

**OWSLEBURY PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON
14th JULY 2014
COMMENCING AT 7.30PM IN OWSLEBURY PARISH HALL**

PRESENT

Parish Councillor John Chapman (in the Chair)
Parish Councillors: Will Martin (arrived 7.35pm), Roger Page, Paul Phillips, Gerry Tull (arrived 7.45pm).

IN ATTENDANCE

Clerk and Responsible Financial Officer (RFO): Michael Cleary.
Ellen Catterson (Item 126/14).
District Councillor Laurence Ruffell (left 9pm).
6 members of the public were present.

APOLOGIES.

Councillor Sally Tattersall
Councillor Mark Egerton
County and District Councillor Rob Humby.

138/14 DISCLOSURE OF INTERESTS FOR AGENDA ITEMS.

Councillor Page noted his personal interest, as a neighbour, in a matter concerning a planning application.

139/14 CONFIRMATION OF MINUTES OF THE PARISH COUNCIL MEETING HELD ON 9TH JUNE 2014.

The draft minutes of the Parish Council meeting held on 9th June 2014 had been previously circulated. All Parish Councillors noted their acceptance of the Minutes, and it was **Resolved** unanimously that they were a true record.

140/14 POLICE REPORT.

The Clerk informed the Council the Police UK website recorded 3 incidents in Owslebury in May (the latest information available): criminal damage and/or arson near Beech Grove, anti-social behaviour in Main Road and a theft near Thomson's Lane.

141/14 PUBLIC QUESTIONS AND COMMENTS

a) Presentation by British Horse Society.

Kayti Harvey Chair of the British Horse Society (Hampshire) gave a short presentation on the Society and, more particularly, on the bridleways around the Marwell area. Some were in a particularly poor condition and required attention. She noted she had had discussions with James Cretney (CEO Marwell Wildlife) who had been most constructive, and with HCC Countryside Access Department. She was hopeful agreement could be reached to improve the condition of the bridleways and hoped the Parish Council would lend its support to the initiative. Kayti Harvey and her colleague, Gale Johnson, responded to questions. The Chairman thanked them for their contribution and asked they keep the Clerk informed of progress and of any publicity material.

b) Planning Applications.

There were no public comments on the Planning Applications to be considered later in the meeting.

c) Other Agenda Items.

It was noted there had been criminal damage to a gate (owned by the Council) near Roughay Farm, and that the school bus had been using Whaddon Lane on its way back to Bishop's Waltham, causing traffic to have to reverse to make way for the bus. The Clerk was asked to make further enquiries about both these matters.

Action: School bus	By When:	By Whom:
• Clerk to ascertain whether school bus is permitted to use Whaddon Lane..		Clerk

Action: Gate and lock near to Roughay Farm	By When:	By Whom:
• Clerk to establish extent of damage to gate		Clerk

142/14 COUNTY AND DISTRICT COUNCILLOR REPORTS.

District Councillor Ruffell noted his and County and District Councillor Humby’s recent public activities, most notably consideration of 2 major proposed projects: an application by EDF Energy for a wind farm at Bullington Cross spanning 3 local authorities (Winchester – 7 turbines), and the proposed Silver Hill development, an area of c2.3 hectares of central Winchester including the bus station, Friarsgate Medical Centre, Kings Walk and the Friarsgate Car Park.

In response to questions from Councillors, District Councillor Ruffell agreed to assist in resolving a long outstanding matter with Hampshire Highways in connection with the provision of scalpings, in order for local residents to undertake work themselves on much needed improvements to the public right of way in Pitcot Lane.

In response to a request from the Chairman, he also agreed to remind County and District Councillor Humby of the Council’s deep concern as to the total lack of progress on the introduction of lower speed limits or traffic calming measures – a matter County and District Councillor Humby had agreed to include in his discussions with Andy Smith (Traffic Management).

Action: Pitcot Lane	By When:	By Whom:
<ul style="list-style-type: none"> To assist OPC in the agreed provision of scalpings for Pitcot Lane/Monarchs Way improvements. 		Laurence Ruffell

Action: Andy Smith	By When:	By Whom:
<ul style="list-style-type: none"> To discuss with Andy Smith the reasons for the inaction/inertia of Traffic Management in meeting the Council’s requests for lower speed limits, line markings and other traffic calming initiatives. 		Rob Humby

143/14 COMMUNITY TRANSPORT

Ellen Catterson (OPC Transport Adviser) gave a short presentation on the key issues involving community transport. A copy of her presentation is attached as Appendix 1. In particular she noted:

- a) the need to provide flexibility in community transport during the week and at weekends to provide, for example, for students attending college and leisure/sports pursuits in Winchester, together with the need for older people to access Winchester at reasonable times – on the basis of the last census she estimated these groups represented c44% of the Owslebury population;
- b) the need for ‘joined-up’ thinking in community transport arrangements – for example, measures to reduce pollution did not sit comfortably with the inevitable outcome of more car journeys as a result of poor community transport arrangements;
- c) the low cost option that could be available by ‘tweaking’ the present bus routes in the Twyford/Colden Common area;
- d) the potential significant cost for a small village such as Owslebury in operating its own mini bus facilities, although the matter would be explored further as would taxi-share services;
- e) unless satisfactory community, family friendly, transport arrangements could be put in place, some families and those without cars may need to relocate to be nearer to better transport facilities.

Ellen Catterson noted that she had had constructive discussions with Colin Wright of Hampshire County Councils and he was ‘doing his best’ within the limitations set by the County Council. She took the Council through her proposed action list for the next stage of the review.

Councillors noted that in developing its community transport policies, Hampshire County Council would need to be careful not to discriminate against small parishes in the countryside.

Councillors thanked Ellen for the work she had undertaken and encouraged her to continue with her review of the options and to update the Council in due course.

Action: Community Transport	By When:	By Whom:
<ul style="list-style-type: none"> Clerk to investigate potential cost of mini bus facility and taxi-share arrangements Ellen Catterson to continue with review of options and report to Council. 	September	Clerk
	September	Ellen Catterson

144/14 PLANNING

a) **Planning Applications.**

SDNP 14/02567/FUL	Long Ash Pitcot Lane Owslebury
Proposal:	Demolition of bungalow and replacement 3 storey dwelling

After considerable discussion the Council **Resolved** unanimously to advise SDNP that whilst it would not object in principle to the replacement of the existing bungalow with a substantially larger dwelling, it has major concerns as to the lack of key details in the proposals which unless properly addressed would lead the Council to object to the Application. These included –

- the plans conflict with the Council’s long time held understanding of the boundary between the residential/garden and agricultural land on the site. The Council sought assurances from SDNP that the plans are accurate and that any proposed use of agricultural land for garden and/or residential development would be subject to a formal application for change of use;
- the Parish plan seeks to ensure property developments ‘fit-in’ with the local environment. In this regard, the proposed development is for a large dwelling with a large area of glass in a position close to the Monarch’s Way and Pilgrims Trail. The Council wanted to see far clearer landscaping plans that demonstrate the dwelling can indeed blend into the local environment. The Council would expect the Planning Officer to give particular regard to the landscaping proposals, and to make the early implementation of the final landscaping proposal a binding and ongoing condition of planning consent (in accordance with Defra Rights of Way Guidance Note 1/09 material consideration should be given to ensuring the cultural heritage of Rights of Way is protected).

The Council also noted that the Application implies a further reduction in the stock of affordable housing in the Parish. An increase in affordable housing is a key part of the Parish Plan, and the Council expected help from SDNP to support appropriate measures over the medium term.

WCC 14/01264/FUL	Little Ranch, Portsmouth Road, Fishers Pond
Proposal:	Use of first floor of detached garage for equestrian storage, installation of external metal staircase with door at first level and 2 no. roof lights (Retrospective)

The Council **Resolved** unanimously to oppose the Application. The applicant had failed to adhere to the planning conditions attached to the original application (11/01246/FUL) and had not sought approval for the variations from the agreed plans, before those variations were acted upon. Accordingly, the matter should be dealt with through Enforcement, and not a retrospective planning application.

b) **Planning Decisions.**

The Clerk noted that ‘non material minor amendments’ had been accepted by WCC in relation to Little Ranch application 11/01246/FUL for the erection of a 4 bedroom equestrian workers dwelling.

c) **Appeal**

The Council noted the owner of Old Wells Cottage had lodged an appeal against the refusal of planning permission for the retention of the garage (SDNP 14/01079/HOUS) and determined not to make any specific representations to the Appeal Inspector.

d) **Enforcement.**

The Council reviewed the list of open Enforcement cases provided by WCC/SDNP. It was agreed the Clerk should obtain further information on the timescale for Enforcement action on Woodland View Stables, and to enquire whether change of use had been sought for certain agricultural buildings on the Hampshire Insulation site which now appear to be used as offices.

Action: Enforcement	By When:	By Whom:
<ul style="list-style-type: none"> • Clerk to obtain updated information on Woodland View Stables and Hampshire Insulation. 	August	Clerk

145/14 HIGHWAYS.

a) **Traffic Management.**

Councillors noted that consideration of traffic management measures was, in effect, stalled until the outcome of the proposed discussion between County and District Councillor Humby and Andy Smith was

made known to the Council. The Chairman felt that while it was appropriate to await the outcome of the proposed discussion for a little longer, more direct action may be needed to be made by the Council in order to make any substantive progress. During the course of the discussion it was also noted that speeding road cyclists were a growing issue in the Parish with the increasing popularity of the area for sports biking.

Action: Traffic speed	By When:	By Whom:
<ul style="list-style-type: none"> To assess the outcome of discussions between Rob Humby and Andy Smith. 	August	All

b) Speed Watch.

The Clerk noted that steps were in hand to try to recruit the minimum of 6 volunteers necessary to launch a Speed Watch programme. Discussions were also in hand to borrow the necessary equipment from neighbouring parishes. Full information would be provided to the Council in due course for review, debate and decision. In the event the Council felt it should buy its own equipment, the net cost, after grants, would be in the order of £1400.

146/14 RIGHTS OF WAY.

During the discussion on the state of the Rights of Way Councillors agreed -

Action: Rights of Way	By When:	By Whom:
<ul style="list-style-type: none"> HCC/SDNP should be urged to take urgent, immediate, action to improve the ROW in Pitcot Lane, the surface of which was now dangerous to the public; Landowners should be encouraged to keep ROW clear of excessive vegetation and where the ROW was well used by parishioners and could/would not be cleared by landowners, parishioners should inform the Council; The ground around Marwell needed attention and the Clerk should write to Kayti Harvey, British Horse Society, expressing the Council's support for the Society's endeavours, with the help of Marwell Wildlife and the Countryside Access Department, to improve the bridleways in that area. 	ASAP	Clerk

147/14 OPEN SPACES, RECREATION AND PLAY GROUNDS.

The Clerk noted the Chairman, Treasurer and Secretary of the Sports Club had been invited to attend the September Council meeting to discuss the Sports Club's plans and its relationship with the Council. In the meanwhile the Clerk was asked to draft a new Licence Agreement for discussion with the Club.

Action: Sports Club	By When:	By Whom:
<ul style="list-style-type: none"> Chairman, Treasurer and Secretary to update the Council at September meeting. Clerk to draft new Licence agreement. 	September	Clerk

148/14 COMMUNICATIONS ADVISORY COMMITTEE.

Councillor Martin (Chair, Communications Advisory Committee) updated the Council on the recent deliberations of the Advisory Committee. The Council noted that, as reported at its last meeting, a main recommendation of the Committee would be to create a 'Community' website, managed on an in-house basis, with specific pages 'owned' by local groups. The Council had indicated its support should such a recommendation be put forward for formal consideration. In order to investigate the matter further and enable firm proposals to be put to the Council, the Council **Resolved** unanimously (Proposed by Councillor Tull and seconded by Councillor Phillips) for the Clerk to be given authority to enter into a 'hosting' arrangement with a suitable party with appropriate software so as to create the proposed new site. The expenditure limit was set at £100.

149/14 COMMEMORATION ADVISORY COMMITTEE.

The Clerk advised the Committee that Planning Permission for the Remembrance Stone had been granted by SDNP and the Council **Resolved** unanimously to place the order for the Stone within the estimates previously advised to the Council.

Action: Remembrance Stone	By When:	By Whom:
<ul style="list-style-type: none"> To place the order and to confirm the delivery and fixing arrangements. 	ASAP	JC/PP/ME/ Paul Bowes/ Clerk

The Chairman took the opportunity to thank Councillor Phillips, Paul Bowes and all those involved in the arranging and holding of the recent successful exhibition to mark the 100th anniversary of The Great War and the 70th anniversary of D-Day.

150/14 BURIAL GROUND ADVISORY COMMITTEE.

The Clerk and Chairman updated the Council on the deliberations of the first meeting of the Advisory Committee (which was in the nature of fact finding). A further meeting would be held in September, following which a substantive report would be provided to Council.

151/14 COMMUNITY SERVICES.

a) Defibrillator.

The Council noted the options put forward by the Clerk for the purchase of a defibrillator. The Clerk noted that the Council needed to establish whether the British Heart Foundation, a charity, would be in a position to provide a grant to a public body. If they could do so, the Council was minded to proceed with the order; if not, an alternative route would need to be explored.

Action: Defibrillator	By When:	By Whom:
• Clerk to ascertain funding options for purchase.	August	Clerk

b) Parish Hall.

The Clerk was asked to investigate the possibility of the Council assuming the Trusteeship of the Parish Hall, with an management Committee to operate the Hall, and to report back to the Council..

Action: Parish Hall	By When:	By Whom:
• Clerk to investigate possibility and related obligations of the Council taking on Trusteeship of the Hall..	August/Sep tember	Clerk

c) Lights out initiative

The Council determined that it would be impractical for the Parish to participate in the initiative to mark the start of The Great War.

152/14 FINANCE, ADMINISTRATION AND STATUTORY MATTERS.

a) Payments and receipts

Councillors **Resolved** unanimously to note receipts since the last Council meeting and to approve the following payments:

Voucher	Amount (£)	Payee	Purpose
PAYMENTS			
25	36.00	HALC	Course fee Planning Framework
26	320.00	Hedge Sparrow	June grass cutting
27	254.52	M Cleary	Clerk's net pay for June
28	23.31	M Cleary	Exps June (Travel £0.86, post £5.50, Stationery £16.95)
29	169.60	Post Office	June PAYE
30	32.50	TLC	Web Masters monthly fee
31	32.45	Paul Phillips	Ink for WW1 exhibition
32	35.00	Information Commissioner	Data Protection Licence 2014
33	141.00	OPHMC	WW1 room hire £120/ OPC £21
RECEIPTS			
4	44.14	S Biggs	Collection for Parish mini bus (Minute 133/14(d) refers)
5	100.00	Scottish & Southern Electricity	Substation rent 2014

In particular the Council (other than Councillor Phillips) **Resolved** unanimously (Proposed by the Chairman and seconded by Councillor Martin) to approve the expense claim of Councillor Phillips for the cost of ink used in The Great War/D-Day Exhibition.

The Council approved the Clerk's request for the renewal of the annual subscription for the Campaign to Protect Rural England (£36)

b) Receipts and payment for the quarter ended 30th June 2014.

The Council noted the information (Appendix 2) provided by the Clerk (the Council's expenditure being less than budget). The Council **Resolved** unanimously that under-spending against individual budget headings could be used to offset over-spending, provided such information was brought to the Council's attention on a regular basis.

c) Recruitment Policy.

The Council adopted the Recruitment Policy drafted by the Clerk (Appendix 3).

d) Policy for Grant Application.

The Council asked the Clerk to draft a policy in relation to grant applications from parishioners and local organisations.

Action: Grant Applications	By When:	By Whom:
• Clerk to draft policy for Council approval	September	Clerk

e) Office Equipment.

The Clerk noted the Council's printer had broken down. In view of the cost of repairs against the cost of acquiring new equipment, the Council **Resolved** unanimously (Proposed by the Chairman and seconded by Councillor Phillips) to authorise the Clerk to acquire a new printer at a cost not to exceed £120. The Council also noted the laptop computer may be in need of replacement and authorised the Clerk to acquire a new laptop in the event of an 'emergency' (ie should the existing laptop became unusable).

