a school in this area.

I look forward to your timely response.

There was some discussion on how the school could help with this situation and the Hampshire Road Safety was mentioned and if they could work with the school to educate the children and parents on road safety.

168/25 OPEN SPACES, RECREATION AND PLAYGROUNDS

a) AGREEMENT ON THE SURVEY ON THE PLAYGROUND TO BE SEND TO THE SCHOOL

The Clerk had circulated the proposed playground survey to be sent to the school to all prior to the meeting (Appendix 5).

There was some discussion on the questions, and the council asked the clerk to change question 6 'What is your least favourite piece of equipment' and to itemise the equipment and ask what is their least favourite within their age range.

The Council **Resolved** unanimously to send the survey on the playground to the school with the changes discussed.

169/25 RIGHTS OF WAY

a) AGREEMENT OF THE COUNCILS RESPONSE TO FOOTPATH 185/35/a/1 PROPOSED DIVERSION

The Clerk had circulated the email and map of the current footpath and proposed diversion to all prior to the meeting (Appendix 6).

There to was some discussion on where the footpath is now to where the footpath should be.

The Council **Resolved** unanimously that they had no comment to make on this change at this time.

17025 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
215	7.63	3 Phone	DD
216	103.69	Elementor - Website building Pro	CC
217	22.92	IONOS - Domain/ Manged Word Press	DD
218	90.00	Sentry Storage	
219	4.25	Bank Charges	DD
220	6.00	IONOS - Wordpress Hosting	DD
221	135.78	Phil Space - Toilet	
222	3,468.00	C&D Trees	
223	273.00	EM Arts	
224	559.00	Clerks Salary	
225	182.07	HMRC	
226	59.25	Clerks Expenses	
227	195.00	WCC - Dog Bins - Q4	
228	29.01	OPHMC - Meeting Expense	
229	1,379.73	Swanmore PC	

Receipts:

Voucher	Amount (£)	Payee
RECEIPTS		
45	129.93	CCLA Interest
46	210.45	Repair Café Donations
47	1,562.65	Xmas Lights - Donation
48	50.00	Xmas Lights - Donation

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

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

c) REVIEW THE ACTUAL TO BUDGET EXPENDITURE FOR THE FINAL QUARTER OF THE FINANCIAL YEAR 2025/26

82. 2025/ 2026
FC.13.04.26

The Clerk had circulated the actual budget for the final quarter of 2025/26 and the statement of variance to all Councillors prior to the meeting (Appendix 7).

The Clerk advised that the Council had operated within budget, with a surplus of £2,962.00 at the end of the year.

The Council received and noted the actual budget for the final quarter and the statement of variance.

d) CONSIDERATION FOR THE GRANT APPLICATION FROM THE CHRISTMAS LIGHTS TEAM FOR £250

The Clerk had circulated the email received from The Christmas Lights Team regarding a grant of £250.00 for next years lights to all prior to the meeting (Appendix 8).

The Council **Resolved** to grant of £250.00 for the Christmas Lights.

e) REVIEW AND APPROVE THE RISK REGISTER

The Clerk had circulated the Risk Register to all prior to the meeting (Appendix 9).

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

f) REVIEW AND APPROVE THE PUBLICATION SCHEME

The Clerk had circulated the Publication Scheme to the Parish Council to all prior to the meeting (Appendix 10).

The Council **Resolved** unanimously to approve the changes to the Publication Scheme and place a copy on the website.

g) REVIEW AND APPROVE THE RESERVES POLICY

The Clerk had circulated the Reserves Policy to the Parish Council to all prior to the meeting (Appendix 11).

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

171/25 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 QUOTES

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

172/25 TO REVIEW THE QUOTES FOR WORKS IN THE PLAYGROUND

The Council **Resolved** unanimously to instruct Quote 1 for the works in the playground.

173/25 INFORMATION EXCHANGE AND AGENDA ITEMS FOR THE NEXT MEETING

83. 2025/ 2026
FC.13.04.26

None

174/25 TO NOTE THE DATE FOR THE NEXT COUNCIL MEETING

The next meeting will be held on Monday 11 May after the Annual Parish Assembly in the parish hall.

There being no further business the meeting closed at 20.15pm.

Chairman:

Date: