

**OWSLEBURY PARISH COUNCIL
MINUTES OF NOVEMBERS PARISH COUNCIL MEETING HELD ON
15 NOVEMBER 2021
COMMENCING AT 7:00 IN THE OWSLEBURY PARISH HALL**

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

In Attendance: Responsible Financial Officer (RFO) Juanita Madgwick, District Councillor Ruffell

Also in Attendance: 5 members of the public were present

124/21 APOLOGIES FOR ABSENCE.

Apologies for absence were received and accepted from District Councillor Lumby and County Councillor Humby

125/21 DISCLOSURE OF INTERESTS FOR AGENDA ITEMS.

Cllr Chapman declared an interest in agenda item 115/21 (a) planning application SDNP/21/05506/FUL Moris Farm.

126/21 APPROVAL OF MINUTES.

Councillors noted their acceptance of the Minutes of the Parish Council meeting held on 11 October 2021, and the Council **Resolved**, unanimously, that they were a true record.

127/21 PUBLIC QUESTIONS AND COMMENTS.

a) Planning

A resident addressed the Council on planning application SDNP/21/05411/HOUS Red Lodge Belmore Lane. They explained the reasons behind the application they would like to decrease their carbon footprint by putting solar panels on the garage. They explained that although some trees need to be felled they would be planting new trees to replace them.

A resident addressed the Council on planning application SDNP/21/05506/FUL Moris Farm Hurst Lane. They objected to this planning application as they felt that there was no need for the house on the land and did not feel that the change of use from private to commercial use was acceptable and felt that this should go in front of the planning committee.

b) Other items

Two residents addressed the Council about the Pavilion and sports field, they wanted to know what was being done with the Pavilion and sports field.

128/21 TO RECEIVE THE COUNTY COUNCILLORS AND DISTRICT COUNCILLORS REPORT

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

The District Councillor thanked the Chairman on all his hard work on getting fibre broadband to the village.

115/21 PLANNING

a) Planning applications

SDNP/21/04992/HOUS	Sweetbriar Farm Whaddon Lane Owslebury SO21 1JJ
Proposal	Proposed first floor rear extension and elevational alterations
PC Comment	The Parish Council did not wish to comment on this application

SDNP/21/05411/HOUS	Red Lodge Belmore Lane Owslebury Winchester Hampshire SO21 1JW
Proposal	Extension and remodelling of loft to existing garage to create a home office and gym. Canopy to main entrance. Carport, bike- and log-store with solar roof.
PC Comment	The Parish Council did not wish to comment on this application

21/02625/PNACOU - Winchester	Hangar Nurseries Thompsons Lane Owslebury Winchester Hampshire SO211JH
Proposal	Application for Prior Approval to change the use of a former horticultural potting / storage shed to residential use under Schedule 2, Part 3, Class Q of the Town & Country Planning (General Permitted Development) (England) Order, together with building operations reasonably necessary to convert the building. All habitable rooms will have adequate natural light as demonstrated in the proposed floor plans and elevations.
PC Comment	The Council could not comment on this application and requested more information on Access, boundaries and garden curtilage and the heating system.

SDNP/21/05506/FUL	Moris Farm Hurst Lane Owslebury SO21 1JQ
Proposal	Change of use land for the siting of a temporary rural worker's dwelling (log cabin) for three years and from private to commercial equestrian use.
PC Comment	The Council object to this planning application for the following reason and ask that this application be brought before the planning committee. They object to the temporary dwelling as they felt that there is no need for a dwelling on this site just to care for one valuable stallion. They also object to the change of use from private commercial to equestrian use.

b) Planning Decisions

SDNP/21/02856/HOUS	Hill View Longwood Road Owslebury SO21 1LL
Proposal	To add external cladding (grey featheredge UPVC) to the first floor front and rear of property, also sides of dormer windows
Decision	Approved

SDNP/21/03124/FUL	18 Beech Grove Owslebury SO21 1LS
Proposal	(Amended) Single storey rear and two storey side extension
Decision	Approved

SDNP/21/02599/FUL	Morestead Hill Cottages Morestead Hill Morestead SO21 1NB
Proposal	Demolition of the existing dwelling and erection of a replacement dwelling with associated access and parking
Decision	Approved

130/21 TO RECEIVE THE CSO REPORT

The Clerk had circulated the CSO Report for Octobers (Appendix 2) to the Councillors prior to the meeting. The Council noted the report.

131/21 HIGHWAYS

a) RECEIVE AN UPDATE ON THE BEECH GROVE PATHWAY IMPROVEMENTS

The Clerk had circulated the report on Beech Grove pathway improvements prior to the meeting (Appendix 3). The Clerk went through the report and noted that the design had been completed and the cost of the works would be around £13,000.00.

The Council noted that they would use all the £3,951 CIL money that had been received from SDNP for this project. The Council discussed getting a grant to pay for the rest of the work. The Council asked the Clerk to look into grants to pay for the works.

Action:	By Whom:
To look into grants to fund the pathway improvements	The Clerk

b) CONSIDERATION AND AGREEMENT TO SUPPORT AND JOIN THE 20 IS PLENTY CAMPGAIN

The Clerk had circulated a report on the 20 is plenty campaign prior to the meeting (Appendix 4). The Clerk went through the report explaining that the coordinator has asked for the Parish Council support for a proposal to seek a default speed limit throughout Hampshire of 20mph in all residential areas, and where people work and play. They are also asking that The Police communicate that they will enforce such speed limit reductions.

After some discussion the Council **Resolved** unanimously to support the 20 mph speed limit throughout Hampshire's residential areas.

c) CORESSPONDANCE FROM A RESIDENT ON POT HOLES IN THE VILLAGE

The Clerk had circulated the correspondence received from the resident prior to the meeting (Appendix 5). The resident noted the poor quality of repairs to pot holes that have taken place on Lower Baybridge Lane. They had made a complaint to Hampshire Highways put had not received a response.

The Council asked the Clerk to write to the County Councillor regarding pot holes and the complaints that the Parish Council are receiving. The Council asked the Clerk to put an OIS out on how to report a pot hole.

Action:	By Whom:
Write to County Councillor regarding pot holes	The Clerk
Put out OIS on how to report pot holes	The Clerk

132/21 RIGHTS OF WAY

a) TO CONSIDER THE QUOTE TO FIX THE GATE AT THE GLEBE FIELD

The Clerk had circulated the quote to the Councillors prior to the meeting (Appendix 6). The Council asked the Clerk to check with the contractor if they will replace like for like.

The Council **Resolved** unanimously to appoint the contractor if they replace the gates like for like.

Action:	By Whom:
To contact the Contractor to check the gate will be replaced like for like	The Clerk

133/21 OPEN SPACES, RECREATION AND PLAYGROUND

a) TO RECEIVE A REPORT ON THE FIRST PAVILION SPORTS FIELD MEETING

The Clerk updated the Council on the first Pavilion/ Sports Field Committee meeting that had taken place on 11 November. The Chairman of the committee had updated everyone on the current state of the Pavilion and there were discussions around what the first steps of the committee should be. The group felt that the first step should be to write a survey to go out to the village to ask their views on the pavilion itself and what sports if any they would like to see being played on the field. There was also discussion on obtaining grants to help with the costs.

The next meeting will be held on Thursday 9 December where they will be bringing the survey, which will come to the next Parish Council meeting on 13 December to be approved to be sent to the residents after Christmas.

134/21 CONSIDERATION OF RE-STARTING THE AFFORDABLE HOUSING PROCESS

The report on re-starting the affordable housing process was circulated to the Councillors prior to the meeting (Appendix 7). The Clerk noted that a resident had contact the Parish Council regarding offering their land for affordable housing and has asked for a meeting with the Parish Council and Hampshire Hub. The Clerk had been in contact with Hampshire Homes Hub and they are aware of the resident offering the land and have advised the Council that they would be the people to contact to proceed with this, should the Council agree to start the process again. They would be able to move ahead with the survey and then involve Winchester City Council and the South Downs National Park.

The Council asked the Clerk to contact the landowner and Hampshire Hub to set up a meeting.

The Council **Resolved** unanimously to start the Affordable Housing process.

