

**OWSLEBURY PARISH COUNCIL  
MINUTES OF NOVEMBERS PARISH COUNCIL MEETING HELD ON  
13 DECEMBER 2021  
COMMENCING AT 7:00 IN THE OWSLEBURY PARISH HALL**

**Present:** Parish Councillor John Chapman (in the Chair).  
Parish Councillors Paul Bowes, Mark Egerton, John Foster, Roger Page and Paul Phillips

**In Attendance:** Responsible Financial Officer (RFO) Juanita Madgwick, District Councillor Ruffell

**Also in Attendance:** 4 members of the public were present

**138/21 APOLOGIES FOR ABSENCE.**

Apologies for absence were received and accepted from Councillor Will Martin and County Councillor Humby

**139/21 DISCLOSURE OF INTERESTS FOR AGENDA ITEMS.**

None

**140/21 APPROVAL OF MINUTES.**

Councillors noted their acceptance of the Minutes of the Parish Council meeting held on 15 November 2021, and the Council **Resolved**, unanimously, that they were a true record.

**141/21 PUBLIC QUESTIONS AND COMMENTS.**

**a) Planning**

A resident addressed the Council on planning application SDNP/21/05701/HOUS, Tayinloan, Main Road, Owslebury, SO21 1LP. They explained what they would be doing to the house. A Cllr asked about the chimney for the wood burner and what colour it would be, it would be silver. The Cllrs asked where the construction workers would park so not to cause any traffic on Main Road, the applicant noted that they would have this discussion with the builders once they had been appointed.

**b) Other items**

A resident addressed the Council on the Broadband scheme. They thanked the Council for their effort to get the scheme this far. They asked the Chairman what could be done to add the SO50 postcode to this scheme. The Chairman noted that he had written to the local MP on this subject. The Council urged the resident to write to their local MP and to get the rest of the residents to do this. The Chairman explained that OFCOM had advised DCSM to remove this postcode as it was not in a rural area.

**142/21 TO RECEIVE THE COUNTY COUNCILLORS AND DISTRICT COUNCILLORS REPORT**

District Councillor Ruffell commented on the District Councillor Report (Appendix 1), which had been circulated to councillors before the meeting.

Cllr Ruffell noted that Winchester City Council had brought out a 'Movement Strategy' and urged the Council to read and comment on it.

## 143/21 PLANNING

### a) Planning applications

SDNP/21/05701/HOUS	Tayinloan, Main Road, Owslebury, SO21 1LP
Proposal	2 storey side extension, elevational alterations and log burner flue
PC Comment	The Parish Council do not wish to comment on this application.

### b) Planning Decisions

SDNP/21/04758/HOUS	Hillside Cottage, Pitcot Lane, Owslebury, SO21 1LR
Proposal	Replacement of existing outbuilding to provide garage and home office work space.
Decision	Approved

SDNP/19/06161/FUL	Marwell Activity Centre, Hurst Lane, Owslebury, SO21 1EZ
Proposal	Use of land to station x40 timber holiday lodges within a new native woodland and associated waste water treatment system.
Decision	Approved

## 144/21 TO RECEIVE THE CSO REPORT

The Clerk had circulated the CSO Report for November (Appendix 2) to the Councillors prior to the meeting. The Council noted the report.

## 145/21 TO RECEIVE A REPORT ON BROADBAND

The Clerk had circulated a report on broadband to the Councillors prior to the meeting (Appendix 3). The Chairman updated the Council on the uptake of the Broadband Scheme; he explained that there needs to be a 96% uptake for the scheme to be successful. The Chairman explained that the SO50 postcode has been removed from the bid due to OFCOM deciding that this area is not rural. The Chairman has contacted the local MP on this matter, who will be discussing this with OFCOM. The Chairman wasn't sure when an outcome would be reached for this. He noted the immediate problem was to get the rest of the residents to sign up to the scheme to secure the maximum funding from Openreach or the scheme would fail.

The Chairman explained that the Parish Council may have to take out an insurance policy to insure the Broadband scheme of up to 30% of the sign ups if not enough people sign up to the scheme before the deadline of early Jan 2022 to pay Openreach for the shortfall of funding.

There was some discussion around this and the Council proposed the following:

1. The Broadband Group to try and close the deal with Openreach for £691,000.00 funding by getting as many people to sign up to the vouchers as possible.
2. The Parish Council to put a mechanism in place to instruct an insurance company to underwrite the 30% shortfall if necessary.

The Council **Resolved**, unanimously for:

3. 2021/ 2022  
FC. 13.12.21

1. The Broadband Group to close the deal with Openreach for £691,000.00 funding with getting as many people to sign up to the vouchers as possible.
2. The Parish Council to put a mechanism in place to instruct an insurance company to underwrite the 30% shortfall if necessary.

Action:	By Whom:
To get 3 quotes to underwrite the 30% shortfall for the Broadband Scheme	The Clerk

#### 146/21 AGREEMENT ON AN AFFORDABLE HOUSING SURVEY TO BE CARRIED OUT

The Clerk has circulated the report on Affordable Housing to the Councillors prior to the meeting (Appendix 4). The Clerk explained that to start the Affordable Housing process a survey needed to take place.

The Council **Resolved**, unanimously for an Affordable Housing Survey to be carried out.

#### 147/21 HIGHWAYS

The Clerk had circulated a report on Highways to the Councillors prior to the meeting (Appendix 5). The Clerk went through the report and noted that Hampshire Highways would not cut back the vegetation on the Bank by the school as it was not owned by Hampshire Highways but the school. The Clerk suggested that the Council pay to have the area cleared of vegetation.

There was some discussion and the Council asked the Clerk to contact the school to check they would be ok for the Council to pay to have the area cleared.

The Council **Resolved**, unanimously to pay to cut back the vegetation if the school agree.

Action:	By Whom:
To get quotes to cut back the vegetation on the Bank To contact the School to that they would be ok for the PC to pay to have the vegetation removed from the Bank	The Clerk The Clerk

A Cllr noted that that there was overhanging vegetation on Jackmans Hill up to the Cricket field that need to be cut back. The Council asked the Clerk to contact Hampshire Highways to get this cut back.

Action:	By Whom:
To contact Hampshire highways to cut back the vegetation on Jackmans Hill	The Clerk

A Cllr noted that there was a big pothole in Orchard Way and ask the Clerk to report this.

Action:	By Whom:
To report pothole	The Clerk

#### 148/21 RIGHTS OF WAY

There were no rights of ways issues.

#### 149/21 OPEN SPACES, RECREATION AND PLAYGROUND

##### a) RECEIVE A REPORT ON THE PAVILION SPORTS FIELD MEETING

Cllr Egerton updated the Council on the second Pavilion meeting that had been held on Thursday 9 December. He reported that a survey had been put together for the village to complete and that a member of the group had done lots of research on possible funding for the pavilion and sports field. The group would like to send out the survey on the pavilion and sports field to be sent out via OIS, through peoples doors and in the Newsletter to the village after Christmas and run it until the middle of Jan. The group will analyse the results at the next meeting which will be held on 27 Jan 22.

The Council thanked Cllr Egerton and the group for their work.

##### b) APPROVAL OF THE SURVEY TO BE SENT OUT TO RESIDENTS ON THE SPORTS/PAVILION

The Clerk had circulated the survey to all Councillors prior to the meeting (Appendix 6). The Councillors felt that the survey was well written and thanked the group.

The Council **Resolved**, unanimously to approve the survey to be sent out on the sports field and pavilion.

##### c) AGREEMENT OF WINCHESTER CITY COUNCIL TO CARRY OUT THE ANNUAL PLAYGROUND INSPECTION

The Clerk had circulated the costs of the annual playground inspection from Winchester City Council prior to the meeting (Appendix 7). The Clerk asked the Council is they wanted the basic inspection or to add any additional extras. After some discussion the Council felt that they would only need the basic inspection.

The Council **Resolved**, unanimously for Winchester City Council to carry out the basic playground inspection.

##### d) AGREEMENT TO GET QUOTES TO FIX THE FENCE IN THE GLEBE FIELD

The Clerk noted that she had been informed that the fence in the Glebe field was broken and need to be fixed. The Council felt that this should be fixed.

The Council **Resolved**, unanimously to fix the Glebe field fence.

Action:	By Whom:
To get 3 quotes to fix the Glebe Field Fence	The Clerk

**e) AGREEMENT TO GET QUOTES TO CROWN THE COPPER BEECH IN THE GLEBE FIELD**

The Clerk suggested that the Council crown the Copper Beech in the Glebe Field as the Council were already carrying out tree works in the sports field. The Council felt that this would be a good idea and asked the Clerk to quote for these works.

The Council **Resolved**, unanimously to crown the Copper Beech in the Glebe Field.

Action:	By Whom:
To get 3 quotes to crown the Copper Beech in the Glebe Field	The Clerk

**150/21 FINANCE, ADMINISTRATION AND STATUTORY**

**a) Payments and Receipts**

The Council **Resolved** unanimously to approve the following payments and authorised the Chairman, Councillor Phillips or Councillor Martin to authorise the electronic payments as necessary.

**Payments:**

<b>PAYMENTS</b>	<b>Amount (£)</b>	<b>Payee</b>	<b>Payment Type</b>
102	16.00	Three (Phone)	DD
103	14.39	Zoom	CC
104	16.87	IONOS - Website	DD
105	398.40	Clerks Salary - Nov	
106	7.20	Clerks Expenses - Nov	
107	99.60	HMRC	
108	933.40	Swanmore PC (CSO)	
109	7.17	SSE (Street Lighting)	
110	38.70	OPMC	
111	850.00	OPMC Grant	

**Receipts:**

<b>Voucher</b>	<b>Amount (£)</b>	<b>Payee</b>	
7	250.00	Xmas Lights	
8	1,023.85	VAT Return	

**b) REVIEW AND AGREEMENT OF THE BUDGET FOR 2022/23**

The Clerk had circulated the budget to the Councillors prior to the meeting (Appendix 8). The Clerk went through the budget with the Councillors. The Clerk noted that she had increased the Office Equipment from £100 in 202/21 to £700 in 2022/23 as the Council computer needed replacing.

The Council **Resolved** unanimously to replace the computer before next year up to the cost of £750.00

The Clerk noted the provisional budget for 2022/23 showed the Council could not operate within the existing level of precept due to the employment of the CSO. The Clerk suggested not to increase the precept for 2022/23.

After some discussion the Council felt that the precept should be increased by inflation of 4% for the following year to cover part of the shortfall. The RFO noted the budget for 2022/23 showed a deficit of £7,235 with the increase of £1,143 to the Precept.

The Council **Resolved**, unanimously, to adopt the revised budget for the 2022/23 financial year.

**c) AGREEMENT OF THE PRECEPT FOR 2022/23**

The Council **Resolved** unanimously to request a precept of £29,722 for 2022/2023

**d) TO REVIEW AND ADOPT THE CHILDREN AND VULNERABLE ADULTS POLICY**

The Council **Resolved**, unanimously, to adopt the Children and Vulnerable Adults Policy and asked the Clerk place a copy of the website (Appendix 9).

**e) TO REVIEW AND ADOPT THE DATA PROTECTION POLICY**

The Council **Resolved**, unanimously, to adopt the Data Protection Policy and asked the Clerk place a copy of the website (Appendix 10).

**151/21 INFORMATION EXCHANGE AND AGENDA ITEMS FOR NEXT MEETING.**

The Council gave a unanimous approval to a Delegation of Authority process for the Clerk to use if COVID forced in person Council meetings to be suspended for the foreseeable future.

The Clerk closed the meeting to members of the public so that the Council could discuss a confidential item.

**152/21 DATE OF NEXT COUNCIL MEETING.**

The Council agreed the next Council Meeting would be on Monday 10 January 2022 at 7.00pm.

There being no further business the meeting closed at 8:55pm

Chairman:

Date: