

**OWSLEBURY PARISH COUNCIL  
DRAFT MINUTES OF THE PARISH COUNCIL MEETING HELD ON  
12<sup>th</sup> NOVEMBER 2007  
AT 7.45 PM IN OWSLEBURY PARISH HALL**

**PRESENT**

Chairman: Cllr Mr A Manship  
Councillors: Mrs J Chase, Mrs T Meads, Mr R Page, Mr G Tull.

**IN ATTENDANCE**

County Councillor: Mr P Mason  
District Councillor: Mr L Ruffell  
PCSO Paul Martin  
Clerk: Mrs E Manship

**194/07 APOLOGIES**

Councillor: Mrs J Ruffell  
District Councillor: Mr R Humby  
PC Charlie Farley

**195/07 DISCLOSURE OF INTERESTS FOR AGENDA ITEMS**

Cllr Manship declared a "personal interest" with regard to agenda item 12 – St Andrew's Church "Wainscote Project" as he is a member of "The Friends of St Andrews" who are fundraising for the project. He confirmed Cllr Chase would chair this agenda item.

Cllr Tull declared a "prejudicial interest" with regard to agenda item 14 - Whites Hill – The Way Forward. Cllr Tull confirmed that he had worked the landowner for payment and reserved the right to continue to do so.

**196/07 CONFIRMATION OF THE MINUTES**

The minutes of the meeting held on 8<sup>th</sup> October 2007 had been circulated. The Chairman signed the minutes.

**197/07 MATTERS ARISING FROM THE MINUTES**

**a) Trimming Chestnut Trees on Recreation Ground**

Cllr Manship confirmed he had met with Mr Ames to discuss the branches overhanging the Cricket Pavilion etc. He asked Mr Ames to pass on his thanks to the Football Club and Tree Surgeon for completing the work.

**b) Hedges Blitz**

- Cllr Page confirmed that there were a couple of trees near the Activity Centre that needed attention as they were overhanging the road. He would speak with the land owner / site manager.
- Cllr Chase reported that the hedges along Longwood to the C9 were generally tidy.
- Cllr Meads confirmed she planned to look at the hedges along Lower Baybridge Lane very shortly.
- Cllr Tull reported that he had scanned the area but he was planning on leaving discussion with landowners until after Christmas.

**c) Winchester Area Community Action – AGM Report**

Cllr Manship confirmed his attendance. He was impressed with the support WACA had offered voluntary bodies throughout the past year, mainly in the City Centre, but some of benefit to Owslebury residents e.g. Dial a Ride.

**d) Enforcement Issues – Update**

**i.) Dundee Down Farm**

The Clerk reported that Rob Riding, Senior Planning Officer (Enforcement) had written to the landowner, to advise that planning permission is required for the access onto Whaddon Lane and also the track across his field to the agricultural building.

**ii.) Lower Baybridge Lane opposite Yew Tree Cottages**

The Clerk reported that further to an enquiry that a hedgerow and trees had been removed along the western boundary, Rob Riding had visited the site. He confirmed that a number of trees had been removed, but it is not entirely clear whether a hedgerow also existed that may have been covered by the Hedgerow Regulations 1997. If anyone has photographic evidence to prove either way he would be pleased to view it.

**iii.) Whaddon Lane – Entrance at Top on East side**

The Clerk reported that Rob Riding had closed the case as photographic evidence had been provided proving that an entrance already existed onto the road.

**198/07 PUBLIC QUESTIONS AND COMMENTS**

**a) 07/02389/FUL – Pitcot House, Pitcot Lane, Owslebury**

The owner of Pitcot House talked through his application for a new garage and carport. He stated they had planning permission for a garage with a flat roof in the same footprint, but they wished the garage to have an apex roof, hence the application.

**b) 07/02456/FUL – Orchard House, Morestead Road, Owslebury**

The owner of Orchard House talked through their application, stating that the extensions, over 2 areas, totals no more than 10m sq. In essence it is remodelling, creating a separate boot room, new kitchen, new windows at the rear etc.