153/14 PARISH PLAN

The Council noted the progress made against the goals set out in the Parish Plan and asked the Clerk keep the matter under review and to report back to Council on a regular basis.

154/14 CLERK'S REPORT.

The Clerk summarised the progress made on matters determined by Council at previous meetings (Appendix 4).

155/14 ISSUES PREVIOUSLY DISCUSSED AND DEFERRED TO FUTURE MEETINGS.

The Council noted the issues involved (Appendix 5).

156/14 INFORMATION EXCHANGE AND AGENDA ITEMS FOR NEXT MEETING.

There were no matters of report, or for inclusion on the Agenda for the next meeting.

157/14 DATE OF NEXT COUNCIL MEETING.

It was agreed the next Council meeting would be held in the Committee Room on 11th August 2014 commencing at 7.30pm.

The meeting closed shortly before 10pm.

Chairman...John Chapman.....

Date: 11/08/2014

Owslebury's Current Situation

- What is provided
 - Westgate children have a bus service to school
 - Paid for by HCC
 - legal requirement
 - Peter Symonds students can use Westgate bus in mornings for £258/year which is approx £11 per trip, £86/term is the smallest time frame you can purchase.
 - Village has 3 buses a week
 - Paid for by HCC
 - Obligation to provide transport for over 60s with a bus pass
 - Provides access to Winchester for about 2.5 hours on Mondays, Wednesdays and Fridays
 - Does stop at Twyford for the doctors
- What is not provided
 - Peter Symonds kids cannot get back from college
 - Catchment sixth form
 - No take up on Westgate from PS parents due to high cost and practicality, particularly with exam times and Wednesday afternoons free
 - No option for adhoc usage of Westgate bus
 - No options for people working in Winchester
 - No access to the railway stations
 - Neither Snowford or Winchester
 - No option on Saturdays
 - So higher car park usage
 - More cars into town
 - No independence for kids in Owslebury

HCC Plans

- Consultation ongoing
 - Aim: to save more money from the HCC transport budget
 - Recommendations due out October
 - Any change implemented by Jan 2015
- Want villages to run own voluntary transport system
 - Works for larger villages
 - Available volunteers will be reducing
 - Maintenance of buses etc all village cost
 - £65,000/year to run one – anecdotal
 - Constantly applying for grants to keep it going
- No other options on the table

What we have done so far

- Attended HCC workshop
 - Potential outcome just not good long term
- Spoke with Colin Wright from HCC transport subsidies
 - Suggested Options
 - Rides from main buskiss - Possible
 - Better use of school bus - No
 - More runs with current stagecoach bus - No
 - Need to think differently and joined up
- Completed consultation questionnaire
 - Tried to get number of villagers responding so weight of response may help?
 - Not sure how many responded in the end
- Spoke with Clir Humby about the Bishop's Waltham Hub Idea
 - May be difficult to get people to travel 7 miles to BW then 13 miles back to W, when only 4 miles away from W in first place
 - May not get enough take up to make viable?
 - Something is better than nothing?
- Contacted Stagecoach for information about viability
- Spoke to Peter Symonds
 - Option of getting a bus added to PS8 or PS9
 - Going to talk to Stagecoach next term, possibly change by sept 15

What to do next?

- Facts
 - 41% of Owslebury are over 60 or under 17
 - We do not have usable access to Winchester even though we ARE PART of Winchester, postcode, phone number etc
 - Our kids should be able to have independence like other
 - Our older members of the community should be able use their bus passes and travel around hampshire
 - We are not the furthest catchment village to Westgate, but we are the only one not able to get a bus
- Petition Winchester City or Hampshire County Council based on
 - Winchester Town Access Plan
 - Winchester Community Strategy
 - Got to do something different or we lose access completely
- Work with Peter Symonds
 - May get somewhere for students
- Work with HCC
 - May get improved bus service (unlikely) or at least the same in January

