

**OWSLEBURY PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING HELD ON
13th January 2020
COMMENCING AT 7:30 PM IN OWSLEBURY PARISH HALL**

PRESENT.

Parish Councillor John Chapman (Chair).

Parish Councillors: Roger Page, Will Martin, Paul Bowes, Paul Phillips, Mark Egerton

IN ATTENDANCE.

Responsible Financial Officer (RFO) Juanita Madgwick

District Councillor Laurence Ruffell (left after item /20)

3 members of the public were present and left at the end of the meeting.

180/20 APOLOGIES FOR ABSENCE.

Parish Councillor Charlotte Thompson

County Councillor Rob Humby

District Councillor Hugh Lumby

181/20 DISCLOSURE OF INTERESTS FOR AGENDA ITEMS.

Councillor Chapman declared a prejudicial interest in planning application

SDNP/19/06161/FUL

182/20 APPROVAL OF MINUTES.

Councillors noted their acceptance of the Minutes of the Parish Council meeting held on 9th December 2019, and the Council **Resolved**, unanimously, they were a true record.

183/20 PUBLIC QUESTIONS AND COMMENTS.

a) Planning Applications

Marwell Activity Centre

The planning applicants noted that they had applied for a pre application which has taken 9 months. The applicants noted that they are trying to move forward as a business as it currently a seasonal business. The applicant would like to work with the community on this venture.

The applicant noted that they have carried out a comprehensive traffic survey on Hurst Lane, it was felt that there will not be an increase in traffic. They would like to put pressure on Hampshire Highways to sort out the road.

A Councillor asked if they were going to make the signage better for the Entrance and the applicant responded that they would like to work with Hampshire Highways on this.

The applicant are trying to work closely with the neighbours regarding noise, there will be a warden system and no noise after 10pm. There is low level lighting so no light pollution.

The disposal of sewage would be through a Reed-Bed system which will be purpose built.

A member of the public voiced their concerns on this planning application. Their concerns were on noise & traffic.

Traffic: Marwell cannot solve the traffic on their own; this would be an ideal opportunity for Hampshire Highways to think about the traffic in Hurst Lane.

The neighbours are concerned about the traffic and the pedestrians on the lane.

Noise: With 52 chalets there will be more people on the site, which equals more noise. The member of the public couldn't understand why a noise assessment was not needed.

b) Other Matters

A member of the public wished to voice their concerns on Highways & Rights of Way in the village.

Highways: The member of the public was concerned with the damage that is being done to the verges and banks in Lower Baybridge Lane. They felt that the damage is on-going.

Rights of Way: The member of the public noted that they felt that Rad Lane & Pitcot Lane was damaged – the council gave feedback on what they were doing. They also that there was some obstruction on a footpath near Lower Whiteflood – there is a big puddle there is an obstruction and the water cannot drain into the pond. The Council noted that they had already reported this to Hampshire Countryside.

184/20 POLICE & NEIGHBOURHOOD WATCH

Councillor Phillips reported that he had met the new CSO and taken him around the village. The Councillors were unsure of what the CSO duties will be and no schedule has been received from Swanmore PC. The CSO has already met the Vicar and been to visit the school.

Action	By Whom:
To contact Swanmore PC for a schedule for the CSO	The Clerk

185/20 County and District Councillors Reports.

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

DISTRICT COUNCILLORS REPORT

District Councillor Ruffell commented on the district Councillor Report (Appendix 1), which had been circulated to councillors before the meeting.

186/20 Planning

a) Planning Applications

SDNP/19/05658/HOUS	Bressay Main Road Owslebury SO21 1LN
Proposal:	Two storey side extension over garage and associated alterations
PC Comment	The Parish Council do not wish to make a comment on this planning application.

SDNP/19/06055/OHL	Rowhay Farm Roughay Lane Upham Hampshire SO32 1JP
Proposal:	Install fixed line broadband electronic communications apparatus
PC Comment	The Parish Council do not wish to make a comment on this planning application.

SDNP/19/06090/CND	The Forge Owslebury Bottom Owslebury SO21 1LY
Proposal:	Removal of condition 2 of approved planning consent W/3293/7
PC Comment	The Council does not object to the application but considers the conditions for any consent should include: a) restriction to the use of the site solely as a domestic single storey dwelling; and b) Restriction on the replacement of the demolished forge building by any other building not related to the occupation of the bungalow for residential

	<p>purposes.</p> <p>c) any new single storey dwelling that may be built on the site of the unused Forge built may not be sold separately to the existing domiciliary property</p>
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SDNP/19/06161/FUL	Marwell Activity Centre Hurst Lane Owslebury SO21 1EZ
Proposal:	Use of land to station x52 timber holiday lodges and ancillary reception office with internal access and waste water treatment system.
PC Comment	<p>The Parish Council have several concerns with this planning application.</p> <p>Noise: The Parish Council request that a noise impact assessment is carried out.</p> <p>Sewage: The Parish Council is concerned about the treatment of sewage particularly at times of flooding considering the high table in that area of Owslebury.</p> <p>Traffic: The Parish Council would request the both WCC and HCC consider major improvements to the Entrance & Exit to the site to provide clear sight lines in both directions as well as adequate signage leading to the site.</p> <p>The Parish Council request a consultation with Hampshire Highways to discuss speed concerns on entering and leaving the village and the volume of traffic.</p> <p>The Parish Council would also request for this planning application to go before the planning committee.</p>

SDNP/1906160/CND	Matterley Farm Alresford Road Ovington Alresford Hampshire SO24 0HU
Proposal:	Variation of Condition 2 of Planning Consent SDNP/18/06249/FUL.
PC Comment	The Parish Council do not wish to make a comment on this planning application.

b) Planning Decisions

SDNP/18/04932/HOUS	Hensting Hall Hensting Lane Fishers Pond SO50 7HH
Proposal:	Proposed external alterations in connection with the use of the property as a residential dwelling pursuant to the grant of a Lawful Development Certificate for and Existing Use or Operation dated 23rd April 2014 under reference SDNP/13/03916/LDE
Decision:	Approved

SDNP/19/02571/HOUS	1 Morestead Hill Cottages Morestead Hill Morestead SO21 1NB
Proposal:	Single storey rear extension connecting to existing house, new drive and carport.
Decision:	Approved

SDNP/19/03412/LIS	Marwell House Whaddon Lane Owslebury SO21 1JF
Proposal:	Proposed exterior refurbishments and re-configuration of internal layout including the central staircase. External refurbishments to include: Brickwork re-pointing and repairs, like-for-like window replacement, replacement of window cills, refurbishment and replacement of rainwater goods to match existing, coping stone replacement, like-for-like repair and refurbishment of roof, replacement of existing lead gutters and leadwork generally to the roof.
Decision:	Approved

SDNP/19/03770/HOUS	Long Ash Pitcot Lane Owslebury SO21 1LR
Proposal:	Retrospective permission for alterations to the annexe under the approved plans under application ref: SDNP/18/05427/HOUS
Decision:	Approved

SDNP/19/03922/HOUS	Magnolia Hensting Lane Owslebury SO21 1LE
Proposal:	Side extension to existing flat roof dormer (retrospective)
Decision:	Refused

SDNP/19/04578/LIS	The Farm House Main Road Owslebury Winchester Hampshire SO21 1LU
Proposal:	Replace ground floor windows and French doors on south elevation of the rear extension
Decision:	Approved
SDNP/19/04597/HOUS	2 Lower Farm Cottages Whaddon Lane Owslebury SO21 1JJ
Proposal:	Replacement of existing conservatory with new conservatory
Decision:	Approved

SDNP/19/05779/SCREEN	Elm Farm Baybridge Lane Owslebury Winchester Hampshire SO21 1JN
Proposal:	Low Voltage Increase in Electricity Pole Height
Decision:	EIA Not Required

SDNP/19/05949/DCOND	The Farm House Main Road Owslebury Winchester Hampshire SO21 1LU
Proposal:	Discharge of condition 2 of approved listed building consent SDNP/19/04578/LIS.
Decision:	Approved

c) Enforcement Matters

The Clerk noted that no enforcement matters had arisen in the last month.

d) Planning Training with Upham Parish Council

The Clerk noted that Upham Parish Council were holding a Training Session on Planning and would any of the Councillors like to attend.

