

**OWSLEBURY PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING HELD ON
7th AUGUST 2017
COMMENCING AT 7.30PM IN THE HALL, OWSLEBURY PARISH HALL**

PRESENT.

Parish Councillor John Chapman (in the Chair).

Parish Councillors: Paul Bowes, Mark Egerton, Will Martin, Roger Page, Gerry Tull (from item 143/17(b) onwards).

IN ATTENDANCE.

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

District Councillor Laurence Ruffell (left after item 123/17).

Karen Hillhouse, Regional Head of Development, Hastoe Group (left after item 139/17)

Mags Wylie, Senior Rural Housing Enabler, ActionHants (left after items 139/17)

Nigel Baldwin, Housing Enabling officer, WCC (left after item 139/17)

14 members of the public were present and left mainly after item 139/17

135/17 APOLOGIES FOR ABSENCE.

Parish Councillor Paul Phillips

County and City Councillor Rob Humby.

District Councillor Amber Thacker.

136/17 DISCLOSURE OF INTERESTS FOR AGENDA ITEMS.

The Clerk noted Councillor Tull had recorded his pecuniary interest in a possible site under consideration for affordable housing and accordingly had decided not to attend until after item 139/17 had concluded.

Councillor Bowes noted his personal interest in matters affecting St. Andrew's Church (as a member of the Parochial Church Council) and the Parish Hall (as Chair of the Parish Hall Committee). Councillor Martin declared a personal interest (as a member of the Morestead Parochial Church Council) in matters affecting Morestead Church. Councillor Egerton noted his personal interest (as Treasurer) in matters affecting the Sports Club.

137/17 REQUEST FOR DISPENSATION UNDER S33(1) LOCALISM ACT 2011.

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

138/17 APPROVAL OF MINUTES.

Councillors noted their acceptance of the Minutes of the Parish Council meeting held on 10th July 2017, and the Council **Resolved** they were a true record.

139/17 PRESENTATION ON AFFORDABLE HOUSING.

The Chairman introduced the guest speakers in attendance at the meeting, He noted the purpose of the presentation and discussion was solely to gather more information both about the proposed provider, Hastoe, and the affordable housing scheme and its rules.

The Chairman briefly summarised the steps the Council had taken over the last 12 months to ascertain the need for additional affordable housing and the availability of potential sites. Only two sites had been put forward for consideration, both owned by either Councillor or Mrs Tull. The Council had considered the outcome of a 'needs' review by ActionHants and had agreed to support their recommendation for ten additional affordable homes at either of the two sites put forward for consideration (Minutes 158/16(e)&(f)). However, the negotiations were between Councillor and Mrs Tull and the prospective provider. He noted the Council would only make final decisions after it had considered the specific proposals being put forward by the landowner and developers/providers and had consulted further with parishioners to confirm the level of support for the proposed development.

The Chairman invited Karen Hillhouse, Regional Head of Development at Hastoe, to address the meeting and introduce the other speakers, Mags Wylie, Senior Rural Housing Enabler at ActionHants, and Nigel Baldwin, Housing Enabling Officer at WCC. A summary of the presentation and discussion is set out in Appendix 1.

Following the presentation, and towards the end of the meeting, Councillors concurred with the Chairman's recommendation that a public meeting be held to outline the latest proposals and to help the Council confirm

the high level of parishioner support for additional affordable housing evident in earlier surveys.

140/17 PUBLIC QUESTIONS AND COMMENTS.

There were no public questions other than those already noted in Appendix 1 (re: presentation on affordable housing).

141/17 COUNTY AND DISTRICT COUNCILLORS REPORTS.

District Councillor Ruffell reported WCC had approved the provision of some 76 new affordable homes (with green space provision) in the Stanmore Valley area. He noted the latest client satisfaction survey for WCC showed 91% public satisfaction with the provision of WCC services, compared with 89% for the previous survey two years ago. He also noted that having inspected Hilly Close at the request of the Council he could identify additional parking space for just two cars. The Chairman thanked District Councillor Ruffell and the Council would reflect, in due course, on whether the matter should be pursued with WCC. Finally District Councillor Ruffell offered to assist the Council in drafting and/or reviewing any S106 agreement for affordable housing in Owslebury.

142/17 POLICE & NEIGHBOURHOOD WATCH REPORT.

The Clerk noted PSCO Emma Gill had joined the local neighbourhood policing unit and he and Councillor Bowes had invited her to meet with councillors and with the Neighbourhood Watch team. There were no reports from the Police or Neighbourhood Watch.

143/17 PLANNING

a) Planning applications.

There were no planning applications for consideration at the meeting.

b) Planning decisions.

The Clerk noted he had not been notified of any planning decisions by SDNP or WCC since the last Council meeting.

c) Eastleigh Borough Council (EBC) local plan.

The Chairman noted his and others attendance at the Eastleigh Borough Council meeting on 20th July at which the emerging local plan was under consideration. He noted the resolution originally proposed for consideration had been amended late in the day to one of a 'note' rather than 'decision'. This followed, in part, representations by Action against Destructive Development. The Chairman noted he would continue to monitor developments in the next phase of the local plan programme of work. The Council concurred with the Chairman's view that in order to keep the issue 'fresh' when matters reached a critical stage, the ADD posters should be taken down for the time being.

d) Enforcement matters.

The Clerk reported there were reasonable grounds for concern that agricultural land was not being protected at the Long Ash, Pitcot Lane site and he had reported the matter to WCC Enforcement.

e) SDNP Infrastructure projects.

Councillors did not consider there were any major projects they wished to submit to SDNP as part of the infrastructure development plans for the Park. Councillor Egerton noted that whilst the Sports Club's plans included a new pavilion, funding at the appropriate level was more likely to come from the National Lottery than from other sources such as SDNP.

144/17 HIGHWAYS.

a) Report on visit to Buriton.

The Chairman, Councillor Martin and the Clerk summarised the outcome of their visit to Buriton to review the traffic calming measures. Buriton has been mentioned by Councillor Barbara Holyome (SDNP board member) as a parish which appeared to have dealt with traffic issues successfully. They noted:

- i. the work had been undertaken in three phases over a four to five year period;
- ii. they had used a consultant to conduct the public meetings for each phase and to help in negotiations with HCC. However the council had taken the lead role throughout;
- iii. the traffic calming involved narrowing of roads, removal of white lining, virtual pavements, chicanes, rumble strips and 40mph speed limits on entry routes with 30mph in the centre of the village;
- iv. funding had been obtained from HCC, the predecessor body to SDNP and also the parish council.

The Chairman noted the success of the traffic calming measures in a village not dissimilar in size to Owslebury albeit with a different road layout.

Councillors noted the need for traffic calming measures to be undertaken in the parish, particularly in the light of new housing developments in the nearby area. They noted the need for the parish council to take the lead role – as was the case in Buriton – and not to leave the matter entirely to HCC. Following further discussion, the Council **Resolved**, unanimously, to authorise the Chairman to enter into discussions with HCC and to form an Advisory Group to work with the Chairman in putting forward proposals for traffic calming measures.

Action: Traffic related matters.	By Whom:
<ul style="list-style-type: none"> Chairman to contact HCC to discuss need for traffic calming measures akin to those in Buriton. Clerk to set-up Advisory Group in consultation with Council. 	Cllr Chapman Clerk

b) Traffic management.

The matter was deferred pending discussions with HCC and the recommendation of the Traffic Advisory Group.

c) Matters to be raised with HCC.

The Clerk and Councillors noted the matters to be discussed with Hampshire Highways at a meeting in early September:

Action: Matters to be discussed with HCC.	By Whom:
<ul style="list-style-type: none"> Replacement of 'Whaddon' and 'Owslebury' signs. Ditches in Whaddon and Hurst Lanes. Need to improve drainage in Hurst Lane so water diverts to pond. Pot holes including Mare Lane. Sight lines including Hazeley Road. Cutting of bank near Mr & Mrs Tickles homes re sight lines. Replacement of bollards. Flooding at Old Wells Cottage. 	Clerk

145/17 RIGHTS OF WAY.

Councillor Tull summarised recent work undertaken on the clearing of rights of way but noted his frustration at the lack of progress made by HCC on some of the matters reported to them. The Chairman suggested HCC be invited to a future meeting to discuss the matter further.

146/17 OPEN SPACES, RECREATION AND PLAY GROUNDS.

a) Beech Grove kiosk.

The Clerk summarised the arrangements agreed with a parishioner for the use of the kiosk as a 24/7 publications centre. The Council agreed to the arrangements and would review progress in six months' time. The Council **Resolved**, unanimously, to authorise expenditure of £50 on the fitting of shelving in the kiosk.

b) Gate on Glebe field.

The Clerk and Councillor Bowes noted the need for the entry gate to be repaired and for new fixings to be installed so as to prevent premature closure of the gates on cars entering the field. The Council **Resolved**, unanimously, to approve the related expenditure of £65. Councillor Bowes noted the proposed new gate at the end of the field at the entry to the right of way would be installed on 31st August 2017.

Action: Glebe Field	By Whom:
<ul style="list-style-type: none"> Clerk to arrange for repairs to gate at entry to Glebe field. 	Clerk

147/17 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	
PAYMENTS				
32	165.00	WCC	Dog waste collection January - March	Electronic

33	165.00	WCC	Dog waste collection April – June.	Electronic
34	108.00	PJ Pritchard	Glebe field hedge cutting (VAT £18)	Cheque
35	119.77	M Cleary	Re-imbusement of payment to webmaster, 1&1 Ltd for annual fee plus service support (VAT £19.96)	Electronic
36	293.26	M Cleary	Net Pay July	Electronic
37	195.20	HMRC	July PAYE	Electronic
38	46.44	M Cleary	July expenses (travel £2.70; postage £4.39, 3 print cartridges £11.97, 5 reams of paper £17.38, hose £10 – VAT in total £4.90)	Electronic
39	290.00	S Comley	July grass cutting	Electronic

In addition the Council authorised the Clerk and Councillors Chapman and Phillips to make payments in respect of the Parish Hall invoice for July, when received, the two gates for the Glebe Field and the shelving for the kiosk (no more than £50) – all such invoices being due before the September Council meeting.

Receipts

Amount (£)	Payer	Purpose	
13.33	Sotonia	Donation for parking on Glebe field re cycle race.	Electronic
0.04	Lloyds	Interest	Electronic
11.25	H Smith	Use of play area - July	Electronic
10.00	Mary Needham	Use of Play area - July	Electronic
403.67	HMRC	VAT re-claim April - June	Electronic

b) Members allowances.

Councillors decided not to make any submission to WCC for Members allowances.

148/17 CLERK'S REPORT.

The Clerk commented on the actions taken on matters determined at previous meetings and not included on the agenda (Appendix 2).

149/17 CODE OF CONDUCT.

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

151/17 INFORMATION EXCHANGE AND AGENDA ITEMS FOR NEXT MEETING.

The Chairman asked that a review of the Parish Plan be placed on the agenda for the September meeting.

152/17 DATE OF NEXT COUNCIL MEETING.

The Council agreed the routine Council Meeting would be on Monday 11th September 2017 at 7.30pm in the Committee Room.

The meeting closed shortly after 9.30pm

Chairman ...John Chapman.....Date: 11th September 2017

APPENDIX 1: PRESENTATION AND DISCUSSION ON AFFORDABLE HOUSING

The following is a summary of the presentation by the guest speakers at the meeting and the points raised by councillors and the public in the ensuing discussion during a 75 minute session.

