

**OWSLEBURY PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON
8th FEBRUARY 2016
COMMENCING AT 7.30PM IN OWSLEBURY PARISH HALL**

PRESENT.

Parish Councillor John Chapman (in the Chair).

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

IN ATTENDANCE.

District & County Councillor Rob Humby } (joined the meeting at 8.55pm)

District Councillor Amber Thacker.

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

Two members of the public were present (left after item 19/16).

APOLOGIES FOR ABSENCE.

Parish Councillor Paul Bowes.

District Councillor Laurence Ruffell

16/16 DISCLOSURE OF INTERESTS FOR AGENDA ITEMS.

Councillor Martin declared a personal interest (as Treasurer) in matters affecting Morestead Church and in a planning appeal in relation to Alpaca Meadow. Councillor Phillips declared his personal interest (as a member of the Parochial Church Council) in matters affecting St. Andrew's Church. Councillors Chapman and Phillips declared personal interests (as committee members) in matters affecting Owslebury Parish Hall.

17/16 CONFIRMATION OF MINUTES OF THE PARISH COUNCIL MEETINGS.

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

18/16 PUBLIC QUESTIONS AND COMMENTS.

a) Planning applications.

There were no questions or comments.

b) Other agenda items.

Two parishioners commented on their continuing concerns – and that of others – on the issue of noise in late evening from the basketball area. They advised the Council that basketball playing late in the evening remained a problem, although there were less incidents of late.

The Clerk advised the Council he had been asked to relay comments from a parishioner in connection with mud at the Crabbes Hill junction, lorries parked on Whaddon Lane and the need to cut hedges in Whaddon Lane in the approach to the Ship Inn as they hindered pedestrians seeking to avoid the traffic (a comment another parishioner had also made to the Clerk). A Councillor agreed to remove the mud as best he can and to inspect the hedges in Whaddon Lane and take any necessary action. The Clerk was asked to inform Hampshire Highways of the concerns raised. Councillors noted the actions taken by a parishioner to reduce the excessive speed of vehicles on Whaddon Lane. Whilst this had given rise to a complaint to the Council, the underlying issue of excessive speed by increasing numbers of vehicles was one the Council shared. The Council determined to consider the matter at its next meeting, including appropriate warning signs and the feasibility of introducing pinch points or sleeping policemen.

Action: Traffic Management	By When:	By Whom:
<ul style="list-style-type: none"> • Clerk and Chairman to consider signage on entry points to village. • Council to consider feasibility of introducing pinch points and/or sleeping policemen; • Clerk to advise HH of parishioners concern about pedestrian safety in Whaddon Lane. 	March	Clerk/JC

19/16 PLAY AREA – BASKETBALL

The Council agreed to change the order of the agenda to bring forward the discussion on the noise issues relating to the playing of basketball by teenagers in the late evening.

The Clerk updated the Council on developments since the last meeting. The Council had been asked by the residents concerned to reflect on the wording of the proposed signage, approved at the last meeting. He had circulated new wording for the proposed sign. The Clerk noted he would be meeting with a ground surface specialist shortly to consider resurfacing the hardstanding with wet-pour so as to deaden the sound of the ball hitting the surface. However he estimated this would cost in the order of £2,000. The Clerk had also ascertained it would be possible to place a shield on the lamp post in the drive lading to the garages and Play area so as to reduce the light in the Play area. The cost would be in the order of £160.

The Council noted that the solution to the problem ultimately lay in people acting responsibly. If this could not be achieved it may be necessary to remove the basketball facility rather than incur additional costs which may in the end achieve little or nothing in resolving the problem. After discussion the Council unanimously **Resolved** to adopt the proposed new wording (with some modification to be agreed with the Chairman). In the event the problem continued the Council would then be minded to remove the basketball facilities entirely. The Council unanimously **Resolved** to authorise the Clerk to incur expenditure of up to £100 for the purchase of a suitable sign.

Action: Basketball area	By When:	By Whom:
<ul style="list-style-type: none"> • Clerk to acquire sign for not more than £100; • Clerk to inform parishioners of Council decision. 	March	Clerk

20/16 COUNTY AND DISTRICT COUNCILLORS REPORT.

- a) District Councillor Thacker noted a number of developments including:
- the planning application for Matterley (paragraph 22/16 refers). She would be meeting the planning officer shortly to gain a better understanding of the proposal, and would provide further information to local parishes as appropriate;
 - concerns raised by other parishes in connection with the proposed Eastleigh local plan. She noted Eastleigh was under pressure to produce a plan incorporating housing targets, so as to avoid central government imposing a plan on the borough. However, the proposals were causing considerable concern in local parishes, notably in relation to traffic management from so many new homes. In discussion, Councillors noted their concerns about the impact on Owslebury. The Parish Councillors felt the matter was sufficiently serious to involve both HCC and SDNP in assessing the implications of the Eastleigh proposals as they would substantially affect the traffic volumes and congestion in areas outside Eastleigh. It would also lead to additional traffic using villages such as Owslebury as cut-throughs and thereby adversely affect the SDNP's primary objective to conserve and enhance the natural beauty of the park. District Councillor Thacker noted the comments and would look into the matter further;
 - the continuing discussions and decisions in connection with the Silver Hill project;
 - the concerns over potential flooding in the district. Water levels were of concern and were being closely monitored. District Councillor Thacker noted the information now available on the WCC website on flood monitoring and management.
- b) Later in the meeting County and District Councillor Humby reported on a number of matters including his recent meetings with the Environment Agency on flood mitigation in the area. Further discussions would take place shortly and he would keep the Council advised of progress. He also noted the Environment Agency had now been designated a statutory consultee and as such would be in a position to monitor, review and influence planning decisions on new developments.

Action: District & County Council matters	By When:	By Whom:
<ul style="list-style-type: none"> • District Cllr Thacker to keep Council informed of any additional information re Matterley; • County Cllr Humby to keep Council informed on flood mitigation matters re Environment Agency; 	March	Clerk

21/16 POLICE REPORT.

The Clerk noted the Police UK website recorded a violent incident in Hilly Close in December and a parishioner had informed the Council of a break-in and theft of oil.

22/16 PLANNING.

a) Planning Applications.

SDNP/15/06323/FUL	Marwell Wildlife
Proposal:	Modifications to the existing Into Africa building (Giraffe house), extension and re-fencing of the external giraffe hardstand with associated landscaping, replacement of the existing raised boardwalk with an extended boardwalk, modification to the existing Heart of Africa (Buffalo) building and new boardwalk to exit path through a (Bongo) paddock and screen to primate enclosure along northern footpath.
Closing date (OPC):	9 th February 2016

The Council unanimously **Resolved** not to raise any objections to the planning application.

SDNP/15/06171/FUL	Penny's Acre, Lower Farm Whaddon Lane
Proposal:	Erection of stables
Closing date (OPC):	9 th February 2016

The Council unanimously **Resolved** not to raise any objections to the planning application.

SDNP/15/06486/FUL	Matterley, Alresford Road, Ovington SO24 0HU
Proposal:	Change of use of land from agricultural to temporary mixed agricultural and summer festivals and endurance running events use, including retention of wooden structures within woodland associated with festival use.
Closing date (OPC):	17 th February 2016

The Council unanimously **Resolved** to object to the planning application and to ask that it be considered by the Planning Committee. The Council is concerned there is a lack of clarity in the proposal as the application appeared to seek blanket approval for unspecified events that may take place at Matterley. Proposed events should be considered individually and assessed as to their impact on the SDNP and the local parishes. Councillors also noted the planning application conflicted with the overarching strategic aim of the Parish Plan – to maintain or enhance the countryside and the agricultural nature of the parish.

b) Planning Decisions

The Council noted the following planning outcomes since the last meeting of the Council:

SDNP/15/04495/FUL	Telephone Exchange, Main Road, Owslebury
Proposal:	To move an air handling unit from inside the telephone exchange to outside, in order to create more space. This unit will be fixed to the wooden wall of the exchange using cantilever brackets.
Outcome:	Refused

SDNP 15/04516/FUL	Treetops, Marwell Wildlife Park
Proposal:	Change of use from restaurant (A3) to D1 including modification of external fencing, internal fit out the erection of timber viewing platform, erection of entrance porch and new windows to be fitted
Outcome:	Approved

SDNP 15/04168/FUL	Upper Baybridge Farm, Baybridge Farm Road
Proposal:	Change of use of existing barn to ancillary residential accommodation for Upper Baybridge Farm.
Outcome:	Withdrawn

c) Appeal – Alpaca Meadows.

The Clerk and Councillors Chapman and Martin updated the Council on their attendance at the Appeal hearing. The Clerk noted the Inspector's report was expected within the next 4 to 6 weeks.

d) Enforcement.

The Clerk updated the Council on open enforcement cases in the parish. Councillors noted that following an informal request from the Council a landowner, who had constructed a permanent structure on an unauthorised basis, had now indicated he would be seeking retrospective planning permission.

Councillors asked the Clerk to make further enquiries as to the planning or enforcement issues relating to Alpaca Meadow, and a Councillor would make further enquiries of a property owner relating to a possible change of use of agricultural land.

Action: Enforcement/planning	By When:	By Whom:
<ul style="list-style-type: none"> Clerk to make enquiries re Alpaca Meadow; Cllr Martin to make enquires of property owner re possible change of use 	March	Clerk/Cllr Martin

of agricultural land.		
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e) Affordable housing.

The Clerk noted ActionHants had prepared questionnaires to be sent to parishioners as to the need for additional affordable housing in the parish. Councillors agreed to inform the Clerk of any concerns about the proposed questions. The Clerk was asked to inform parishioners the Council would make a final decision at its March meeting, and to invite parishioners to attend the meeting if they had strong views on the issue of affordable housing.

Action: Affordable housing	By When:	By Whom:
<ul style="list-style-type: none"> Clerk to advise parishioners of discussion at March meeting and to invite those with strong views to attend; Councillors to advise Clerk of any concerns on proposed questions. 	March	Clerk

23/16 HIGHWAYS.

a) Flood risk review.

Councillors noted the need to ensure the grips and ditches were regularly maintained. Given the pressure on the resources available to Hampshire Highways, the Council may need to consider making its own arrangements. It was agreed the matter would be investigated further.

Action: Grips	By When:	By Whom:
<ul style="list-style-type: none"> Chairman and Clerk to investigate feasibility and cost of Council arranging for more regular maintenance of grips and ditches. 	March	Clerk

b) Baybridge and Lower Baybridge Lanes.

The Chairman updated the Council on concerns expressed by residents about the volume of tanker traffic using Baybridge Lane as well as Lower Baybridge Lane. He noted he would be making further enquiries about the matter and would update the Council in due course.

Action: Tanker traffic	By When:	By Whom:
<ul style="list-style-type: none"> Chairman to make enquires and update Council in due course. 	March/April	JC

c) Litter pick.

The Council unanimously **Resolved** for a litter pick to take place on 12th/13th March overseen by Councillor Martin.

Action: Litter pick	By When:	By Whom:
<ul style="list-style-type: none"> Cllr Martin to make arrangements for litter pick; Clerk to advise parishioners 	March	Clerk

d) Protection of kerbs and verges

The Council noted the damage to kerbs/verges near to the Ship Inn and at the corner of Pitcot lane. The Council agreed that as Hampshire Highways was unlikely to be able to deal with such matters, appropriate protective measures should be taken so as to avoid further damage from taking place.

Action: Protection of verges	By When:	By Whom:
<ul style="list-style-type: none"> Cllr Tull to consider protection of verges/kerbing at the Ship Inn and corner of Pitcot lane; Clerk to write to McKenzie Bros. requesting assistance in preventing lorries from cutting Pitcot corner. 	March	GT

e) Fly tipping.

The Clerk noted the continuing problem of fly tipping, particularly in the Lower Baybridge/Hurst and Thompson lanes area. He had enquired as to the possibility of using surveillance cameras and was awaiting a response from WCC.

f) Trees.

Councillors noted the need to monitor trees in Whaddon Lane (leaning on cables) and in Mare Lane. The Whaddon lane tree had previously been inspected by Hampshire Highways and considered to be 'ok' but may need to be reassessed. Certain trees in Mare Lane may at risk from further high winds.

Action: Trees	By When:	By Whom:
<ul style="list-style-type: none"> Clerk to inform HH of risk of falling branches/trees. 	March	Clerk

24/16 RIGHTS OF WAY.

a) Bridleway 42a and Whaddon lane ditch.

The Clerk and Councillor Tull updated the Council on their recent discussions with Marwell Wildlife in connection with both the ditch and the bridleway. There was broad agreement as to the work which would be necessary to reduce flooding and to protect the bridleway. A meeting would be arranged shortly to agree the way forward.

b) Review of rights of way.

Councillor Tull updated the Council on the first stage of his review of rights of way. He noted the need, when using professional tools, for relatively modest amounts of work to be done on the bridleways and footpaths to make them more suitable for riders and walkers. The Council noted it was unlikely HCC would complete the necessary work within their cutting programme. The Council agreed to consider the matter

Action: ROW	By When:	By Whom:
<ul style="list-style-type: none"> Clerk and Cllr Tull to update Council on implementation discussions with Marwell re Whaddon Lane ditch and BW42a; Council to consider improvement programme for ROW following completion of review by Cllr Tull. 	March/April	Clerk/GT

25/16 OPEN SPACES, RECREATION AND PLAY GROUNDS.

a) Pruning of Glebe and Bank trees.

The Clerk noted the sycamore tree (Bank tree) would be pruned in the spring. The copper beech tree on the Glebe had been pruned. However some councillors felt the shape of the tree had been adversely affected. Accordingly the Clerk had sought an independent assessment and the assessor had concluded the work was within the bounds of acceptability.

b) Request to land a helicopter on the Glebe field in May

The Clerk noted he had informed the Church Wardens and neighbouring properties. He was awaiting a risk assessment from the helicopter company and, together with comments from the PCC and owners of neighbouring properties, would bring the matter back to Council for decision.

Action: Request for helicopter to land on Glebe field	By When:	By Whom:
<ul style="list-style-type: none"> Charter company to provide risk assessment, Clerk to assess and bring back to Council Clerk to obtain views of PCC and owners of neighbouring properties. 	March	Clerk

g) Recreation Ground.

The Chairman noted about 25 dragon's teeth would be needed to protect the bank at the Recreation Ground. Councillor Phillips offered to provide the dragon's teeth from his own stock and Councillor Tull to install them. The Chairman thanked them for their community spirit.

Action: Recreation Ground	By When:	By Whom:
<ul style="list-style-type: none"> Dragon's teeth to be installed on bank at Recreation Ground. 	March/April	PP/GT

26/16 COMMUNITY SERVICES.

The Clerk noted the purchase of the phone kiosk in Beech Grove had been completed. The Council agreed to consider the future location, use and maintenance of the kiosk at its next meeting.

Action: Kiosk	By When:	By Whom:
<ul style="list-style-type: none"> Council to consider feasibility of moving the kiosk to Council or parish hall owned property; Council to consider maintenance of kiosk; Clerk to invite parishioners to submit any final suggestions for the use of the kiosk. 	March	Clerk

27/16 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	
PAYMENTS				
70	240.00	Tree Scape	Pruning of Glebe tree	Electronic
71	1.00	BT	Purchase of phone kiosk	Cheque
72	309.14	M.Cleary	Net pay January.	Electronic
73	205.60	HMRC	PAYE January	Electronic
74	20.15	M Cleary	January expenses (travel £2.70, five reams printer paper £17.45)	Electronic
75	21.00	OPHMC	Hall hire January	Electronic
RECEIPTS				
	0.92	Lloyds business 30 day account	Interest	

b) Transfer of funds.

The Council unanimously **Resolved** to authorise the Clerk to transfer funds between the 30 day account and the Treasurers account.

c) Deposit account investment.

The Clerk informed the Council the previous decision to invest in the Bath Building Society could not be

implemented as the Society had withdrawn the investment account concerned. At the Clerk's request the Council unanimously **Resolved** to invest £25,000 in a 1 year deposit account with Lloyds Bank at a rate of 0.95%

d) **Review of fixed assets and sums insured.**

The Clerk had pre-circulated the fixed assets register and related sums to be insured. The Council noted the assets on the register and unanimously **Resolved** the register is a true record, and authorised the Clerk to insure the assets for amounts as set out on the register.

e) **Appointment of auditor 2016/17 onwards.**

The Council considered the information provided by the Smaller Authorities Auditors Appointments (SAAA) body following the abolition of the Audit Commission. The Council noted it would continue to appoint an internal auditor of its own choosing. The external auditor could either be chosen by the Council or it could opt-in to the SAAA scheme and auditor selection would be undertaken by that body (in the unlikely event external audit involvement is required). The Council unanimously **Resolved** to opt-in to the SAAA scheme.

Action: Financial matters	By When:	By Whom:
<ul style="list-style-type: none"> • Clerk to place £25,000 on deposit with Llypds Bank; • Clerk to arrange continuation of insurance cover at the appropriate time for agreed amounts shown in fixed assets register; • Clerk to arrange for Council to opt-in to SAAA scheme 	March/April	Clerk

28/16 DEVOLUTION WORKSHOP.

The Council agreed to send a representative to the Workshop and asked the Clerk to make the necessary arrangements.

29/16 PARISH PLAN.

The Council noted the matter was not time critical and asked the Clerk to include the item on the March agenda.

30/16 CLERK'S REPORT.

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

31/16 ADHERENCE TO CODE OF CONDUCT.

The Chairman noted there were no issue he wished to discuss with Councillors.

32/16 INFORMATION EXCHANGE AND AGENDA ITEMS FOR NEXT MEETING.

There were no special matters Councillors wished to discuss at future meeting.

33/16 DATE OF NEXT COUNCIL MEETING AND ANNUAL PARISH MEETING.

It was agreed the next Council meeting would be held on 14th March 2016 commencing at 7.30pm in the Committee Room, and that the Annual Parish Meeting would be held on 16th May 2016 at 7pm in the Hall at the Parish Hall.

The meeting closed shortly before 10pm.

Chairman.....John ChapmanDate: 14th March 2016

APPENDIX 1: CLERK'S REPORT ON ACTIONS ARISING FROM PREVIOUS MINUTES.

Primary school	By Whom
<ul style="list-style-type: none"> Cllr Egerton to invite new head and/or Chair to attend an OPC meeting 	Clerk

Wendy Smith invited to March OPC

Action: Dog fouling	By Whom:
<ul style="list-style-type: none"> Clerk to obtain 'dual bin' notices. Council to consider acquiring dog bin for the path leading to Owslebury Bottom. 	Clerk

Action: New benches on Recreation ground.	By Whom:
<ul style="list-style-type: none"> Clerk to research costs and bring forward proposal to Council. Cllr Egerton to discuss with 2 families concerned, plaques and related wording. 	Clerk/ME
<u>In hand</u>	

Action: Planning	By Whom:
<ul style="list-style-type: none"> Clerk to make enquiries of Planning Officer re protection of agricultural land on the Long Ash site; Clerk to write to SDNP re need to prevent land clearance as a means of avoiding planning conditions on proposed developments 	Clerk
<u>Written to Planning Officer and SDNP– Planning Officer confirmed agri land had been taken into account..</u>	

Action: Stags Lane (Bridleway 501)	By Whom:
<ul style="list-style-type: none"> Clerk to confirm with landowner ownership of the track; C&DC Rob Humby to meet with landowner and OPC re: improvement of sight lines; Cllr Tull to provide names of horse riders unhappy with bridleway 	Clerk RH GT

Action: Monarchs Trail	By Whom:
<ul style="list-style-type: none"> Clerk to update Council on outcome of grant application when known. 	Clerk
<u>Gant being considered by HCC at mid-February meeting</u>	

Action: Bank tree.	By Whom:
<ul style="list-style-type: none"> Clerk to arrange for pruning of tree; Clerk to advise parishioners that this would be the final attempt to save the tree. 	Clerk
<u>OIS notice issued; pruning booked for spring.</u>	

Action: Additional burial ground	By Whom:
<ul style="list-style-type: none"> Clerk to report back on outcome of PCC discussion on Advisory Committee's recommendation. 	Clerk/PB
<u>Awaiting outcome of PCC meeting</u>	

Action: Play Equipment	By Whom:
<ul style="list-style-type: none"> Councillor Tull to review certain (non-urgent) points noted by the Inspector. 	Clerk
<u>Completed – minor repairs to be undertaken in due course.</u>	

Action: Unauthorised construction	By When:	By Whom:
<ul style="list-style-type: none"> Clerk to make enquiries of landowner. 	February	Clerk
<u>Completed – retrospective planning application to be submitted.</u>		

Action: Recreation Ground.	By When:	By Whom:
<ul style="list-style-type: none"> Councillor Chapman and Clerk to determine how many teeth required and from which source; Councillor Tull to install teeth on Baybridge Lane side of Recreation Ground. 	February/ March	JC/GT/ Clerk

Action: Owslebury Information Service.	By When:	By Whom:
<ul style="list-style-type: none"> Councillor Martin to overview procedures (including security arrangements) for OIS. 	February/ March	WM/Clerk