Action:	By Whom:
To book the Councillors on the training sessions with Upham PC	The Clerk

187/20 HIGHWAYS

a) Hampshire Highways Visit

Councillors Chapman and Phillips met with Hampshire Highways in December and commented on the report which had been circulated to councillors before the meeting (Appendix 2).

Action:	By Whom:
<ul style="list-style-type: none"> • To put a follow up on OIS regarding Trees & Hedges • To contact HH regarding the overhanging Trees in the village & re-sitting the Whaddon Lane sign by The Ship which has been damaged. • To obtain 3 quotes for mirrors on Baybridge Lane 	The Clerk

b) Purchase of SLR & Extension Posts

The Council **Resolved**, unanimously, to purchase the SLR, Extract Bracket & Data Collection Unit from WestCotec at the cost of £3,200.00(Exc Vat).

The Council **Resolved**, unanimously to purchase a post extension to fit the SLR on at the cost of between £100.00 & 200.00.

Action:	By Whom:
To order the SLR, Data Collection Unit & Extra Bracket To contact HH to agree to post extension	The Clerk

c) General Matters

The Councillors noted that the Bollard by Pitcot Lane still had not been replaced and that the HGV's using Pitcot Lane had damaged the curb. The Councillors asked the Clerk to contact HH to chase the replacement of the Bollard & to contact McKenzie's to note the damage to the curb.

Action:	By Whom:
To contact HH to chase replacement of Bollard To write to McKenzie's regarding the damaged curbs at the end of Pitcot Lane.	The Clerk

188/20 RIGHTS OF WAY

a) HCC 2020 Cutting Programme

The Council discussed the HCC cutting programme for 2019 the Council **Resolved** unanimously for footpath 49, 3 & 11a to be cut in the HCC 2020 cutting programme.

b) General Matters

Red Lane: This project is currently on hold until the weather improves after consultation with the land owner.

Pitcot Lane: The Councillors asked the Clerk to contact the HCC Ranger for advice.

Action:	By Whom:
To contact HCC Ranger for advice on how to tackle Pitcot Lane Chase ROW problem on footpath 21	The Clerk

189/20 OPEN SPACES, RECREATION AND PLAYGROUND

a) Litter Pick

Councillor Martin noted that he would find out the dates of the National Litter Pick and the school holidays and would come up with some dates and bring to the next meeting.

Action:	By Whom:
To find out the National Litter Pick date	Cllr Martin

b) Graveyard in St Andrews Church

Councillor Bowes noted that the Vicar is looking up various rules & regulations regarding Graveyards. Once this information had been sourced would like to set up a meeting with the Parish Council.

190/20 FINANCE, ADMINISTRATION AND STATUTORY MATTERS

a) Review of the Emergency Control Plan

The Clerk noted that she had been in contact with everyone in the plan and adjusted accordingly.

The Councillors were happy with the changes that had been made in the policy and **Resolved** unanimously to re-approve the policy and place a copy on the website.

b) Review of the Risk Register

The Clerk noted that she would like to purchase a hard drive to back up the Parish Councils computer and a fireproof box to store the Hard Drive in. The Council **Resolved** unanimously for the Clerk to purchase a hard drive and fire box up to the cost of £150.00.

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 2020 and asked the Clerk place a copy of the website.

c) Payments & 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
97	4.20	6 1st Class Stamps	CC
98	22.32	1&1 Internet (invoice 203019784694)	DD
99	20.00	Chairman's Expenses Q3	
100	380.20	Clerks Salary Dec 19	
101	95.00	HMRC	
102	94.49	Clerks Expenses Dec 19	
103	30.15	OPH Hall Hire Dec 19	
104	7.19	SSE (Street Lights)	

Receipts:

Voucher	Amount (£)	Payee	
RECEIPTS			
57	0.03	Interest Business banking account	
58	0.51	Interest on Treasurers Account	

59	3.75	Penni Harrison Use of Playground	
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d) Preliminary budget for 2020/21 and Precept

The RFO noted the provisional budget for 2020/21 showed the Council could not operate within the existing level of precept due to the recent employment of the CSO for the next 18 months. The Clerk noted that the precept should be increased by £1,500.00 to cover part of the shortfall. The RFO noted the budget for 2020/21 showed a deficit of £6,791 even with the increase of £1,500 to the Precept.

The Council **Resolved**, unanimously, to adopt the revised budget for the 2020/21 financial year. (See Appendix 3)

The Council **Resolved**, unanimously, to request a precept of £23,816 for 2020/2021.

191/20 CLERKS REPORT

The Council noted the Clerk's report and discussed what actions are to be taken. (Appendix 4)

192/20 INFORMATION EXCHANGE AND AGENDA ITEMS FOR NEXT MEETING

Councillors Chapman and Phillips attended the Hampshire 2050 meeting in early Jan. They noted it was about climate change and how to help Parish Councils and parishioners involved in climate change.

The Councillors wished to know if this was something that Owslebury PC would like to get involved with. The Councillors felt that this was something they would like to get involved with.

The Councillors were waiting for the meeting notes to be circulate so that they could get all the information and would bring to the next meeting to discuss.

193/20 DATE OF NEXT COUNCIL MEETING.

The Council agreed the next Council Meeting would be on Monday 10th February 2019 at 7.30pm in the Committee Room.

The meeting closed at 10:00pm

Chairman: JC

Date: 10/02/20

Appendix 1

January Report 2020

Results of the 2019 General election

Flick Drummond Conservative	35,271
Lewis North Liberal Democrats	11,716

Winchester City Council seeks views on its future budget

Winchester City Council is inviting residents, businesses and other local organisations to take part in its budget consultation.

The consultation published this week sets out a range of options that will save money, or generate income, to address the projected shortfall in the council's budget as a result of cuts in national grants to local authorities. Winchester City Council has a projected cumulative shortfall of nearly £16 million over the next four years, mainly due to cuts in central government funding. The council has already identified significant operational savings which will total £9 million over this period, but further action is required to close the remaining gap of almost £7m.

The consultation sets out a range of options being considered by the council to balance its budget over the next three years. Views are being sought from residents, organisations and businesses, and visitors.

In September the council ran a budget simulator which gave local people the opportunity to make spending choices to balance the council's budget online. This showed general support for increases in charges to support the delivery of essential services.

Outline budget proposals were considered by the council's Cabinet in October and responses from the current consultation will be debated early next year, before the budget is set in February 2020. Not all of the proposals included in the consultation will be adopted.

Winchester City Council faces a significant shortfall in its budget over the next three years due to cuts in national grants. We have already made savings through efficiency measures, but the council must now find more money to balance our budget in a responsible manner. This means making difficult choices in order to rise to this financial challenge, whilst continuing to deliver services to our communities and our commitments on reducing carbon emissions.

Consultation closes – January 13

Consultation findings reviewed by Cabinet – January 22

Budget goes to Full Council – 26 February 2020

Link Budget Consultation: <https://winchester.citizenspace.com/policy/wcc-budget-consultation/>

New accommodation opens to support homeless people in Winchester

Homeless people in Winchester are set to benefit from new accommodation that will help individuals receive specialist support and live independently.

The block of 12 self-contained flats on Sussex Street will help vulnerable people avoid rough sleeping by providing not only a home but the additional support needed to enable them to make positive longer term changes to their lives.

The first residents will shortly move in to the newly renovated facility which is being run by homeless services provider Two Saints with funding from Winchester City Council and Hampshire County Council.

The new center is a key part of Winchester City Council's drive to end rough sleeping by [2023](#). The plan takes a 'housing first' approach which means people are offered accommodation as a first step to overcoming the issues that have led to homelessness.

At this time of year in particular, it is so important that those who find themselves homeless are able to access a safe place to sleep, while in the longer term secure support to break the cycle of homelessness, poverty and exclusion – we are therefore very pleased to be joint funding this vital facility in the city.”

