

**OWSLEBURY PARISH COUNCIL  
MINUTES OF PARISH COUNCIL MEETING HELD ON  
12th FEBRUARY 2018  
COMMENCING AT 7.30PM IN THE COMMITTEE ROOM, OWSLEBURY PARISH HALL**

**PRESENT.**

Parish Councillor John Chapman.

Parish Councillors: Paul Bowes, Mark Egerton (left the meeting after item 30/18), Roger Page, Paul Phillips, Will Martin, Gerry Tull.

**IN ATTENDANCE.**

District Councillor Laurence Ruffell (left after item 30/18).

Clerk and Responsible Financial Officer (RFO) Michael Cleary.

Five members of the public were present (left after item 30/18).

**22/18 APOLOGIES FOR ABSENCE.**

None.

**23/18 DISCLOSURE OF INTERESTS ON AGENDA ITEMS.**

Councillor Chapman noted his personal interest (as a neighbour) in a planning application in relation to The Grainstore, Thompsons Lane. Councillor Bowes noted he is Chair of Neighbourhood Watch. Councillors Bowes and Phillips noted their personal interest (as members of the Owslebury Parochial Church Council) in relation to St. Andrew's church. Councillor Martin noted his personal interest (as a member of the Morestead Parochial Church Council) in relation to Morestead Church.

**24/18 APPROVAL OF MINUTES.**

Councillors noted their acceptance of the Minutes of the Parish Council meeting held on 8<sup>th</sup> January 2018 and 1<sup>st</sup> February 2018, and the Council **Resolved** they were true records.

**25/18 PUBLIC QUESTIONS AND COMMENTS.**

A family member explained the background to a planning application in relation to the Grainstore, Thompsons Lane and responded to questions from councillors. In particular he noted the intention was to replace two existing storage units, which were no longer fit for modern purposes, with a new modern/compliant grain store. The number of traffic movements was unlikely to be very different from the existing activities. In response to a question, he noted the recent change of use to B8 for another building (which could have stored grain) was necessary to store other materials and equipment and would not now be suitable to replace the two existing storage buildings. He noted councillors' comments about noise and other environmental matters but hoped the Council would support the application, not least as the family business was one of the few remaining agricultural businesses in the parish.

The neighbours of 2 Bottom Pond Cottages, Morestead Hill commented on the latest application for two Shepherd huts on agricultural land. They strongly objected to the application and amongst other points noted the following:

- the applicant had not given 21 days clear notice of her intent to use part of the land owned by a neighbour – as required under the Town and County Planning Development Order 2015;
- the ecology report provided by the applicant was incorrect in a number of areas. In particular as the field had not been ploughed for over 40 years (a neighbour noted photographic evidence could be made available) it was now classed as Downland and could not be used for Shepherd huts;
- the South Downs Society had requested a full ecology survey but such request had been posted on the SDNP website for the previous application rather than the current one;
- the sight lines of the driveway remained as they had been previously and which had been judged on a number of occasions by WCC/HCC to be wholly inadequate. The entrance to the property was clearly unsuitable for visitors unfamiliar with the busy and dangerous Morestead Road. Quite simply, it was unsafe;
- the application now included the proposed use by hikers and cyclists of gates which open directly onto the Morestead Road notwithstanding the dangers of that road, particularly for visitors to the property.

Nor was there any evidence the relevant landowner concerned had authorised entry from a gate elsewhere on the property to the near-by bridleway.

One of the neighbours noted some of the issues had already been raised with the Planning officer but she and her neighbours felt that inadequate account was being taken of their concerns, and responses to their enquiries were not timely

Councillors noted the original application had been rejected by the Council and SDNP and by the Appeal Inspector. The residents responded to questions from councillors, notably in relation to highways safety, and agreed to provide the Council with further written details about their concerns.

**26/18 DISTRICT COUNCILLOR REPORT.**

District Councillor Ruffell noted he had enquired, following concerns raised at the last Council meeting, about Enforcement’s involvement with Dundee Farm. He was awaiting a response and would update the Council in due course.

He enquired as to whether the Council would support signage to indicate lane names. Councillors supported such signage but asked for the damaged or discarded signs to be repaired and re-installed rather than WCC or the Council bear the cost of new signs.

District Councillor Ruffell noted District Councillor Thacker had resigned.

**27/18 REMUNERATION PANEL RECOMMENDATIONS.**

The Council noted the recommendations of the Independent Remuneration Panel for Winchester City Parish and Town Councils. The Panel’s report outlined recommended levels of remuneration for parish councillors and chairs should councils feel it appropriate to remunerate their members. The Council **Resolved** unanimously it would be inappropriate to remunerate its members, as Owslebury is a relatively small council, and also as the recommended remuneration would not in any event encourage more people to stand for election to the Council.

**28/18 SOUTHERN PARISHES.**

Councillor Phillips reported on his attendance at a recent meeting of the Southern Parishes. The main issue affecting all parishes was traffic speed. The Group had decided to explore the feasibility of a cross-parish Speed-Watch group and would be seeking advice from the Police on this and on using Speed-Watch in 40mph, as well as 30mph roads. Councillor Phillips would update the Council on the outcome of the discussions in due course.

**29/18 POLICE & NEIGHBOURHOOD WATCH REPORT.**

There was no report from the Police. Councillor Bowes (Chair, Neighbourhood Watch) reported the growing number of incidents in a neighbouring parish of car crime and theft from outbuildings. He also noted the Police and Crime Commissioner’s survey of hate crimes in Hampshire. There were no such crimes reported in Owslebury. A councillor noted that whilst there may be no hate ‘crimes’ as defined in law, there were probably ‘hate incidents’.

**30/18 PLANNING**

a) **Planning applications.**

SDNP 18/0087/FUL	1 Bottom Pond Cottages, Morestead Hill
Proposal:	Change of use of agricultural field to site two Shepherd huts
Deadline for comments	01/03/18

The Council noted its continuing and material concerns with the applicant’s proposals. The Council did not accept the applicant’s contention that the highways safety issues had been adequately addressed, remained to be convinced the land in question had been ploughed recently rather than be left as Downland, and questioned whether environmental concerns, notably in connection with wildlife, had been adequately considered. The Council **Resolved**, unanimously, to strongly object to the application.

SDNP 18/00566/FUL	Building 4, The Grainstore, Thompsons Lane
Proposal:	The removal of two existing old storage buildings and their replacement with a single modern compliant grain store.
Deadline for comments	02/03/18

The Council **Resolved** unanimously to support the application subject to the imposition of conditions in relation to restricting the buildings to grain storage, the scale of use, traffic movements and environmental

restrictions - notably in relation to implementing the 'dark skies' policies of SDNP, and the protection of wildlife.

a) **Planning decisions.**

The Clerk noted the following decisions:

WCC 17/02909/HOU	Quest Lodge, Low Hill Farm, Portsmouth Road.,
Proposal:	Conversion of garage to habitable state, porch extension & internal alterations
Decision	Approved

SDNP/17/00074/FUL	Bottom Pond Cottages, Morestead Hill
Proposal:	Change of use of field to site two shepherd huts for the purpose of letting during the months of March - October and the provision of a new vehicular access. (Amended plans and information received 27.02.2017, amended description to include access)
Decision	Appeal dismissed

SDNP/17/04037/FUL	Upper Baybridge Farm Baybridge Farm Road
Proposal:	Change of Use from existing redundant agricultural barns to new dwelling
Decision	Approved

c) **Enforcement matters.**

The Clerk reported on his recent discussion with Enforcement in connection with a new building and the storage of non-agricultural vehicles on the site. As noted above, District Councillor Ruffell had also discussed the matter with Enforcement and both he and the Clerk were awaiting further information.

Action: Enforcement – Dundee Farm	By Whom:
<ul style="list-style-type: none"> <li>To discuss with Enforcement whether the new building is within planning regulations.</li> <li>To consider when the storage on non-agricultural vehicles will be addressed/resolved.</li> </ul>	Clerk & District Cllr Ruffell

d) **Eastleigh Borough Council (EBC) local plan.**

The Chairman updated the Council on recent developments in connection with the emerging Eastleigh local plan. In particular he noted the need for the cross-parish Action against Destructive Development group to raise substantial funds (between £75,000 and £100,000) for the next stage in the local plan process. This would involve legal and environment advisers in order for ADD/parishes to challenge the evidence put forward by EBC and to convince the Inspector there are more appropriate options to accommodate the housing Eastleigh requires without causing great environmental damage and traffic management issues in the Winchester parishes. The Chairman noted he would be discussing the matter further with the Council's Eastleigh Local Plan Advisory Group and would provide a further report in due course.

e) **Hilly Close – Residents parking.**

Councillor Egerton noted the concerns of residents (mainly senior citizens) about the lack of dedicated parking facilities, particularly for those with disabilities. District Councillor Ruffell noted the limited space available in the Close and the pressure on resources in the City council but would advise the Chairman of the most appropriate Officer for the Chairman and Clerk to discuss the matter further.

