

**OWSLEBURY PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING HELD ON
14th January 2019
COMMENCING AT 7:30 PM IN OWSLEBURY PARISH HALL**

PRESENT.

Parish Councillor Paul Phillips (Chair).
Parish Councillors: Roger Page, Paul Bowes

IN ATTENDANCE.

Responsible Financial Officer (RFO) Juanita Madgwick
District Councillor Laurence Ruffell (Left after item 9/19)
District Councillor Hugh Lumby (Left after item 9/19)

3 members of the public were present (1 left after item 5/19, 2 left after item 8/19 (c))

1/19 APOLOGIES FOR ABSENCE.

Parish Councillor John Chapman
Parish Councillor Mark Egerton
Parish Councillor Will Martin
Parish Councillor Charlotte Thompson
County Councillor Rob Humby

2/19 DISCLOSURE OF INTERESTS FOR AGENDA ITEMS.

Councillor Phillips regarding McKenzie Feed Mill.

3/19 APPROVAL OF MINUTES.

Councillors noted their acceptance of the Minutes of the Parish Council meeting held on 10th December 2018, and the Council **Resolved**, unanimously, they were a true record.

4/19 PUBLIC QUESTIONS AND COMMENTS.

Planning Application

Greener Landscapes:

The planning applicant wished to split his supply and construction business and therefore needs two buildings one for each business.

5/19 WINCHESTER VILLAGE TRUST

Councillor Paul Bowes proposed John Ward to be Owslebury's trustee for the Winchester Village Trust and Councillor Roger Page seconded this proposal.

The Council **Resolved**, unanimously to appoint John Ward as Owslebury's trustee for the Winchester Village Trust.

Councillor Paul Bowes wished to thank John for volunteering for this position on behalf of the Parish Council.

6/19 COUNTY AND DISTRICT COUNCILLOR REPORT.

The County Councillor was not present so no report was made.

DISTRICT COUNCILLOR REPORT:

District Councillor Ruffell and Humby commented on their reports (Appendix 1), which had been circulated to councillors before the meeting, and responded to questions from councillors.

District Councillor Ruffell commented on the following:

Winchester City Council has extended its contract with Biffa for a further 1 year. From 01/10/19 contract will go out for tender for an 8 year contract.

It was noted that some bottle banks will be removed when the curb side glass collection starts in October 2019.

The day of the bin collections may change from what it is currently. Some bin Lorries are to be replaced and the old ones will be used for parts.

The Councillors were concerned with bottles being used inappropriately when the curb side collections start.

Councillor Ruffell also noted that the Constitution is being re-written and will be voted on at the beginning of April.

7/19 POLICE & NEIGHBOURHOOD WATCH REPORT

There was no report from the police or the neighbourhood watch.

8/19 PLANNING

a) Planning Applications

SDNP/18/06139/DCOND	Longfields Whites Hill Owslebury Winchester Hampshire SO21 1LT
Proposal:	Discharge of conditions 3 and 4 of approved planning permission SDNP/18/02689/FUL
Deadline for Comment:	24/01/19

The Council have no objection to this planning application and therefore will make no comment.

18/02737/FUL	Greener Landscapes Ltd Thompsons Lane Owslebury SO21 1JH
Proposal:	Erection of detached storage building
Deadline for Comment:	11/01/19

The Council have no objection to this planning application and therefore will make no comment.

SDNP/18/06249/FUL	Matterley Farm Alresford Road Ovington Alresford Hampshire SO240HU
Proposal:	Change of use of land from agriculture to mixed agriculture and holding of one music festival event and one sports endurance event in any calendar year including retention of wooden structures within woodland and minor alterations to existing access on A31, both associated with festival use
Deadline for Comment:	01/02/19

The Council have no objection to this planning application and therefore will make no comment.

b) Planning Decisions

SDNP/18/04585/HOUS	Old Mill Main Road Owslebury Winchester Hampshire SO21 1LN
Proposal:	First floor extension above existing ground floor extension

Decision:	Approved
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SDNP/18/04763/NMA	Bressay Main Road Owslebury Winchester Hampshire SO21 1LN
Proposal:	To raise extension ground floor level to accommodate access to the extension from the hall, add a cellar store, door and access steps to the front
Decision:	Approved

