

**OWSLEBURY PARISH COUNCIL  
MINUTES OF PARISH COUNCIL MEETING HELD ON  
13th JUNE 2016  
COMMENCING AT 7.30PM IN THE COMMITTEE ROOM, OWSLEBURY PARISH HALL**

**PRESENT.**

Parish Councillor John Chapman (in the Chair).

Parish Councillors: Paul Bowes, Mark Egerton, Will Martin, Paul Phillips, Roger Page, Gerry Tull (left after item 105/16(a)).

**IN ATTENDANCE.**

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

District Councillor Laurence Ruffell (left after item 103/16)

Ellen Catterson – Transport adviser (left after item 103/16)

One member of the public was present (left after item 99/16).

**APOLOGIES FOR ABSENCE.**

District Councillor Amber Thacker.

District and County Councillor Rob Humby.

**97/16 DISCLOSURE OF INTERESTS FOR AGENDA ITEMS.**

Councillors Phillips and Bowes declared their personal interest (as members of the St. Andrew's Parochial Church Council) in matters affecting St. Andrew's Church, and Councillor Phillips (as Chair) in matters affecting the Owslebury and Morestead Community Association.

**98/16 APPROVAL OF MINUTES.**

Councillors noted their acceptance of the Minutes of the Annual Parish Council meeting held on 9<sup>th</sup> May 2016, and the Council **Resolved** they were a true record.

**99/16 PUBLIC QUESTIONS AND COMMENTS.**

**Planning applications:**

The Chief Executive of Marwell Wildlife commented on the three planning applications relating to the Wildlife Park, and responded to questions from Councillors.

**100/16 COUNTY AND DISTRICT COUNCILLORS REPORTS.**

District Councillor Ruffell commented on a number of matters including:

- the WCC Local Plan and the proposed number of new homes and the interaction with a recent note to parishes in relation to the spatial position statement by the Partnership for Urban South Hampshire (PUSH);
- the proposed Botley by-pass. Three public exhibitions (on 21<sup>st</sup>, 22<sup>nd</sup> and 25<sup>th</sup> June) will be held at the Botley Centre, High street SO30 2ES for the public to view the plans and discuss the scheme with HCC staff;
- rural housing exhibitions taking place at various locations over the next few weeks;
- recent developments involving traffic management improvements in the new housing area north of Whiteley;
- successful prosecutions together with substantial fines of two 'fly tippers';
- the resignation of Simon Eden, CEO of WCC; and
- the planning restrictions now imposed on any new multi-occupancy housing in Stanmore.

**101/16 POLICE REPORT.**

There was no Police report but the Clerk noted the Police UK website recorded (for April) one incident of anti-social behaviour and one of criminal damage in the Whites Hill area, and one theft from a car in Beech Grove.

**102/16 PLANNING**

a) **Planning applications.**

SDNP 16/01842/FUL	Marwell Wildlife, Thompsons Lane, Owslebury
Proposal:	Erection of a permanent canopy to replace 4 No. umbrellas on existing

	seating area.
Closing date (OPC):	15 <sup>th</sup> June 2016

The Council had no objections or comments to bring to the Planning Officer's attention.

SDNP 16/02471/HOUS	Homefield House, Main Road, Owslebury
Proposal:	Proposed single storey extension
Closing date (OPC):	15 <sup>th</sup> June 2016

The Council had no objections or comments to bring to the Planning Officer's attention.

SDNP/16/02002/FUL	3 Hilly Close Owslebury
Proposal:	Erect a new conservatory
Closing date (OPC):	21 <sup>st</sup> June 2016

The Council had no objections or comments to bring to the Planning Officer's attention.

SDNP/16/02703/LIS	Marwell Wildlife, Thompsons Lane, Owslebury
Proposal:	Change of use of the first floor in the vet's cottage from staff accommodation to staff office together with new internal wall and ceilings linings.
Closing date (OPC):	24 <sup>th</sup> June 2016

The Council noted the application related to a listed building and that the Planning officer would pay close regards to the protection of the building. The Council had no objections or comments to bring to the Planning Officer's attention.

SDNP/16/02793/LDE	Marwell Wildlife, Thompsons Lane, Owslebury
Proposal:	An existing road running through the Zoo's car park is currently constructed of gravel and in poor condition. The road requires repair and we wish to carry this out by using tarmac for improved quality and lifespan (this application may affect the setting of a public right of way).
Closing date (OPC):	27 <sup>th</sup> June 2016

The Council had no objections or comments to bring to the Planning Officer's attention.

**b) Planning decisions.**

The Clerk reported he had not received notifications of any planning decisions since the last Council meeting.

**c) Enforcement matters.**

The Clerk reported he had been informed the Enforcement Officer had recently undertaken a visit to Marwell Activity Centre to inspect a number of possible infringements of planning regulations. He anticipated a report within the next few weeks. The Council asked the Clerk to make further enquiries in relation to Woodland View Stables, Old Wells Cottage, Alpaca Meadows and land opposite Magnolia, Hensting Lane. Later in the meeting the Council asked the Clerk to ensure the terms of the planning consent for Long Ash are being respected.

Action: Enforcement.	By When:	By Whom:
<ul style="list-style-type: none"> <li>• Clerk to make further enquires re                             <ul style="list-style-type: none"> <li>• Woodland View Stables and continued residential use;</li> <li>• Old Wells Cottage (tiles). Clerk to give email trail to DC Ruffell;</li> <li>• Alpaca Meadows (fence damaging hedge).</li> <li>• Land opposite Magnolia (possible residential use and fence).</li> <li>• Long Ash – adherence to planning conditions.</li> </ul> </li> </ul>	July	Clerk

**d) Eastleigh Local Plan.**

The Chairman updated the Council on his recent discussions with the Chairman of Upham Parish Council in connection with the Eastleigh Local Plan. One of the main concerns was the additional traffic which would arise from the construction of major new housing developments in the local area. He noted they hoped to meet with SDNP to gain further support to put pressure on Eastleigh to pursue options other than B and C – the options which would cause most damage to the villages. They would also try to meet with County Councillor Humby.

**e) Affordable housing.**

The Clerk noted a report should be available from ActionHants/WCC in time for the July meeting.

**103/16 HIGHWAYS.**

a) **Traffic consultant.**

The Council noted the preliminary report and recommendations from Jon Huggett of Paul Basham Associates, Highways Consultancy. The Council concurred that sufficient speed data was available and a further survey would be unnecessary for the time being. The emphasis should now be on dissuading car drivers from using the village as a ‘quick’ route to/from Winchester and the M3 through the adoption of such measures as gateway features and ‘pinch’ points. However, it was agreed the Clerk should enquire as to the outcome of the speed checks undertaken by the police in recent months along the Morestead Road. The Council asked the Clerk to instruct Paul Basham Associates to undertake the necessary work on potential traffic management measures and submit a report to the Council, within the financial limits set by the Council at its last meeting (£1,500)

Action: Traffic consultancy	By When:	By Whom:
<ul style="list-style-type: none"> <li>Paul Basham Associates to prepare next stage of their report.</li> <li>Clerk to obtain speed data from police re Morestead Road</li> </ul>	July	Clerk

b) **HCC Transport review.**

Ellen Catterson, the Council’s Transport Adviser, reported on her recent attendance at the HCC Transport Forum. There had been three presentations – two of which were interesting but unlikely to favourably affect Owslebury. The third was from Stagecoach and outlined changes in approach which could result in more bus services for local villages. However her numerous attempts to contact Stagecoach to discuss improvement to the Owslebury service had been unsuccessful. She would continue to try but was fearful Stagecoach may not be particularly interested in Owslebury. Other villages were being better served, but Owslebury continued to experience problems with bus services even though it was just 4 miles from Winchester. She noted the impact the current restricted bus service has on the village- both on young and old. More and more people may need to relocate to be nearer to better transport facilities. The Chairman thanked Ellen for her efforts on behalf of the Council. In order to assist Ellen in her review the Council agreed the Clerk should obtain further information on the degree of support in the parish for a campaign to encourage Stagecoach to provide better connectivity between Owslebury and neighbouring villages/Winchester.

Action: Bus services.	By When:	By Whom:
<ul style="list-style-type: none"> <li>Clerk to gather more information on strength of demand for better bus services.</li> <li>Ellen Catterson to update the Council as necessary.</li> </ul>	July	Clerk

c) **Dog fouling.**

The Clerk and Councillor Martin noted ‘Keep Britain Tidy’ is currently testing the use of new signage to encourage dog owners to dispose of dog waste. The signs ‘glowed’ in the dark, for evening/night time dog walkers. Whilst Councillor Martin was sceptical as to the usefulness of such signage in Owslebury, he would monitor the outcome of the trial and report back to Council as necessary. Councillors considered other options including the possible use of CCTV and asked the Clerk to make further enquiries.

Action: Dog waste	By When:	By Whom:
<ul style="list-style-type: none"> <li>Clerk to make further enquiries as to use of CCTV by OPC to identify irresponsible dog owners.</li> </ul>	July	Clerk

d) **Potholes.**

Councillors noted the number of potholes in the village. The Chairman asked Councillors to provide information to the Clerk (including Whaddon and Hurst Lane and by Marwell entrance).

e) **Grass verges.**

Councillors noted the health and safety implications of long grass and Cow Parsley obscuring sight lines at road junctions. Whilst the matter was primarily one for Hampshire Highways, the cutting seemed to be sporadic and the current position is unacceptable. Accordingly the Council unanimously **Resolved** to authorise the Clerk to arrange for the main banks to be cut by private contractor, at least on this occasion.

f) **Portsmouth Road/Hurst Lane.**

The Council noted the signs placed by Hampshire Highways materially obscured sight lines at this busy junction. The Clerk agreed to make the necessary representation to Hampshire Highways.

Action: Highways	By When:	By Whom:
<ul style="list-style-type: none"> <li>Clerk to advise HH of potholes – councillors to report potholes to Clerk;</li> <li>Clerk to arrange for cutting of grass verges at key junctions;</li> </ul>	July	Clerk

• Clerk to contact HH re signs at Portsmouth Road/Hurst Lane..		
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**104/16 RIGHTS OF WAY.**

**Monarchs Trail.**

Councillor Tull noted the work to improve Monarchs Trail had been substantially completed – the small amount of remaining work would be undertaken in due course.

**105/16 OPEN SPACES**

a) **Staggs Gate pond.**

The Chairman noted that since the last Council meeting (during which the Council had unanimously decided on a course of action in relation to the pond) a councillor had circulated to fellow councillors e-mails questioning the decision reached at the May meeting. It was clear the councillor materially disagreed with his colleagues on the way forward notwithstanding the matter had been discussed and determined unanimously at the previous meeting (Minute 88/16). The Chairman made clear that whilst the councillor may have valid concerns as to the course of action agreed at the previous meeting, he should have expressed them in discussion with his two colleagues mandated by the Council at its May meeting to deal with the matter. He had chosen instead to write inappropriate emails despite being asked to have a face to face meeting to discuss his concerns amicably.

The Chairman asked the councillor to consider apologising to his colleagues.

The councillor explained that in his strong view he had acted appropriately to defend the interests of the Parish. He felt the Council’s assets were at risk and that inadequate due diligence had been undertaken to protect flora and wildlife. He went on to remind the Council of the extent of the work he had undertaken in the Parish in recent years for what he considered to be little or no thanks. He refused to apologise as he did not believe his emails were inappropriate.

The Chairman reiterated that the issue was the way the councillor dealt with colleagues, all of whom had the interests of the Parish at heart. No one doubted the work the councillor had undertaken over the years but it did not excuse inappropriate behaviour when all that was needed was an amicable discussion with colleagues. Other councillors articulated the same view.

There ensued a heated altercation following which the councillor left the meeting.

Councillors discussed the turn of events. In considering the substance of the concerns expressed during the meeting they considered the Clerk should seek clarification of the boundaries of the pond using the official register as a guide, use experts if necessary and liaise with the owners of adjacent land who also had an interest in the matter. They agreed that wildlife reviews should in future be evidenced by a suitably qualified and independent person. The Clerk noted a councillor had suggested using Hampshire Wildlife and this was felt to be a possible way forward. Finally Councillors emphasised the need for consistent and equal treatment for parishioners in all future cases.

Action: Staggs Gate pond	By When:	By Whom:
• Clerk to review boundaries;	July/August	Clerk

b) **Benches.**

The Council agreed to acquire two metal benches for the Recreation Ground and asked the Clerk to obtain a quotation.

Action: New benches.	By When:	By Whom:
• Clerk to obtain quotation for two metal benches.	July	Clerk

c) **Refurbishment of benches.**

The Clerk noted he had advised Councillors by email of the estimated cost (£150 plus materials) by a local tradesman of refurbishing the benches on the Recreation Ground, Glebe Field and Play Area. The Council Resolved unanimously to authorise the Clerk to arrange for the work to be carried out.

Action: Refurbishment of benches.	By When:	By Whom:
• Clerk to arrange for work to be carried out..	July	Clerk

d) **Protection of cricket square.**

Councillor Egerton noted that people were practising golf on the cricket square and in another case, football

was played by children from outside the parish. The Council asked the Clerk to make enquiries as to whether reasonable steps could be taken to protect the cricket square.

Action: Cricket square	By When:	By Whom:
<ul style="list-style-type: none"> <li>Clerk to make enquiries of Hampshire Playing Fields re protection of square.</li> </ul>	July	Clerk

#### 106/16 COMMUNITY SERVICES.

##### a) Beech Grove kiosk.

The Clerk noted OMCA would not be managing or maintaining the phone kiosk. Councillors noted a parishioner has suggested some time ago he would be interested in overseeing the kiosk as a herb garden for community use. Whilst Councillors were sceptical the growing conditions would be appropriate for a herb garden, they asked the Clerk to make further enquiries of the parishioner, to discuss with the school whether they would wish to use the kiosk and to consider whether there could be shared use to include a book exchange.

Action: Kiosk	By When:	By Whom:
<ul style="list-style-type: none"> <li>Clerk to make further enquiries as to use of kiosk: use by school, as a herb garden for community use, shared use to include book exchange.</li> </ul>	July	Clerk

#### 107/16 BURIAL GROUND.

The Council noted the PCC would be meeting shortly and had invited Councillor Tull to discuss the options as regards the burial ground (Minute 63/16 refers). The Council noted that Councillor Tull would be joining the PCC meeting in a private capacity, and not representing the Council. The matter of the burial ground would be considered by the full Council at a future meeting.

#### 108/16 FINANCE, ADMINISTRATION AND STATUTORY.

##### a) Payments and receipts.

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

	Amount (£)	Payee	Purpose	
<b>PAYMENTS</b>				
14	1,440.00	Waltet Ltd	planings for Monarchs Way Minutes 109/15& 162/15 (VAT £240.00)	Electronic
15	200.00	Iredell	£150 cleaning and renovating play area matted areas (Minute 43/16), £50 repairs to matting	Electronic
16	305.18	M Cleary	Net pay May	Electronic
17	2.57	M Cleary expenses	May expenses (post £0.57; publications £2.00)	Electronic
18	202.80	HMRC	May PAYE	Electronic
19	435.00	S Comley	Grass cutting May (3 cuts at £145 per cut)	Electronic
20	21.00	OPHMC	OPC hall hire May	Electronic
21	36.00	CPRE	2016/17 subscription	Cheque
22	32.20	OPHMC	Hall hire re Parish Assembly	Electronic
23	35.00	Information Commissioner	2016/17 renewal fee	Cheque
24	1044.00	EnvroPlant	Pruning of Bank tree (VAT £174.00) (Minute 179/15)	Electronic

The Council noted the following receipts:

Amount (£)	Payer	Purpose	
200.00	Sports Club	License fee 2016	Cheque
25.00	P Harrison	Use of play area for May	Electronic
0.007	Lloyds	Interest	Electronic

**b) Senior Citizens Club – grant.**

The Council considered a request from the Senior Citizens Club for a grant. Councillors noted the importance of the Club for a significant section of the community and **Resolved** unanimously to award a grant of £100 to the Club (Section 137 LGA 1972).

**109/16 CLERK’S REPORT.**

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

**110/16 CODE OF CONDUCT.**

The Chairman noted that consideration had already been given to the main matter of concern – paragraph 105/16(a) refers. There were no further matters he wished to discuss with Councillors.

**111/16 INFORMATION EXCHANGE AND AGENDA ITEMS FOR NEXT MEETING.**

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

**112/16 DATE OF NEXT COUNCIL MEETING.**

It was agreed the next Council meeting would be held on 11<sup>th</sup> July 2016 commencing at 7.30pm in the Committee Room.

The meeting closed shortly before 10pm

Chairman.....John Chapman.....Date: 11<sup>th</sup> July 2016

**APPENDIX 1: CLERK'S REPORT**

Action: Bank tree.	By Whom:
<ul style="list-style-type: none"> <li>Clerk to arrange for pruning of tree;</li> </ul> <u>Pruning booked.</u>	Clerk
Action: Play Equipment	By Whom:
<ul style="list-style-type: none"> <li>Councillor Tull to review certain (non-urgent) points noted by the Inspector.</li> </ul> <u>minor repairs to be undertaken in due course.</u>	Clerk
Action: Owslebury Information Service.	By Whom:
<ul style="list-style-type: none"> <li>Councillor Martin to overview procedures (including security arrangements) for OIS.</li> </ul>	WM/Clerk
Action: Recreation Ground	By Whom:
<ul style="list-style-type: none"> <li>Dragon's teeth to be installed on bank at Recreation Ground.</li> </ul> <u>Temporary measures taken pending installation of teeth</u>	PP/GT
Action: Grips and ditches	By Whom:
<ul style="list-style-type: none"> <li>Clerk to establish cost of clearing of grips and ditches</li> </ul>	Clerk
Action: Enforcement	By When:
<ul style="list-style-type: none"> <li>Clerk to write to Enforcement and to land owner re residential use of a caravan at a local site.</li> </ul> <u>Reported to Enforcement- awaiting a response.</u>	May