

**OWSLEBURY PARISH COUNCIL  
MINUTES OF JULYS PARISH COUNCIL MEETING HELD ON  
16 August 2021  
COMMENCING AT 7:30 IN THE OWSLEBURY PARISH HALL**

**Present:** Parish Councillor John Chapman (in the Chair).  
Parish Councillors Paul Bowes, John Foster, Roger Page, Paul Phillips

**In Attendance:** Responsible Financial Officer (RFO) Juanita Madgwick,

**Also in Attendance:** 2 member of the public were present

**86/21 APOLOGIES FOR ABSENCE.**

Councillors: Mark Egerton, Will Martin , County Councillor Humby, District Councillor Lumby and District Councillor Ruffell.

**87/21 DISCLOSURE OF INTERESTS FOR AGENDA ITEMS.**

None

**88/21 APPROVAL OF MINUTES.**

Councillors noted their acceptance of the Minutes of the Parish Council meeting held on 26 July 2021, and the Council **Resolved**, unanimously, they were a true record.

**89/21 PUBLIC QUESTIONS AND COMMENTS.**

**a) Planning**

A resident spoke about a planning application that they were going to submit at Hillside Cottage and explained to the Council why they wished to submit the application. It was to demolish the current garage and build a new one.

**b) Other items**

There were no members of the public that wished to discuss any of the agenda items

**90/21 PLANNING**

**a) Planning applications**

SDNP/21/04046/FUL	Longwood Shooting Lodge Longwood Owslebury SO21 1LB
Proposal:	Erection of a single storey tent for a temporary 3 year period
PC Comment:	The Council do not wish to comment on this application

**b) Planning Decisions**

There were no decisions made this month

**c) To receive an update on the Planning Committee Meeting**

Cllr Foster had circulated an update on the planning committee meeting prior to the meeting (Appendix 1). Cllr Foster noted that the planners took on board all the Councils comments on the Marwell application for 40 timber lodges and a minute was taken to place a condition on the application that the applicant must

mark road junction style broken white lines and provide a stop sign at the exit to Whaddon Lane. The application was to be approved, with conditions subject to Natural England comments which SDNP were still waiting for. It was felt that although Natural England comments could override this decision it was more likely that more conditions would be added to the approval.

**d) General Matters**

There were general planning matters to discuss.

**91/21 HIGHWAYS**

**a) General Matters**

**Large Tractor on Waddon Lane**

It had been brought to the Councillors attention that a large tractor and trailer had driven down Whaddon Lane on Friday evening at 5pm bringing the traffic to a standstill. It was noted that the driver had apologised to the drivers for causing such chaos. After some discussion the Councillors asked the Clerk to write an article for OIS and the Newsletter about responsible driving in the village.

Action:	By Whom:
To write an article for OIS and the Newsletter on responsible driving in the village	The Clerk

**White lines at the bottom of Whites Hill**

A Councillor noted that they had been made aware that the 'Give Way' lines at the bottom of Whites Hill need to be re-painted.

Action:	By Whom:
Report to HCC that there are no white lines at the end of Whites Hill	The Clerk

**Feed Mill**

A Councillor noted that the Feed Mill had stopped informing residents of vehicles arriving and departing at unsociable hours. The Council asked the Clerk to write to the Mill to remind them that they have a duty to inform residents of vehicles arriving and departing at unsocial hours.

Action:	By Whom:
To ask McKenzie to inform residents of Pitcot Lane when large vehicles are entering the Mill at unsociable hours	The Clerk

**Signage**

A Councillor noted that residents have been cutting their hedges, but not around any highway signs, so they are not visible. The Council asked the Clerk to contact Hampshire Highways to see if residents are allowed to cut around these signs to make them visible.

Action:	By Whom:
Contact Hampshire Highways to check if residents can cut around the highway signs	The Clerk

### **Bank by School/ Parish Hall**

A Councillor noted that a resident had cleared some of the vegetation on the Bank for their site lines to exit their driveway however the rest of the bank needs to be cleared of vegetation. The Council asked the Clerk to arrange for the Lengthsman to clear the bank on their next visit.

Action:	By Whom:
Ask the Lengthsman to clear the Bank of vegetation	The Clerk

## **92/21 RIGHTS OF WAY**

### **a) General Matters**

#### **Bridleway 4**

The Clerk noted that a resident had contacted her to inform the Council that bridleway 4 was impassable as it was so overgrown on the North and South side of the bridleway.

The Clerk noted that she had contacted the land owner to get the bridleway cut back.

The Council discussed footpaths and bridleways and asked the Clerk to send out an OIS to ask residents to cut their hedges and vegetation back as the nesting season has finished.

