

**DRAFT OWSLEBURY PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON
12th JULY 2010
AT 7.45 PM IN OWSLEBURY PARISH HALL**

PRESENT

Chairman: Cllr Mr A Manship

Councillors: Mr J Chapman, Mr R Page, Mrs P Sharpe & Mr G Tull. Mr M Cryer from 117/10.

IN ATTENDANCE

County Councillor: Mr P Mason

District Councillor: Mr R Humby

PCSO Helen Carthew

Clerk: Mrs E Manship

110/10 APOLOGIES

District Councillor: Mr L Ruffell

PC Clive Barham

111/10 DISCLOSURE OF INTERESTS FOR AGENDA ITEMS

a) Planning Application 10/01649/APN – Moris Farm, Hurst Lane

Cllr Chapman declared a prejudicial interest, as the landowner is a neighbour.

112/10 CONFIRMATION OF THE MINUTES

The minutes of the meeting held on 14th June 2010 had been circulated. One amendment was agreed. The Chairman signed the minutes.

113/10 TO HEAR PUBLIC QUESTIONS AND COMMENTS

a) Planning Applications – Statement of Intent from Owner or Agent and Public Comments

i) 10/01649/APN – Moris Farm, Hurst Lane

Mr Chapman stated that he spoke on behalf of many of the residents at Marwell who were very concerned regarding the proposed developments at Moris Farm. They were concerned that the new barn would be used to support the owners haulage business, rather than for agriculture. They were concerned regarding potential industrialisation within the National Park. They felt the identified site for the barn is too close to the road, which aesthetically would not be pleasing within the National Park or on the approach to Owslebury.

ii) 10/01522/LIS & 10/01168/FUL – Church Cottage, Pitcot Lane

The applicant confirmed the property is Grade 2 listed, a series of cottages turned into a house. His purpose is to remove a 1984 lean too, expose more of the gable, extend, bring back some of the historic features and make the overall property more workable.

b) Any General Matters

None

114/10 POLICE CONSTABLE REPORT

a) Occurrence Summary for Owslebury Parish – Tuesday 11th May – Monday 14th June 2010

This summary gives a simple snapshot of those incidents occurring within the parish which are most liable to affect local residents. It is not intended to be a complete list of all occurrences recorded; identities are omitted. For detailed statistics by post code, please see the Hampshire Constabulary website: <http://www.hampshire.police.uk> scroll down to the bottom left of the page, and in the CADDIE space enter the post code of the area of interest.

- **Theft from Car – A272 – 10th July 2010, 17:20 to 18:10 hours**
Dog walker left car parked beside main road. Unknown person(s) forced entry by smashing rear nearside window, then pulled forward the rear passenger seats & stole photographic equipment from the car boot. 44100288484.
- **Unsolicited telesales – 6th July 2010**
Local elderly resident received unsolicited phone call from male falsely claiming to be working on behalf of National Crime Stoppers & the Police, & to be operating a special event in the Winchester area. The caller said the resident had been selected to have a security system installed. The resident had the presence of mind to tell the male his call was not wanted, & rang off. This is one of a series of similar current dodgy sales techniques in which callers are attempting to sell burglar alarm systems. No reputable security company will ever use such tactics. Police advise if such calls are received is not to answer any questions or give any information, but to simply tell the caller politely but firmly to go away, & then terminate the call. 44100281161.
- **Harassing text messages – June / July 2010**
Several harassing text messages of a sexual nature sent to a parish resident. Enquiries in hand to identify the offender. If others have been receiving such text messages, police would like to know – any reports will be treated in confidence. 44100270018
- **Road traffic incident (excess speed), A272 – Wednesday 23rd June 2010, 19:25 hours**
Motorcycle overtook marked police vehicle travelling west on A272. Motorcycle then changed down through gears & accelerated hard reaching estimated speed of 95 to 100mph. Proceedings being brought against rider for driving without due care & attention. 44100250407.
- **Theft from car, Beech Grove – 8th to 10th June 2010**
England badge forced off rear of parked car by unknown person(s), causing minor damage to car paintwork. 44100246318.

Anyone with information that might assist police enquiries into these or other crime incidents is requested to make contact by phoning 0845 045 45 45. Alternatively, information can be given to Crime Stoppers (anonymous & free) on 0800 555 111.

PC178 Clive Barham (Beat Officer), PCSO14039 Helen Carthew & PS Dorian Chapman.
Meon Valley Safer Neighbourhoods Team, Meon Valley Police Station, Hoe Road, Bishops Waltham. S032 1DS.
Tel: 0845-045-45-45. Ext. 643-234. Fax: 023-8074-5307
Email: clive.barham@hampshire.pnn.police.uk Mobile: 079-0110-2498
Email: helen.carthew@hampshire.pnn.police.uk Mobile: 079-0110-2497
Email: dorian.chapman@hampshire.pnn.police.uk Mobile: 079-0110-2292

PC24208 Jon Radcliffe, Countryside & Wildlife Crime Officer
Email: winchester.countryside@hampshire.pnn.police.uk
Tel: 0845-045-45-45. Ext. 643-126.

115/10 MATTERS ARISING FROM THE MINUTES

- a) **Bottle Banks – To arrange a site visit with Fiona Churcher, Chris Pope and Cllr Manship – Cllr Ruffell**
Cllr Manship confirmed this had been arranged for 15th July 2010.

Action:	By When:	By Whom:
<ul style="list-style-type: none"> • To feedback at August meeting 	09/08/10	Cllr Ruffell / AM

- b) **Camping and Caravanning Club – Hensting Lane – To clarify the rights and restrictions – Cllr Ruffell**
The Clerk confirmed receipt of an e-mail from Cllr Ruffell confirming the following information: -

The Camping and Caravanning Club is an exempted organisation under paragraph 12 of Schedule 1 of the Caravan Sites and Control of Development Act 1960. A certificate issued by the club under paragraph 5 of that Schedule to the owner of Alpaca Meadow, Hensting Lane will allow him to have up to 5 caravans on the site all year round, provided no particular caravan remained there for more than 28 days.

Paragraph 13 of Schedule 1 empowers the Minister to make an order, which in effect revokes any of paragraphs 2 through 10 in relation to any specified piece of land. A local authority can ask the Minister to make such an order.

WDC could ask the Minister to make an order, revoking paragraph 5 in relation to Alpaca Meadow. If such an order were made, the owner would have to apply to WDC for a caravan site licence. Then by default the use would require the benefit of planning permission (as "Permitted Development Rights" only exists for those caravans where a site licence is not required).

c) Virtual Footpaths – Cllr Mason to discuss further with Mandy Ware. Cllrs Humby & Ruffell to support as appropriate.

Cllr Mason reported that Mandy Ware is adamant that there is no way forward with regard to a Virtual Footpath in Main Road, Owslebury, owing to the situation of the road and its width. Cllr Tull said that in Mandy Ware's e-mail she states that a Virtual Footpath would bring children and walkers in conflict with motorists. However, Cllr Tull stated that they already are. Cllr Mason confirmed Mandy Ware is working to national criteria. Cllr Chapman said that the purpose of criteria is to set guidelines, not to be authoritative. Cllr Mason confirmed Mandy Ware has said "no". Cllr Manship suggested that the Council seek to move this forward via Martin Wiltshire in the Safety Partnership Team. This was agreed.

Action:	By When:	By Whom:
• To write to Martin Wiltshire and feedback at the August meeting	09/08/10	Clerk / AM

d) Winchester District Association of Parish Councils – Feedback from AGM – Cllr Chapman

i) Rural Development for England – Presentation – Ken Brown

Whilst the Parish Council has recently been turned down for Leader funding owing to a change in the DEFRA guidance, Ken Brown would encourage us to keep in touch in the hope that he can support the play area with funding in the future. Cllr Sharpe confirmed she is in contact with Ken Brown for this purpose.

ii) South Downs National Park Executive Committee

For now, the SDNP will take a strategic view to planning and leave the details with the local authorities. If they are not satisfied they can take a hands-on approach themselves. If there is significant local concern regarding specific planning applications, they will look into them.

iii) Parish Lengthsman

A Parish Lengthsman pilot project is currently underway in two parishes, funded by Hampshire County Council. Cllr Chapman feels a part time Parish Lengthsman would be extremely advantageous within Owslebury, digging out the ditches along the highways, maintain the SLRs, clearing the rights of way etc. All agreed.

