

**OWSLEBURY PARISH COUNCIL  
MINUTES OF PARISH COUNCIL MEETING HELD ON  
10th September 2018  
COMMENCING AT 7:30 PM IN OWSLEBURY PARISH HALL**

**PRESENT.**

Parish Councillor John Chapman (Chair).  
Parish Councillors: Mark Egerton, Roger Page, Paul Phillips, Paul Bowes, Charlotte Thompson

**IN ATTENDANCE.**

Responsible Financial Officer (RFO) Juanita Madgwick  
District Councillor Laurence Ruffell (Left after item 150/18 a)

10 members of the public (1 Member of the public left after item 149/18 9 Members of the public left after item 150/18 a)

**143/18 APOLOGIES FOR ABSENCE.**

Parish Councillor Will Martin  
County Councillor Rob Humby

**144/18 DISCLOSURE OF INTERESTS FOR AGENDA ITEMS.**

Parish Councillor Phillips disclosed an interest in Pitcot Lane

**145/18 APPROVAL OF MINUTES.**

Councillors noted their acceptance of the Minutes of the Parish Council meeting held on 13<sup>th</sup> August 2018, and the Council **Resolved**, unanimously, they were a true record.

**146/18 PUBLIC QUESTIONS AND COMMENTS.**

**a) Planning Applications**

There were no public comments on any planning applications

**b) Other Agenda Items**

**Pitcot Lane/ Mckenzie Feeds Mill:**

Several members of the public wished to speak about the noise from the feed mill. They felt the hours of operation had increased and with this the noise had increased. The members of the public had engaged with the Feed Mill to discuss their concerns, with a meeting. However the Feed Mill had not responded to the concerns raised even though they had promised to do so. The members of the public wished to know what the conditions of operation are and if they have changed. They were also concerned with the large vehicles that are going in and out of the mill. As the BT cover on the pavement has been damaged, the bollard knocked over several times and the Village Hall grass bank has been gouged.

PC Response: To go straight to Environment Health Department and report. To ask for District Councillor Ruffell's help.

**Woodland View**

A member of the public wanted to make a complaint to the Parish Council regarding a breach of his privacy. They believe that a member of the Parish Council had taken photos of their land without their permission and sent them to the Planning Enforcement Department.

PC Repose: They will look into these allegations.

**Senior Citizen Club**

A member of the public wished to ask the Parish Council to redirect any donation to AgeUK for the cost of the minibus that the Senior Citizen Club use to the Senior Citizen Club directly as the minibus that the club uses is no longer supplied by AgeUK.

Also they would like to note that AgeUK never gave a discount to the club when they used the minibus.

PC Response: To redirect any further grants for the minibus.

**147/18 COUNTY AND DISTRICT COUNCILLOR REPORT.**

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

District Councillor introduced the Conservative candidate running in the local district election Mr Lumby.

**148/18 POLICE & NEIGHBOURHOOD WATCH REPORT**

Councillors Bowes & Thompson attended a PACT meeting in June and gave an update on the meeting.

It seems that the Council are not connecting with the correct police team and that there is miscommunication. Councillor Bowes has tried to email the Police Inspector but has not had a response.

The Clerk has contacted PSCO Emma Gill to try and arrange a coffee morning at the Parish Hall but is still awaiting a reply.

**149/18 PLANNING**

**a) Planning applications.**

2 Planning applications had been received on Friday 7<sup>th</sup> September which will be discussed in October’s meeting.

**b) Planning Decisions.**

No planning decisions had been received.

**c) Enforcement Matters:**

No updates for any enforcement matters.

**d) General Matters**

- i. Councillor Thompson agreed to attend the planning training event in October.
- ii. Cllr Chapman & Phillips reported on their recent visit to the Cranburys site. All went well and they were happy with the current planning application.
- iii. The council had noticed that there was a possible enforcement issue on the land next to the Cranburys site, which they wished to report to the enforcement dept., but needed first to find out who owned the land.

