

Owslebury Parish Council

Chairman: Councillor Mr J Chapman

5th February 2014

To Parish Councillors John Chapman, Mark Egerton, Will Martin, Roger Page, Paul Phillips, Sally Tattersall and Gerry Tull

You are hereby summoned to attend the Owslebury Parish Council meeting to be held on Monday 10th February 2014 at 7.45pm in the Parish Hall, Owslebury. The agenda for the meeting is given below.

Michael Cleary - Clerk to the Council

AGENDA

- 1) Apologies for Absence.
- 2) Disclosure of Interests for Agenda Items.
- 3) To approve the Minutes of the Parish Council Meeting held on 13th January 2014 (Enclosed).
- 4) Police Report.
- 5) County and District Councillor Reports.
- 6) Frequency of Council Elections
 - a) To consider contributing to public consultation. (Attachment A).
- 7) Proposed cessation of mobile library.
 - a) To consider representation to WCC. (Attachment B)
- 8) To Hear Public Questions and Comments.
 - a) Planning Applications – Statement of Intent from Owner or Agent and Public Comments
 - b) Other Agenda Items – Public Comments.
- 9) Planning.
 - a) To Discuss Planning Applications (Attachment C)
 - b) To Discuss Planning Decisions. (Attachment D)
 - c) To consider any new enforcement matters (Clerk).
- 10) Highways.
 - a) To consider progress on matters related to roads works at Colden Common.
 - b) To consider matters in connection with flooding.
 - c) To consider progress on matters related to traffic calming. (Clerk)
 - d) To consider request for grant by local residents for protection of grass verges in Hurst Lane (Attachment E)
 - e) To consider any general matters.
- 11) Rights of Way.
 - a) To consider any General Matters.
- 12) Finance, administration and statutory matters (Clerk).
 - a) To note payments made since last meeting, receipts and to approve proposed payments (Attachment F).
 - b) To approve transfer of £246.17 from Business Instant Access to Treasurer's Account (Attachment F)
 - c) To consider any general matters.
- 13) Open Spaces, Recreation and Play Grounds.
 - a) To receive a report on progress of discussion between Owslebury Football and Cricket Clubs (ME) including
 - i) Proposed future operation of facilities.
 - ii) Preliminary consideration as to requirement and funding for new pavilion and budget considerations.
 - iii) Consideration of Health and Safety issues to be addressed by Council.
 - b) To consider any general matters.
- 14) Communications.
 - a) To consider outcome of workshop with Owslebury Newsletter.
 - b) To determine next steps in improving communications with Parishioners.
- 15) World War 1 and D-Day Commemorations. (Attachment G) (Clerk)
 - a) To note confirmation of grant from HCC and to approve terms and conditions (Enclosed).
 - b) To approve projects, expenditure and appointment of Advisory Committee, related membership and terms of reference.
 - c) To determine 'next steps' and timetable.
 - d) To consider any other matter.
- 16) Clerk's Report. (Attachment H).
- 17) Matters previously discussed and deferred to future meetings (Attachment I).
- 18) Information exchange and Agenda Items for the Next Meeting.
- 19) Date of next OPC meeting -10th March 2014.

Michael Cleary
Clerk and RFO

ATTACHMENT A: CONSULATATION ON COUNCIL ELECTIONS

Public Consultation - Frequency of City Council Elections

The Local Government Boundary Commission has decided to review the City Council's electoral arrangements, as part of the national review programme. Later in the year, the Commission's review will look at Council size (the number of Councillors) and will revise the Wards which Councillors represent. Its proposals will be implemented in the 2016 elections.

Before the Commission undertakes its own review, City Councillors can also decide whether they wish to change the existing system of elections by thirds to whole (or all-out) elections. The Council's choice will then be taken into account when the Commission reviews the warding arrangements, which will also be implemented in 2016.

There are 57 Winchester City Councillors and, at present, they are elected by thirds. So each year, one third of the Council (19 Councillors) is elected for a four year term of office. The difference between the three year electoral cycle and the four year term of office means that one year in every four no City Council elections take place. County Council elections are held in that 'vacant' year – the next being 2017 – and are fixed in national legislation and will not change.

There is an alternative to this cycle of thirds and that is to hold whole Council elections once every four years. In other words, all 57 Councillors come up for election at the same time and there are no further scheduled City Council elections (apart from any by-elections) for four years, when the whole Council comes up for election once more. Election by halves (e.g. as in Fareham), is not available to councils like Winchester as they are not currently using that system.

At its meeting on 8 January 2014, the City Council decided to ask the public before making a decision; there is no preferred option at this stage. So this consultation wants to know how you would like to elect your Councillors in the future – one third as now or a change to whole Council elections once every four years. Here is some more information to help you make your choice:-

Advantages of the one third system

- The Council is more frequently accountable to the electorate
- Voters are more regularly engaged with the democratic process
- The number of new Councillors being elected is usually far less than with whole Council elections. Therefore some experience is retained and change can be managed more effectively.

Advantages of the whole Council (all-out) system

- It provides a four year term of office for an Administration to deliver its programme
- It avoids 'voter fatigue' by not asking the electorate to vote so often
- It costs less to hold whole Council elections

Other Information

- Parish Council elections are currently linked to an election year in the relevant City Council Ward. So if there is a change to whole Council elections, all 43 parish councils would also hold their elections on the same day as the City Council.
- Staying with election by thirds will require a Council size divisible by 3 to create 3 member wards across the District. The Commission has indicated that a very strong case would have to be made on community identity grounds for any exceptions to this pattern – and it would be unusual to have more than one or

two exceptions in any Council area.

- Even if the Council remains with elections by thirds, there will still be an all-out election in 2016, to give effect to the warding changes made by the Commission. Thereafter, elections by thirds would continue in 2018 onwards, with the Councillors who were elected with the lowest votes in each ward coming up for election first.
- Whole Council elections do not need a Council size divisible by 3. There can be a mixture of 3, 2 or 1 Member wards, which will make it easier to reflect community identity, particularly in the more rural areas. The Council could also ask for single Member wards across the whole District – but this approach may make it more difficult to reflect community identities.
- If the Council changes to whole Council elections in 2016, it may be possible to make the first term three and not four years, if it was considered beneficial to bring the Council into line with other authorities nationally who already have all-out elections i.e. 2019 and then 2023, 2027 etc thereafter.
- City Council elections are always combined with Parliamentary or European elections in those years when they fall together (and therefore all costs are shared equally). So to produce a realistic savings figure for changing to whole Council elections, the calculation has to be averaged out over a 20 year period. On that basis, a change to whole Council elections would achieve a potential average annual saving of £50,000, assuming that the change came into effect in 2016.
- A change to whole Council elections has to be retained for a minimum of five years.
- The Commission will be undertaking its own public consultation on Council size and warding arrangements in the summer/autumn of 2014.

Who else is consulted and who makes the final decision?

In addition to consulting the public, we will be seeking the views of Hampshire County Council and all Parish Councils in our District, together with political parties and a number of other interested community groups.

At the end of the consultation process, a report will be prepared which summarises the responses received and this will be submitted to Members. The final decision will be taken by a Special Meeting of Council and any move to whole Council elections would have to be approved by a majority of at least two-thirds of the Councillors voting at the meeting.

How do I make my views known?

We would like to know whether or not your council wishes to see a change and the reasons for your decision. You will note that the public are being invited to respond via the website, but we would prefer parishes to comment by letter or by e-mailing Chris Ashcroft (cashcroft@winchester.gov.uk) direct, as parish views will form an important, separate part of our final report.

The simplest way is to complete the brief survey at www.winchester.gov.uk/data/consultations/frequency-elections/ to register your preference. There is space for you to add comments if you wish.

If you want more detailed information, please contact the Electoral Review Manager (Chris Ashcroft) on 01962 848284 or cashcroft@winchester.gov.uk. There is also general information about Electoral Reviews on the Local Government Boundary Commission's website at www.lgbce.org.uk **The closing date for this consultation is Friday 14 March 2014.**

ATTACHMENT B: PROPOSED CESSATION OF MOBILE LIBRARY SERVICE.

WCC Explanatory note.

Dear Town/Parish Clerk,

As you will have seen in the press, Hampshire County Council is facing difficult financial challenges through continuing cuts in Government funding and increasing costs in looking after more elderly people and children who need our help.

Over the last three years we have made £100m of budget savings. This has been achieved in a number of ways, including all services reducing their budgets by 18%. We now need to make a further £93m of savings and all services have to find more budget reductions.

The Library Service needs to reduce its budget by £300,000 by the end of March 2015 and we are proposing to do this in a number of ways, including reducing our Mobile Library Service by taking out the least well used stops. The Mobile Library Service currently visits 345 stops across Hampshire and we are proposing to reduce the number of stops by 115.

We realise that the Mobile Library Service is much loved by its customers but the use of the service is in decline and it is expensive to run.

- Based on the criteria of at least 10 customers per short stop (which are every 4 weeks) and over 50 customers per longer 2 to 3 hours stop (which are weekly) over half of the current 345 mobile library stops are underused. Almost a quarter have fewer than 5 customers per visit.
- The changes in the way we live and use of technology have also contributed to the continued decline in use of the Mobile Library Service.
- The average cost per book issued from a mobile library is £2.52 compared to £1.05 from a library or Discovery Centre.
- Looking at an average across April and May 2013, just under 1,800 library cards (2% of cards) were used per month on mobile libraries compared to almost 89,000 per month across the Library Service as a whole.

The attached table lists the stops we are proposing to cease at the end of 2014, some of which may be in your area.

In addition it is likely that the majority of stops remaining will be affected in some way as new routes and timetables will be required across the board. Details of these changes will not be available until autumn 2014.

We are just starting a three month consultation on these proposals and, if you have any comments, please can you send them to library.customercomments@hants.gov.uk by 2 May 2014.

ATTACHMENT C: PLANNING APPLICATIONS

SDNP 13/05823/HOUS	Longfields, Whites Hill Owslebury
Proposal:	Single story conservatory; proposed single and 2 storey rear extension; 2 storey front extension; front dormer alterations and porch extension; elevational alterations to all four elevations.
Closing date (WCC):	050214
Closing date: OPC	110214

WCC 14/00158/FUL	Little Ranch Portsmouth Road Fishers Pond
Proposal:	Siting of 1 no. touring caravan and 1 no. mobile home for residential use or 1 no. gypsy pitch together with formation of hardstanding with ancillary and utility/day rooms.
Closing date (WCC):	040314
Closing date: OPC	040314

ATTACHMENT D: PLANNING DECISIONS

SDNP 13/13/05115/HOUS and SDNP 13/05116/LIS	Ivy Cottage, Main Road, Owslebury
Proposal:	Extensions and alterations to the rear elevations
Decision:	Approved

ATTACHMENT E: REQUEST FOR GRANT FOR PROTECTION OF GRASS VERGES IN HURST LANE

Councillors are aware of the issues concerning the erosion of grass verges at 2 houses in Hurst Lane; in essence water running down Whaddon Lane and into Hurst Lane flows directly into the grass verges on its way down the Lane. Whaddon and Hurst Lanes are public highways, and therefore a matter of public interest. The verges are significantly eroded and the problem is getting worse. Against the myriad of issues facing Hampshire Highways, this is not seen by them to be a priority issue and they are not prepared to undertake the necessary work in the foreseeable future. They are however happy for kerbing to be installed and paid for by a third party to HH's specifications, after which they will maintain the kerbing.

Hampshire Highways provided an estimate of the cost of the necessary kerbing work using their own contractors - the costs came to £3,878 (£1,458 for 1 house and £2,420 for the other), or £4,654 inclusive of VAT. The residents have obtained an alternative quote for £3,610 (£1,260+£2,350) or £4,332 inclusive of VAT. They wish to instruct the contractor concerned (Online Contractors UK).

The residents of the 2 houses concerned are seeking a contribution 'of at least 50%' from the Council towards the cost of installing kerbing.

The Council is empowered to make payments under Section 96 of the Highways Act 1980 '...to do anything expedient for the maintenance and protection of trees, shrubs and grass verges, planted or laid out, whether or not by them, in such a highway..' if it considers such expenditure to be in the public interest.

The Council is requested to:

- a) determine whether to make a grant under S96 HA1980, and if so, the amount;**
- b) determine the conditions precedent to the payment of the grant, which should include at the minimum:**
 - evidence that Hampshire Highways have approved the contractor and the work involved;**
 - proof that the work has been carried out to the satisfaction of Hampshire Highways and costs are similar to the Estimate provided to the Council.**

ATTACHMENT F: PAYMENTS AND RECEIPTS SINCE LAST MEETING

Actual* and Proposed payments

Voucher	Amount (£)	Payee	Purpose
PAYMENTS			
100*	300.00	St Andrew's Church	Grant (Minute 242/13 c(i))
101*	100.00	Morestead Church	Grant (Minute 242/13 c(ii))
102*	100.00	Owslebury Newsletter	Grant (Minute 242/13 c(iii))
103*	100.00	Marwell Wildlife	Grant (Minute 242/13 c(iv))
104*	150.00	Winchester CAB	Grant (Minute 242/13 c(v))
105*	200.00	Age UK	Grant (Minute 242/13 c(vi))
106*	100.00	Home Start	Grant (Minute 242/13 c(vii))
107	57.00	Wickstead	Swing Seat (Minute 243/13 d)
108	25.00	Hampshire Pension Fund	Monthly contribution to pension deficit
109	32.50	TLC	Monthly webmaster fee
110	315.20	M Cleary	Clerk's January net pay
111	210.00	Post Office	Clerk's PAYE January
112	48.27	M Cleary	Clerk's Jan exps (Mileage £4.63; Postage £4.50; Stationery £10.74; Photocopying burial letter (330 copies) £28.40
113	165.00	WCC	Dog waste collections Oct-Dec
RECEIPTS			
	1.67	Lloyds Bank	Interest (all accounts)
18	392.45	HMRC	VAT repayment Sept-Dec

The Cash book balances (reconciled to the latest bank statements) to £36,226 (including ring fenced funds, of which Community Projects Reserve is £13,706 and Xmas Lights £507).

Council is requested to approve the above payments.

Transfer between accounts

Council is requested to approve the transfer of £246.17 from the Christmas Lights Reserve held in the Instant Access, to the Treasure's Account. This represents the cheque paid to David Greenslade for Christmas lights and authorised by Council – Minute 242/13(a).

ATTACHMENT G: WORLD WAR 1 AND D-DAY COMMEMORATIONS

Council has discussed at recent meetings the broad ideas for the commemoration of the above great events, and invited Paul Bowes to advise the Council. On the basis of outline costing provided by Paul Bowes and the Clerk and amounting to £4,600, the Council submitted a grant application to Hampshire County Council for £2,000 (maximum grant). Hampshire County Council has now confirmed a grant of £1,755. Paul Bowes believes it may be possible to reduce the cost of the main project, when detailed negotiations take place.

OMCA has agreed in principle a donation of £300 and Paul Bowes believes that about £600 will be raised from private donations, possibly more. The PCC has indicated they may be prepared to make a contribution in the order of £600. There remains a significant shortfall of c£1,345 against the cost estimate of £4,600, which the Council would need to fund; OPC has budgeted for a contribution of only £800. However the cost of the projects – and the OPC contribution – will hopefully be reduced by a combination of cost reductions, following detailed negotiations with suppliers, and additional donations above £600 from private donors.

The expenditure, if approved, would fall under Section 137(1) of the Local Government Act 1972. This Section amongst other matters, allows the Council to incur expenditure of up to £6.98 for 2013/14 and £7.20 for 2014/15 per elector (£4,817 for 2014/15 for OPC), which it believes to be in the interests of, and will bring direct benefit to, some or all of the inhabitants, provided such expenditure is commensurate with the benefit involved.

The Council is requested:

- 1. To approve the principle projects:**
 - a. Plaque to recognise the original Remembrance Garden in St Andrew's burial ground (initial cost estimate £285);**
 - b. Exhibition in the Parish Hall (initial cost estimate £575);**
 - c. Remembrance Wall and bench (initial cost estimate £3,740).**
- 2. To approve the establishment of an Advisory Committee to liaise with interested parties:**
 - a. the membership of the Committee to be determined by the Council;**
 - b. the Committee to put forward final plans, timetable and cost estimates to the Council in relation to the Remembrance Wall and Exhibition for its approval;**
 - c. the Committee to advise the Council on the realistic likelihood of raising grants and donations such that the Council's net contributions is less than £850 each;**
 - d. to authorise the Clerk to incur expenditure of up to £300 under S137 in relation to a Plaque to recognise the original remembrance garden in St Andrew's burial ground after consulting with the Advisory Committee on a suitable inscription.**
- 3. To consider the Advisory Committee's final recommendations at a future meeting and to determine whether approval for the Remembrance Wall and Exhibitions should be given.**
- 4. To authorise the Clerk to incur expenditure on obtaining outline planning permission for the Remembrance Wall, if considered necessary, after consultation with the Advisory Committee**

ATTACHMENT H: CLERK'S REPORT ON ACTIONS ARISING FROM THE MINUTES NOT INCLUDED ELSEWHERE ON AGENDA.

Action:	By When:	By Whom:
Glebe Field: <ul style="list-style-type: none"> Clerk to arrange for Hedleys to register the Council's ownership of its 'part' of the Glebe Field at the Land Registry. 	ASAP	Clerk
Action:	By When:	By Whom:
Burial Ground <ul style="list-style-type: none"> The consultative letter, duly signed by the Chairman and the Vicar (on behalf of the PPC), should be distributed to parishioners subject to the inclusion of information on the potential use of the Glebe Field, email addresses and a deadline of the end of March for responses. 	ASAP	Clerk/Paul Bowes
Action:	By When:	By Whom:
School bus <ul style="list-style-type: none"> To enquire as to reasons for the bus being late and over-crowded. 	February	RH/Clerk
Action:	By when:	By whom:
Marwell Wildlife <ul style="list-style-type: none"> To write to Marwell Wildlife proposing they keep the Council and community better informed about developments at the Park. 	February	Clerk/JC
Action:	By when:	By whom:
2014/15 Precept <ul style="list-style-type: none"> Clerk to confirm Precept to WCC (£21,997). 	ASAP	Clerk
Action:	By When:	By Whom:
Licence fee: <ul style="list-style-type: none"> To discuss with the Clubs their proposals for the licence arrangements/fee following the merger of the Clubs. 	February	Clerk
Action:	By When:	By Whom:
Swing seat <ul style="list-style-type: none"> The Clerk to acquire a new swing seat and arrange for its installation. 	March	Clerk
Action:	By When:	By Whom:
Matterley Bowl <ul style="list-style-type: none"> The Clerk to write to Licencing Authority to note proposed increase in number to 50,000 would be reaching maximum capacity. 		Clerk
Action:	By when:	By whom:
Bottle Bank <ul style="list-style-type: none"> To arrange for suitable signage ' No Parking' signage to be installed. 		Clerk

