

**OWSLEBURY PARISH COUNCIL  
MINUTES OF PARISH COUNCIL MEETING HELD ON  
11th APRIL 2017  
COMMENCING AT 7.30PM IN THE COMMITTEE ROOM, OWSLEBURY PARISH HALL**

**PRESENT.**

Parish Councillor John Chapman (in the Chair).

Parish Councillors: Paul Bowes, Mark Egerton, Paul Phillips, Roger Page.

**IN ATTENDANCE.**

Clerk and Responsible Financial Officer (RFO): Michael Cleary.

District Councillor Laurence Ruffell (left after item 59/17).

County and District Councillor Rob Humby (left after item 58/17)

PCSO Steven Sharp (left after item 57/17)

Two members of the public were present (left after item 55/17).

**51/17 APOLOGIES FOR ABSENCE.**

Parish Councillor Will Martin.

Parish Councillor Gerry Tull.

District Councillor Amber Thacker.

**52/17 DISCLOSURE OF INTERESTS FOR AGENDA ITEMS.**

Councillor Egerton declared a personal interest (as Treasurer) in matters affecting Owslebury Sports Club. Councillors Bowes and Phillips declared personal interests (as members of the Owslebury Parochial Church Council) in matters affecting St. Andrew's Church. Councillors Bowes, Phillip and Chapman declared personal interests (as members of the Owslebury Parish Hall Management Committee) in matters affecting the Parish Hall.

**53/17 REQUEST FOR DISPENSATION UNDER S33(1) LOCALISM ACT 2011.**

There was no request for dispensation under Section 33 of the Localism Act 2011

**54/17 APPROVAL OF MINUTES.**

Councillors noted their acceptance of the Minutes of the Parish Council meeting held on 13<sup>th</sup> March 2017, and the Council **Resolved**, unanimously, they were a true record.

**55/17 PUBLIC QUESTIONS AND COMMENTS.**

The owners of a nearby property commented on the increasing use of the recently enlarged entrance to the Staggs Lane bridleway as a lay-by. Cars were also using the space to turn-around, despite the speed of traffic on the Morestead road. They also felt the bridleway is now being used by non-agricultural vehicles as a short-cut from/to Owslebury Bottom. PCSO Sharp commented there is little the police could do about the matter as it involved private land. The Chairman noted he had inspected the area with the Highways Engineer but again it was a matter for the landowner rather than HCC or the parish council.

**56/17 COUNTY AND DISTRICT COUNCILLORS REPORTS.**

District Councillor Ruffell updated the Council on recent WCC developments including the formal approval of Local Plan Part 2, and on enforcement issues concerning Hydes Barn (paragraph 59/17(c)).

County and District Councillor Humby updated the Council on recent HCC matters. He noted the recent meeting with the Chairman and Clerk on traffic management issues (paragraph 60/17(a)), and a complaint from residents about rubble being left since Christmas on an 'unmetalised' road/track – the matter was currently being handled by officers.

**57/17 POLICE & NEIGHBOURHOOD WATCH REPORT.**

PCSO Steve Sharp noted there had been few crimes or incidents in the parish other than some reports of 'over weight' HGVs using the village. The main concern in the Winchester area was a spate of 11 thefts in recent months of diggers/digging equipment.

Councillor Bowes noted a recent incident involving a dog biting a child in the recreation ground of The Ship Inn, the theft of tools from a van in Beech Grove and the theft of cooking oil from The Ship Inn (and another near-by pub).

**58/17 SOUTHERN PARISHES GROUP CONSTITUTION.**

The Council had previously given its consent (Minute 24/17) to the draft constitution of the Southern Parishes Group. The Clerk updated the Council on the changes made to the final draft:

- the Chairman of the group to be elected annually;
- the constitution to be reviewed on an annual basis; and
- amendments to the constitution to require the approval of three quarters of the participating councils.

The Group had elected Councillor Barry Nicholson (Bishop’s Waltham) as Chairman of the Group for 2017/18. The Council **Resolved** unanimously to approve the constitution of the Southern Parishes Group and to authorise the Chairman or Councillor Phillips to sign the constitution on the Council’s behalf.

**59/17 PLANNING**

a) **Planning applications.**

SDNP/17/00224/HOUS	Cartmel Main Road Owslebury
Proposal:	Proposed shed to side elevation.
Closing date (OPC):	14/04/2017

Councillors had no objections or comments to bring to the planning officer’s attention.

SDNP/17/01453/HOUS	Downlands, Pitcot Lane, Owslebury
Proposal:	Single storey rear extension.
Closing date (OPC):	14/04/2017

Councillors had no objections or comments to bring to the planning officer’s attention.

SDNP/17/01441/APNB	Land at Owslebury Bottom Owslebury Hampshire
Proposal:	Proposed agricultural holding
Closing date (OPC):	12/04/2017

Whilst councillors had been made aware, privately, of aspects of the application they noted there were no details on the public file and thus could not comment on the application.

Councillors asked the clerk to make enquiries about a planning application relating to The Granary, Marwell Manor Farm, details of which had not been provided by WCC to the Clerk.

Action: The Granary, Marwell Manor Farm	By Whom:
• Clerk to make enquiries about planning application.	Clerk

b) **Planning decisions.**

i. South Downs National Park Authority decisions:

SDNP 17/00238/FUL	Marwell Wildlife
Proposal:	A permanent 33.44sq. m. fridge freezer unit and two permanent 7.43sq. m. shipping containers to provide additional food storage space; and two temporary 14.86sq. m. stacked portable buildings to create an office and mess room.
Decision:	Approved

SDNP 16/03658/CND	The Forge, Owslebury Bottom
Proposal:	Removal of condition 2 of approved planning permission 83/00406/OLD and demolition of redundant forge building.
Decision:	Refused

SDNP17/00297/LIS	2 Yew Tree Cottages, Whites Hill
Proposal:	Removal of modern brick fireplace and concrete render and repair of inglenook fireplace.
Decision:	Approved

SDNP 17/00767/FUL	Land opposite Magnolia, Hensting Lane
Proposal:	to erect a wooden storage shed next to stables of 10ft x 15ft
Decision:	Approved

ii. **Eastleigh local plan**

The Chairman updated the Council on recent developments in the campaign by local councils and interested parties to ensure Eastleigh Borough Council properly evaluated the transport and infrastructure requirements of the housing options currently under consideration. He commented on a

meeting between the Southern parishes and WCC with the objective of ensuring WCC district councillors were cognisant of the implications for Winchester district of certain of the options being considered by Eastleigh Borough Council. He commented on the need to encourage SDNPA to become more directly involved in potentially major developments on the boundaries of the national park.

**c) Enforcement matters.**

**i. Hydes Barn**

District Councillor Ruffell updated the Council on recent developments following the inspection undertaken by councillors and WCC officers, notably an ecology review and report by the applicant's ecologist and which had been endorsed by the WCC ecologist. The Clerk noted the application (for a flint stone barn and additional accommodation) had now been withdrawn.

**ii. Woodland View Stables.**

The Clerk noted he had not received any further report on the enforcement issues, and District Councillor Ruffell agreed to make further enquiries.

**iii. Occupation of a building without planning permission.**

Councillors requested the Clerk make further enquiries about the alleged occupation of a building for which planning permission for residential use had not been obtained.

Action: Unauthorised occupation.	By Whom:
• Clerk to make further enquiries.	Clerk

**d) Affordable housing.**

There was no report.

**e) Gypsy and Traveller site allocations.**

Councillors noted the public consultation by WCC.

**60/17 HIGHWAYS.**

**a) Traffic calming.**

During the County and District Councillor Reports section of the meeting, County and District Councillor Humby noted his recent meeting with the Chairman and Clerk on traffic management issues affecting Owslebury. He had been joined at the meeting by staff from the policy and planning groups. The Chairman had outlined the increasing problem of the volume of traffic using Owslebury as a cut-through. County and District Councillor Humby noted there were traffic calming measures the Council could take. However, the underlying problem was connected to the volume of traffic on the local motorways, causing slow traffic conditions to develop on the local roads. He was therefore endeavouring to deal with the issues from a 'top down' perspective and discussing road infrastructure needs for the growing Hampshire economy with national government.

The Chairman commented he felt the meeting with County and District Councillor Humby had been useful in considering the many issues involved. In addition to the options open to the Council, the issues discussed included the safety of children walking to/from the school. The school may wish to review its own procedures for road safety e.g. by using The Ship (by agreement) for parents to drop-off their children and wardens escorting them to the school. (Councillor Egerton agreed to discuss the matter with the school in due course). However, given the concerns felt in the parish about traffic volume, a public meeting would probably be necessary later in the year so as to update parishioners on the reviews that had been undertaken by HCC, the legal limitations to actions HCC could take, and the options open to the parish council for traffic calming measures. The matter would be considered again in due course.

**b) Staggs Lane (BW507) and Morestead Road.**

In light of the concerns expressed by local homeowners Councillors agreed to ask the landowner whether he would be prepared to place signage or dragons teeth to preclude the use of the entrance as a lay-by.

Action: Staggs Lane/Morestead Road junction	By Whom:
• Clerk to discuss with landowner	Clerk

**c) 2017/18 HCC Lengthsman Scheme.**

The Clerk updated the Council on the HCC Lengthsman Scheme. Councillors considered the three proposed contracts circulated prior to the meeting: between Owslebury (as lead parish) and HCC, between Owslebury and the 5 parishes in the Owslebury cluster (Twyford, Colden Common, Otterborune, Compton & Shawford, and Hursley), and the contract between Owslebury and the Lengthsman.

The Council **Resolved** unanimously to authorise the Clerk to sign the contracts on the Council behalf

subject to amending the contract between Owslebury and the Lengthsman so as to provide additional protection to ensure the maintaining of the independent contractor status of the Lengthsman.

Action: Lengthsman contract	By Whom:
<ul style="list-style-type: none"> <li>Clerk to amend wording in contract with Lengthsman, and sign all three contracts (with HCC, with cluster parishes and with Lengthsman) on behalf of the Council.</li> </ul>	Clerk

**d) Hampshire Highways.**

The Chairman and Clerk reported on their recent review, with the local Highways Engineer of problem areas in the parish. The Engineer had taken note of the concerns expressed; in some cases capital expenditure would be required and would be medium to long term in nature, but in other cases he felt the matters may be addressed in the short term. Areas visited included: Hurst Lane culvert and deterioration in the road edge, Whaddon lane ditch and need for a substantial soakaway, leaning tree in Whaddon Lane, need for concrete posts to protect corners of Main Road/Pitcot lane and Baybridge/Lower Baybridge lane, large pot hole to the side of Lower Baybridge lane approaching Whaddon Lane; confusing signage at Longwood crossroads, white lining at Hurst and Hensting lanes, deteriorating road edges on Longwood road and potholes.

**61/17 RIGHTS OF WAY.**

There were no matters to report.

**62/17 OPEN SPACES, RECREATION AND PLAY GROUNDS.**

**a) Owslebury Sports Club.**

Councillors noted the licence for the Sports Club use of the Recreation Ground and pavilion was due for renewal. The Council **Resolved** unanimously to offer the Club a licence on similar terms to the current licence and authorised the Clerk to complete the formalities with the Club and to sign the licence on behalf of the Council.

Action: .Sports Club licence	By Whom:
<ul style="list-style-type: none"> <li>Clerk to discuss and complete formalities with the Club</li> </ul>	Clerk

**b) Dragons teeth.**

The Clerk reported he had received a quote for £250 for the labour cost relating to the installation of dragons teeth at the Recreation Ground. Councillor Phillips had agreed to provide the necessary number of dragons teeth at no cost to the Council, and the Council thanked him for his community spirit. The Council noted the Clerk would be seeking a quote from another contractor and **Resolved** unanimously to authorise the Clerk to determine the choice of contractor, at a cost of no more than £250.

Action: .Dragons teeth	By Whom:
<ul style="list-style-type: none"> <li>.Clerk to choose contractor provided cost no more than £250.</li> </ul>	Clerk

**c) Trees on Recreation Ground.**

Councillors noted the concerns raised by Sports Club members about the low hanging branches on the trees in the Recreation Ground. The Chairman had reviewed the Recreation Ground and shared the concerns expressed. The Clerk had obtained an estimate of £200 from a trusted contractor for cutting and removing the branches but would be seeking another estimate so as to ensure the Council received value for money. The Council **Resolved** unanimously to authorise the Clerk to determine which contractor to use, at a cost of no more than £200.

Action: .Low lying branches	By Whom:
<ul style="list-style-type: none"> <li>.Clerk to choose contractor provided cost no more than £200.</li> </ul>	Clerk

**d) Recreation Ground car park.**

Councillors noted the condition of the path leading to the car park had significantly deteriorated following its recent use by delivery vehicles. Councillors agreed to monitor the situation for the time being.

**63/17 Notice Boards.**

The Council considered the condition of the noticeboards and felt there was no immediate need to refurbish them.

**64/17 FINANCE, ADMINISTRATION AND STATUTORY.**

**a) Payments and receipts.**

The Council **Resolved** unanimously to approve the following payments and authorised the Chairman and Councillor Phillips to authorise electronic payments as necessary.

Voucher	Amount (£)	Payee	Purpose	
<b>PAYMENTS</b>				
101*	298.04	M Cleary	Clerk's net pay March	Electronic
102*	198.40	HMRC	PAYE March	Electronic
103*	66.94	M Cleary	March expenses (travel £3.60; Postage £1.14), home working ¼ allowance £30.95; broadband £31.25)	Electronic
104*	30.20	OPHMC	March room bookings	Electronic
105*	20.00	John Chapman	1/4ly chairman's allowance	Electronic
106*	110.00	S Comley	Grass cutting	Electronic
1	296.40	HALC	Annual subscription	Electronic
2	207.43	SSE	Electricity for street lighting	Cheque

The Council noted the following receipts:

Amount (£)	Payer	Purpose	
0.03	Lloyds	Interest	Electronic

**b) Financial outcome 2016/17.**

The Council noted the RFO's estimate of the outcome for the 2016/17 financial year (Appendix 1). Whilst the preliminary outcome indicated there would be a surplus of about £6,000, the Council was mindful of the need to make adequate reserve for the replacement or refurbishment of assets in the foreseeable future and the need to ensure it had sufficient reserves to contribute in full or in part to community projects currently under review.

**c) Section 1 Annual Governance Statement 2016/17.**

The Council considered the questions set out in Section 1 of the Annual Governance Statement and unanimously agreed the Council had complied with the requirements for good governance. The Council **Resolved** unanimously to authorise the Chairman to sign the Statement on behalf of the Council and noted the Clerk would be doing likewise.

**d) Virement of accounts.**

The Council **Resolved** unanimously to offset surpluses against budget on individual account headings with those in deficit, as permitted under the Financial Regulations.

**e) Reserves at 31<sup>st</sup> March 2017.**

The Council considered the briefing paper pre-circulated by the RFO. The Council considered the reserves at 31<sup>st</sup> March 2017 to be at an appropriate level for the Council's requirement and **Resolved** unanimously to accept the RFO's recommendations as set out in Appendix 2.

**f) Grants and assistance to local organisations.**

The Council **Resolved** unanimously to provide a grant of £100 under Section 137 LGA 1972 to the Owslebury Senior Citizens group to help with the cost of minibus hire.

The Council considered a request from St. Andrew's Church PCC for assistance in replacing a damaged gate at the entrance to the public footpath on the Glebe field. The new gate would need to be wider to accommodate hedge cutting equipment. Councillors shared the PCC's view that the choice of gate should take account of its location: near to St. Andrew's Church, an iconic ancient building in the parish. The PCC felt a recent offer of a second hand gate, whilst much appreciated, was not suitable. The PCC had received a quote for a suitable new gate but it would be difficult to finance the acquisition. The Council considered the issues involved and **Resolved** unanimously to acquire a suitable gate for public use at a net cost of no more than £550, and for it to be maintained by the PCC.

**g) Insurance.**

The RFO updated the Council on his review of the insurance arrangements from 1<sup>st</sup> June 2017. He noted he had approached the insurers of the Parish Hall for an alternative quote to the current insurance

company, Zurich. They had made a good offer, considerably below the premium for the current insurance year and better than the indicative premium for the 2017/18 insurance year quoted by Zurich. However, Zurich had submitted a revised quotation more or less matching the competitor's quote, and was proposing a slightly higher level of cover in certain categories. After debate, the Council **Resolved** (four councillors in favour and one opposed) to authorise the RFO to accept the Zurich quotation.

**65/17 CLERK'S REPORT.**

The Clerk commented on the actions taken on matters determined at previous meetings and not included on the agenda (Appendix 3).

**66/17 CODE OF CONDUCT.**

There were no matters the Chairman wished to discuss with the Council.

**67/17 INFORMATION EXCHANGE AND AGENDA ITEMS FOR NEXT MEETING.**

Councillor Bowes noted that the Owslebury Parish Hall Management Committee would be writing to the Council to suggest consideration be given to the governance and ownership structure of the parish hall. The main issue was one of ensuring succession to the existing trustees, and protecting the interests of the village.

**68/17 DATE OF NEXT COUNCIL MEETING.**

The Council agreed the Annual Council Meeting would be on Monday 8<sup>th</sup> May 2017, immediately following the Annual Parish Meeting, in the Committee Room.

**69/17 ANNUAL PARISH MEETING.**

The Council agreed the Annual Parish Meeting would be held at 7pm in the Committee room at the Parish Hall on Monday 8<sup>th</sup> May 2017 preceding the Annual Council Meeting.

The meeting closed shortly before 9.30pm

Chairman ..John Chapman.....Date: 8<sup>th</sup> May 2017

**APPENDIX 1: ESTIMATE OF FINANCIAL OUTCOME 2016/17**

AGENDA ITEM 64(b)

**Owslebury Parish Council - Receipts and Payments Account -  
Year Ending March 31st 2017**

	<u>2016/17</u> <u>ACTUAL</u>	<u>2015/16</u> <u>ACTUAL</u>
	£	£
<b><u>Opening Bank Balance 1st April 2016</u></b>	<b><u>51749</u></b>	<b><u>42388</u></b>
 <b><u>Receipts</u></b>		
<b>Precept&amp; CT grant</b>	<b><u>22875</u></b>	<b><u>23012</u></b>
 <b>Other Receipts</b>		
General grants & donations	33	113
Ring fenced: Xmas grants & donations	115	110
Ring fenced: other grants and donations	782	0
Ring fenced: grants & donations	1740	0
Playing Field - Sports Clubs	378	364
Substation Rent	100	100
Play area income	213	135
Interest	239	10
VAT Refund	710	149
 Asset sales	 <u>175</u>	 <u>0</u>
Total	<b><u>4484</u></b>	<b><u>981</u></b>
 <b>Total Receipts</b>	 <b><u>27359</u></b>	 <b><u>23993</u></b>
 <b><u>Payments</u></b>		
<b><u>Staff Costs:</u></b>		
Clerks net salary	3569	3477
PAYE	2374	2314
Pension - OPC	0	0
Locum	0	0
Travel	<u>47</u>	<u>47</u>
Total	<b><u>5990</u></b>	<b><u>5838</u></b>
 <b><u>Other Payments:</u></b>		
<b>Administrative Expenses:</b>		
Postage	19	28
Photocopying	131	6
Stationary	224	85
Telephone/Internet	124	124

Minutes of the Owslebury Parish Council Meeting Held on Tuesday 11<sup>th</sup> April 2017

Home Working	<u>125</u>		<u>125</u>
Total	<u>623</u>	<b>623</b>	<u>368</u>
Chair's Expenses	80		80
Councillors Expenses	31		16
Meeting Room	367		365
Subscriptions	349		502
Insurance	1008		962
Green Keeping	2640		1225
Dog Waste Bins	660		495
Website	155		134
Training	0		70
Audit Charges	295		390
General Maintenance	594		265
Play area costs	649		132
Street lighting	207		206
Section 137	3665		1100
Community Projects - General	1200		525
Election costs	0		75
VAT Paid	746		421
Publications	79		25
Election costs	0		0
Tree pruning	950		200
Traffic man. Advice	850		0
Planning advice	<u>0</u>		<u>1238</u>
Total	<u>14523</u>	<b>14523</b>	<u>8426</u>
<b><u>Total Payments</u></b>		<u><b>21136</b></u>	<b>14632</b>
Net surplus for period		<b>6223</b>	<b>9361</b>
<b>Closing Bank Balance 31st March 2017</b>		<u><b>57972</b></u>	<u><b>51749</b></u>



## APPENDIX 2: RESERVES

### Owslebury Parish Council – April Council meeting.

#### Agenda item 64(e)

#### RFO comment on Reserves policy 31<sup>st</sup> March 2017

The estimated surplus for 2016/17 is £6.2k and total reserves at 31st March 2017 are estimated to be £57,972. This level of reserves is more than twice the annual precept and as such the auditor will be seeking justification for the holding of such a high level of reserves.

Part of these reserves is in relation to ring-fenced funds whereby the Council can only incur expenditure on projects for which the public grants or fundraising were raised.

