

**OWSLEBURY PARISH COUNCIL
MINUTES OF JULYS PARISH COUNCIL MEETING HELD ON
13 September 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,
Paul Phillips
- In Attendance:** Responsible Financial Officer (RFO) Juanita Madgwick, District Councillor
Ruffell
- Also in Attendance:** 2 members of the public were present

97/21 APOLOGIES FOR ABSENCE.

Councillors: Will Martin, County Councillor Humby and District Councillor Lumby

98/21 DISCLOSURE OF INTERESTS FOR AGENDA ITEMS.

None

99/21 APPROVAL OF MINUTES.

Councillors noted their acceptance of the Minutes of the Parish Council meeting held on 16 August 2021, and the Council **Resolved**, unanimously, they were a true record.

100/21 PUBLIC QUESTIONS AND COMMENTS.

a) Planning

SDNP/21/02856/HOUS

A member of the public noted that they would be using grey cladding at the front of the house on the above planning application. The Council had asked the applicant for this information before making a comment on the application. Therefore the Council **Resolved** unanimously not to comment on this application.

b) Other items

A member of the public spoke on the Rights of Way in the village. They noted that they had been in contact with Marwell and had walked all the footpaths and bridleways around the Zoo. They noted that Marwell had a plan on clearing each footpath and bridleway; however some of them were very over grown.

The member of the public noted that Bridleway 504 was solid clay and very difficult to ride on and needs to be re-surfaced. There was some discussion around this and a way forward.

The Council asked the Clerk to set up a meeting with Hampshire Countryside at the site to understand what the next steps would be.

The member of the public asked if the Right of Way group will be reconvened now that things were getting back to normal.

The Council felt that this would be a good idea and asked the Clerk to arrange this and to include the 2 footpath wardens.

Action:	By Whom:
To set up a meeting with Hampshire Countryside regarding bridleway 504	The Clerk
To reconvene the Rights of Way group	The Clerk

101/21 PLANNING

a) Planning applications

There were no planning applications.

b) Planning Decisions

SDNP/21/01712/FUL	Unit 3 Morestead Farm Morestead Road Morestead Hampshire
Proposal	Change of Use from Use Class Sui Generis - Scrapyard to Use Class B2 - General Industrial to enable the creation of a soil cleaning and concrete crushing facility
Decision	Refused

SDNP/21/03486/HOUS	Hill Farm Lodge Jackmans Hill Morestead SO21 1LZ
Proposal	New glazed link corridor connecting the house with an existing annexe. Internal re-configuration in the house and annexe. All windows being replaced with some alteration to openings
Decision	Granted

c) General Matters

The Clerk had been notified that there was a possible planning breach at Long Ash as it doesn't appear to meet the planning conditions. Cllr Ruffell noted that he would contact the planning enforcement department and ask for a site visit to check the build.

102/21 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 Council asked the Clerk to notify residents of the new Council grants available for businesses.

Action:	By Whom:
Send out an OIS on the business grant from Winchester CC	The Clerk

103/21 TO RECEIVE THE CSO REPORT

The Clerk had circulated the CSO Report for August (Appendix 2) to the Councillors prior to the meeting.

104/21 HIGHWAYS

a) General Matters

Beech Grove – Pathway Improvement

The Council asked the Clerk if any designs and costings had been received for the pathway improvement. The Clerk noted that she had not received any correspondence from them since August. The Council asked the Clerk to chase Havant Highway.

Action:	By Whom:
To write to Havant Highways on the Pathway Improvement	The Clerk

Vegetation on the Bank – By the Parish Hall/ School

Councillor Bowes noted that the Lengthsman had cleared as much of the vegetation on the Bank however there were still saplings on the bank that they were not able to clear. The Chairman noted that this was HCC land and that he would contact HCC to clear this land.

Action:	By Whom:
To contact HCC regarding clearing the Bank	The Chairman

105/21 RIGHTS OF WAY

a) To receive a report on Bridleway 4

The Clerk had circulated a report on Bridleway 4 prior to the meeting (Appendix 3), the Clerk noted that the land agent had emailed and the bridleway would be cleared week commencing 6th September.

The Council asked the Clerk to ask Cllr Martin to check that it had been done and report back to the Clerk.

Action:	By Whom:
To check bridleway 4 has been cleared	Cllr Martin

b) General Matters

A Councillor noted that footpath 43 was impassable and asked the Clerk to contact the land owner to cut back the vegetation.

Action:	By Whom:
To contact the owner of bridleway 43 to clear the vegetation	The Clerk

106/21 OPEN SPACES, RECREATION AND PLAYGROUND

a) To receive a report and agree to the Terms of Reference on the Pavilion Sports Field Committee.

The Clerk had circulated a report on the Pavilion Sports Field Committee prior to the meeting (Appendix 4).

The Clerk noted that there had been a good response for the call for volunteers, she had received 15 responses. The Council agreed that Cllr Egerton and the Chairman would review the list and decide on who would be on the committee.

The Council reviewed the Terms of Reference for the Committee and **Resolved** unanimously to adopt them for the duration of the Committee.

b) To consider quotes for an asbestos survey on the Pavilion

The Clerk had circulated the quotes prior to the meeting (Appendix 5) for the quotes on carrying out an asbestos survey on the Pavilion.

After some discussion the Council **Resolved** unanimously for the Clerk to appoint the company that could carry out the works quicker as both quotes were similar in price.

c) To receive a report on responses on TPO's in the village

The Clerk had circulated a report on responses on TPO's prior to the meeting (Appendix 6).

The Clerk noted that there had only been one response from the residents and they had nominated 3 trees in the village, the two opposite the Ship Inn and one on the Glebe Field by the picnic bench.

After some discussion the Council asked the Clerk to check to see if these trees would meet the criteria to have TPO's on them.

Action:	By Whom:
To check to see if the 3 trees met the criteria for TPO's	The Clerk

107/21 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
62	16.00	Three (Phone)	CC
63	14.39	Zoom	CC
64	28.86	IONOS - Website	DD
65	240.00	PKF Littlejohn	
66	22.75	OPHMC	
67	418.30	Clerks Salary - Aug	
68	104.60	HMRC	
69	360.00	Royal Mail (PO Box)	

Receipts:

Voucher	Amount (£)	Payee	
RECEIPTS			
4	1,716.31	VAT Return	

b) To note the budget against expenditure for Q2

The Clerk had circulated the budget against expenditure for Q2 prior to the meeting (Appendix 7). The Council noted the RFO's summary of receipts and payments for the second quarter – broadly, expenditure was in line with the budget.

5. 2020/2021
FC 13.09.2021

c) To note the audit response from PKF Little John

The Clerk had circulated the audit response prior to the meeting (Appendix 8). The Council noted the audit response from PKF Littlejohn confirming the completion of the audit of the 2020/21 Annual Return and confirming that the AGAR was not accurately completed before submission for review and the AGAR had to be sent back for amendment.

d) To review and approve the Recruitment Policy

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

e) To consider becoming a member of CPRE again for a further year at the cost of £36

The Council **Resolved**, unanimously to become a member of the CPRE for the next year at the cost of £36.

f) To review and comment on the Consultation on the Hampshire County Permit Scheme

The Council **Resolved** unanimously not to comment on this scheme.

108/21 INFORMATION EXCHANGE AND AGENDA ITEMS FOR NEXT MEETING.

None

109/21 DATE OF NEXT COUNCIL MEETING.

The Council agreed the next Council Meeting would be on Monday 11 October 2021 at 7.00pm.

The meeting closed at

Chairman:

Date: