

**OWSLEBURY PARISH COUNCIL  
MINUTES OF THE PARISH COUNCIL MEETING HELD ON  
9<sup>th</sup> FEBRUARY 2015  
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, Roger Page, Paul Phillips, Sally Tattersall, Gerry Tull,

**IN ATTENDANCE**

County and District Councillor Humby

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

No members of the public were present.

**APOLOGIES.**

District Councillor Laurence Ruffell

**15/15 DISCLOSURE OF INTERESTS FOR AGENDA ITEMS.**

Councillor Egerton noted his personal interest (as Treasurer) in matters concerning the Sports Club.

**16/15 CONFIRMATION OF MINUTES OF THE PARISH COUNCIL MEETING HELD ON 12<sup>th</sup> JANUARY 2015.**

All Parish Councillors noted their acceptance of the Minutes of the Parish Council meeting held on 12<sup>th</sup> January 2015, and it was unanimously **Resolved** they were a true record.

**17/15 PUBLIC QUESTIONS AND COMMENTS.**

**a) Planning Applications.**

**b) Other Agenda Items.**

No member of the public was present.

**18/15 POLICE REPORT.**

There was no Police report. The Clerk noted the December on-line Crime Report recorded two thefts (Thompsons Lane and Longwood Road) and two anti-social incidents (Whites Hill and Hilly Close)

**19/15 COUNTY AND DISTRICT COUNCILLOR REPORTS.**

County and District Councillor Humby commented on a range of matters including:

- a) **Flood prevention** measures, most notably at Owslebury Bottom and in Hensting Lane – two areas which were badly affected by last winter's flood;
- b) **Beech Grove verges** and related problems being experienced by residents in relation to the unacceptable damage to the verges attributable mainly to school coaches and other traffic. He noted the problem seems to have occurred relatively recently and he shared parish councillors' views that issues such as the ability of coach drivers to negotiate the turn into the school and the size of coaches should be taken up with the school management. He noted Hampshire Highways would be making good the verges in the spring. Parish councillors debated whether the verges should be protected for the longer term with 'dragon's teeth' and after debate the Council agreed the following actions:

Action: Beech Grove verges	By When:	By Whom:
<ul style="list-style-type: none"> <li>• consider with school and HCC coach contracts/ability of drivers;</li> <li>• consultation with residents most directly affected as to installation of dragon's teeth after HH has made good the verges;</li> </ul>	March/April	Clerk/Mark Egerton

- c) **Lengthsman scheme**: he noted the Clerk had been given a copy of the Health and Safety requirements with regard to the Lengthsman working on grips and ditches;
- d) **Beech Grove phone box** – the door has been missing for over 12 months. The Clerk explained the background (BT consider the phone box to be uneconomic and would neither repair the door nor allow the Council to pay for a repair). County and District Councillor Humby would endeavour to assist in the resolution of the issue. After discussion the Council unanimously **Resolved** it would be prepared to 'adopt' the box if BT proved to be unwilling to keep the phone box in a proper condition;

Action: Beech Grove phone box	By When:	By Whom:
<ul style="list-style-type: none"> <li>• County and District Councillor Humby to endeavour to use his contacts</li> </ul>	March	Rob Humby

with BT to effect repairs to the phone box;		
<ul style="list-style-type: none"> <li>If unsuccessful, Council to negotiate with BT for adoption of phone box</li> </ul>		

- e) **Monarch's Way Footpath:** parish councillors noted the need for additional planings to complete the resurfacing of the footpath, at least for the short term. County and District Councillor Humby agreed to assist in procuring the planings;
- f) **Broadband:** parts of the parish should be able to access fast broadband speed during the next phase of the roll out programme – broadly, those properties within 1KM of the broadband cabinet in Main Road;
- g) **Traffic management** – Andy Smith (Hampshire Traffic Management) is awaiting the analysis of a survey of traffic speed, following which a meeting may be appropriate with the Council;
- h) **Silver Hill redevelopment:** he noted the outcome of the judicial review would be known in the following few days;
- i) **Litter on routes into Winchester:** County and District Councillor Humby shared parish councillors' views as to the unacceptable state of the approach roads into Winchester, strewn as they are with litter. The issue is mainly one for the Highways Agency and he would be contacting them.

**20/15 PLANNING**

**a) Planning Applications.**

There were no planning applications.

**b) Planning Decisions**

The Council noted the following applications had been approved by SDNP:

*Stable Cottage, Greenhill House, Baybridge Lane , Upham SDNP 14/05512/HOUS*– dormer windows.  
*Gorsedown House, Main Road, Owslebury SDNP 14/05504/HOUS* – Replacement windows; new external material to existing house; new extension to rear of house; 3 Velux windows to front of property; 5 Velux windows to rear of property; removal of tree.

The Council noted that the appeal in relation to SDNP's decision to refuse planning permission for Long Ash, Pitcot Lane, Owslebury had been dismissed.

*Cranbury Removals.*

The Council noted Mr Tilbury's (WCC Corporate Director Operations) reply to Councillor Chapman's letter to Mr Eden (WCC Chief Executive) in relation to WCC's decision to grant planning approval, against the firm advice of the Council. Councillors remained most concerned with Mr Tilbury's response to the issues raised by the Council.

Action: Cranbury Removals	By When:	By Whom:
<ul style="list-style-type: none"> <li>Chairman to write to WCC expressing continuing concern. Matter to be discussed with Julie Pinnock at April meeting.</li> </ul>	April	JC

**c) Enforcement.**

There were no new enforcement cases for the Council to consider. However, Councillors noted the need to at least 'tidy up' the Long Ash site and to ensure the site is safe.

Councillors noted the continued activity at a local farm and asked the Clerk make further enquiries.

In response to a question from a parish councillor in relation to WCC's new Enforcement arrangements, County and District Councillor Humby explained that the proposed closure of old cases did not represent an amnesty. The aim is to close those cases where the issue has already been resolved, or which are of minor significance. Councillors noted that there appeared to be a number of old cases not on the list of cases provided to the Council by WCC. It was agreed that a full list should be provided to the Council and where old cases are 'closed' the parishioners involved should be promptly informed.

The Chairman commented on his discussions with Marwell Activity Centre on the partial construction of stables, and it was agreed the matter would be followed up with the Centre in due course.

Action: Enforcement	By When:	By Whom:
<ul style="list-style-type: none"> <li>Long Ash – to request the site be 'tidied up' and made safe</li> <li>Local farm – to investigate building activity at local farm</li> <li>Full list of open cases to be provided to Council</li> <li>Marwell Activity stables – matter to be followed up in due course</li> </ul>	<p>March</p> <p>April</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>JC</p>

**d) Planning Applications outstanding.**

Councillors noted the list of planning applications where decisions are still outstanding.

**21/15 HIGHWAYS.**

**a) HCC Flood Mitigation measures.**

The matter had been largely considered during the course of the discussion with County and District Humby. The Clerk noted that in addition to the extensive work undertaken or planned for Owslebury Bottom and Hensting Lane, work is planned for Hurst Lane. Councillors noted that flood mitigation measures were also needed for the area around Bottom Pond Farm, an area which flooded last winter. Councillors also felt the spoil following the clearance work on the ditch in Whaddon Lane needed to be removed, and a very deep rut in Lower Baybridge Lane needed to be made good.

Action: Ditches and grips.	By When:	By Whom:
<ul style="list-style-type: none"> <li>To consider with HH work required on area around Bottom Pond Farm</li> <li>To remove spoil following work on Whaddon Lane ditch</li> <li>To request HH to remove deep rut in Lower Baybridge Lane</li> </ul>	March	Clerk Clerk Clerk

**b) Traffic Management.**

The Clerk noted a final decision on the proposed introduction of Quiet Lanes in the parish would be made by Hampshire Highways and SDNPA in the next few weeks.

**c) Parking arrangements around the school.**

The main issues involved, and action points, had been considered during the discussion with County and District Councillor Humby (refer to 19/15 above).

**d) Litter Pick.**

Councillor Martin commented on the arrangements for the proposed litter pick on Sunday 8<sup>th</sup> March at 4pm. He noted he had been advised by the Clerk that the volunteers would be covered by the Council's public liability insurance cover subject to:

- I. the Clerk advising the insurance company of the date and time of the litter pick;
- II. the names of the volunteers being recorded and provided to the Clerk;
- III. the volunteers being provided with suitable high visibility jackets and with a safety briefing.

The Council unanimously **Resolved** the litter pick should proceed on 8<sup>th</sup> March 2015, or such other date as Councillor Martin determined.

Action: Litter Pick	By When:	By Whom:
<ul style="list-style-type: none"> <li>Arrangements to be made for litter pick on 8<sup>th</sup> March</li> </ul>	March	WM

**e) Community transport.**

The Clerk noted Ellen Catterson (Transport adviser) is continuing her review as to whether additional public transport services for the village could be justified on the basis of it being 'socially necessary' given the relative isolation of the village and the lack of alternative transport facilities. She would report back to the Council in due course. The Clerk also noted he would investigate the possibility of using a local charity to help those in 'emergency' situations with transport costs, and would also liaise with OMCA.

Action: Community transport	By When:	By Whom:
<ul style="list-style-type: none"> <li>Ellen Catterson to complete review of 'socially necessary' public transport;</li> <li>Clerk to investigate use of local charity to help with transport costs for emergency situations, and to liaise with OMCA</li> </ul>	March	Clerk/Ellen Catterson

**f) BoomTown.**

The Chairman commented on his recent attendance at the BoomTown planning meeting. The meeting concentrated on traffic management matters.

**g) Other matters.**

The Council considered a request from residents for a further grit bin in Beech Grove, following a near car accident due to ice at the top of the road. The Council was sympathetic to such request subject to clarification on the siting and use of the other bins in the road. The Council unanimously **Resolved** to authorise the Clerk to acquire, if he considered it necessary, a further bin up to a cost of £200.

Action: Grit Bin	By When:	By Whom:
<ul style="list-style-type: none"> <li>Clerk to acquire further grit bin for Beech Grove, if considered necessary, and after consultation with Chair.</li> </ul>	March/April	Clerk

The Chairman commented on his discussion with Marwell Activity Centre with regard to appropriate signage for vehicles leaving the Centre and joining Hurst Lane. The Centre management had agreed to erect such signage and the Chairman would follow-up the matter in due course.

Action: Marwell Activity Centre/road signage	By When:	By Whom:
<ul style="list-style-type: none"> <li>Chairman to follow up installation of signage in due course.</li> </ul>	April/May	JC

**22/15 RIGHTS OF WAY.**

There were no new matters to report.

**23/15 OPEN SPACES, RECREATION AND PLAY GROUNDS.**

**a) Owslebury Sports Pavilion.**

Councillor Egerton commented that the Sports Club would be undertaking certain work on the Recreation Ground (eradication of weeds and moss) and is currently investigating the costing and funding of a new pavilion.

**b) Cycle Race.**

The Clerk noted there would be a cycle race on Sunday 29<sup>th</sup> March. The Parish Hall would be used as a base. He would issue an advisory note on the Owslebury Information System in due course.

**24/15 ADDITIONAL BURIAL GROUND**

The Clerk and the Chairman updated the Council on the recent discussions of the Burial Ground Advisory Committee. The Committee continued to consider a number of options having taken into consideration the views of a recent meeting of the St Andrews Parochial Church Council. A further update would be provided in due course.

**25/15 WCC STANDARDS COMMITTEE.**

The Chairman noted he had put his name forward for the position of parish representative on the WCC Standards Committee.

**26/15 COMMUNITY SERVICES.**

**a) Parish Hall.**

The Chairman commented on the need for a closer relationship between the Council and the Parish Hall Management Committee. After debate, the Council unanimously **Resolved** to establish a Parish Hall Advisory Committee. It was agreed the members of the committee would be Councillors Chapman, Phillips and Egerton together with other representatives from the Parish Hall Management Committee (Councillors Chapman and Phillips noted they were already members of the Parish Hall Management Committee). The Clerk would be in attendance. The terms of reference of the Advisory Committee would include consideration of ownership of the Parish Hall and related issues. It would also include the possibility of the parish council being appointed trustee of the Parish Hall and the associated obligation of councillors under charity legislation. The Committee would make recommendations to the Council (and the Parish Hall Management Committee), all final Council decisions being taken by the full Council after consideration of all relevant information.

Action: Parish Hall Advisory Committee	By When:	By Whom:
<ul style="list-style-type: none"> <li>Clerk to draft terms of reference and to arrange for first meeting of the Advisory Committee.</li> </ul>	April/May	Clerk

**b) Defibrillator.**

The Clerk noted the successful familiarisation session (23 attendees) the previous weekend on the use of the defibrillator. After discussion the Council unanimously **Resolved** that a further familiarisation session should be arranged, and with greater encouragement for parishioners to attend.

Action: Defibrillator	By When:	By Whom:
<ul style="list-style-type: none"> <li>Clerk to arrange further familiarisation session</li> </ul>	March	Clerk

**c) Telephone Box.**

The Beech Grove telephone box was considered during the discussion with County and District Councillor Humby (refer to 19/15 above).

**d) Vodafone Sure Signal Scheme.**

The Clerk updated the Council on the progress of the Sure Signal Scheme. He noted the site survey had been undertaken and he was in discussion with the owners of the four selected properties, at least two of whom were unhappy with the proposed equipment to be placed on their properties. He also noted the detailed terms and conditions between the property owners and Vodafone had been made available. These contained certain provisions which in his view the owners may find onerous. The Clerk noted that unless the issues arising from the site survey and terms and conditions could be resolved, the Scheme would not proceed. He would update the Council in due course.

**27/15 PARISH PLAN.**

The Council considered the progress being made against the targets set out in the Parish Plan. It noted that whilst some of the targets had been met, or were well in hand, little progress had been made on one of the main targets, that of traffic management.

**28/15 FINANCE, ADMINISTRATION AND STATUTORY MATTERS.**

**a) Payments and receipts**

Councillors unanimously **Resolved** to note receipts since the last Council meeting and to approve the following payments:

Voucher	Amount (£)	Payee	Purpose
<b>PAYMENTS</b>			
84	300.00	St Andrews Church	Grant for maintenance of church: Minute 11/15(b)
85	289.64	M Cleary	Net pay January
86	192.80	Post Office Ltd	PAYE January
87	31.80	M Cleary	January Exps (postage £5.65; travel £3.15, ink cartridges £23)
88	79.60	OPHMC	Room hire Nov-January
89	175.00	Allan Pickett	Installation of defibrillator
90	4.15	OPHMC	Room hire
<b>RECEIPTS</b>			
Donation	1025.00	2 donations	The Great War-D-Day Remembrance Stone
Interest	0.86	Business account	
HMRC	407.34	VAT	VAT refund Oct-Dec

**b) The Great War and D-Day Remembrance Projects.**

The RFO updated the Council on the latest costing and income for the Remembrance projects. He noted that the additional landscaping work around the Remembrance Stone envisaged during the early stages of the project could now take place as funds were now in place. The Council unanimously **Resolved** the Clerk should arrange for such work to be undertaken after due consultation with Councillor Phillips as to the nature of the landscaping. The cost of such work should not exceed the available funds allocated to the Remembrance projects.

Action: The Great War and D-Day Remembrance Projects.	By When:	By Whom:
• Clerk to arrange for landscaping work around the Stone	April	Clerk

**c) Grants and Donations under S137 LGA 1972.**

The RFO noted there had been no further requests for grants or donations. Councillor Martin noted Morestead Parochial Church Council wished to pass on their thanks to the Council for the grant of £200 made to the Church at a previous meeting.

**d) Local Government Pension Fund (LGPS).**

The RFO commented on the background to the Council's involvement with the LGPS, a defined benefits scheme. The Scheme is currently in deficit and participating employers are liable to make additional contributions to the Scheme as and when determined by the actuaries and trustees. He noted the Minutes recorded the decision for the then Clerk to join the Scheme (many years ago) as being 'unanimous'. In debate, Councillor Tull asked that it be recorded he did not consider the Council at the time (of which he was a member) was given all the facts, and in particular the continuing nature of the Council's liability to the LGPS. Had such facts been made available he felt the Council would have declined to participate. He

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considered this may be grounds for the Council to refuse to make any further contributions towards the deficit in the scheme. Other Councillors noted the Minutes recorded a unanimous decision on all the occasions the Scheme was discussed by the then Council. They noted it was some time after the original decision to join the LGPS had been taken that the onerous nature of such schemes (when they are in deficit) had been brought home to employers. It would be wrong to use hindsight to criticise a decision taken by the then Council in good faith. After debate, the Chairman concluded the discussion.

**29/15 CLERK'S REPORT.**

The Clerk summarised the progress made on matters determined by Council at previous meetings (Appendix 1).

**30/15 INFORMATION EXCHANGE AND AGENDA ITEMS FOR NEXT MEETING.**

There were no items identified for discussion at the next meeting.

**31/15 DATE OF NEXT COUNCIL MEETING.**

It was agreed the next Council meeting would be held on 9<sup>th</sup> March 2015 commencing at 7.30pm.

The meeting closed shortly before 9.35pm.

Chairman...Gerry Tull.....Date: 9<sup>th</sup> March 2015

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

Action: Owslebury Sports Club	By When:	By Whom:
<ul style="list-style-type: none"> <li>Clerk to explore financial and ownership options with the Club and report back to Council</li> </ul>		Clerk

**In hand**

Action: Dog fouling	By When:	By Whom:
<ul style="list-style-type: none"> <li>Clerk to arrange for additional signage and public notices.</li> </ul>	November	Clerk

**In hand subject to clarification from WCC re use of Green bins for dog waste**

Action: SpeedWatch	By When:	By Whom:
<ul style="list-style-type: none"> <li>Clerk/Rob Humby to arrange a meeting with Andy Smith;</li> <li>Subject to above, Council/Rob Humby to consider approach to Police Commissioner.</li> </ul>		Clerk/Rob Humby

**Carried forward**

Action: Enforcement	By When:	By Whom:
<ul style="list-style-type: none"> <li>Clerk to invite Enforcement to attend a Council meeting.</li> </ul>	January/ February	Clerk

**Attending February meeting**

Action: Emergency powers	By When:	By Whom:
<ul style="list-style-type: none"> <li>Chairman to follow up on enquiry re powers of emergency committees</li> </ul>	January	JC/Clerk

Action: SDNP dark skies	By When:	By Whom:
<ul style="list-style-type: none"> <li>Clerk to write to SDNPA to confirm support for dark skies reserve application</li> </ul>	February	Clerk

**Completed**

Action: Cranbury Removals planning decision.	By When:	By Whom:
<ul style="list-style-type: none"> <li>Chairman to write to WCC expressing disappointment. Matter to be discussed with Julie Pinnock at April meeting.</li> </ul>	February/April	JC/Clerk

**Letter completed.**

Action: Affordable housing	By When:	By Whom:
<ul style="list-style-type: none"> <li>Clerk to enquire of SDNP re criteria for affordable housing.</li> </ul>		Clerk

**In hand.**

Action: Enforcement	By When:	By Whom:
<ul style="list-style-type: none"> <li>Chairman to make enquiries re construction of stables.</li> <li>Clerk to confirm closure of file re polytunnels at Humbee Nurseries.</li> </ul>	February	Chairman Clerk

**Closure of file confirmed**

Action: Cutting programme 2015	By When:	By Whom:
<ul style="list-style-type: none"> <li>Clerk to liaise with Councillor Tull.</li> </ul>	January	Clerk

**Cutting list submitted**

Action: Rights of Way	By When:	By Whom:
<ul style="list-style-type: none"> <li>Clerk to arrange for newsletter item for parishioners to report problems on ROW.</li> </ul>	February	Clerk

**Completed**