In relation to other reserves – ear-marked for particular projects, and general reserves - the Council confirmed the following Reserves policy at its January 2014 meeting.

"Councillors considered the Reserves required by the Council to ensure the smooth running of the Council and to fund community projects. The Council **Resolved** unanimously (Proposed by the Chairman and seconded by Councillor Tull) to hold reserves under the following headings, the monetary amount being determined by Council on an annual basis and to take account of inflation in the medium term:

- i. *General reserve*: for unplanned but necessary expenditure, amounting to between 6 and 9 months annual budgeted expenditure including transfers to specific reserves;
- ii. *Legal and Planning Costs reserve*: for advice on planning applications or appeals which the Council consider to be of great importance to the Parish;
- iii. *Election costs reserve*: for costs in connection with contested elections, the monetary amount being advised by WCC;
- iv. *Play Equipment reserve*: for the Council's reasonable contribution towards the replacement of the play equipment;
- v. *Community Projects reserve*: to enable the Council to fund community projects included in the Parish Plan or subsequently identified by Council, including, traffic calming, pedestrian safety, country kerbing, broadband, sports pavilion, flooding alleviation, community transport, new burial ground and community assets such as the Glebe Field and Ship Inn.'

In 2016 the Council included a further ear-marked reserve – '*vi Refurbishment, repairs and replacement of assets.*'"

#### The Council is requested to:

##### a) confirm the above policy for the holding of reserves:

##### b) approve the following ear-marked reserves as at the financial year-end.

- Legal and planning - £2,500 - this would enable the Council to seek a reasonable amount of time from legal or planning advisers on matters of importance to Council - given the hourly rate of such advisers, the reserve is not excessive..
- Election costs -£1,000 - this is in line with WCC recommendation for contested by or full elections.
- Play equipment reserve - £20,000. This reflects the high level of investment in play equipment (exceeding £70,000), its age (now some 5 years old) and the reduced availability of grants following the abolition of the Open Spaces fund and its replacement with the more problematic Community Infrastructure.
- Community projects - £18,250. There is no doubt budget cuts at county and district level are having an ever greater impact and the Council needs to prepare for an era of 'part' or 'sole' funding. The projects which may be funded from this reserve include: flood mitigation, maintenance of rights of way, contribution to a new burial ground, sport pavilion, kerbing and traffic management.
- Play-ground repairs and refurbishment - £3,500. This reflects the need to refurbish matting and other assets in the foreseeable future.
- General reserve - subject to final adjustments, £11,840 – this would equate to c6 months projected expenditure, and would be in accord with the Reserves policy.

M Cleary

Responsible Financial Officer

April 2017.

<b>SUMMARY OF RING FENCED, EAR-MARKED AND GENERAL RESERVES</b>	
<b><u>Ring fenced</u></b>	
Xmas lights (public funding)	416.80
Xmas lights (private funding)	150.00
Community bus (private funding)	61.15
Playground fund raising	5.27
WW1 & DD Day events	248.00
Total ring fenced	881.22
<b><u>Ear marked</u></b>	
Community projects	18250.00
Election costs	1000.00
Play-ground repairs and refurb	3500.00
Play equipment replacement	20000.00
Legal and planning fees	2500.00
Total ear-marked	45250.00
<b><u>General reserve</u></b>	11840.87
<b>Total reserves</b>	57972.09

**APPENDIX 3: CLERK'S REPORT**

Action: Staggs Gate pond	By Whom:
<ul style="list-style-type: none"> <li>• Clerk to review boundaries;</li> </ul>	Clerk
<u>In hand – search arranged and maps being reviewed.</u>	

Action: Traffic management.	By Whom:
<ul style="list-style-type: none"> <li>• Councillor Egerton to discuss with school governors and seek their support.</li> <li>• Chairman to write to parents and to parishioners.</li> </ul>	ME/JC/ Clerk
<u>Agreed to hold-back for time being</u>	

Action: Swing seat.	By Whom:
<ul style="list-style-type: none"> <li>• .Clerk to acquire swing seat.</li> </ul>	Clerk
<u>Awaiting second opinion: due in May</u>	

Action: Open spaces	By Whom:
<ul style="list-style-type: none"> <li>• .Councillor Tull to provide possible benches for councillors to consider.</li> </ul>	Cllr Tull
<u>Deferred for time being</u>	