Appendix 2 – Hampshire Highways Visit

Actions:

1. Thompsons Lane, ruts – HH action
2. Whaddon Lane, Culvert ruts - HH action
3. Lower Baybridge Lane/Greenhill Junction – OPC to consider double mirror
4. Whites Hill, tree root – HH to report
5. Downstead Lane, mud etc on road – HH to initiate clean up
6. Jackmans Hill/C9 junction, drainage pipe – HH to arrange clear of pipe
7. The Ship roundabout – OPC to initiate discussion with Rob Humby/HCC on 'parking'
8. Overhanging branches/foilage/hedges etc. – OPC to send 'strong' reminder of responsibilities to Parishioners.

Appendix 3 – 2020/2021 Budget

Owslebury Parish Council

Budget for Financial Year April 2019 - March 2020

<u>Income</u>	Budget Receipts April - March 2019/20	Actual Receipts April - Dec 19/20		Budget Receipts April - March 2020/21	Actual Receipts April - 19/20
	£	£		£	£
Precept	22,316	22,316		23,816	
Council Tax Support	0				
Grants & Donations					
Ring fenced Xmas lights					
Ring fenced other					
Ring fenced Eastleigh					
General donations		33			
Lengthsman scheme					
Sports club	300	305		300	
Play area income	200	108		200	
Sub Station Rent	100	100		100	
Refund Of Internet Charges					
Interest Received					
Bus 30 Day Account	0	0		0	
Fixed deposit	300			300	
VAT Refund	400	427		400	
Fixed assets sale					
Total Receipts	23,616	23,289		25,116	0

<u>Expenditure</u>	Budget expenses April - March 2019/2020	Actual Expenses April - Dec 19/20		Budget expenses April - March 2020/2021	Actual Expenses April - 20/21
Staff Costs					
Clerk's Net Salary	4,700	2,889		5,000	
Income Tax	1,200	722		1,400	
Employers NI (13.8%)	0			0	
Clerk's pension	0			0	
Clerk's travel	150	85		150	
ACSO				8,000	
Administration / General Expenditure					

Chairman's Expenses	100	40	100
Councillors Expenses	50		50
Clerk & Councillors Training	350	120	350
Publications	30		30
Photocopying	50		50
Postage	30	28	30
Clerk's Telephone/Broadband Allowances	220	106	230
Clerk's Working from Home Allowances	125	63	125
Stationary	250	147	250
Meeting Expenses	550	160	550
Insurances	1,200	740	1,200
Audit	500	405	500
Office Equipment	100		100
Website	300	229	300
Credit Card	32	32	32
Subscriptions			
Hampshire Ass'n of Local Councils	280	280	350
HALC (Local Council Review - LCR)			
Society of Local Council Clerks (SLCC)			
Council for Protection of Rural England	40	36	40
Winch. District Ass'n o Local Councils	35		35
Hants. Playing Fields Association	45	40	45
Newsletter Subscription			
Information Commissioner	40	35	40
Community Donations/ Projects			
<u>Owslebury Organisations: -</u>			
St Andrew's Church		400	
Morestead Church		200	
Owslebury Newsletter			
Marwell Wildlife			
Christmas Lights			
<u>Local Charities: -</u>			
Winchester CAB		250	
Age UK Winchester			
Home Start			
Grants re ADD			
OSCC		100	
Grants and donations	1,500		1,500
<u>Owslebury Projects</u>			
Christmas Lights (release from reserves)			
30 MPH Bin Stickers for residents			

Traffic Survey				
Play area works				
Other community projects	5,000		5,000	
General Maintenance				
PO Box		285	300	
Grass Cutting	3,500	1,240	3,500	
Dog Waste Collections	750	495	750	
Play Area Repair & Inspections	250	622	250	
Street Lighting	250	84	250	
General Maintenance / Repairs	500	216	500	
Election costs				
Tree pruning	500		500	
Lengthsman scheme				
VAT Paid	400	380	400	
Professional fees	0		0	
Total Expenses	23,027	10,429	31,907	0
Net Surplus/(Deficit)	589	12,861	-6,791	0

Appendix 4 – 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"> Parish Hall Advisory Committee has been set up and has met next meeting in January 2020. To be set as a regular agenda item at the PC meetings from Feb 2020 	
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. Hampshire Highways to move signs in January 2020 	Clerk
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"> Hampshire Highways has put up sign at the end of Pitcot lane for all HGV's to turn left. To agree to have mirror on Baybridge Lane 	