Action: Hilly Close residents parking.	By Whom:
<ul style="list-style-type: none"> <li>District Councillor Ruffell to provide name of WCC officer for further discussion</li> </ul>	District Cllr Ruffell

**31/18 HIGHWAYS.**

a) **Traffic Advisory Group (TAG).**

Councillor Martin noted he had had further discussions with Hamilton-Baillie Associates about the scope and terms of their proposed review of ways to ameliorate traffic problems being experienced in the parish. The Council noted the importance of traffic management issues to the residents throughout the parish. Councillors recognised that efforts to improve traffic management had been made over many years but with little positive results. However, councillors felt a report by respected consultants would give the Council firmer foundations in considering matters again with HCC. The Council **Resolved** unanimously to appoint Hamilton-Baillie Associates to undertake a review at a cost of approximately £1,700 plus expenses and VAT. Councillor Martin also noted he would be arranging a meeting of the TAG before the next Council meeting and would update the Council in due course.

Action: Traffic Advisory Group.	By Whom:
<ul style="list-style-type: none"> <li>Cllr Martin to instruct Hamilton-Bailiee Associates to undertake review on agreed terms</li> </ul>	Cllr Martin

**b) Valued trees.**

Councillors considered the best way to protect the ‘treescape’ in the parish, particularly in the light of recent felling of very old and valued trees. The Council asked the Clerk to explore the possibility of the parish being designated a conservation area. Such a course would enable all trees to be protected, rather than have to go through the lengthy process of identifying individual trees and seeking Tree Protection Orders. One councillor noted that whilst he supported investigating the matter further, there may be unintended consequences from having the parish designated as a conservation area.

Action: Trees	By Whom:
<ul style="list-style-type: none"> <li>Clerk investigate ‘conservation’ designation.</li> </ul>	Clerk

**c) Litter pick.**

Councillor Martin noted the annual litter pick – as part of the Great British Spring Clean - would take place between 2<sup>nd</sup> and 4<sup>th</sup> March. He would organise the litter pick on behalf of the Council and provide the Clerk with a risk assessment in due course.

Action: Litter Pick	By Whom:
<ul style="list-style-type: none"> <li>Cllr Martin to provide Clerk with risk assessment.</li> </ul>	Cllr Martin/ Clerk

**d) Over-weight HGVs.**

The Clerk noted he and the Chairman had drafted a letter outlining the Council’s concerns about HGV taking short-cuts through the lanes rather than using direct routes. Councillors agreed the letter should be sent to a number of businesses in the parish with a copy to Hampshire Highways and the Police. The Council also noted the need for signage to advise HGV drivers on the location of the businesses concerned, so as to avoid them inadvertently using inappropriate routes.

Action: HGV signage	By Whom:
<ul style="list-style-type: none"> <li>Councillors/Clerk to consider need/cost re better signage to local businesses.</li> </ul>	Clerk

**e) Rubble.**

Councillors noted builders rubble had been left outside a property and asked the Clerk to contact the home owner concerned.

Action: Rubble.	By Whom:
<ul style="list-style-type: none"> <li>Clerk to discuss with home owner.</li> </ul>	Clerk

**f) Potholes**

Councillors commented on the continuing problems of potholes in the parish. The Chairman noted he had written to County and City Councillor Humby about the matter and was awaiting his response.

**32/18 RIGHTS OF WAY.**

The Chairman noted the outcome of an on-site meeting he and Councillor Page had had with HCC about the state of the Red Lane bridleway. HCC did not consider the bridleway to be a priority route but would support the parish council and landowners improving the path, possibly with the aid of a grant. The Clerk would be arranging a meeting between the Chairman and landowner shortly.

Action: ROW – Red Lane	By Whom:
<ul style="list-style-type: none"> <li>Clerk to arrange on-site meeting with landowners</li> </ul>	Clerk

**33/18 OPEN SPACES, RECREATION AND PLAY GROUNDS.**

The Clerk noted the work to facilitate easier access to the Playground would take place after the half-term break.

**34/18 FINANCE, ADMINISTRATION AND STATUTORY.**

**a) Payments and receipts.**

The Council **Resolved**, unanimously, to approve the following payments and authorised any two of the four approved signatories (Councillors Chapman, Phillips, Bowes and Martin) to authorise electronic payments.

Voucher	Amount (£)	Payee	Purpose
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<b>PAYMENTS</b>				
86	49.70	OPHMC	January room bookings	Electronic
87	314.57	M Cleary	Net pay January	Electronic
88	209.20	HMRC	PAYE for January	Electronic
89	37.87	M Cleary	January expenses (stationary £15.62 , website service fee (quarterly) £15.93, VAT £6.32.	Electronic
90	200.00	S Comley	Tree pruning in Recreation ground (as per Minute 62/17)	Electronic

**Receipts**

<b>Amount (£)</b>	<b>Payer</b>	<b>Purpose</b>	
0.04	Lloyds	Interest	Electronic
11.25	Penni Harrison	Use of play area January	Electronic
814.21	HMRC	VAT repayment	Electronic
226.23	Lloyds	Interest on fixed term deposit	Electronic

**b) Appointment of new Clerk and RFO.**

The Chairman noted Juanita Madgwick had accepted the appointment of Clerk and RFO with effect from 2<sup>nd</sup> April 2018. The current Clerk would assist with the handover arrangements during April and would be available on an 'as required' basis in May.

**c) Grants under S137 Local Government Act 1972.**

The Council **Resolved** (Councillor Martin abstaining in relation to Morestead Church) to provide grants to local organisations which had contributed significantly to the well-being of residents in the parish:

Morestead Church for church yard maintenance - £200;

Senior Citizens Club - £100

Age UK Mid-Hampshire (provision of minibus and assistance to Senior citizens Club) - £200

The Council noted the contribution of St. Andrew's Church to the community had already been recognised by the gift of a replacement gate to the part of the Glebe field owned by the Church (minute 64/17(f)).

**d) Lengthsman Scheme.**

The Clerk noted the administration of the Lengthsman Scheme for 2018/19 would be undertaken by the Clerk for Otterbourne Parish Council. The necessary legal documentation would be drawn up at the appropriate time with Otterbourne (rather than Owslebury) as the lead council. Any remaining balance on the restricted reserve for the 2017/18 Lengthsman Scheme operated by the Council would be transferred to Otterbourne's restricted reserve for the 2018/19 Lengthsman Scheme. He estimated this would amount to £240.

**35/18 CLERK'S REPORT.**

The Council noted the Clerk's report (Appendix).

**36/18 INFORMATION EXCHANGE AND AGENDA ITEMS FOR NEXT MEETING.**

There were no specific matters councillors wished to include on the March agenda other than those noted above.

**37/18 DATE OF NEXT COUNCIL MEETING.**

The Council agreed the next Council Meeting would be on Monday 12<sup>th</sup> March 2018 at 7.30pm in the Committee Room.

The meeting closed shortly after 9pm.

Chairman ....John Chapman.....Date: 12<sup>th</sup> March 2018

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

Action: Staggs Gate pond	By Whom:
<ul style="list-style-type: none"> <li>Clerk to review boundaries;</li> </ul>	Clerk

**Search completed; historic maps to be reviewed.**

Action: DBC check	By Whom:
<ul style="list-style-type: none"> <li>Clerk to arrange for contractor to undertake DBS check and Council to pay costs involved.</li> </ul>	Clerk

**In hand – for next season**

Action: Benches	By Whom:
<ul style="list-style-type: none"> <li>Cllr Tull to provide bench</li> </ul>	Cllr Tull

**Defer for time being**

Action: Parish Hall Advisory Committee.	By Whom:
<ul style="list-style-type: none"> <li>Clerk to set-up and prepared preliminary list of issues</li> </ul>	Clerk

**OPHMC to consider revisions to current constitution. Cttee 'on hold'**

Action: Whaddon Lane ditch.	By Whom:
<ul style="list-style-type: none"> <li>Clerk to discuss with HH removal of mud.</li> <li>Clerk to make enquires of Marwell Wildlife re ownership of ditch</li> </ul>	Clerk

**Request made to HH again. Marwell may be able to assist but no progress to date.**

Action: Local transport services.	By Whom:
<ul style="list-style-type: none"> <li>Council to consider other transport options.</li> </ul>	Clerk

**Awaiting outcome of HCC review**

Action: Positioning of signs.	By Whom:
<ul style="list-style-type: none"> <li>Clerk to discuss with HH positioning of signs at Longwood Road junction and Portsmouth/Hurst Lane.</li> </ul>	Clerk

**Request made to HH; no response for months. Will include on agenda for next face to face meeting.**

Action: Play equipment.	By Whom:
<ul style="list-style-type: none"> <li>Cllr Page to inspect with Clerk, and Clerk to update and action rectification plan.</li> </ul>	Cllr Page and Clerk

**In hand for February/March**