Action:	By Whom:
To send out OIS to cut back hedges and vegetation	The Clerk

## **93/21 OPEN SPACES, RECREATION AND PLAYGROUND**

### **a) To discuss the future of the Pavilion/ Sports Field**

The Clerk had circulated the Building survey of the Pavilion prior to the meeting (Appendix 2). There was some discussion on the survey, it was noted that the building could contain asbestos and that an asbestos survey should be carried out. The Council asked the Clerk to obtain 3 quotes for an asbestos survey.

Action:	By Whom:
To gain 3 quotes for an asbestos survey on the Pavilion	The Clerk

There was some discussion around what the next steps are on the pavilion and sports field. There was discussion on setting up a committee which would be chaired by a Councillor and would be made up of 6 – 12 people which would include residents, Councillors and members of the sports club. The Council also discussed having a tent at the village fete to promote the Pavilion/ Sports Field Committee. The Council asked the Clerk to contact the organiser of the fete to ask if the Council could have a tent at the fete.

The Council **Resolved** unanimously to set up a Pavilion/ Sports Field Committee. The Council asked the Clerk to write Terms of Reference for the Committee.

The Council asked the Clerk to promote the Committee on OIS, Facebook and The Newsletter.

Action:	By Whom:
<ul style="list-style-type: none"> <li>To promote the Pavilion/ Sports Field Committee</li> <li>To write the Terms of Reference for the Pavilion/ Sports Field Committee</li> <li>To contact the organisers of the fete to arrange for the Parish Council to have a tent</li> </ul>	The Clerk

**b) To receive consider the quote for Barriers for the Sports Field**

The Clerk had circulated the quotes for the barriers prior to the meeting (Appendix 3). After some discussion the Council **Resolved** unanimously not to install a barrier at the sports field.

**c) General Matters**

**Register the Sport Field on the Land Registry**

After some discussion the Council **Resolved** unanimously to register the Sports Field on the land registry.

The Council **Resolved** unanimously for the Clerk to arrange for a land valuation to be carried out on the sports field.

Action:	By Whom:
To arrange for the Sports Field to be registered on the land registry To arrange for a land valuation to be carried out on the sports field	The Clerk

**94/21 FINANCE, ADMINISTRATION AND STATUTORY**

**a) Payments and Receipts**

The Council **Resolved** unanimously to approve the following payments and authorised the Chairman, Councillor Phillips or Councillor Martin to authorise the electronic payments as necessary.

**Payments:**

PAYMENTS	Amount (£)	Payee	Payment Type
46	14.39	Zoom	CC
47	16.87	IONOS - Website	DD
48	80.00	Akismet (safeguard against spam)	CC
49	13.75	Tesco - Cleaning Equipment	CC
50	16.00	Three (Phone)	DD
51	35.00	ICO -Data Protection	DD
52	458.10	Clerks Salary - June	
53	19.80	Clerks Expenses June	
54	114.60	HMRC	
55	660.00	Trinity Rose - Building Survey	
56	7.21	SSE (Street Lighting)	
57	40.20	OPMC	
58	1,084.05	Swanmore PC (CSO)	
59	21.99	Amazon - Ink Cartridges	CC
60	265.00	S Comley - Grass Cutting July	
61	250.00	Grant - CAB	

**Receipts:**

Voucher	Amount (£)	Payee	
<b>RECEIPTS</b>			
4	1,716.31	VAT Return	

**b) To review and approve the Grants and Donation Policy**

The Council **Resolved**, unanimously, to re-confirm the Grants and Donation Policy and asked the Clerk place a copy of the website.

**c) General Matters**

**Structure and succession planning of the Parish Council**

The Chairman noted that in May 2022 was election year for the Parish Council and that the Council should be thinking about publicising this fact to gain interest from residents to come forward to become Councillors.

The Chairman noted that the structure of the Parish Council should be reviewed. He noted that the Parish Council should consider nominating 1-2 Councillors to review the planning applications before each meeting so that they can explain the application in detail and be the primary contact for all planning applications.

**95/21 INFORMATION EXCHANGE AND AGENDA ITEMS FOR NEXT MEETING.**

The Clerk noted that she had received an email from the rural affordable housing officer offering to attend a future meeting. The Council asked the Clerk to invite them to a future meeting.

The Council asked the Clerk to contact the planning and planning enforcement department on the outstanding planning applications and enforcement cases. The Council asked the Clerk to copy in District Councillor Lumby.

Action:	By Whom:
To contact the planning and planning enforcement department on the outstanding planning applications and enforcement cases	The Clerk

**96/21 DATE OF NEXT COUNCIL MEETING.**

The Council agreed the next Council Meeting would be on Monday 13 September 2021 at 7.00pm.

The meeting closed at 20:43

Chairman: JC

Date: 13/09/21