Action:	By When:	By Whom:
• To find out further information regarding the pilot from HCC	09/08/10	Clerk / Cllr Mason

116/10 COUNTY AND DISTRICT COUNCILLOR REPORTS

a) Grit Bins

Cllr Mason reported that he had volunteered to attend a Select Committee on 7th June to discuss the impact of the severe weather conditions at Christmas. It was clear the villages without grit bins were badly hit e.g. parishioners were stranded within Durley. Grit Bins are very much still in the equation for parishes. The Clerk confirmed that she had forwarded Owslebury's request for about 7 grit bins to HCC. Cllr Mason felt that these would be provided.

b) Flag Raising Ceremony and Homecoming Parade

Cllr Mason reported that he had attended the Flag Raising Ceremony in Castle Yard on 21st June 2010 and the Homecoming Parade on 23rd June 2010. This in particular was a very moving experience.

c) Fare Concessions

Cllr Mason reported that fare concessions is being moved from WCC to HCC.

d) Leader Funding

Cllr Humby reported on research that had recently taken place with the Basque region in Spain for grant allocation. WCC go through 52 checks, whilst the process in the Basque region involves 4 checks only.

e) Housing Targets

Cllr Humby reported that there are no longer regional housing targets and the Regional Spatial Strategy is no longer applicable. A letter (copy given to the Council) has been written to the Chief Planning Officer discussing who will decide housing numbers in the absence of regional targets. Further information to be released as available.

117/10 COOPTION OF PARISH COUNCILLORS

The Clerk confirmed only one nomination had been received, from Mr Michael Cryer of Lower Baybridge Lane. The Clerk read his letter of nomination and Mr Cryer took Cllr questions. The Chairman proposed Mr Cryer as a Parish Councillor for Owslebury Parish Council. Cllr Page seconded this proposal and all agreed. Michael Cryer signed the Declaration of Acceptance of Office and joined the Councillors at the table.

Action:	By When:	By Whom:
<ul style="list-style-type: none"> To re-advertise for the co-option of a 7th Councillor 	ASAP	Clerk

118/10 HIGHWAYS

a) Whaddon Lane

The Clerk reported that she had received an e-mail from Richard Peach who is chasing up the safety audit regarding the 3rd lay-by.

Cllr Sharpe reported that vehicles driving down Whaddon Lane tended not to stop, even if it is clear a vehicle is coming up. There is a 'single carriageway with passing places' sign at the top of Whaddon Lane but it is not in drivers sight line when looking around the corner down the lane.

Action:	By When:	By Whom:
<ul style="list-style-type: none"> Re: 3rd Lay-by – To follow up with Richard Peach Re: Single Carriageway Sign – To discuss with Richard Peach the location of the sign and the potential for traffic from one direction to be given priority 	09/08/10 09/08/10	Clerk Clerk

b) Pot Holes

Cllr Chapman reported that the potholes had reopened in Whaddon and Hurst Lanes and need patching. The road is in a particularly bad state of repair outside Owslebury Garage.

Cllr Sharpe requested carriageway resurfacing in Baybridge Lane, between the Coach House and Lower Baybridge Lane. The Chairman confirmed this stretch of carriageway had been reported.

Action:	By When:	By Whom:
<ul style="list-style-type: none"> To notify Chris Wilson 	ASAP	Clerk

c) Red Lane Carriageway Resurfacing

Cllr Mason confirmed carriageway-resurfacing works were due to take place on Red Lane from Hatchley Lane to Roughay Farm entrance. The Clerk confirmed receipt of a letter from Hampshire Highways in this regard. *The works are programmed to start 9 July 2010 and are expected to last for 2 days. Neighbours were to be informed direct from Hampshire Highways.*

d) Orange Paint on Road Sign – Junction of Whaddon Lane and Lower Baybridge Lane

No information has been received as to why this has happened. An assumption is that it is to mark a route.

Action:	By When:	By Whom:
<ul style="list-style-type: none"> To seek to have the mark removed 	ASAP	Clerk

e) New Finger Post for Junction of Whaddon Lane and Lower Baybridge Lane

Cllr Cryer reported that one resident has confirmed a contribution to date.

f) C9 / Longwood Crossroads

Cllr Tull has taken photographs of the signs with their vision obscured. Cllr Tull reported that Mr Gray, Head of Highway Safety, had visited the site on Friday 9th July. Cllr Tull reported that Mr Gray confirmed the hedges would be cut back, but not immediately.

