

**OWSLEBURY PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON
11th FEBRUARY 2013
AT 07:45PM IN OWSLEBURY PARISH HALL**

PRESENT

Chairman: Cllr Mr A Manship
Councillors: Mr R Page, Mr M Pallant & Mr G Tull

IN ATTENDANCE

County Councillor: Mr P Mason
District Councillor: Mr L Ruffell
Clerk: Mr M Cleary

17/13 APOLOGIES

Councillor: J Chapman
District Councillor: R Humby

18/13 DISCLOSURE OF INTERESTS FOR AGENDA ITEMS

None

19/13 CONFIRMATION OF THE MINUTES

The minutes of the Parish Council meeting held on 14th January 2013 had been previously circulated. There were no amendments to the draft minutes. Councillors approved the Minutes and the Chairman signed them as a correct record of the meeting.

20/13 POLICE CONSTABLE REPORT

No member of the Hampshire Police Constabulary was present and no report received.

21/13 TO HEAR PUBLIC QUESTIONS AND COMMENTS

a) Planning Applications – Statement of Intent from Owner or Agent and Public Comments

There was no one in attendance wishing to speak on the planning application on the Agenda..

b) Other Agenda Items – Public Comments

i) Recreation Ground

Mrs Harfield commented that the Recreation Ground is classified as Village Green. It is in a unique position and an asset to the Parish. She had heard that fencing was to be erected so as to protect the Green from unauthorised vehicular access. The Chairman advised Mrs Harfield that fencing was not under consideration, but the Council would be considering, later in the meeting, other ways of protecting the Green such as the use of 'dragon's teeth' or an earth bund. Mrs Harfield asked that consideration also be given to the use of 'telegraph poles', suitably secured, so as to protect the visual attractiveness of the Green. The Chairman noted Mrs Harfield's comments.

ii) Pitcot Lane

Mr Phillips commented on the flooding problems in Pitcot Lane. The problem had been raised with Highways for many years but nothing of substance had been done. Indeed, recent improvements to kerbing in the village had made matters worse, from a flooding perspective. The Chairman noted Mr

Phillips' comments on this long running issue. A new team at Hampshire Highways was in place and he and the Clerk would be meeting with them to discuss a number of highways issues, of which this would be one. He would endeavour to get Hampshire Highways to give the Pitcot Lane flooding issue greater priority.

22/13 MATTERS ARISING FROM THE MINUTES

a) **Fingerpost: to seek donation from Marwell Activity Centre and to order.**

The Clerk confirmed an order had been placed with Harry Stebbing Workshop and that promised donations from Marwell Wildlife and Marwell Activity Centre were likely to cover the cost of acquisition and installation.

b) **Mediation session with HALC**

The Clerk noted he had met with Steven Lugg, Chief Executive, of HALC. He outlined the programme the intended to follow, as discussed with Mr Lugg. This involved his own training with a view to obtaining the CiLCA qualification, updating the Standing Orders and Framework documents, followed by a workshop chaired by Mr Lugg and a continuing development plan for the Council. He noted that given the work involved, the workshop was likely to be in early June. *(Note for information: the Council had been aware from previous discussions that certain Framework documents such as Standing Orders required revision. This was a consequence of the considerable number of policies all Councils are required to have in place, regardless of size, and the time constraints on the previous Clerk due to the number of matters which needed to be addressed. The Council had been advised of the protocols relevant to Council business as they arose at Council meetings. It had also been agreed and that the revisions to Standing Orders and other Framework documents would be a priority for the new Clerk.)*

c) **Update on Winchester Area Community Action (WACA)**

Councillor Pallant updated the meeting on his recent attendance at the WACA meeting on 23rd January; WACA provides support for all community projects, not just those led by Parish Councils. In particular he noted there was probably more grant availability than most people thought, but for smaller individual amounts. He provided a number of examples including 'cash for communities' (generally grants of between £50 and £500), 'local giving sites' (which could attract Gift Aid) and matched funding. He found it disappointing however, that most of the participants at the meeting seemed to be professional fund raisers, rather than volunteers. The Chairman thanked Councillor Pallant for attending the meeting and for his update and asked that Councillor Pallant looked into funding opportunities for the Parish Council for the next financial year.

d) **Clerk and RFO**

The Chairman noted the appointment of Michael Cleary as the new Clerk and Responsible Financial Officer and welcomed him to the meeting. The appointment date was 21st January 2013, although his predecessor would be available for handover matters up to 28th February 2013.

e) **Caravan Club: consultation with Owslebury Parish Council for new camping and caravan sites.**

The Clerk reported the Caravan and Camping Club had declined the Council's request that the Council be informed of any proposed new camping and caravan sites in the Parish; on the grounds they already informed WCC. However, following a request to the Planning Department, WCC had agreed to inform the Clerk of any new proposed sites in the Parish.

23/13 COUNTY AND DISTRICT COUNCILLOR REPORT

a) County Councillor Mason

Councillor Mason noted that notwithstanding recent cuts to Library Services, both library visits and books borrowed had increased in the period 2010/12 – an encouraging sign.

He noted the success of a Group Citizens Ceremony he attended at Winchester involving some 80 people, mainly from the US, South Africa, Nepal, Gabon and Jamaica.

He had been involved in the appointment of the new Chief Constable, Andy Marsh,, and expressed his pleasure at the outcome; a steadfast man with good qualities. He had also been involved in the setting of the Police Precept. This had been increased by 3.4% -regrettable but necessary, and unanimously agreed to on the day. Councillor Mason noted that the new Chief Constable had expressed his continuing support for the Blue Lamp Trust.

b) District Councillor Ruffell.

Counsellor Ruffell noted that Councillor Humby had been unable to attend the meeting as he was involved in a video production with the Chancellor of the Exchequer for the Winchester ‘Business in the 21st Century’ Conference at the Intech Science Centre on 14th January. The key note speakers included Chris Cooper from IBM and David Frost, Chair of the National Local Enterprise Partnership Network.

He noted he and Councillor Humby had recently been involved with the housing manager and Chris Evans about the parking and island arrangements in Beech Grove. They had agreed a plan which would, subject to local consultation, involve new parking arrangements and the removal of the grassed islands, so allowing vehicular access for refuge vehicles of all sizes. Councillor Ruffell would continue to oversee this matter.

Councillor Ruffell noted the full Winchester City Council would be meeting shortly to discuss the setting of the budget for 2013/14.

The Chairman commented that road sweeping remained an issue, particularly at the top of Whadden Lane and The Ship Inn. Councillor Ruffell agreed to make further enquiries; he noted the contractors had been behind in their work programme, but believed they should now be in a position to complete the work.

Action:	By When:	By Whom:
Street Cleaning <ul style="list-style-type: none"> To discuss further with Martin Taylor 	ASAP	LR
Action:	By When:	By Whom:
Beech Grove <ul style="list-style-type: none"> To monitor/coordinate changes to parking arrangements in Beech Grove so as to allow vehicular access for refuge vehicles of all sizes 		LR

24/13 HIGHWAYS

Any General Matters

Councillor Page noted there were a number of pot holes in Baybridge Lane by the Apple Orchard, and that the problem was getting worse. It was also noted that mud continued to be a problem on Whaddon Lane, by the Orchard, partly as the ditch needed to be cleared by Marwell Wildlife to allow the water to flow in the area.

Action:	By When:	By Whom:
Pot holes Baybridge Lane <ul style="list-style-type: none"> To discuss with Hampshire Highways necessary repair work in Baybridge Lane. 	ASAP	Clerk

Action:	By When:	By Whom:
Ditch in Whadden Lane (opposite Orchard) <ul style="list-style-type: none"> To discuss with James Cretney and Austin Lakeland, Marwell Wildlife, clearance of mud from ditch. 	ASAP	Clerk

25/13 RIGHTS OF WAY

No new matters.

26/13 RECREATION GROUND –TREE TRUNK/FURTHER MEASURES TO PROTECT THE GROUND

The Chairman explained the problem arose from unauthorised vehicular access to the Recreation Ground and wonton damage to the Ground. The problem was ‘immediate’ and as an interim measure Councillor Page had arranged for tree trunks to be placed on the Ground to stop further damage to the Ground. He noted that the trunks had been risk assessed and, after some minor work had been undertaken, they were judged to be satisfactory for health and safety purposes.

The Chairman thanked Councillor Page for his community spirit and his contribution toward an immediate but temporary solution to the problem.

The use of tree trunks was not seen as a long term solution and the Chairman and Councillor Page had met with John Coney, Hampshire Playing Fields Association, to discuss the options open to the Council. These included the installation of ‘dragon’s teeth’ and the building of an earth bund.

The Chairman asked Members their views.

Councillor Tull expressed concern that the look or view of the Recreation Ground/Green needed to be a prime consideration. He felt ‘dragon’s teeth’ would be expensive to install and maintain, and would make the Green look ‘tacky’. He would prefer the building of an earth bund. Councillor Pallant shared this concern to a large extent – the view was most important, although he recognised that an earth bund may not put off the most determined of 4x4 drivers. Telegraph poles may be another option for the Council to explore as they would protect the view of the Green. Councillor Tull also noted that the entrance to the hard standing required attention; quite simply it was a mess.

The Chairman noted the funding of any protective measures would need to be considered. Some funding may be forthcoming from Hampshire Playing Fields but it would by no means cover the full cost of the necessary measures.

At the end of the debate it was agreed that the options, costings and funding sources should be explored further and the matter brought back to the March meeting.

Action:	By When:	By Whom:
Measures to protect Recreation Ground		
<ul style="list-style-type: none"> To explore and cost (3 quotes) options open to the Council to protect the Recreation Ground. 	11/03/13	Clerk
<ul style="list-style-type: none"> To explore the possible provision of grants to defray the cost of additional protective measures. 	11/03/13	Clerk

27/13 THOMPSONS LANE STRATEGIC DEVELOPMENT/PARISH PLAN

The Clerk noted that 2 workshops had taken place to identify the key points to be put in a paper to be presented to the full Council for consideration, and thereafter for public consultation.

Action:	By When:	By Whom:
Parish Plan		
<ul style="list-style-type: none"> To prepare a proposed Parish Plan for consideration by the Council and for public consultation. 	11/03/13	Clerk

28/13 WINCHESTER CAB – DONATION REQUEST

Councillors confirmed the budgeted sum of £150 should be made as a donation to the Winchester branch of the Citizens Advice Bureau in recognition of the help they provided to parishioners.

Action:	By When:	By Whom:
CAB donation		
<ul style="list-style-type: none"> Donation of £150 to be made to Winchester branch of CAB 	11/03/13	Clerk

29/13 NEW CLERKS TRAINING

The Chairman noted the training cost of the Clerk would be financed by the Council, as was the case for the predecessor Clerk. The Registration fee for the CiLCA qualification was £150 and it was agreed that this would be settled by the Council.

Action:	By When:	By Whom:
Training Cost		
<ul style="list-style-type: none"> CiLCA registration fee of £150 to be paid. 	ASAP	Clerk

30/13 SPEAKER FOR MAY ANNAUL PARISH MEETING

The Chairman asked Members for suggestions for a speaker at the annual meeting. Suggestions included an appropriate person from WACA to discuss funding opportunities for community organisations and someone from Hampshire Highways to discuss road and other highway matters. The Chairman asked that further suggestions for speakers be passed to the Clerk.

Action:	By When:	By Whom:
Speaker for Annual Parish Meeting		
<ul style="list-style-type: none"> To explore whether a speaker from WACA would be available for the meeting. To consider whether other speakers may be more appropriate/ available and pass suggestions to the Clerk 	11/03/13 ASAP	MP All councillors

31/13 PLANNING

a) To Discuss Planning Applications

SDNP/12/03355/LIS:	2 Bottom Pond Cottages, Morestead Hill, Morestead. Winchester.
Proposal:	Removal of external grey slates on front and partial side of cottage.
Closing Date SDNPA:	07/02/13
Closing Date OPC:	11/02/13 @ OPC meeting (extension agreed)

OPC: No comment

b) To Discuss Planning Decisions

SDNP/12/01639/FUL:	The Grainstore, Thompsons Lane, Owslebury. SO21 1JH
Proposal:	Change of use of a redundant agricultural steel farm building to B8 storage
Decision:	Application Approved