Karen Hillhouse, Hastoe Regional Head of Development, provided background information including the following:

- a) Hastoe is a housing association with some 7,000 homes owned and managed by them across the country, and has extensive expertise in providing affordable homes in rural villages;
- b) the proposed Owslebury development would only be permitted under the rural exception' scheme and be bound by the rules of such schemes;
- c) The Rural Housing Enabler at ActionHants had established the need, through the results of the recent parish Housing Need Survey for additional affordable homes in the parish and Hastoe would deliver the homes to a high standard if negotiations with the landlord and SDNP/WCC are successful;
- d) the terms of the scheme would be such that priority for the housing would be made available to those with a local connection to the parish, this was defined as those who lived or worked in the parish, or who use to live in the parish and have close family in the parish;
- e) the restrictions placed on rural exception sites resulted in the value of the land being above agricultural value but well below land values where traditional open-market value housing could be built. She suggested the likely price range would be between £10,000 and £15,000 per plot; so assuming £12k per plot, the value for ten homes would be £120,000;
- f) the homes may be rented or 'shared' ownership with a buyer having a maximum interest of 80%, although in many case buyers usually acquire only 30%.

Mag Wylie, Senior Rural Housing Enabler, ActionHants, outlined the work that had been undertaken to determine the need for affordable housing, and also for site selection. Her comments included the following:

- g) a Housing Need Survey questionnaire had been delivered to all households in the parish in April 2016 to help identify people not already on the housing register but requiring affordable housing as, for example, currently living with their parents;
- h) 105 or 30% of the questionnaires had been completed and showed overwhelming (80%) support for additional affordable housing. So as to illustrate the need for lower cost accommodation, she noted that WCC statistics suggested a couple would need an income of £40,000pa to comfortably privately rent a two bedroom home in Winchester District. This for many on much lower incomes was simply unaffordable.;
- i) it was clear not everyone who requires an affordable home had registered with WCC – yet the WCC housing register is the gateway to being offered an affordable home. On the basis of the survey and the WCC housing register information, ActionHants recommended a small development of ten affordable homes, a recommendation which the Council accepted;
- j) the parish council had called for landowners to put forward potential sites and she had undertaken a review for suitable sites. Only two sites were put forward – opposite The Ship Inn and at Crabbes Hill. Both sites had been inspected and discussed with SDNP. The Ship site was preferred. It was the gateway to the village, close to amenities such as the pub, church, hall and school and could be well screened. The current site access should be sufficient (subject to a review by Highways) but in any-event an alternative access point was possible. A small scheme of cottage style affordable homes could be built on the site, sensitively designed to fit-in with the village and to a high standard. SDNP had provided informal advice and had suggested a pre-planning application be considered, as the next step.

Nigel Baldwin, WCC Housing Enabling Officer, commented on the housing needs information including the following:

- k) the latest information on the WCC housing register suggested a need for 15 homes to rent. In addition five people were seeking homes to buy under the shared ownership scheme.

Karen Hillhouse commented that Councillor and Mrs Tull wanted to ensure as far as possible that all those with local connections seeking an affordable home in the parish should be able to do so. This may mean an initial batch of ten homes being built on The Ship site but with phased development of further homes on the site as and when there is a clear demand for additional affordable housing for local people.

She also noted that in common with many others in the country offering rural exception sites, the landowner did not want a capital receipt for the sale of land, but rather the equivalent value in a 'serviced plot' (ie with road access and electricity service). The landowner would then build on the land and sell the property.

However, SDNP would need to be satisfied that in any such arrangement the landowner would be receiving only the value attributable to rural exception sites

Questions from Councillors.

- i. Subsequent sales of shared ownership affordable homes.
Owners could only ever buy up to 80% of the equity; at least 20% is retained by the housing association. The original buyer can sell their share but must follow the 'local connection first' route. If there are no local buyers for the property, then a 'cascade' approach is followed with eligible residents in nearby parishes having the opportunity to acquire the property. A subsequent buyer must acquire the whole of the shared interest of the original buyer.
- ii. Design and build of affordable homes.
The standard of build will be higher than for most market value housing – e.g larger bedroom sizes and very energy efficient. Hastoe has a reputation for building high quality homes.
- iii. Open market value homes.
WCC has, in principle, accepted the rural exception site value of the scheme can be offered to the landowner by way of providing the landowner with the opportunity to build and sell a market value home(s) of similar value. SDNP has not yet been consulted on the matter and they will be the planning authority for the site.
- iv. Split between rented and shared ownership homes.
This will depend on further assessment of the 'needs' information and on consultation with the Council.
- v. Affordable rents.
These are set at 80% of the market rent, or the Housing Allowance whichever is the lower. In the case of Owslebury the Housing allowance is likely to be the lower benchmark: £644pcm for one bedroom, £793pcm for two bedroom and £921pcm for three bedroom.
- vi. Why were the last two WCC council houses in Owslebury offered to non-local people?
The WCC scheme in the village is not a rural exception site and therefore allocation to these homes can go to those in the greatest need across the district. The proposed Rural exception site for the parish is different. Properties built under this scheme are prioritised for those with a local connection to the parish, and then a 'cascade' approach to nearby parishes.
- vii. S 106 agreement.
Community support is more or less a pre-condition for new homes on a rural exception site. Accordingly, the Council should ensure the 'local connection' requirement and other such matters of great importance to the parish are enshrined in a S106 agreement. District Councillor Ruffell offered to assist the Council at the appropriate time.

Questions from members of the public.

- i. Unaffordable rents.
A number of parishioners expressed great concern that the affordable rents quoted during the meeting would still be out of reach of many in the parish. They also noted WCC rents were less than those under the rural exception site scheme. Karen Hillhouse explained the setting of rent levels for all new affordable housing development is regulated by the Government (housing associations can set a rent of up to 80% of market rents) – Hastoe's Policy is to set a rent at 80% of the market rent or the Housing allowance whichever is the lower. Certain state benefits may enable people to pay affordable rents, but the matter clearly remained one of concern for some of those requiring affordable rented accommodation.
- ii. Ensuring local people have priority.
District Councillor Ruffell and Karen Hillhouse noted the absolute need to ensure the matter was included within the S106 agreement. The development would require community (Council) support and thus the Council should ensure the S106 agreement includes all that it believes to be of fundamental importance to parishioners.
- iii. Monitoring of rental agreements.
Hastoe and WCC would monitor compliance with the rental agreement with tenants and ensure properties are not sub-rented. The type of house (1/2/3 bedroom) offered to tenants would be based on need.
- iv. Shared ownership homes.
Karen Hillhouse could not give any guide as to likely prices for shared ownership homes in Owslebury. However, she gave an illustration of how shared ownership would work on the assumption a two bedroom home would cost a buyer £300,000. Most shared ownership buyers acquire 30% of the equity using a mortgage to finance the acquisition ie a £90,000 interest in the home. A mortgage provider would normally require a 10% deposit i.e £9,000. The rent from Hastoe on the 70% of the property not acquired by the purchaser would come to about £481 per

month and a mortgage at 5% interest on the £81,000 of borrowed funds would come to a further £455 ie a total housing cost of approximately £936 per month.

- v. Financial criteria for WCC Housing register.
Annual income should be less than £60,000 per annum and savings less than £16,000
- vi. Unused land at the site not required for affordable housing under the proposed Owslebury scheme.
This would be a matter for the landowner to consider further.

APPENDIX 2: CLERK'S REPORT ON ACTIONS ARISING FROM THE MINUTES NOT INCLUDED ELSEWHERE ON AGENDA.

Action: .Low lying branches	By Whom:
<ul style="list-style-type: none"> • .Clerk to choose contractor provided cost no more than £200. 	Clerk
<u>S. Comley instructed and installed.</u>	

Action: Staggs Gate pond	By Whom:
<ul style="list-style-type: none"> • Clerk to review boundaries; 	Clerk
<u>Search completed; historic maps to be reviewed.</u>	

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

Action: DBC check	By Whom:
<ul style="list-style-type: none"> • Clerk to arrange for contractor to undertake DBS check and Council to pay costs involved. 	Clerk
<u>In hand – September/October</u>	

Action: Benches	By Whom:
<ul style="list-style-type: none"> • Cllr Tull to provide bench 	Cllr Tull
<u>Defer for time being</u>	

Action: Unauthorised occupation.	By Whom:
<ul style="list-style-type: none"> • Clerk/Cllr to make further enquiries. 	Clerk

Action: Illegal burning of obnoxious materials	By Whom:
<ul style="list-style-type: none"> • Clerk to make enquiries. 	Clerk
<u>No progress made – legitimate owner of parcel of land denies any such burning. Local resident keeping a watch for further examples and will try to obtain registration number</u>	

Action: Inappropriate use of land.	By Whom:
<ul style="list-style-type: none"> • Clerk to report to Enforcement. 	Clerk
<u>Completed – enforcement officer inspected land and concurs with council's concerns and has now opened a file on the matter.</u>	

Action: Hilly Close.	By Whom:
<ul style="list-style-type: none"> • Clerk to discuss with Cllr Ruffell involvement of WCC in review of parking arrangements. 	Clerk
<u>In-hand</u>	

Action: Red Lane surface improvement	By Whom:
<ul style="list-style-type: none"> • Photographs of damaged Lane surface to be provided to HCC via Clerk; • Landowner approval to be obtained; • Consent to be obtained from HH for proposed work; • Council to determine extent of financial commitment to such improvement, and contractor arrangements; • Grant application to be submitted; • Council to give final approval to commencement of work. 	Cllr Page Clerk Clerk Council Clerk Council
<u>Awaiting photographs before proceeding further.</u>	

Action: Footpath 23	By Whom:
<ul style="list-style-type: none"> • Clerk to contact HCC/landowner re footpath surface and signage 	Clerk
<u>Reported to HCC who intend to take forward.</u>	

Action: Parish Hall Advisory Committee.	By Whom:
<ul style="list-style-type: none"> • Clerk to set-up and prepared preliminary list of issues 	Clerk
<u>OPHMC to consider revisions to current constitution. Cttee 'on hold'.</u>	

Action: Eastleigh Borough Council local plan.	By Whom:
<ul style="list-style-type: none"> The Chairman to consider writing to the leaders of HCC and SDNP and possibly Minister to stress potential impact on local area and concerns over management of the issues involved. 	Cllr Chapman

Completed.

Action: Traffic related matters.	By Whom:
<ul style="list-style-type: none"> The Chairman to consider writing to the press/MP to highlight problems and the need for action; Cycle clubs to be contacted to request assistance in spreading the word about dangerous behaviour in Owslebury; Consultant used by other parishes to be approached for fresh ideas. The Chairman and Cllr Martin to review the actions taken at Buriton and Clanfield parishes re traffic calming measures. 	Cllr Chapman Clerk Clerk Cllrs Chapman and Martin

Partly on agenda for main August meeting.

Action: Excess vegetation.	By Whom:
<ul style="list-style-type: none"> Improve sight lines at junction of Mare Lane and Hazeley Road; Consider with the landowner cutting back of a bush at the junction of Longwood Road and Morestead Road, and repairs to the fence. 	Clerk

No progress as yet re Hazeley Road – Twyford clerk does not start work until September.

Landowner contacted re Longwood crossroads and has repaired fence. Grass now needs cutting.

Action: Recreation Ground trees.	By Whom:
<ul style="list-style-type: none"> Cllr Phillips to inspect for leaf miner and report back to Council. 	Cllr Phillips

Inspected and agreed to burn leaves in autumn. Shd deal adequately with the problem.