**c) Whites Hill – The Way Forward – Discussion**

Mrs Sprout asked Mr Humphrey's why he had not, as yet, let out the storage unit. Mr Humphrey's confirmed that he had advertised the unit and was currently discussing the site with a potential tenant. With regard to the 2<sup>nd</sup> shed, he had confirmed in his letter to the PC that he would not invest further monies into the site until the bigger picture had been looked at to see whether there were more satisfactory alternatives.

Mr Harrison asked Mr Humphrey's whether B8 applied to the existing buildings as is, or whether they could be knocked down and rebuilt. Also whether goods could be stored outside. Mr Humphrey's confirmed he could modify or improve the existing buildings, fit to rent as B8, but they could not be rebuilt. He confirmed goods could not be stored outside the buildings.

Mrs Sprout asked Mr Humphrey's whether long term he was likely to apply for B8 for the large chicken shed. Mr Humphrey's said that he had no plans with regard to this shed at the moment. The regulations with regard to egg production were changing and it may be that egg production continued to be a viable option for him in 2012, or it may not, depending on the regulations.

Cllr Manship talked through a paper that had been circulated by the Clerk that summarised the varying views that had been discussed via e-mail by parishioners. He invited comments.

Mr Petter stated that it was very important that the community together discussed an integrated approach to the way forward.

Mr Wilkie stated that one option had been omitted. That of outright opposition to plans that necessitated HGV use. He explained that his house, a "listed building" on the road edge, had been hit three times by HGV's, when traffic attempted to pass in opposite directions. He had been advised by a Civil Engineer that HGV's continuously passing by are likely to cause his house walls to crack, and, with no foundations, eventually collapse. As a "listed building" he cannot allow this to happen. He therefore stated that if required, cars could be parked legally, but in a way that prevented HGV's moving through the village. Time required to locate car owners could delay an HGV on its journey by several hours. If this opposition was published in the local papers, it could dissuade people from renting the units. Mr Wilkie stated that outwardly Mr Humphrey appeared very reasonable, taking the parishioners thoughts into consideration. However, he wished to remind people that he heard the same thing a year ago, regarding the "trial" that never took place. He urged people to be very careful before believing anything stated by Mr Humphrey that cannot be enforced.

Mrs Sprout said that a couple of years ago the village had voted against traffic calming. Now, she was sure, people were wondering whether chicanes would have been a good idea. Was it possible to place this on the agenda for reconsideration? Cllr Manship replied that the village had turned down the chicanes, in the main because of the "one-way rush-hour" traffic that meant vehicles did not have to slow to drive through them, rather the traffic swerved to drive through them which caused even more of a danger.

Also, the breaking and accelerating, when required was noisy for residents adjacent to the road. However, the Parish Council could re-look at Traffic Calming in general and enquire of Hampshire Highways alternative methods for consideration. **Clerk to Action.**

Mr Harrison referred to the statement made by the Agent from Planning Aid, suggesting that the conditions were monitored and asked whether the Parish Council had a plan. The chairman confirmed that no official plan was in place.

Mr Tull said that the Humphrey's site was one of a number of agricultural buildings seeking a change of class, owing to Government grants etc. and the village needed to be aware of the increased HGV use this will generate. Mr Tull stated that he, himself had built a brand new building without planning permission, which last year was awarded B8, and there will be more. He said that 3 years ago he had indicated that we should be talking. The residents with frontages onto the main road must be protected. Mr Tull said that he had put it to Mr Humphrey's that there must be an emergency plan for when a gas tank gets stuck in the village, blocked in by HGV's. He said we can't stop progress, but we must control it.

Mr Wilkie raised concern about HGV's parking in the village overnight waiting to access the site. The roads are too narrow to support this. The Chairman asked the Clerk to seek advice about the action that should be taken. **Clerk to Action.**

Mrs Harvey raised her concern regarding parishioner safety, particularly in the morning rush hour. HGV's would be driving west, commuters would be driving east, children would be walking to school and there are no pavements. The Clerk confirmed that this scenario had also been raised with PC Charlie Farley, who was going to talk to the parishioner who had raised their concern. Cllr Manship confirmed the Parish Council had long term been seeking traffic calming of some nature but the process was so slow in moving this forward. The Council to raise again with HCC and WCC. **Clerk to Action.**

Mr Emmans stated that he has B8 and he rents his building out to tenants. Living on the site he has an interest in limiting vehicular movements. He confirmed that HGV use is dependent on the tenant and their business needs.