SDNP/12/02857/TIME:	Hazeldene, Longwood Road, Owslebury. SO21 1LL
Proposal:	Extension to the time limit for implementing planning permission 09/02601/FUL Roof alterations to create first floor and single storey rear extension
Decision:	Application Approved

SDNP/12/02420/FUL:	Land Opposite Magnolia, Hensting Lane, Owslebury.
Proposal:	Amendment to permitted application SDNP/12/00773/FUL; Erection of private stable block
Decision:	Application Withdrawn

SDNP/12/02137/FUK:	Nostromo Industries, Oak Tree Farm, Owslebury, SO21 1JN
Proposal:	Erection of fencing (Retrospective)
Decision:	Approved

SDNP/12/00936/FUL:	Nostromo Industries, Oak Tree Farm, Owslebury, so21 1jn
Proposal:	Erection of polytunnel
Decision:	Approved

SDNP/12/02944/FUL:	Hill View Farm, Hensting Lane, Owslebury, SO21 1LE.
Proposal:	The addition of a further 9.4W of solar photovoltaic panels to an existing solar array.
Decision:	Approved

c) Enforcement Issues

No new Enforcement matters received.

32/13 CORRESPONDENCE– FOR INFORMATION ONLY

- a) SDNPA – Meeting – Tuesday 26th February 2013 – 7pm – Meonstoke Village Hall, Pound Lane, Meonstoke. SO32 3NP

Action:	By When:	By Whom:
SDNPA Meeting <ul style="list-style-type: none"> Councillors Manship and Chapman to attend 	26/02/13	AM/JC

- b) Parish Policing Partnership forum – 12th March, North Wall Police Station – request for agenda items/subjects for discussion

Action:	By When:	By Whom:
Parish Policing Partnership Forum <ul style="list-style-type: none"> Councillor Tull to attend Clerk to inform organiser 	12/03/13 ASAP	GT Clerk

- c) Note only: Forward Plan – March 2013 – available for inspection <http://www.winchester.gov.uk/councillors-committees/forward-plan/2013-plans/>.
- d) Note only: Winchester and East Hants Neighbourhood Watch Website www.wehnw.org.uk
- e) Letter from John Parrington requesting grit bin. Mr Parrington requested assistance in either Hampshire Highways making Baybridge Lane passable during periods of ice/snow, or in providing a salt bin. He thanked Councillor Tull for his help in the recent snow/icy conditions in the Lane

Action:	By When:	By Whom:
Salt bin Baybridge Lane <ul style="list-style-type: none"> Clerk to include in list of points for consideration with Hampshire Highways 	20/02/13	Clerk

- f) Note only: National Health Service (Pharmaceutical Services) Regulation 2012 (as amended)- confirms Owslebury is a rural area.

33/13 AGENDA ITEMS FOR THE NEXT MEETING

Councillor Tull noted he would like the dead trees in Owslebury Bottom to be included under ‘enforcement’ for the March meeting.

Councillor Page expressed his apologies in advance as he would be unable to attend the meeting.

34/13 FINANCE – SIGNATORIES FOR PAYMENTS PREVIOUSLY AGREED

February 13 Finances

Voucher	Amount (£)	Payee	Purpose
89	142.44	OCS	Grass cutting November 2012
90	47.00	Royal Mail	Re-direction of mail to new Clerk
91	20.00	A Manship	Chairman's Expenses
92	30.00	TLC	Website maintenance – February 2013
93	150.00	SLCC	Registration fee for new Clerk's CiLCA qualification course
94	569.10	E A Manship	Clerk's Salary – January 2013
95	171.86	E A Manship	Office / General Maintenance Expenses – January 2013
96	255.02	HMRC	Liz Manship's Clerk's PAYE and Clerk/OPC NIC – January 2013 £185.67 Michael Cleary's Clerk's PAYE – January 2013 £69.35
97	180.65	HCC	Clerk's and OPC pension contributions – January 2013
98	104.02	MJ Cleary	Clerk's salary – January 2013
99	43.25	MJ Cleary	Clerk's travel/transfer of office equipment and files costs

35/13 DATE OF NEXT PARISH COUNCIL MEETING

To Confirm the Date of the next Owslebury Parish Council meeting as: **Monday 11th March 2013 at 7.45** in Owslebury Parish Hall.

The meeting closed at 8.25pm

Chairman..... Date.....