ACTION	BY WHOM
To find out who owns the land near Cranburys	The Chairman

## 150/18 HIGHWAYS

### a) Mckenzie Feed Mill

There was discussion around whether the PC should get involved or leave it to the villagers. The Council **Resolved** unanimously to write to Mckenzie Feed Mill as the PC felt that they should put their voice behind the villagers. The PC felt that they should write as they are duty bound as they have been made aware of the complaint against the Mill. The PC felt that they should write to say that they have had a discussion with the villagers and seek an appointment with them to discuss the complaint that they have received. The PC would write to Councillor Ruffell for his help in this matter.

ACTION:	BY WHOM:
<ul style="list-style-type: none"><li>To write a letter to Mckenzie Feed Mill</li><li>To write to Cllr Ruffell</li></ul>	The Clerk The Clerk

### b) Speed Signs for Bins

The Council asked the Clerk to find out the cost of 30mph bin stickers.

ACTION:	BY WHOM:
To find out the cost of 30mph bin stickers	The Clerk

### c) General Matter

The Council asked the Clerk to find out the cost of new '20 is Plenty' signs to replace the ones already in the village.

ACTION:	BY WHOM:
To find out the cost of '20 is Plenty' signs	The Clerk

## 151/18 RIGHTS OF WAY

### a) Dog Bins

The Council **Resolved** unanimously, to approve the purchase of a new Dog Bin to be situated by the 'Ship Inn' on Whites Hill.

ACTION:	BY WHOM:
To order 1 Dog Bin	The Clerk

### b) Dog Walking

The Council received a report on Dog walkers.

### c) Byway 3 Overgrown Vegetation

The Clerk reported that she had received an email from the Footpaths Secretary of Meon Ramblers who reported that Bridleway 3 was overgrown and that they had to walk down the edge of the field. The Clerk reported that she had spoken to the Hampshire Countryside team and they advised the Parish Council to cut back the vegetation.

The Council discussed the issue and asked the Clerk to contact Longwood estate to cut back the vegetation.

<b>ACTION:</b>	<b>BY WHOM:</b>
To contact the Longwood estate to ask to cut back the vegetation on Bridleway 3	The Clerk

**d) General Matters**

The Council asked the Clerk to send out an OIS on Hedge Cutting and Ragwort.

**152/18 OPEN SPACES**

**a) Sycamore Tree**

The Sycamore Tree by the Ship Inn looks well and does not need any attention.

**b) Playground**

Councillor Thompson and the Clerk gave an update on the roundabout and surrounding matting in the playground and the Baby Swings. They had met with Vita play and had been given a quote on replacing the roundabout and matting and Baby Swings. The Councillors discussed the quote. The Council asked the Clerk to obtain further quotes.

Council Thompson and the Clerk presented a quote to the Council for a shelter in the playground, resurfacing the area under the swings and a Table Tennis Table. The Councillors discussed the quote. The Council asked the Clerk to obtain further quotes.

<b>ACTION:</b>	<b>BY WHOM:</b>
To obtain further quotes for the playground equipment	The Clerk

**c) Telephone Box Door**

Councillor Thompson gave an update on the telephone Box door. The Door had been re-pinned and was working well now. No further action is needed.

**d) Sports Field Bench**

The Councillors felt that before the bench is moved the Council would like agreement from the Insurance Company that the bench can be moved.

<b>ACTION:</b>	<b>BY WHOM:</b>
To ask permission from the Insurance company to move the bench	The Clerk

**e) General Matters**

Councillor Egerton reported that the Sports Club had raised some money and the new football team had received a grant from the FA and that they intended to use this money to update the pavilion. Cllr Edgerton would bring to the next Parish Council Meeting a plan on the updates they would like to make to the pavilion.

The Council **Resolved** unanimously, to approve to painting the notice board in Whaddon and Thompson Lane.

<b>ACTION:</b>	<b>BY WHOM:</b>
To arrange for the notice board in Whaddon & Thompson Lane to be re-painted.	The Clerk

### 153/18 SDNP LOCAL PLAN

The Chairman reported that he will write a letter to SDNP in response to the settlement boundaries. The Council **Resolved** unanimously to attend the hearing of the SDNP Local Plan and to request to make an oral representation at the hearing in November/December regarding the settlement boundaries.

<b>ACTION:</b>	<b>BY WHOM:</b>
To request an oral representation at the hearing of the SDNP Local Plan in November/December	The Clerk

### 154/18 COMMUNITY ASSETS

The Council **Resolved** unanimously to apply for the Ship Inn to be added to the Community Assets register.

<b>ACTION:</b>	<b>BY WHOM:</b>
To fill out the relevant paperwork to apply for the Ship Inn to be added to the Community Assets register.	The Clerk

### 155/18 FINANCE

#### 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
<b>PAYMENTS</b>			
41	352.00	Clerks Salary	Clerks Net Pay Aug
42	88.00	HMRC	Aug PAYE Clerk
43	58.83	Clerks Expenses	Petrol/ Internet Security
44	215.00	Steve Comley	Grass Cutting
45	21.65	OPHMO Hall Hire	Room Bookings

#### Receipts:

Voucher	Amount (£)	Payee	Purpose
<b>RECEIPTS</b>			
26	50.00	ADD Funding	ADD Funding
27	89.02	1 &1 Internet Ltd - Refund	1&1 Refund
28	478.92	VAT Refund Apr - Jul	VAT Refund
29	13.75	Penni Harrison Playground Use	Use of Play area Aug
30	0.04	Interest Business banking account	interest

**b) SSE Street lighting**

The Council **Resolved**, unanimously to move onto the fixed price electricity tariff for the next 2 years.

**c) CPRE**

The Council **Resolved**, unanimously to become a member of the CPRE for the next year.

**156/18 CLERKS REPORT**

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

**157/18 INFORMATION EXCHANGE AND AGENDA ITEMS FOR NEXT MEETING.**

The Parish Council wished for the Citizen Advice Bureau to be invited to a meeting in the future.

Cllr Chapman updated the PC on the installation of a Broadband Cabinet on the Sports Field in Longwood road, further to the new cabinet at the bottom of Whites Hill. He also updated the PC that what can be done in the village regarding Broadband will be completed in 2019.

Cllr Chapman had received a letter from a member of the public, which they wished to pass onto the PC. Cllr passed this letter to the Clerk.

**158/18 DATE OF NEXT COUNCIL MEETING.**

The Council agreed the next Council Meeting would be on Monday 8<sup>th</sup> October 2018 at 7.30pm in the Committee Room.

The meeting closed at 9:30pm.

Chairman .....Date:

## Appendix 1

### September Report

#### Winchester City Council's Local Plan 2036

The city council is inviting local people to have their say on the way that the District develops. Consultation on what should be included in Winchester City Council's Local Plan 2036 is now underway and will run until midday Friday 21 September 2018.

The Local Plan is an important document which will help shape the future of the Winchester District. It enables the council to plan for and deliver the housing, employment space, facilities and infrastructure needed to ensure that the District grows and prospers whilst protecting the built and natural environments which makes Winchester's towns, villages and countryside so attractive.

To produce a new plan which accommodates necessary development without comprising the quality of the environment, the council invites feedback from all who have an interest in the District's future. Parish councils, local communities, businesses and other stakeholders are being approached for comment during a process that leads to the adoption of a new plan which will guide development for many years to come.

An online consultation is available at <https://winchester.citizenspace.com/policy-and-planning/winchester-lp-launch/> with key questions to help shape the plan.

#### Winchester Distillery brings gin-making experience to the city

This Autumn, Winchester City Centre will become home to The Blend Academy, a gin school hosting fun 'create your own gin' sessions as well as Wine and Spirit Education Trust classes in a new event space run by local spirit makers, Winchester Distillery. The local distillers will host regular events for both consumers and the trade at the newly refurbished site on Middle Brook Street.

The space had been inaccessible since the Post Office vacated the building, and Winchester City Council has created a new entrance directly from Middle Brook Street.

### SDNP

#### LOCAL PLAN UPDATE

**The first hearings for the South Downs Local Plan examination are expected to start on Tuesday 13 November** in the South Downs Centre, Midhurst.

If you responded to the submission consultation last autumn you should now have received a letter from the Programme Officer with more information about the process. Further examination sessions will follow in December. Keep an eye on the [Local Plan Examination page](#) on the SDNP website for all the news and updates.

#### Ongoing work carried out by Park Rangers

**Managed** invasive nettles and completed field sign surveys of water voles along the River Meon, confirming their dispersal and continued breeding success.

**Harvested** seed at a local wildflower meadow near Selbourne with the Winchester Downs Farm Cluster. **Undertook** two barbastelle bat surveys with Sussex Wildlife Trust at Ebernoe Common. **Other** work on the site included clearing bracken and gorse and pothole repairs. **Helped** with a charcoal burn at Lodge Copse, an educational coppice run by volunteers. **Installed** steps on a couple of steep sections at Botany Bay to make walking safer in an area developed for educational groups. **Carried** out invasive species surveys on the Hammer Stream catchment. **Continued** work at Truleigh Hill – the pond dipping platform is complete and a new accessible trail is almost finished. **Cutting & raking** regrowth at Halcombe Farm Local Wildlife Site and Anchor Bottom Site of Special Scientific Interest to improve chalk grassland habitat. **Carried** out a wartbiter cricket translocation to Deep Dean in East Sussex, completing a four year reintroduction project. **Helped** to run a bat survey evening at Kingley Vale. **Carried** out regular butterfly transects at Washington Chalk Pit.

## Appendix 2

### CLERK’S REPORT ON ACTIONS ARISING FROM THE MINUTES NOT INCLUDED ELSEWHERE ON AGENDA.

Action: DBC check	By Whom:
<ul style="list-style-type: none"> <li>Clerk to arrange for contractor to undertake DBS check and Council to pay costs involved.</li> </ul>	Clerk
<ul style="list-style-type: none"> <li>Clerk has emailed the DBS for an eligibility check</li> </ul>	Received response from DBS as Contractor is Self Employed as DBS check is not needed.

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

Action: Whaddon Lane ditch.	By Whom:
<ul style="list-style-type: none"> <li>Clerk to discuss with HH removal of mud.</li> <li>Clerk to make enquires of Marwell Wildlife re ownership of ditch</li> </ul>	Clerk
<ul style="list-style-type: none"> <li>Overtaken by Hampshire Highways</li> <li>Major capital work included in 2018/19 budget to improve drainage</li> <li>Work due to start 16<sup>th</sup> July 2018</li> </ul>	Work to start 9 <sup>th</sup> July 18 and be complete within 3 days



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

Action: Positioning of signs.	By Whom:
<ul style="list-style-type: none"> <li>• Clerk to discuss with HH positioning of signs at Longwood Road junction and Portsmouth/Hurst Lane.</li> </ul>	Clerk
<ul style="list-style-type: none"> <li>• Will include on agenda for meeting with HH on 15/06/18</li> </ul>	To Contact HH

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

Action: Red Lane	By Whom:
<ul style="list-style-type: none"> <li>• Chairman and Clerk to investigate likelihood of HCC grant</li> <li>• Clerk to investigate 'clear-up' order re adjoining piece of land</li> <li>• Clerk to investigate ownership re neighbouring piece of land.</li> </ul>	Chairman / Clerk
<ul style="list-style-type: none"> <li>• To excavate area to check what is under the surface of the lane.</li> <li>• Cllr Martin to contact Roger Trott to see if he can do some test digging in Red Lane.</li> <li>• To communicate with Mr Hebitch owner of the land</li> </ul>	