APPENDIX 2: RECEIPTS AND PAYMENTS ACCOUNT – 1st QUARTER

		<u>Q1</u> <u>ACTUAL</u> £	<u>Phased budget</u>	
			<u>Q1</u> £	<u>Variance</u> £
<u>Opening Balance 1st April 2014</u>		36388	36,388	0
<u>Receipts</u>				
Precept		11463	11463	-1
<u>Other Receipts</u>				
Grants & Donations	44		0	44
Grass cutting contributions	0		0	0
Playing Field - Sports Clubs	200		100	100
Substation Rent	100		100	0
Interest	2		2	0
VAT Refund	0		125	-125
Overpayment Refund	0		0	0
Total	346			
Total Receipts		11808	11790	18
<u>Payments</u>				
<u>Staff Costs:</u>				
Clerks net salary	876		970	94
PAYE	582		647	65
National Insurance - Clerk	0			0
National Insurance - OPC	0			0
Pension - OPC	25		75	50
Locum	0			0
Total	1483	1483	1692	209
<u>Other Payments:</u>				
Administrative Expenses:				
Postage	13		15	2
Photocopying	2		6	4
Stationary	28		40	12
Telephone/Internet	31		31	0
Travel	25		37	12
Home Working	31		31	0
Total	130	130	160	30
Chair's Expenses	20		20	0
Councillors Expenses	0		13	13
Meeting Room	137		100	-37
Subscriptions	357		357	0
Insurance	987		1400	413
Green Keeping	620		970	350
Dog Waste Bins	0		185	185
Website	130		125	-5
Training	30		72	42
Audit Charges	180		200	20
Office Equipment	0		0	0
General Maintenance	0		125	125
Play area costs	32		150	119
Street lighting	206		200	-6
Section 137	0		0	0
Community Assets - General	0		0	0
WW1 commemoration	590		0	-590

Minutes of the Parish Council Meeting Held on Monday 14th July 2014

Christmas Lights	0		0	0
Parish Plan	0		0	0
VAT Paid	123		125	2
Publications	0		0	0
Election costs	0		0	0
Bank tree	300		300	0
Land registry	0		0	0
Pay phone	0		0	0
Total	3712	3712	4342	630
Total Payments		5326	6194	868
Net surplus/(deficit) for year		6483	5596	887
Closing Balance Q1		42871	41,984	887

Summary of ring-fenced and general balances

	£
Ring-fenced Christmas lights (Public funding)	507
Election costs reserve	1000
Play equipment reserve	1500
Legal/png reserve	500
WW1 reserve	1755
Alternative Community Projects	18250
Community bus (Private funding)	44
General reserve	19315
	<u>42871</u>

APPENDIX 3: RECRUITMENT POLICY

The Council is only likely to have one employee, the Parish Clerk and Responsible Financial Officer (RFO), for the foreseeable future. Accordingly this policy relates solely to the recruitment of a Parish Clerk/RFO.

The Parish Council is an equal opportunity employer and applies a professional approach to recruitment.

An Advisory Committee of at least 3 Councillors will be appointed by the full Council. Councillors will be ineligible to sit on the Advisory Committee if applicants include relatives, near relatives, friends or associates of the Councillor. The Advisory Committee may appoint other persons to assist in the recruitment process.

The Advisory Committee will prepare a Job and Person Specification, advertisement, and Application form for approval by the full Council. The Advisory Committee will recommend an appropriate salary and benefits range for approval by the full Council, after taking due regard of guidance from the SLCC and NALC.

The vacancy will be advertised in the public domain using one or all of the following:

- Parish Council Notice Board
- Parish Council Website
- the Parish Newsletter or equivalent
- any other publication or location considered appropriate by Councillors

All candidates will be provided with the Job and Person Specification and required to complete the Application form; this must include the provision of references and curriculum vitae. The Advisory Committee may reject candidates without interview, but the reasons for rejection must be reported to the full Council.

The Advisory Committee will interview the selected or short listed candidates, and prepare written notes of the interview. The Advisory Committee will make a recommendation to the full Council on the basis of a majority vote.

The Advisory Committee will provide a report to the full Council, such Report to include the number of candidates interviewed and the reasons for the rejection of unsuccessful candidates. The written interview notes will be made available to the full Council. The Advisory Committee will prepare a Contract of Employment (in accordance with English Law) after taking due regard of advice from SLCC and NALC.