Action:	By Whom:
To write to the landowner and Hampshire regarding the Affordable Housing process	The Clerk

135/21 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
92	200.00	Donation to Hampshire Archive	
93	14.39	Zoom	CC
94	16.00	Three (Phone)	DD
95	5.10	Stamps (Tesco)	CC
96	117.47	IONOS - Website	DD
97	398.40	Clerks Salary - Oct	
98	99.60	HMRC	
99	981.99	Swanmore PC (CSO)	
100	7.19	SSE (Street Lighting)	
101	21.25	OPMC	

Receipts:

Voucher	Amount (£)	Payee	
RECEIPTS			
6	14,289.50	Precept	

b) CONSIDERATION TO STOPPING THE ZOOM SUBSCRIPTION

The Clerk noted that now all COVID restrictions have been lifted and the Council are now meeting face to face there was no need to carry on with the subscription to Zoom and the Council could if necessary re-subscribe to Zoom in the future.

The Council **Resolved** unanimously to stop the Zoom subscription.

Action:	By Whom:
To stop the Zoom subscription	The Clerk

c) AGREEMENT OF HIRING A CONFIDENTIAL WASTE COMPANY TO SHRED ALL OLD DOCUMENTS FOR A COST OF UP TO £100

The Clerk noted that although Hampshire Archive took all the old minute books there was still lots of old paperwork that needed to be shredded.

The Council **Resolved** unanimously to agree to hire a confidential waste company to shred old documents for a cost of up to £100.

d) CONSIDERATION OF A GRANT FOR £850 FROM THE PARISH HALL COMMITTEE FOR A NEW SHED

The grant application from the Parish Hall Committee was circulated to the Councillors prior to the meeting (Appendix 8).

After some discussion the Council **Resolved** unanimously to grant the Parish Hall committee £850 for new sheds.

e) TO REVIEW AND ADOPT THE COMPLAINTS POLICY

The Council **Resolved**, unanimously, to adopt the Complaints Policy and asked the Clerk place a copy of the website (Appendix 9).

f) TO REVIEW AND ADOPT THE ACCESSABILITY SCHEME

The Council **Resolved**, unanimously, to adopt the Accessibility Scheme and asked the Clerk place a copy of the website (Appendix 10).

g) DISCUSSION ON HOW THE COUNCIL COMMUNICATE

The Clerk noted that she had taken some advice on this matter and that Councillors can communicate using emails in between meetings but they must be aware that any communication via email could be used if a FOI is received.

The Clerk suggested that the Council set up a .gov.uk email address for each Councillor and the Clerk.

The Council **Resolved**, unanimously to get the Clerk to set up a .gov.uk email address for all the Councillors and the Clerk.

The Clerk also suggested that a Councillor or Councillors write a report on any planning application that is received that can be sent out with the meeting papers prior to the meeting so that all Councillors are fully informed on the application before the meeting.

The Council **Resolved**, unanimously for a Councillor/s to write a report on any planning applications that are received to be sent out with the meeting papers prior to the meeting.

Action:	By Whom
To set up a .gov.uk email addresses for all Councillors and the Clerk For a Councillor to write a report on planning applications prior to the meeting.	The Clerk A Councillor

136/21 INFORMATION EXCHANGE AND AGENDA ITEMS FOR NEXT MEETING.

The Chairman noted that the Ship had a successful fireworks display and many more people attended than expected. The Ship had sent out an apology to the village via Facebook and a personal apology to the Parish Council. The Council asked the Clerk to write to the Ship regarding next year's display to make sure that it is well planned. The Council also asked the Clerk to contact certain villagers as they have offered to help the Ship next year.

Action:	By Whom:
Write to the Ship and the villagers on the fireworks display	The Clerk

The Chairman noted that the Broadband vouchers had started to be sent out today. There were some issues but the Chairman was in contact with Openreach to deal with them. The residents need to take up the vouchers by 31/12/21 or the funding will be removed.

The Council asked the Clerk to send out an OIS on the Broadband Vouchers

Action:	By Whom:
---------	----------

7. 2021/ 2022
FC. 15.11.21

Send OIS on broadband vouchers

The Clerk

137/21 DATE OF NEXT COUNCIL MEETING.

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

There being no further business the meeting closed at 8:55pm

Chairman:

Date: