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MEETING REPORT: New Councillor

DATE: 14 February

WRITTEN BY: Clerk

AGENDA ITEM: 156

Paul Phillips has resigned as a Councillor after many years. We wish him and his family well in their new home.

The Council now have a vacancy to fill. I have informed Winchester City Council and they have advised me that because the resignation is within the 6 months of an election the Council do not have to fill this vacancy until the elections in May.

The Council can fill the vacancy now if they choose, but the Council need to understand that if the Council choose to fill the vacancy now the new Cllr will only be in office until the May elections.

The timescales of filling the vacancy now are as follows:

A Notice of Vacancy must be published within the parish. This will advise your parishioners that they have 14 days in which to request an election from the Returning Officer. In the event that it looks like an election is going to be called, the Returning Officer make me aware of this as soon as possible.

After the 14 days, if no request for an election is received, the Council can co-opt the vacancy.

If the Council co-opt the Council have to advertise the vacancy for four weeks on the Parish Council notice boards and website.

Following receipt of applications, the next suitable Parish Council meeting will have an agenda item 'To receive written applications for the office of Parish Councillor and to co-opt a candidate to fill the existing vacancy'. Eligible candidates will be invited to attend the meeting. Where a decision will be made.

If the Council choose to fill the vacancy now the earliest opportunity to co-opt a new Cllr would be at the April meeting.

Winchester City Councillor Report

January 2022

1. Roads update

For those concerned about motorbike noise and speeding, especially near the A32 and the A272, there is to be a parish update on Teams at 1pm on Friday 14th January. Attendees will include the PCC Donna Jones, local MPs Flick Drummond and Damian Hinds as well as HCC Councillor Russell Oppenheimer, who is responsible for roads at HCC. Details have been circulated to parishes, do let us know if you don't have them and we will send these over.

Statistics have been published by Hampshire Highways for Winchester District for last November. In that month 49 emergencies were attended, 4,440 gullies and other drainage were cleared and 766 potholes were fixed. In addition, they also coped with Storms Arwen and Barra, keeping the roads clear of fallen trees and other vegetation, debris and excess water.

General road problems should be reported online at <http://www.hants.gov.uk/transport/roadmaintenance/roadproblems>. Emergency issues on the highway can be reported outside of office hours by calling 101. In any emergency where there is a danger to life, call 999.

Highway operations are continuing as normal during the Plan B restrictions. Parishes are advised to check their blue grit bins are all full in case of freezing temperatures and to contact Hampshire County Council if any need replenishing. This can be done either online at <https://www.hants.gov.uk/transport/roadmaintenance> or by emailing roads@hants.gov.uk.

Going forward, Hampshire County Council has agreed to put extra "recurring" funding into highway maintenance, equating to about £7 million per year, from April this year.

2. Trains update

South Western Railways have confirmed that the onset of the Omicron variant is causing a shortage of staff across its business, leading to short term cancellations.

As a result they will be introducing a new, consolidated timetable from **Monday 17 January 2022**. They say that their *"focus is on producing a timetable that is deliverable so that we improve reliability for our customers, and caters for key workers, school pupils and those who cannot work from home. We will be publishing further details on our new timetable online as soon as we can in the new year"*

Given the risk of short notice cancellations or alterations, passengers are advised to [check to see if your planned train is running](#) as close to your time of travel as possible.

3. Central Winchester projects

We previously reported that Winchester City Council was looking to lease the site of the former River Park Leisure Centre to the University of Southampton. Due to procedural

irregularities, the decision to do this will have to be rescinded and the proposal advertised. This is likely to occur at the end of January.

Separately, the council's cabinet has approved plans to commence a process to find a development partner for the Central Winchester Regeneration site (formerly known as Silver Hill). This is subject to formal approval by Council on 12th January.

4. Grants for businesses

The government has provided additional support for businesses in the hospitality and leisure sector by way of the new Omicron Hospitality and Leisure Grant. This is being distributed on its behalf by Winchester City Council. Eligible businesses can apply at <https://www.winchester.gov.uk/business/business-rates/important-information-on-business-rates>.

Winchester City Council will also shortly be launching a grant to allocate the remainder of the discretionary grant support money it received from the government to help businesses impacted by the pandemic. This will be open to new applicants as well as those who have received grants before. Eligibility criteria will need to be met. It is likely that the application window will be relatively short so businesses are advised to respond promptly.

5. Garden waste collection

Collection of garden waste was suspended by Winchester City Council over the Christmas period to enable crews to be redeployed to assist the core refuse service. It will recommence in the weeks commencing 10th and 17th January (generally the second of those weeks for our area).

Christmas tree collection will also take place on that recommencement date, on the same day as the scheduled garden waste collection, the trees should be left out with the refuse bins. Large trees over five feet tall will need to be cut into smaller pieces to enable them to fit into the collection vehicle.

Residents using the garden waste collection service will need to renew for a further year from March. Residents can now sign up until the end of February 2023 at <https://www.winchester.gov.uk/waste-recycling/garden-waste-collection-sign-up>

Best wishes the New Year from us both.

Laurence Ruffell Hugh Lumby

Winchester City Councillor Report

February 2022

1. Platinum Jubilee Celebrations

Winchester City Council has issued guidance and self-help information on its website to assist those looking to organise street parties and other events to celebrate the Queen's platinum jubilee. Details can be found at: <https://www.winchester.gov.uk/community-recreation/queen-s-jubilee-celebrations>

The information includes details as to how to apply for road closures. Note that residents must apply prior to **11 March** in order to ensure that their application is processed in time. I understand that the traffic team have already received a number of them. A link to relevant webpage is at <https://www.winchester.gov.uk/roads-highways/special-event-road-closures>. Any queries regarding event road closure applications should be addressed to trafficteam@winchester.gov.uk.

Organisers may also wish to consider applying for grants from the council to help fund costs which will enable the event to run, such as marketing, signage/banners, equipment, gazebos, venue hire and other supplies to enable the event (e.g. glasses, cutlery, first aid kits etc.).

The grants are available as part of the council's Small Grants programme. Further information on the eligibility and criteria for the Small Grants programme, along with how to make an application, can be found [here](#). For further details contact Jane Chuhan, Funding and Development Officer, on email jchuhan@winchester.gov.uk or phone 01962 848 256.

2. Residents survey

The council has commissioned the independent research agency, M.E.L Research Ltd, to undertake a residents' survey and separate young persons' survey. This will ask at the doorstep the opinions of 1,600 residents from across the district (100 residents in each ward).

The young persons' survey will include five hundred 18-24 year olds and also be carried out face to face. This will include a mix of locations across the district taking in the two universities, shopping and leisure centres. Each survey is expected to take around fifteen minutes.

The fieldwork will commence 31 January and run until 20 March 2022 with interviews conducted between the hours of 10am to 8pm, Monday to Sunday.

All interviewers will have a letter of authorisation from the council and they will be carrying M.E.L identification badges and wearing a branded hi-vis vest. They will also comply with the latest COVID-19 advice and guidance issued by the Government and the Market Research Society.

For more information contact Simon Howson (email showson@winchester.gov.uk) or telephone 01962 848 1041.

3. Southampton to London pipeline project

ESSO has permission to construct a replacement aviation fuel pipeline from Southampton to London. This development was treated as Nationally Significant Infrastructure Project and permission was given by the Secretary of State for Business, Energy and Industrial Strategy in October 2020. A section of the 97km pipeline runs through this area, including and works involving vegetation clearance are underway. This will be followed by construction work over the summer, with planting and seeding from September.

An interactive map showing the area affected and other details can be found at <https://www.slpproject.co.uk/interactive-map/>.

4. Mayor of Winchester's Community Awards

The annual Mayor of Winchester's Community Awards have been launched, aimed at individuals and organisations that have made a real difference in the Winchester district. The award recognises and celebrates those who have gone above and beyond the call of duty to help others – which has been especially important as we continue to support each other with the pressures placed upon us by the COVID-19 pandemic.

To nominate a person or organisation, complete the online form at winchester.gov.uk/mayors-awards with the details of your nominee(s).

The closing date for nominations is 18 February 2022.

5. 2023 Parliamentary boundaries review

Residents will recall the consultation last year on proposed changes to the constituencies. The process has now moved to the second consultation phase, with the Boundary Commission announcing the locations and dates for public hearings. It is possible to book speaking slots at these; to book, [visit the dedicated public hearings page on our website](#) and click on your chosen hearing.

The Boundary Commission currently propose to publish the representations received during the first consultation period on their website at www.bcereviews.org.uk on 7 February. The consultation on these starts on 22 February.

6. Priority Outcomes Fund

Winchester City Council's Priority Outcomes Fund opens for applications on **7 February 2022**. This competitive fund will award core funding grants for up to three years, from April 2022 - March 2025. Grants aim to support voluntary and not-for-profit groups and organisations in the district that can clearly demonstrate how their services and projects help residents and create cohesive, sustainable, resilient communities.

Further information will be available on the council's [website](#) as the fund opens. For further details contact Jane Chuhan, Funding and Development Officer, on email jchuhan@winchester.gov.uk or phone 01962 848 256.

Laurence Ruffell Hugh Lumby

Owslebury ACSO Incident Report - December 2021

Date	Parish	Incident	ACSO Comments
08/12/2021	Owslebury	Fly tip Thomsons Lane	Reported to WCC
15/12/2021	Owslebury	Garden Waste being dumped in neighbours garden	Attended and tried to meet with the resident that is dumping garden waste in neighbours garden. Meeting did not take place.
19/12/2021	Owslebury	Littering Lower Baybridge Lane	Attended Lower Baybridge Lane re the littering of the alcohol bottles and cans. Will return with CCTV camera.
23/12/2021	Owslebury	Littering Lower Baybridge Lane	Met resident and walked Lower Baybridge Lane, camera deployed. discussed the areas with the greatest likelihood of catching the litterer.

ACSO Report - Owslebury - January 2022

Date	Parish	Report Type	Initial Report	ACSO Comments
17/01/2022	Owslebury	INCIDENT	Bags of dead ducks dumped on lower baybridge lane	Attended Rohay farm and spoke with farmer and game keeper. ducks identified as garden ducks similar to the wild mallards that are farmed for the shoot. nil further but camera is deployed for littering on this lane
17/01/2022	Owslebury	FOOT PATROL		Attended village and walked through and back from the pavilion
20/01/2022	Owslebury	FOOT PATROL		Attended lower baybridge lane and changed card and batteries in the CCTV camera
22/01/2022	Owslebury	FOOT PATROL		Attended lower baybridge lane and changed card and batteries in the CCTV camera. Reviewed CCTV. Nil to report
23/01/2022	Owslebury	FOOT PATROL		Attended village and walked through
26/01/2022	Owslebury	FOOT PATROL		Attended and walked Whites Hill and whaddon lane re reports of littering.
28/01/2022	Owslebury	FOOT PATROL		Attended lower baybridge lane and changed card and batteries in the CCTV camera. Reviewed CCTV. Nil to report
31/01/2022	Owslebury	FOOT PATROL		Attended lower baybridge lane and changed card and batteries in the CCTV camera. Reviewed CCTV. Nil to report

MEETING REPORT: SDNPA Self-Build and Custom Housebuilding Register Consultation

DATE: 14 February

WRITTEN BY: Clerk

AGENDA ITEM: 160

Self-Build and Custom Housebuilding Register

Consultation – opportunity to comment on proposed local connection test for the Self-Build and Custom Housebuilding Register

The South Downs National Park Authority (SDNPA) is proposing a local connection test (see below) for those wanting to record their interest in building their own home by applying to be included on the Self-build and Custom Housebuilding Register (the “Register”).

Consultation on the proposed local connection test is being carried out for eight weeks between Tuesday 11 January 2022 and Tuesday 08 March 2022.

All responses to the consultation must be received before midnight on Tuesday 08 March 2022.

Please let SDNPA know your comments on the proposed local connection test as set out below. Further details about the Register and the local connection test are also set out below. If you have questions regarding this consultation please telephone 01730 814810 and ask to speak to Kevin Wright in the Planning Policy team or email planningpolicy@southdowns.gov.uk

Responses to the consultation must be made in writing and can be sent to the SDNPA in the following ways:

By email to planningpolicy@southdowns.gov.uk

By letter to Planning Policy, SDNPA, South Downs Centre, North Street, Midhurst, West Sussex, GU29 9DH

Proposed Local Connection Test

Any person that meets at least one of the following criteria when applying to be entered on the Self-build and Custom housebuilding register, is considered to have met the Local Connection Test and will be entered into Part 1 of the Register:

- a) Have lived (as only home or principal residence) in the National Park (or in a split Parish, part of which is inside the National Park) continuously for at least the last two years; or
- b) Have lived (as only home or principal residence) in the National Park (or in a split Parish, part of which is inside the National Park) continuously for three out of the last five years; or
- c) Have immediate family* who have lived continuously in the National Park (or lived in a split Parish, part of which is inside the National Park) for at least the previous five years; or

d) Have been employed in the National Park for a minimum of 16 hours per week continuously for the last two years; or

e) You are a member of the armed forces, or an ex-member of the armed forces whose service ended within the last 5 years.

* Immediate family is defined as parents, adult siblings and adult children.

Further details

The SDNPA is required by law to keep a Self-build and Custom Housebuilding Register. The Register provides evidence of demand for self-build and custom housebuilding within the National Park. Anyone seeking land to build their own home can apply to be on the Register providing they are at least 18 years of age and they are a British citizen, or a national of a European Economic Area State or a national of Switzerland. The criteria can also include a local connection test.

The effect of the local connection test is to separate the Register into Part 1 and Part 2.

Those applicants entered on Part 1 of the Register will meet the eligibility criteria and the local connection test. SDNPA has a duty to permit sufficient plots to meet the demand evidenced by the entries on Part 1 of the Register.

Those on Part 2 will meet the eligibility criteria only.

The entries on Part 1 and 2 of the Register will be taken into account by SDNPA when making planning decisions in the National Park.

Those on Part 2 of the Register can still build their own home in the National Park.

Being on Part 1 of the Register provides no entitlement to receive any plot permitted by the SDNPA.

Further information on the Self-Build and Custom Housebuilding Register can be found at <https://www.southdowns.gov.uk/planning-policy/self-build-custom-build/>

MEETING REPORT: Information on Southern Water's Water for Life - Hampshire programme

DATE: 14 February

WRITTEN BY: Clerk

AGENDA ITEM: 161

The Council have received several emails regarding Southern Waters plan to build a new pipeline from Havant to Otterbourne.

Email Received: 21/12/21

Good afternoon,

I'm writing to provide the following information to help you respond to any queries from landowners or residents in your parishes about the preliminary investigations that are under way as part of our Water for Life – Hampshire programme.

Southern Water recently wrote to landowners and residents about our Water for Life – Hampshire programme, which will reduce abstraction from the sensitive Test and Itchen rivers.

The plans include a new pipeline to transfer additional water from the planned Havant Thicket Reservoir to our Otterbourne Water Supply Works.

We are looking at a number of routes for the pipeline and are undertaking preliminary investigations now to inform the selection process for the preferred route.

This includes writing to local landowners and other interested parties who may be impacted or affected by the pipeline route.

The information we are gathering will help us understand those impacts so they can be considered as part of the route selection process and minimise effects on residential properties wherever possible.

In the new year, we will engage and consult the local community, planning authorities, environmental groups and other stakeholders to help us shape the plans as they develop over the coming months.

For more information on our Water for Life – Hampshire programme, visit www.southernwater.co.uk/our-story/water-for-life-hampshire

Email Received: 19/01/22

Good afternoon

After months of work by stakeholders across the South East, we're pleased to share Water Resources South East's consultation on its emerging regional plan.

We, alongside our colleagues in other water companies across the region, have been developing this for a number of years to develop the first region-wide plan to secure sustainable water resources for the future.

Ensuring stakeholders are able to have their say is crucial. WRSE's emerging regional plan will, following an update later this year, feed into each of its member companies' water resources management plans (WRMP).

Our WRMP will outline how we'll deliver some of the solutions included in the plan – and we'll consult on this plan later in the year.

Engaging with the consultation

Our consultation is running from 17 January, for eight weeks – concluding on 14 March.

Our consultation document, and supporting documents, are available through wrse.org.uk and [dedicated consultation platform](#).

WRSE is hosting four webinars in the coming weeks to provide more information about the plan and answer stakeholders' questions. The first is a launch event on 20 January, where WRSE will provide an overview of our emerging regional plan, how it was developed and the next steps.

In the week of 31 January, WRSE is holding three webinars, focusing on the east, west and north of our region respectively. These will go into more detail about solutions being proposed and what our plan means for each region. To sign up for any or all four of these webinars, click [here](#).

The consultation document, and supporting annexes, are available on wrse.org.uk.

MEETING REPORT: The Glover Landscape Review: Government Response and Consultation
DATE: 14 February
WRITTEN BY: Clerk
AGENDA ITEM: 162

The Council has received an email from the SDNP regarding the Glover report.

The Glover Landscape Review: Government Response and Consultation

Dear Clerk,

As I am sure you are already aware, on 15 January the Government published its much-awaited response to recommendations made in the Landscape Review of Protected Landscapes led by Julian Glover. The Government's response to these recommendations will have far-reaching, long-term impacts on the South Downs National Park, the other 9 English National Parks and the 34 Areas of Outstanding Beauty (AONBs) in England.

The South Downs National Park will be considering these proposals in detail over the coming weeks and will be responding in full to the consultation, but you can find our initial response [here](#)

We strongly encourage all partners, organisations, businesses, communities, individuals and all who care for the South Downs National Park to feed into this important Government consultation to decide on key issues affecting the future of the South Downs National Park and its fellow protected landscapes.

Consultations deadline:

The consultation will run for **12 weeks, closing on 9 April 2022**.

You can find and respond to the consultation [here](#).

Important information:

Glover Landscape Review (2019):

- A really helpful summary of the Review and its key recommendations can be found [here](#).
- The full Review can be found [here](#).

Government's Response (15 January 2022):

- The full Defra press release announcing the consultation is available to view [here](#).
- The Government's response to the Landscapes Review can be found [here](#).
- The consultation can be found [here](#).

We will share our consultation response in full and would welcome a copy of your consultation response.

I would encourage all Town and Parish Councils to consider this important Government Consultation and to respond as a key stakeholder in the future of the National Park.

Kind regards
Chris

Chris Paterson
Communities Lead
South Downs National Park Authority

MEETING REPORT: Beech Grove Pathway Improvements

DATE: 14 February

WRITTEN BY: Clerk

AGENDA ITEM: 163

I received an email from Havant Highways on 19 January which is as follows:

Having fulfilled our brief by providing a quote and a conceptual design for the wall we are now awaiting further instruction from the Parish to advise if funding has now been secured to construct the wall.

I shall send the invoice for our fees to date shortly.

I have yet to receive this invoice or a start date.

I would ask the Council if they could set up a small group to look into funding of this project. I am able to help but have found it difficult to find funding.

The Council agreed to use the CIL money that has been received. This is the amount of £3,951.57. The Council need to fund £9,000.00 for this project as the total cost is £13,000.00.

MEETING REPORT: Lengthsman Contract 2022/23

DATE: 14 February

WRITTEN BY: Clerk

AGENDA ITEM: 164 (a)

I have received an email from the lead Council on the Lengthsman Scheme for 2022/23.

HCC have confirmed that the funding for the Lengthsmen scheme will finish in March 2023 so this next financial year will be the last one. Alongside this Premier Grounds has notified the lead Council that they have to put their prices up for the coming year, please note there has been no increase for 3 years. The cost of fuel is the biggest driving factor behind this increase.

The price will be increasing from £22 per hour to £25. With 4 x 12hr visits per year, the price will go from £1,056 to £1,200.

The Council need to consider the following for next year:

- Do Owslebury wish to remain part of the cluster arrangement next year?
- If so, are the Council happy to proceed with Premier Grounds for the next year, on the understanding that if not, going out to tender for a contract that would only be for 1 more year is a lot of work.
- If happy to not go out to tender, would the Council like to reduce the visits to 40 hours per year, therefore keeping to the £1,000 per Council budget per year?
- Or would you like to stick to 48 hours per year, therefore agreeing to contribute an extra £200 towards the costs?

MEETING REPORT: Quotes for Fence, Tree & Vegetation Clearance

DATE: 14 February

WRITTEN BY: Clerk

AGENDA ITEM: 165 (a), (b) & (c)

Please see the quotes for the various works the Council have asked to be completed:

Fence Works

Contractor	Amount
Contractor 1	260.00
Contractor 2	210.00

Clear Vegetation from Bank by School

Contractor	Amount
Contractor 1	150.00
Contractor 2	180.00
Contractor 3	455.00

Tree Crowning – Glebe Field

Contractor	Amount
Contractor 1	560.00
Contractor 2	700.00

Owslebury Parish Council
2021/22

PAYMENTS	Amount (£)	Payee	Payment Type
124	235.00	S Comley (Gate Repairs)	JC/PP
125	7.39	SSE (Street Lighting)	JC/PP
126	16.00	Three (Phone)	DD
127	16.87	IONOS - Website	DD
128	384.00	Survey Monkey	CC
129	5.10	Stamps (Tesco)	CC
130	3.68	Paper Tesco	CC
131	90.00	Parish Online	
132	398.40	Clerks Salary - Jan	
133	99.60	HMRC	
134	775.98	Swanmore PC (CSO)	
135	69.28	SSE (Street Lighting)	

Voucher	Amount (£)	Payee	
10	50.00	Fix Deposit Account Interest	

Chairman:

Date:

RFO:

Date:

Bank and short term deposit balances/bank reconciliaton

1. BANK BALANCES

31 January 2022

CASH BOOK BALANCE		£	£
Balances 1st April 2020			25,088.83
income			31,868.80
expenses			-27,578.39
CASH BOOK BALANCE			29,379.24
add up outstanding payments			1,842.04
less o/s receipts			-45.00
Control total			31,176.28
BANK STATEMENTS			
Treasurers account	31,176.28		
Business 30 Day notice			
Business Instant access			
Per bank statements			31,176.28
Difference			-0.00

2. SHORT TERM DEPOSIT

Lloyds 1 year (start 29/01/22)

50,000.00

3. TOTAL OF BANK AND SHORT TERM DEPOSITS

79,379.24

MEETING REPORT: Purchase of 8 Additional Email Addresses
DATE: 14 February
WRITTEN BY: Clerk
AGENDA ITEM: 166 (c)

I have spoken to an IT company to manage 8 email address for the Council. They have suggested to buy the .gov.uk domain name which will need to be registered. To register a domain name, you need to use a specific company the one they have suggested is HCI Data Limited

<https://secure.hcidata.com/index.htm>

Once the domain name has been registered the company, I spoke to said that they would be able to manage our website and emails. They would be able to set up 8 mailboxes and as there is an ongoing monthly charge there would be no setup charge for this aspect.

They can also help make sure the new .gov.uk address becomes the main website address, and the old .org.uk address would be amended so that it redirects to the new one.

The costs involved are as follows:

Domain Name Initial Cost:	£80.00
Domain Name Renewal Fee (every 2 Years):	£40.00
Register Domain Name:	£119.00
Register Domain Name Renewal Fee (every 2 years)	£85.00
IT Company One Off Fee set up	£25.00
IT Company Email Set up (Per Year)	£300.00
Total First Year Cost:	£524.00
Total Second Year Cost:	£425.00

My suggestion is that I set up Gmail Accounts for all the Councillors and I write a Councillor email policy that states that, when a new Councillor is appointed that I will set up and email, Councillors only use this email for Council business and once a Cllr leaves the email account is deleted.