The full Council will determine whether an offer should be made to the successful candidate but such offer shall be subject to the receipt of satisfactory references. The full Council will approve the proposed Contract of Employment.

Successful applicants will be provided with a Contract of Employment, such contract to provide for an initial trial period of 3 months, after which there will be an annual review.

Adopted by Council on 14th July 2014

APPENDIX 4: CLERK'S REPORT ON ACTIONS ARISING FROM THE MINUTES NOT INCLUDED ELSEWHERE ON AGENDA.

Action: Environmental/Wildlife Protection	By When:	By Whom:
<ul style="list-style-type: none"> To work with the PCC in incorporating countryside protection in the Welcome Pack for new residents; To prepare notices for publication emphasising the need to protect the countryside and the Council's intention to request Enforcement measures when necessary.. 	May/June	Clerk

Notice prepared; awaiting Welcome Pack from PCC

Action: Owslebury Sports Club	By When:	By Whom:
<ul style="list-style-type: none"> To arrange a meeting between the Committee and the Council, such meeting to include consideration of lease of pavilion. 	May/June	Clerk

Invitation sent for September meeting.

Action: Bus Shelter	By When:	By Whom:
<ul style="list-style-type: none"> To agree the detailed arrangements for the building of the bus shelter. 	April	Clerk/ME

Carried forward.

Action: Protection of verges – Hurst Lane	By when:	By whom:
<ul style="list-style-type: none"> To obtain confirmation of acceptance of terms of grant to residents and completion of works. 		Clerk

No developments as yet – action required by householders

Action: Litter Pick	By when:	By whom:
<ul style="list-style-type: none"> Chairman to discuss leadership of Litter Pick with a Parishioner. 		Clerk

Deferred to October due to unavailability of lead parishioner.

Action: Council's interest in land	By when:	By whom:
<ul style="list-style-type: none"> To note with the owners of Lower Whiteflood Farm the Council's ownership of Common Land (CL231 and to enquire as to the state of the Pond. To request the owners of Great Hunts Place to act on the Council's behalf as stewards of the Common Land CL233. 		Clerk

Letter sent to Lower Whiteflood Farm – awaiting response. Great Hunts Place letter accepted by owners

Action: Commemoration Projects	By when:	By whom:
<ul style="list-style-type: none"> To arrange for planning permission to be obtained; To place the order with Capital Refit on the basis of the final cost estimate; To arrange for transportation and installation; To publicise the 'Stone' in the Newsletter and to seek personal contributions. 	May/June	Paul Bowes/ Clerk

In hand

Action: Communications	By When:	By Whom:
<ul style="list-style-type: none"> Invite Editor or representative of Owslebury Newsletter to join the Communications Advisory Committee. Arrange for the Committee to meet to review all media options. 	ASAP June/July	Clerk Clerk

Completed

Action: BoomTown Traffic Management Plan	By When:	By Whom:
<ul style="list-style-type: none"> Letter outlining Council's concerns to be sent to relevant authorities, after due consideration of comments from Twyford Parish Council. Follow-up of matters of main concern in relation to TMP, including participation in coach test of proposed route 	ASAP	Clerk Clerk/JC

Completed.

Action: Whaddon Lane earth and rubble	By When:	By Whom:
<ul style="list-style-type: none"> Removal of earth and rubble by HH/CCN. 	May	Clerk

Completed

Action: Traffic speed	By When:	By Whom:
<ul style="list-style-type: none"> To assess the outcome of discussions between Rob Humby and Andy Smith. To instigate a Speedwatch trial 	June	All
	June/July	ST/Clerk

In hand

Action: Barbed wire	By When:	By Whom:
<ul style="list-style-type: none"> To discuss with owners of Sladford House the removal of barbed wire on the stiles. 	May/June	JC/Clerk

Contact yet to be established.

Action: Burial Ground	By When:	By Whom:
<ul style="list-style-type: none"> Arrangements to be made for Burial Ground Advisory Committee to meet to consider facts and options. 	June/July	Clerk

In hand