Cllr Page asked Mr Humphrey's whether he could guarantee no HVG's at the site. Mr Humphrey's said that he could not commit to this but he felt that HGV use could be limited by selecting tenants carefully. Mr Humphrey's said that he understood the strength of opposition to B8 and he wished to engage in discussion to try to find a mutually acceptable solution. Cllr Page asked Mr Humphrey's, if the current planning consent was not ideal, what he was looking for. Mr Humphrey's said that he was happy to pursue B8 but given the opposition he wished to engage to find an acceptable solution.

Cllr Manship thanked everyone for their comments. He asked all, who had not done so by e-mail, to complete a questionnaire. Further to the discussion Cllr Manship wished to ascertain people's views as to the best way forward, in order to advise the Councillors when they discussed it further in the closed section of the meeting – Agenda item 14.

The Clerk outlined the results of the survey, as follows:

23 People gave their opinion, either through e-mail to the clerk or a questionnaire at the PC meeting. (4 people did not give their names) Their views are as follows:

**Immediate Way Forward (23 people gave an opinion)**

- 13 People feel that in the immediate future we should ask Jonathan Humphrey's to work within B8 (*I mentioned 15 at the PC meeting, but I have identified that 2 people voted by e-mail and by form on the night*)
- Of these 13 people, 2 people feel that B8 is the way forward, but if option b or c (working party) is opted for, they would be prepared to be part of it.
- 4 People feel a PC co-ordinated working party to look at other options is the next step but only 1 of these 4 persons is prepared to be part of it.
- 6 People feel that a village co-ordinated working party to look at other options is the next step but only 2 of these 6 persons are prepared to be part of it and 1 of these 2 did not give their name.
- Of these 6 people, 3 people suggested other options.
- 1 to park cars legally, but in a way that would prevent HGV's driving through the village
- 2 that Mr Humphrey's considers using the land for allotments

**Parish Plan / Village Design Statement (18 people gave an opinion)**

- 17 People feel that a Village Design Statement and/or Parish Plan is needed for the Village.
- 8 people are prepared to be part of a working party to draft either/or but 2 did not give their name.
- 1 person did not feel it was needed.

**Research into Planning Law to support the Village / Parish Council (18 people gave an opinion)**

- 4 people are prepared to research into planning law and 14 people are not prepared to.
- 1 person felt concerned about this option, feeling that advice should always be sought from experts.
- Of these 4 people, 2 are prepared to be part of a PP/VDS working party, and 2 are different people.

**d) Country Kerbing**

Mr Drew said that he had lost over 1' of land at the front of his property, worn away by vehicles driving around the bend at the top of Whaddon Lane and, further to the promised road closure, asked if the Parish Council knew when the kerbing would be installed. Cllr Tull said that HCC had applied for the Road Closure before they had agreed a start date with their contractor for the kerbs. At the same time they were going to patch Whaddon Lane and were to meet with himself and Mr Ward regarding the boundary. The Chairman confirmed there had been delays related to boundaries and that the Clerk was currently following this up. **Clerk to Action.**

The Chairman closed this section of the meeting. He thanked people for attending. Many chose this moment to leave the meeting.

**199/07 COUNTY AND CITY COUNCILLORS AND POLICE CONSTABLE REPORTS**

**a) Rob Humby - Apologies**

Cllr L Ruffell offered Cllr Humby's apologies as he had to attend another meeting.

**b) Dundee Down Farm**

Cllr L Ruffell confirmed he had made a site visit with Rob Riding. There was evidence that burning had been taking place on the site but there was no evidence of the bund blocking a water course.

**c) 20 mph**

Cllr Ruffell asked PCSO Martin whether 20mph could be enforced. PCSO Martin confirmed he would enquire and let us know. Cllr Mason confirmed that within the 20 is Plenty scheme, 20 is advisable, not enforceable.

Action	By When	By Whom
• To report back to the Council via PC Charlie Farley	10/12/07	PCSO Martin / PC Farley

**d) Police Report**

Cllr Manship welcomed PCSO Paul Martin to the meeting and thanked him for attending.

PCSO Martin confirmed there had been two thefts from vehicles in the last month. One in Hurst Lane and the other at Marwell Zoo. They have also received reports of plants going missing from Humbies. The Police are increasing their patrols in the Marwell, Hurst Lane, Humbies area.

PCSO Martin confirmed that later in the year they hoped to receive their licence to enable them to ride push bikes.

PCSO Martin confirmed that a "Community Box" had been placed in the primary school. If anyone has any suggestions as to how the services the Police offer can be improved, these can be placed in the box.

**e) Baybridge Lane to be closed**

Cllr Mason confirmed that he had received notification that Baybridge Lane was to be closed for BT works. A road closure order had been granted from 3<sup>rd</sup> December for 3 months, though the exact dates of the works were unknown. It was anticipated that the work would take 1 week. Cllr Meads raised her concern regarding the difficulties this would cause if closed at the same time as Whaddon Lane.

Action	By When	By Whom
• To speak with WCC to see whether the two road closures can be kept separate.	ASAP	Clerk

**f) Apologies for Parish Council Planning Meeting – Monday 19<sup>th</sup> November**

Cllrs L Ruffell and Mason gave their apologies for this meeting. 82/07

## 200/07 HIGHWAYS

### a) Fly Tipping

The clerk confirmed she had reported the fly tipping in Mare Lane. Cllr Tull confirmed it had been collected. Cllr Tull reported that a fridge had been dumped in Red Lane.

Action	By When	By Whom
• To notify Serco	10/12/07	Clerk

## 201/07 RIGHTS OF WAY

### a) Dog Mess

Cllr Chase reported that the dog mess was again increasing in Pitcot Lane and the Glebe Field. The possibility of a dog bin was discussed.

Action	By When	By Whom
• To place on the agenda for the next meeting	10/12/07	Clerk

## 202/07 ANNUAL PRECEPT AND DRAFT BUDGET FOR 2008/09

The draft budget had been circulated prior to the meeting. The Clerk outlined key changes for Councillors consideration as follows:

### Income

- that the precept remained the same, set at £15,000
- that the cricket and football club fees for use of the recreation ground, set at £80, remained the same (these are yet to be received for this year)
- 6 businesses currently advertised on the website (current income of £300). It is hoped further businesses will advertise over the year.

### Donations

- That the donations of £100 to St Andrew's and £50 to Morestead church remain the same, but that the £400 that has been given to St Andrew's for grass cutting over the last two years is not continued. (*The understanding is that the church may have purchased a lawnmower with the money but the day-to-day grass cutting costs are negligible as Community Workers currently cut the grass.*) Instead, the proposal is that £2000 is set aside for donations towards specific projects which community groups e.g. The Church, The Parish Hall Committee etc can apply for.
- Money has been set aside to enable donations to be made to Winchester CAB, Owslebury Newsletter, Planning Aid etc. if the Parish Council feels it is appropriate to do so.
- A proposal of an annual increase in line with inflation for the chairman's expenses. Increased from £60 to £64 per annum.

### Expenditure

- £500 has been set aside for general repairs e.g. painting the fence around the Glebe Field, contributing to the hedge cutting and fence repair between The Glebe Field and Glebelands etc. Previously no specific amount has been set aside for general maintenance
- Savings set aside for the Traffic Calming / Country Kerbing project be decreased to £1000, giving a total of £20,000 set aside for this project.
- Community Assets – To date in this financial year the Council has spent £3,500 of the £5,400 set aside for Community Assets. The Clerk would like to propose 2 further noticeboards as those in Baybridge and Morestead are worn out. A new filing cabinet is also required. An approximate £3000 is set aside for the next financial year. This can be boosted with grants from the Open Space Fund. New Swings in the Play Area, may be one such project. Parishioners may also have ideas.

Cllr Mead thanked the Clerk for her budget statement, recognising the time it must have taken to put it together.

The draft budget and precept were agreed with no amendments.

**203/07 “20 IS PLENTY”**

Cllr Meads reported that she had discussed this with David White, Head Teacher of Owslebury Primary School, who confirmed the school has made an application for 2 “20 is Plenty” signs to be erected on the road near the school. If these signs are placed on existing posts the cost will be £200. If new posts are required the cost will be greater. At the moment they are looking for sponsorship for this work.

Cllr Meads also confirmed that the School is also just commencing the development of a School Travel Plan. This starts with the distribution of a survey to children, parents, staff and local residents. This is then collated and an action plan developed. If accepted, the school receives a lump sum of money to help undertake road safety projects that have been identified

The Council agreed that the school could look favourably to the Parish Council with regard to sponsorship for the “20 is Plenty” signs, but that the Parish Council would like them spread as widely as possible (within the schemes restrictions) through the village.

Cllr Chase raised the issue of the school signs that cannot be seen as they are in the hedge. Agreement was that the best way forward was to ask Hampshire Highways to move it.

Action	By When	By Whom
<ul style="list-style-type: none"> <li>To mention possible PC sponsorship to David White</li> <li>To ask Hampshire Highways to move the school signs</li> </ul>	10/12/07 10/12/07	TM Clerk

**204/07 ST ANDREWS CHURCH WAINSCOTE PROJECT**

Cllr Manship left the room. Cllr Chase chaired this agenda item.

Cllr Chase outlined the Wainscote Project, the removal of the panels and the examining of the drains, the storage and drying out of the oak and their replacement. She referred to a request from “The Friends of St Andrews” for a donation. Cllr Chase said there were two issues to consider. The first, as to whether the Councillors felt that this was something that they would wish to support in principle. The second, if in the affirmative, the sum they felt appropriate. As this is an ongoing project requiring an approximate £60,000 Cllr Chase explained that one way forward could be to pledge an amount per year over 3 years, to be given on the completion of a section of work. This avoided funds being given to a “bottomless pit”.

Cllr Meads felt it was correct that the Parish Council supported the project but that the Council should be mindful of the precept and the percentage of the precept that the donation agreed represents.

Cllr Tull said that he would like to see the Parish Council support the project but he would not like Parish Council funds to disappear down a “black hole” if insufficient funds were raised for the project to be completed. He understood the pledge approach could address this but he would like a better understanding about the project as a whole, stages and timescales.

General questions and answers followed, given by Cllr Ruffell who has been involved in the project. The Council agreed in principle that they would like to support the project financially, but that they would like to hear further information about the project as a whole, stages and the timescales etc. before committing a specific sum.

Action	By When	By Whom
<ul style="list-style-type: none"> <li>Cllr L Ruffell to arrange for a member of the Steering Group to attend a Parish Council meeting to give more information.</li> </ul>	ASAP	LR

**205/07 ELECTION OF A “PARISH TRANSPORT REPRESENTATIVE”**

Cllr Manship confirmed that he had hoped to ask Cllr Seabrook whether he would represent the Council as Parish Transport Representative. As he wasn’t here, Cllr Manship confirmed he would visit him on Tuesday to check he was OK and sought the Council’s agreement to ask him personally and see whether he was free to attend the meeting on 17<sup>th</sup> November. All agreed.

Action	By When	By Whom
<ul style="list-style-type: none"> <li>To ask Cllr Seabrook whether he would stand as Parish Transport Representative</li> </ul>	13/11/07	AM

The Clerk has received a letter from HCC seeking comments regarding the subsidised bus services and their future. The Clerk to place on the Agenda for 19<sup>th</sup> November 2007

Action	By When	By Whom
• Agenda Item	19/11/07	Clerk

## 206/07 WHITES HILL – THE WAY FORWARD

Cllr Tull left the room for this agenda item.

The Councillors discussed the points of view that had been expressed earlier in the meeting. They were mindful that an overwhelming majority of parishioners who gave an opinion felt that B8 only was the way forward for the immediate future. Also, of Mr Humphrey's understanding regarding HGV issues. Therefore, they agreed that the Parish Council would write to Mr Humphrey's confirming that the Council / Village felt the best way forward for now was to proceed with B8 only. And to request the following:

- His consideration with regard to identifying tenants with minimal HGV use.
- That he avoids tenants who are likely to employ HGV drivers from abroad, owing to the experienced difficulty of understanding local road signs and getting stuck in the narrow roads.
- That he makes it clear to his tenants that there are no facilities for overnight parking and any vehicles visiting the site, unable to arrive within the hours stated within the conditions, should park up in regularised parking bays outside the Parish. That it would not be acceptable for vehicles to enter or leave the site outside these hours or park-up in the Parish.
- That the village will be producing a Village Design Statement and/or Parish Plan and would like to use this as a tool to keep dialogue open with him and other landowners in the village as appropriate.

The Parish Council noted interest and volunteers for a Village Design Statement / Parish Plan / Planning Research and this is now considered a viable way forward. To place on the agenda for the next meeting to move forward.

Action	By When	By Whom
• Moving a Village Design Statement / Parish Plan / Planning Research forward – Agenda item for next meeting	10/12/07	Clerk

## 207/07 PLANNING

### a) To discuss pre-planning applications

#### i. Bottom Pond Farm

One of the landowners of Bottom Pond Farm contacted the chairman to request a site visit, to discuss with Councillors a planning application for re-development.

A provisional date has been arranged for **Saturday 8<sup>th</sup> December at 2pm.**

Cllr Tull and Cllr Manship have confirmed their availability to date.

Action	By When	By Whom
• Cllrs to confirm their attendance	19/11/07	TM / RP / JC / JS / JR

### b) To discuss planning applications

<b>07/02456/FUL:</b>	<b>Orchard House, Morestead Hill, Morestead. SO21 1LZ</b>
<b>Proposal:</b>	Single storey rear glazed extension; single storey side extension; new windows and balconies to first and second floors
<b>Comment By:</b>	<b>Tuesday 13<sup>th</sup> November (extension)</b>

**Parish Council Comment:** Support. Plans enhance property.

<b>07/02389/FUL:</b>	<b>Pitcot House, Pitcot Lane, Owslebury. SO21 1LR</b>
<b>Proposal:</b>	Detached garage with carport and loft storage
<b>Comment By:</b>	<b>Tuesday 13<sup>th</sup> November (extension)</b>

**Parish Council Comment:** Strongly object. Over intensification of the site. Site, Density and Mass of built form between the existing house and footpath is totally out of keeping with the area. It is in front of the building line and therefore out of keeping with the surrounding area. The build is too close to Footpath 30 = Pitcot Lane. It will block light from the house and will potentially block light from a new build 07/02207/REM in the grounds. The present owner has 2 garages at the side of his property. He is in the process of selling/sold the land on which these garages stand, with the plan that these garages will be demolished and an "infill" house be built on the site. He now seeks to build a replacement garage and carport which will over intensify his remaining plot and is totally unsuitable for the surrounding area. The Parish Council asks that the Planning Authority refuse this application. If for any reason this is not possible, the PC requests this application is taken to committee.

**b) To hear planning decisions:**

None

**208/07 MATTERS ARISING FROM CORRESPONDENCE RECEIVED: FOR INFORMATION ONLY**

**a) The Hampshire Playing Fields Association AGM – Tuesday 20<sup>th</sup> November at 1.45pm**

No one available to attend

**b) Winchester Villages Trust – Owslebury Representative to replace Mark Bailey**

Action	By When	By Whom
• To forward to OMCA for their consideration	10/12/07	Clerk

**209/07 FINANCE**

Payments were approved in accordance to the budget.

**210/07 DATE OF THE NEXT PARISH COUNCIL MEETING**

An Extraordinary Parish Council meeting for Planning Matters will be held on **Monday 19<sup>th</sup> November 2007 at 7.45pm**

The next Parish Council meeting will be held on **Monday 10<sup>th</sup> November 2007 at 7.45pm**

The meeting closed at 10.45pm

Chairman..... Date.....