Cllr Manship reported that the hedge cutter had confirmed the Safety Team had instructed him to cut the hedges at Longwood every month.

Additional crossroads signs have been installed as agreed. The VAS sign on Longwood Road East is outstanding. The VAS signs on the C9 are still not working.

Action:	By When:	By Whom:
<ul style="list-style-type: none"> To follow up the VAS signs 	ASAP	Clerk

119/10 RIGHTS OF WAY

a) Cutting back Rights of Way to Improve Access

Cllr Sharpe thanked Cllr Tull for cutting the nettles on the Rights of Ways. Cllr Tull said that if there were any further Rights of Way he could cut with his tractor to let him know.

Cllr Tull raised the overhanging hedge between the school and adjacent footpath.

Action:	By When:	By Whom:
<ul style="list-style-type: none"> To follow up with the School 	ASAP	PS

b) Rights of Way Maps

Action:	By When:	By Whom:
<ul style="list-style-type: none"> To copy rights of way maps for Cllrs 	ASAP	Clerk

120/10 ANNUAL ACCOUNTS 2009/10 – Internal Audit Report

The Clerk summarised the Internal Audit Report, which had previously been circulated. Cllr Chapman thanked the Clerk for all her hard work with the 2009/10 Accounts.

From suggestions made within the Internal Audit report dated 10th June 2010, the following actions have been agreed.

Action:	By When:	By Whom:
<ul style="list-style-type: none"> To purchase or download the 2010 Edition of the Governance and Accountability in Local Councils in England and Wales 	Purchased 09/07/10	Clerk
<ul style="list-style-type: none"> To confirm reconciliation differences in Asset Register and Insurance Documentation relate to 'surfaces' 	Confirmed 14/06/10	Clerk
<ul style="list-style-type: none"> To register with The Information Commissioner 	Registered June 2010 - No: Z2259431	Clerk
<ul style="list-style-type: none"> To maintain original invoices on file 	With immediate effect	Clerk
<ul style="list-style-type: none"> To reclaim 2009/10 VAT 	ASAP	Clerk
<ul style="list-style-type: none"> To follow up erroneous charge of £5 made by Lloyds Bank 	ASAP	Clerk
<ul style="list-style-type: none"> To consider the Effectiveness of the Internal Audit 	ASAP	Agenda Item
<ul style="list-style-type: none"> Forward signed copy of schedule 3 to John Murray, when returned from Audit Commission 	On receipt	Clerk
<ul style="list-style-type: none"> To review level of Fidelity Guarantee within current policy, should balances increase 	Ongoing review	Clerk
<ul style="list-style-type: none"> To update Clerk's Contract of Employment 	March 2011	Clerk / Members
<ul style="list-style-type: none"> To update the Council's Standing Orders further to the new model set being issued 	March 2011	Clerk / Members
<ul style="list-style-type: none"> To update the Council's Financial Regulations 	March 2011	Clerk / Members
<ul style="list-style-type: none"> To review the Council's Policy of Risk Assessment 	March 2011	Clerk / Members

121/10 VICTIM SUPPORT – REQUEST FOR FINANCIAL SUPPORT

The Clerk summarised the letter from Victim Support, which had previously been circulated. The Clerk confirmed the Council had given Victim Support £100 in the financial year 2009/10 and set aside £100 within the budget for the financial year 2010/11. The Council agreed a donation of £100.

Action:	By When:	By Whom:
<ul style="list-style-type: none"> To prepare a cheque for the August meeting 	09/08/10	Clerk

121/10 CAMPING AND CARAVANING APPLICATION 185/044 ALPACA MEADOW IN HENSTING LANE

The Clerk summarised the application, together with the correspondence received from the applicant, parishioners and the South Downs National Park Authority. General discussion took place and the Council agreed to oppose the application.

Action:	By When:	By Whom:
<ul style="list-style-type: none"> To write to the Caravan and Camping Club opposing the application with reasons, with a copy to the SDNP and WCC 	16/07/10	Clerk

122/10 SAINSBURY'S – DEVELOPMENT PROPOSALS FOR BISHOPS WALTHAM

The Council discussed recent correspondence received. The Council felt no information had been received that changed their position opposing this development.

