

**OWSLEBURY PARISH COUNCIL  
MINUTES OF PARISH COUNCIL MEETING HELD ON  
15h AUGUST 2016  
COMMENCING AT 7.30PM IN THE COMMITTEE ROOM, OWSLEBURY PARISH HALL**

**PRESENT.**

Parish Councillor John Chapman (in the Chair).

Parish Councillors: Mark Egerton, Will Martin, Paul Phillips, Roger Page, Gerry Tull.

**IN ATTENDANCE.**

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

Two members of the public were present (left After item 132/16).

**APOLOGIES FOR ABSENCE.**

Parish Councillor Paul Bowes.

District Councillor Amber Thacker.

District and County Councillor Rob Humby.

District Councillor Laurence Ruffell.

**129/16 DISCLOSURE OF INTERESTS FOR AGENDA ITEMS.**

Councillor Chapman declared a personal interest (as owner of a nearby property) in the Moris Farm planning application.

**130/16 APPROVAL OF MINUTES.**

Councillors noted their acceptance of the Minutes of the Parish Council meeting held on 11<sup>th</sup> July 2016, and the Council **Resolved** they were a true record.

**131/16 PUBLIC QUESTIONS AND COMMENTS.**

**Planning applications:**

Mrs Wood, the owner of Moris Farm, Hurst Lane, commented on the planning application for the 15 acre site. She had worked closely with SDNP/WCC, including the landscape officer. The proposed stables had been reduced in scale and its siting amended in line with comments by the landscape officer. There would be no water or electricity supplies to the stables. New hedgerows and trees would be planted as part of the landscaping arrangements. The site would be for private use, with usually just one trailer and car on the land. Careful consideration had been given to wildlife issues and most of the site would be untouched by the development. Mrs Wood noted the large wooden gates, recently erected, had been stolen. Mrs Wood responded to questions from Councillors.

Mr Stone, representing the owner of The Forge, Owslebury Bottom, commented on the planning application to remove a restriction on the use of the site and to demolish the forge. He outlined the history of the site and planning applications. He felt the original planning application was most probably in error in that it permitted a business (involving horse boxes and steel deliveries) in an inappropriate area. The original restriction (to limit occupation of the bungalow to people involved in the farrier industry) was too limiting due to the proximity of other forge operations and the position of the site. An attempt to widen the type of user so as to include the breeding of horses and related equine uses had proved unsuccessful as the site was too small for such purposes. Mr Stone outlined the extensive marketing of the property undertaken over the last twenty or so years. Mr Stone responded to questions from Councillors.

**132/16 PLANNING**

a) **Planning applications.**

SDNP/16/01263/FUL	Hensting Hall, Hensting Lane, Fishers Pond
Proposal:	To convert existing storage space and garages to a two bedroom holiday let by extending it on the footprint of the adjoining bull pens.
Closing date (OPC):	16 <sup>th</sup> August 2016

The Council unanimously **Resolved** it had no objections or concerns to bring to the Planning Officer's attention.

SDNP/16/03622/FUL	Moris Farm Hurst Lane Owslebury
Proposal:	Change of use from Agricultural/Grazing to Equestrian. Development of stable building consisting of 5 stables, hay barn, tack room and wash bay. Development of 20x40m sand menage.

Closing date (OPC):	16 <sup>th</sup> August 2016
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The Council unanimously **Resolved** that whilst it did not object to the application, the Planning Officer should impose conditions to any consent so as to include:

- a) restrictions in any further development of the site, including the installation of electricity (so as to protect the rural nature of this part of the SDNP from light pollution);
- b) restrictions in the number of vehicles, including caravans, on the site; and
- c) restricting the site to private usage by the owner and family, and prohibiting commercial development of the site.

The Council felt that in the event the Planning Officer was minded to approve the application without such restrictions (or similar), the Council would wish the application to be referred to the Planning Committee.

The Council considered the original location of the stables on the site was preferable, from both visual and community aspects, to the revised location (suggested by the landscape officer) by the boundary with Hurst Lane. The latter would result in greater risk of noise and disturbance to neighbouring properties, and may set an unfortunate precedent.

SDNP 16/03658/CND	The Forge, Owslebury Bottom
Proposal:	Removal of condition 2 of approved planning permission 83/00406/OLD and demolition of the redundant Forge.
Closing date (OPC):	17/08/16

The Council unanimously **Resolved** that whilst it did not object to the application, the conditions for any consent should include:

- a) restricting the use of the site solely as a domestic single storey dwelling; and
- b) a restriction on the replacement of the demolished forge building by any other building unrelated to the occupation of the bungalow for residential purposes.

SDNP/16/03316/HOUS	1 Gorse Down, Owslebury.
Proposal:	Replacement of existing open entrance porch with new enclosed porch, single storey rear extension and replacement of flat roof over existing rear extension with new part pitched/part flat roof.
Closing date (OPC):	1 <sup>st</sup> August 2016

The Council unanimously **Resolved** it had no objections or concerns to bring to the Planning Officer's attention.

**b) Planning decisions.**

The Clerk reported the following application had been approved by SDNP:

SDNP 16/012471/HOUS	Homefield House, Main Road, Owslebury
Proposal:	Proposed single storey extension
Outcome	Approved

SDNP/16/02002/FUL	3, Hilly Close, Owslebury
Proposal:	Erect a new conservatory
Outcome	Approved

SDNP 16/02703/LIS	Marwell Wildlife
Proposal:	Change of use of the first floor in the vet's cottage from staff accommodation to staff office together with new internal wall and ceilings linings.
Outcome	Approved

SDNP 16/02482/HOUS	Meadow View, Main Road, Owslebury
	Provision of parking area to front garden with supporting flint faced retaining wall
	Approved

**133/16 FINANCE, ADMINISTRATION AND STATUTORY.**

**a) Payment to 1 and 1 Internet Limited.**

The Council approved the reimbursement to the Clerk of his payment to 1 and 1 Limited for the 2016/17 hosting fee for the community website.

**b) Payments and receipts.**

The Council approved the following payments and authorised the Chairman and Councillor Phillips to authorise electronic payments:

	Amount (£)	Payee	Purpose	
<b>PAYMENTS</b>				
34	1020.00	Paul Basham Associates	Traffic calming report (Minute 86/16) - VAT £170	Electronic
35	262.01	M. Cleary	Clerk's net pay July	Electronic
36	16.86	M Cleary	Clerk's July expenses (postage £1.71. travel £3.15, stationery £12)	Electronic
37	174.40	HMRC	July PAYE	Electronic
38	100.66	M Cleary	1 and 1 Ltd web hosting fee for community website	Electronic
39	29.30	BDO	External audit fee £120 – VAT £20	Electronic
40	29.30	OPHMC	Hall fees July	Electronic
41	290.00	S Comley	Grass cutting July	Electronic
42	421.20	Vita Play	Repairs to wet-pour in play area (Minute 43/16)- VAT £70.20)	Electronic

**Receipts**

Amount (£)	Payer	Purpose	
31.25	P Harrison	Use of play area for July	Electronic
0.04	Lloyds	Interest	Electronic

**c) Completion of external audit by BDO.**

The Council noted the letter dated 26<sup>th</sup> July 2016 received from BDO confirming the completion of the audit of the 2015/16 Annual Return and also confirming there were no matters of concern they wished to report to the Council and public.

**134/16 INFORMATION EXCHANGE AND AGENDA ITEMS FOR NEXT MEETING.**

Councillors agreed to invite Peter North, Managing Director of Footsteps Ltd, to give a presentation on affordable housing at its next meeting. Councillors noted the comments expressed about the condition of the pavilion on the Recreation Ground and noted the matter would be on the September agenda.

**135/16 DATE OF NEXT COUNCIL MEETING.**

It was agreed the next Council meeting would be held on 12<sup>th</sup> September 2016 commencing at 7.30pm in the Committee Room. Councillors noted the need for the Parish Council to be represented at an important SDNP meeting on 14<sup>th</sup> November. The Council unanimously **Resolved** to re-arrange the Council meeting planned for the same evening and asked the Clerk to make the necessary arrangements and to advise the public.

The meeting closed shortly after 8.15pm

Chairman.....John Chapman.....Date: 12<sup>th</sup> September 2016



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26 July 2016

our ref: 2016/H4/OWSL01/FINAL

Dial: 023 8088 1737  
Email: councilaudits@bdo.co.uk

Dear Mr Cleary

**Owslebury Parish Council - Audit for the year ended 31 March 2016**

We have now completed the above audit. Please find enclosed the following documents;

- Fee Note
- Notice of Conclusion of Audit
- Notes regarding the advertisement of the Conclusion of the Audit
- Date selection form for 2016/17
- Contact details
- Survey 2015/16
- Annual Return

There were no matters which came to our attention which required the issuing of a separate additional issues arising report.

The enclosed annual return should be presented to the smaller authority, now that our audit opinion has been given, and a minute should be made to show that the annual return including our certificate has been approved and accepted by the smaller authority. The annual return and notice of conclusion of audit must be published for at least 14 days (including on the smaller authority's website\*) as soon as reasonably possible before the 30 September 2016 and must be made available for public access for a period of not less than five years.

If you have any questions please contact Louise Caplen in the first instance.

Yours sincerely

For and on behalf of BDO LLP

Enc.

\*In the case of a parish meeting and where the meeting has displayed the information in a conspicuous place for at least 14 days, publication on a website does not apply.