SDNP/18/05291/HOUS	Elm Farm Baybridge Lane Owslebury Winchester Hampshire SO21 1JN
Proposal:	Erection of two storey side extension following demolition of single storey garage/store. Conversion of the remainder of the existing barn attached to the house to living accommodation (part of the barn is already used as living accommodation). Demolition of detached stable building.
Decision:	Approved

SDNP/18/05498/HOUS	44 Beech Grove Owslebury Winchester Hampshire SO21 1LS
Proposal:	Demolition of existing outhouse and erection of single storey side extension to provide accessible ground floor accommodation.
Decision:	Approved

SDNP/18/05777/DCOND	Marwell House Whaddon Lane Owslebury Winchester Hampshire SO21 1JF
Proposal:	Discharge of conditions 3,5,6,7,8,9,10,11 of approved planning permission SDNP/18/02875/HOUS (amended to remove condition 4)
Decision:	Approved

SDNP/18/05566/LIS	The Cottage Main Road Owslebury Winchester Hampshire SO21 1LN
Proposal:	Rebuild unstable brick and flint front boundary wall - Retrospective
Decision:	Approved

c) Enforcement Matters

i. Woodlands View Stables

The Clerk noted the she had received an email from the enforcement department, which had been circulated to councillors before the meeting.

The Councillors noted that the building structure is now nearly complete, and that there is a mobile home on the site which no planning application has been received.

Action:	By Whom:
Contact enforcement department regarding Woodland View Stables. To inform them of the pace that the building is being built.	The Clerk

ii. Cranbury's

The Councillors were concerned with the amount of vehicles that are being stored at the site. Councillors Phillips noted that when he visited the site recently with the planning department Cranbury's had explained that they were helping a charity store their vehicles, which the planning department were happy with. These vehicles had gone but now they are back.

9/19 HIGHWAYS

a) Tree Stump on Longwood Road

The Clerk noted that there was a dangerous tree stump on Longwood Road and would like to thank Councillor Humby and Hampshire Highways for their quick response in rectifying the problem. The tree stump has now been ground out and removed.

b) Whaddon Lane Improvements

The Clerk noted that she had sent an email to Councillor Humby and Hampshire Highways thanking them for the Whaddon Lane improvements and if there could be some signs and bollards warning the drivers of the deep dips on the side of the road. No response has been received in time for the meeting. The Councillors asked the Clerk to chase for a response.

Action:	By Whom:
To chase for a response on the email regarding Whaddon Lane	The Clerk

c) Speed Signs

Councillor Phillips noted that Durley Parish Council had purchased a speed sign for their parish, which they believed had slowed down the traffic passing through the village. The speed sign had a devise, which could record the speed of every vehicle as well a flashing when a vehicle was going more than 30 mph. Councillor Phillips would like the Parish Council to find out the cost of the speed sign to discuss at a future meeting.

Action:	By Whom:
To find out the cost of a speed sign from Durley PC	Cllr Phillips

10/19 RIGHTS OF WAY

a) HCC 2019 Cutting Programme

After some discussion The Council **Resolved**, unanimously to put Footpaths 30, 47 & 49 to be cut in July and Footpaths 9, 11a & 42b to be cut in September to be added to the cutting list for 2019.

b) Digital Mapping

The Council **Resolved**, unanimously to sign up to the Parish Online Digital Mapping website at a cost of £90.00

c) Pitcot Lane Footpath 30

The Councillors noted that there had various complaints regarding footpath 30 (The end of Pitcot Lane) that it was slippery and the surface is uneven. The Council ask the Clerk to write to the landowner to rectify this problem.

Action:	By Whom:
To contact the Landowner of footpath 30	The Clerk

11/19 OPEN SPACES, RECREATION AND PLAYGROUNDS

a) To receive quotes for disposing of the bench in the sports ground

The Clerk reported that she had obtained 2 quotes for a new bench to removed and disposed of at the Sports Ground.

i.	Quote 1:	Chris Curran	£90.00
ii.	Quote 2:	Greener Landscapes	£290.00 + VAT
iii.	Quote 3:	Karl Yates	£310.00 + VAT

After some discussion on whether the bench should be disposed of or relocated, Councillor Phillips volunteered to inspect the bench to see if it is in a good enough condition to re-locate or if it needs to be disposed of. Councillor Phillips will report back in Februarys meeting.

Action:	By Whom:
To inspect the bench at the Sports Ground	Cllr Phillips

b) Playground update

The Clerk reported that the playground works had finished and that the new playgrounds signs had been installed. The Clerk also reported on the playground gate. The gate has to open outwards from inside the playground out so that Dogs cannot access the playground and so that children are able to exit the playground easily and quickly (In case of bullying).

12/19 SDNP

a) Settlement Boundary

The Councillors discussed if the new settlement boundary would bisect any newly built extensions, The Councillors could not identify any properties that had been dissected, however noted that the new settlement boundary would dissect gardens.

The Council **Resolved**, unanimously to write to the SDNP to reiterate their continued dissatisfaction on the settlement boundary.

Action:	By Whom:
To email SDNP regarding settlement boundary (Gardens are dissected & continued dissatisfaction)	The Clerk

b) Local Access Forum

The Clerk noted that she had received an email from the South Downs Local Access Forum (SDLAF) where Owslebury had been invited to attend the quarterly meeting. The SDLAF are an independent statutory body who represent the views of recreational users, land managers and others with an interest in countryside access.

Action:	By Whom:
To email SDLAF to be kept informed of meetings	The Clerk

After some discussion The Council **Resolved**, unanimously to be kept informed of when meetings occur in view to attending when they can.

13/19 FINANCE, ADMINISTRATION AND STATUTORY MATTERS

a) Payments and Receipts

The Council **Resolved**, unanimously, to approve the following payments and authorised any two of the four approved signatories (Councillors Chapman, Phillips, Bowes and Martin) to authorise electronic payments.

Payments:

Voucher	Amount (£)	Payee	Purpose
PAYMENTS			
68	33.85	J Chapman	Parking & Mileage for SDNP Meeting
69	19.32	1&1 Internet	Internet Domain
70	271.00	Mint Signs	Playground Signs
71	28.10	Owslebury Parish Hall	Meeting Expenses
72	352.00	J Madgwick	Salary Dec
73	88.00	HMRC	PAYE Dec
74	94.49	J Madgwick	Working from home expenses
75	20.00	J Chapman	Quartly Allowance
76	9,000.00	AVA recreation	Playground Repairs

Receipts:

Voucher	Amount (£)	Payee	Purpose
RECEIPTS			
38	0.04	Interest Business banking account	Interest
39	18.75	Penni Harrison Playground Use Dec	Playground use

b) Grants under S137 Local Government Act 1972.

The Council **Resolved**, unanimously to provide a grant for £250.00 to the Citizen Advice who have contributed to the well-being of some of the residents in the parish.

c) Risk Register

Councillors considered the Risk Register and noted the amendments made by the Clerk. The Council considered the Register covered the main risks faced by the Council, and that the steps to mitigate such risks were adequate. The Council **Resolved**, unanimously, to adopt the Risk Register for 2019 and asked the Clerk place a copy of the website.

d) Emergency Control Plan

The Clerk noted the amendments to be made to the Emergency Control Plan. The Council **Resolved**, unanimously, to adopt the Emergency Control Plan for 2019, with the minor amendments and asked the Clerk place a copy of the website.

14/19 CLERKS REPORT

The Council noted the Clerk's report and discussed what actions are to be taken. (Appendix 2)

15/19 INFORMATION EXCHANGE AND AGENDA ITEMS FOR NEXT MEETING

- a) Councillor Phillips wished to thank the Christmas Lights team on a wonderful display in the village this year.
- b) The Clerk noted that the Ship Inn had been added to the community asset list.
- c) Councillor Bowes noted that the Village Hall had been added to the community asset list.
- d) The Clerk noted that she had received the minutes from Mckenzie Feed Mill from the meeting held in November along with a copy of the letter sent to Nobel Food. The Clerk had forwarded these onto the Parish Councillors.
- e) The Councillors wish to add to the February agenda 'To advertise what the Parish Council have done each quarter on OIS'.
- f) The Clerk asked the Council if she could add an agenda item in February's meeting of obtaining a Credit Card.

16/19 DATE OF NEXT COUNCIL MEETING.

The Council agreed the next Council Meeting would be on Monday 11th February 2019 at 7.30pm in the Committee Room.

The meeting closed at 9pm.

ChairmanDate:

APPENDIX 1:

DISTRICT COUNCILLORS REPORT

January report.