Action:	By When:	By Whom:
<ul style="list-style-type: none"> To write to Sainsbury's and WCC opposing this development 	ASAP	Clerk

123/10 PLANNING

a) To discuss planning applications

10/01649/APN:	Moris Farm, Hurst Lane, Owslebury. SO21 1JQ
Proposal:	Erection of storage building for feed and machinery
Closing Date WCC:	No Date Provided
Closing Date OPC:	12 th July 2010 at OPC meeting

OPC: Objection - There doesn't appear to be any agricultural work happening at the site. Concern was raised regarding a demonstrable need for the barn. If this is an agricultural barn, under an APN, the application should specify agricultural machinery and agricultural conditions should be placed on the site, including its removal if no longer required for agriculture. Sitting on the Chalk Apron it would be clearly visible. If it is granted it should be at the back of the field screened by the trees with access from the adjacent track. It is felt to be very close to neighbouring houses.

10/01522/LIS: 10/01168/FUL:	Church Cottage, Pitcot Lane, Owslebury.
Proposal:	Single storey and two storey extension to northern elevation and single storey extension to the southern elevation and proposed pool house in garden
Closing Date WCC:	16th July 2010
Closing Date OPC:	12 th July 2010 at OPC meeting

OPC: No Comment

b) To hear planning decisions

10/00771/FUL:	Sunnyside, Longwood Road, Owslebury. SO21 1LL
Proposal:	Two storey rear extension and porch to side
Decision:	Application Refused

10/00648/FUL:	Beech House, Whaddon Lane, Owslebury. SO21 1JJ
Proposal:	Proposed Ground floor rear extension; proposed erection of a new first floor to the whole building with associated alterations to the roof; proposed erection of a attached garage (RESUBMISSION)
Decision:	Application Permitted 44/10

124/10 ENFORCEMENT ISSUES

a) Dundee Down Farm

Concern was raised regarding a mobile home that had recently been placed at Dundee Down Farm

Action:	By When:	By Whom:
• To notify Enforcement	ASAP	Clerk

125/10 TO CONSIDER MATTERS ARISING FROM CORRESPONDENCE RECEIVED: FOR INFORMATION ONLY

a) Donation to Play Equipment Fund from Eastleigh Running Club

The Clerk reported that a donation of £100 had been received towards playground equipment from Eastleigh Running Club as a thank you for the hospitality received from parishioners in Owslebury during their annual charity runs.

b) Parish Policing Partnership Forum – Wednesday 1st September 2010 at 7.30pm – provisionally arranged to be held in the Beeston Room, North Walls Police Station, Winchester depending on numbers.

Action:	By When:	By Whom:
• Cllrs Cryer and Tull to attend	01/09/10	MC/GT

c) RDPE Leader Funding Application – unsuccessful as no available budget

Cllr Sharpe reported that 2 days prior to the panel decision DEFRA had reneged on their agreement allowing funds to be carried over year-end. Cllr Sharpe is working with Ken Brown to access funds as and when they become available.

d) Winchester Citizens Advice Bureau – AGM – Monday 26th July 2010 from 7.30 – 8.30pm – Speaker: Keith Gilbey, Director of Strategic Development Citizens Advice – United Church, Jewry Street, Winchester

Action:	By When:	By Whom:
• Cllr Manship to attend	26/07/10	AM

e) Councillor Distribution List

The Clerk reported that Cllr Manship and the Clerk are not receiving e-mails Cllr Tull indicated had been sent to all members. Cllr Tull was unsure of the reason and confirmed he would check his distribution list.

Action:	By When:	By Whom:
• To check distribution list includes all members and clerk	ASAP	GT

126/10 AGENDA ITEMS FOR THE NEXT MEETING

a) Allocation of Councillor Lead Areas

- OPHMC representative (potentially Cllr Chapman)
- OMCA representative
- Travellers representative – links with HCC and WCC
- Sports Clubs representative (with Cllr Tull)
- Public Transport representative
- Planning Lead (with Cllr Page)

b) Christmas Lights (JC)

c) Effectiveness of Internal Audit (Clerk)

Minutes of the Parish Council Meeting Held on Monday 12th July 2010

127/10 FINANCE

Payments were approved in accordance to the budget: -

128/10 DATE OF THE NEXT PARISH COUNCIL MEETING

The next Parish Council Planning meeting will be held on **Monday 9th August 2010 at 7.45pm**

The meeting closed at 10.00pm

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