£1m CIL funding available. Winchester City Council is urging groups from across the District to apply for a share of £1m funding to help support their essential infrastructure projects. The Council is making this funding available using some of its Community Infrastructure Levy income which is generated by new development taking place in areas outside the South Downs National Park. The opportunity to request financial support for projects will initially run from 2019 to 2022 and there will be a period at the start of each year for bids to be put forward.

The first round of bids will run between January and March 2019 and the Council is inviting groups to apply for between £10,000 and £200,000 of funding for suitable schemes.

District Councillors, parish Councillors and other local groups will be able to apply for funding for projects, which must meet at least one of a range of criteria. The more criteria a project meets, the higher the chance it will successfully secure funding. The criteria can be found using this link

<http://www.winchester.gov.uk/planning/community-infrastructure-levy-cil/apply-for-cil>.

CIL bids will be evaluated in April, by an informal panel who will decide which schemes to recommend to Winchester City Council's Cabinet for a final decision.

Applications for CIL funding should be accompanied by supporting information about the proposed project, including costs, plans of works and confirmation of landowner's agreement to any proposed scheme, where applicable. If you have a project that could benefit from CIL funding and would like further advice please e-mail cil@winchester.gov.uk.

Multi million pound property and land acquisition in central Winchester gives council crucial control over the regeneration vision. The disused former Friarsgate Medical Centre and five properties either side of the bus station entrance in the Broadway are now owned by Winchester City Council. The council made the purchases to give it more scope to deliver its vision for the regeneration of central Winchester. Options for the short term use of the Friarsgate site will be presented to a future meeting of Cabinet and work will start on refurbishing the High Street properties in the New Year. Refurbishing the former Antiques Market to become an art venue to meet the needs of a new tenant. Redeveloping Coitbury House into modern office accommodation.

The Council is negotiating with businesses interested in using vacant office and shop space until the buildings are needed for redevelopment, including Winchester Pilates, the recent opening of The Blend Academy in previously inaccessible space above Poundland in Middle Brook Street and the imminent opening (in January) of The Bike Hub at Open House Deli in the former Post Office building in Middle Brook Street. The Council have funded the purchase and improvements through prudential borrowing and this entrepreneurial approach has strengthened our ability to unlock development opportunities at an early stage.

Winchester City Council are committed to monthly kerbside glass collection from October 2019 - everyone will be issued with a free box and details of their collection day over the coming months.

WCC are running a full bin collection procurement exercise -for an 8 year contract starting with the successful bidder from October 2020 -as part of this exercise and in line with the latest Government consultation on reducing waste the council will also cost out a doorstep food collection, garden waste and other options including textiles.

Hampshire CC will be firming up their decision on the Super Materials Recycling Facility -i.e. whether or not to take more plastics (and what type) and the DEFRA consultation is very relevant to this.

Project Integra will be formally responding on behalf of HCC and the Districts.

APPENDIX 2:

CLERKS REPORT:

Action: Parish Hall Advisory Committee.	By Whom:
<ul style="list-style-type: none"> Clerk to set-up and prepared preliminary list of issues 	Clerk
<ul style="list-style-type: none"> OPHMC to consider revisions to current constitution Currently 'On Hold' 	On Hold

Action: Local transport services.	By Whom:
<ul style="list-style-type: none"> Council to consider other transport options. Council to consider transport from Twyford to Owslebury 	Clerk
<ul style="list-style-type: none"> Awaiting outcome of HCC review 	On Hold

Action: Positioning of signs.	By Whom:
<ul style="list-style-type: none"> Clerk to discuss with HH positioning of signs at Longwood Road junction and Portsmouth/Hurst Lane. 	Clerk
<ul style="list-style-type: none"> Outstanding 	

Action: HGV signage	By Whom:
<ul style="list-style-type: none"> Councillors/Clerk to consider need/cost re better signage to local businesses. Councillors/ Clerk to consider better signage at Whites Hill and Jackmans Hill 	Clerk
<ul style="list-style-type: none"> Outstanding 	

Action: Red Lane	By Whom:
<ul style="list-style-type: none"> Chairman and Clerk to investigate likelihood of HCC grant Clerk to investigate 'clear-up' order re adjoining piece of land Clerk to investigate ownership re neighbouring piece of land. 	Chairman / Clerk
<ul style="list-style-type: none"> To excavate area to check what is under the surface To communicate with Mr Hebitch owner of the land 	