

**OWSLEBURY PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON
12th MAY 2014
COMMENCING AT 7:45PM IN OWSLEBURY PARISH HALL**

PRESENT

Parish Councillor John Chapman (in the Chair)

Parish Councillors: Mark Egerton, Will Martin, Roger Page, Paul Phillips, Sally Tattersall, Gerry Tull.

IN ATTENDANCE

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

District Councillor Laurence Ruffell (left the meeting at 9pm).

County and District Councillor Rob Humby (left the meeting at 9pm).

9 members of the public were present (left at varying times).

APOLOGIES.

None.

94/14 DISCLOSURE OF INTERESTS FOR AGENDA ITEMS

Councillor Martin noted his personal interest, as a neighbour, in a matter concerning a planning application, and his personal interest, as Treasurer, in matters concerning Morestead Church. Councillor Phillips noted his personal interest in matters concerning St. Andrew's Church.

95/14 CONFIRMATION OF MINUTES OF THE PARISH COUNCIL MEETINGS HELD ON 14TH APRIL AND 30TH MARCH 2014

The draft minutes of the Parish Council meetings held on 14th and 30th April 2014 had been previously circulated. All Councillors noted their acceptance of the Minutes, and it was **Resolved** unanimously that they were a true record.

96/14 POLICE REPORT

The Police could not attend the meeting and there was no Police Report. The Clerk noted the Police Website recorded two incidents of violent or sexual violence (under investigation), one possession of a weapon (under investigation), one theft (under investigation) and one 'other' crime – the latest information publically available.

97/14 PUBLIC QUESTIONS AND COMMENTS

a) **Planning Applications – statement of intent from owner or agent and public comment.**

Mr Ian Donohue, Southern Planning, commented on his client's proposed development at Mares Lane. He noted the plans conformed to the pre-planning advice received from WCC (agent for SDNP Authority). The plans involved demolition of the existing bungalow (132 sq.mtrs) and at its replacement with a 2 storey, 4 bedroom, house (180 sq. mtrs), on the same envelope as the existing property. The materials would be similar to those used on other nearby properties in Hensting Lane. He responded to questions from Councillors.

b) **Other agenda items –public comment.**

There were no other comments on agenda items.

c) **Presentations.**

i. **Defibrillators.**

The matter was postponed to a future meeting due to the illness of the presenter.

ii. **Communications.**

Siobhan Hand gave a short presentation on ways of improving communications in the Parish using latest technology, and taking account of social trends. The options included

- the use of Blogs such as those in Durley and Upham – they could provide instant communication, could be viewed anywhere on tablets, phones etc and were inexpensive.

- Email newsletters- they would be free, subscription based, could include pictures and links to other sites and audio/visuals, and print versions could be made available.
- Social media, either Facebook or Twitter- instant communication including for those who use the Village facilities (eg school) but did not live in the Parish, inclusive, very fast communication and inexpensive.

She commented there was no intention to ‘take-over’ the current Newsletter. However, Parish communications needed to move with the digital age, and people wanted choice in communication channels.

The comments made during the ensuring discussion included:

- there was scope for duplication of information, and confusion as to where to send information for dissemination. If a ‘one stop’ shop was not considered appropriate, strong linkages would be required between the different communication channels;
- the current Parish website did not fulfil its original functions and a fundamental review would be required as part of the general review of communication channels;
- new communications channels using latest technology were relatively cheap, and any expense that did arise could be covered by advertising ie it could be made to be self-funding;
- the current (paper) Newsletter was an established feature of the Parish, and had social benefits in bringing together a team of people. A material reduction in subscribers as a result of new media channels could question the continuance of the Newsletter;
- the needs of all segments of the community would need to be considered – for some, social media may be appropriate, for others, paper may be more suitable.

98/14 COMMUNICATIONS.

Following the presentation on communication options, the Council considered the issues further and **Resolved** unanimously:

- to include Siobhan Hand as a member of the Communications Advisory Committee;
- to invite the editor or a representative from the Owslebury Newsletter to join the Committee.

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. 	ASAP	Clerk
<ul style="list-style-type: none"> • Arrange for the Committee to meet to review all media options. 	June/July	Clerk

99/14 COUNTY AND DISTRICT COUNCILLOR REPORTS

In his report, County and District Councillor Humby noted, in particular, the following matters:

- a) he had expressed his concerns to BoomTown about the weaknesses in the consultation process. He gave, as an example, the proposed route through the parish for the anticipated 675 campervans – the information had come late in the day. He noted a review was in hand, with Simon Finch as the lead Officer, and he would keep the Council advised of the outcome of the review.
- b) He would be meeting Andy Smith (Traffic Management) on a range of issues, mainly in relation to traffic speed, affecting local parishes including Owslebury.
- c) A review of Community Transport arrangements was in hand, and he would give further consideration to the use of Bishop’s Waltham as a transport ‘hub’, with the possibility it may meet some of Owslebury’s transport requirements.
- d) The ‘flooding review’ involving the Environment Agency was in progress and he would provide an update in due course.

In his report District Councillor Ruffell noted in particular the following matters:

- e) he had received a 'non-committal' reply to his note to SDNP Authority in connection with the lack of consultation about a major barn conversion (to residential housing) on the Hazeley Road, bordering Twyford and Owslebury parishes.
- f) Owslebury Bottom would be closed for 2 weeks from 14th May to allow for certain work to be undertaken in the lane, although it was unclear as to the nature of the work. The work may involve the pipes under the lane, and Councillors stressed that if this proves to be the case, a comprehensive review would be required encompassing other 'flood' pipes such as that under the Morestead Road by Pond Cottage.
- g) He noted a new 'well-being' centre would be built in Bishop's Waltham for respite and other care, together with 71 additional parking places.

100/14 BROADBAND.

The Chairman updated Councillors on a recent meeting he had attended, organised by County and District Councillor Humby (with BT, Peter Facey and another parish), in connection with the further development of Broadband services. He outlined the technical issues involved and the possibility that the needs of some householders may not be met, even after completion of the 'second wave' of faster broadband (ends in 2017). Some parishes had opted for private financing to secure better broadband services but he was sceptical as to whether this would be an appropriate solution for Owslebury. In any event the speed of technology was such that new solutions may arise over the next few years. He would monitor development and update the Council in due course.

101/14 PROPOSED BOOM TOWN TRAFFIC MANAGEMENT PLAN

The Chairman noted the recent meeting of the Council's BoomTown Advisory Committee meeting with CTM (BoomTown's traffic management advisers), WCC, HCC and the Police. Councillors expressed considerable disquiet about the consultative process, and the draft traffic management plan. Inadequate due diligence had been undertaken and urgent action was required to ensure both safety and to prelude a chaotic traffic situation developing. Councillors noted the draft letter provided by the Clerk setting out the Council's concerns and **Resolved** unanimously for it to be sent to the appropriate authorities, after due consideration of any comments from Twyford Parish Council.

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

102/14 PLANNING

a) Planning Applications.

SDNP 14/01568FUL	Mares Lane Bungalow, Hensting Lane, Owslebury
Proposal:	Construction of a replacement dwelling.
Closing date (OPC):	13/05/14

Having considered the Application, the Council **Resolved** unanimously to inform WCC/SDNP that whilst it has no objection in principle to a new house being built on the site, the Council had concerns about the position of the house within the site. The Council noted the proposed house would be distinctly taller than that of the existing building and very near to 2 lanes - the Council considered it may be better for the house to be built further back on the site. In addition WCC/SDNP needed to be satisfied that sight lines would not be materially affected. Conditions attaching to any Planning Consent should include suitable landscaping to help blend the house into the local environment.

b) Planning Decisions.

The Clerk noted that permission had been granted for Thistleridge Farm's application (WCC/14/00355/FUL) for the erection of an agricultural building. The application by Little Ranch (WCC 14/00158/FUL) for the siting of one touring caravan and one mobile home for residential use for one gypsy pitch together with formation of hardstanding with ancillary and utility/day rooms, had been refused.

c) Enforcement.

The Clerk confirmed there were no new Enforcement matters to bring to the Council's attention.

d) Protection of the landscape and wildlife

Councillors expressed strong concerns about the actions of a minority of landowners who held little regard for the countryside. Trees had been felled and hedges and bushes removed without regard for the landscape or for wildlife, including protected species. The Council **Resolved** unanimously

- to authorise the Clerk to place on the website and notice boards a statement outlining the Council's views and the actions it would take to protect the village landscape and wildlife;
- to work with the PCC to include in the proposed 'Welcome' fact sheet the need to protect the landscape and wildlife.

Action: Environmental/Wildlife Protection	By When:	By Whom:
<ul style="list-style-type: none"> • Council statement to be issued on website and notice boards • Clerk to work with PCC to incorporate similar statement in Welcome fact sheet. 	May/June	Clerk

103/14 HIGHWAYS.

a) Lengthsman Agreement for 2014/15.

The Council **Resolved** unanimously to continue with the Lengthsman Agreement for 2014/15.

b) Hampshire Highways.

The Clerk updated the Council on his recent discussions with Hampshire Highways. He noted they would be giving further consideration to the damage to the verges caused by traffic diverting from the recent water main work at Colden Common, and damage to Lower Baybridge Lane attributable to excessive tanker traffic.

c) Whaddon Lane.

Councillors noted the disruption caused by the recent closure of the lane. Although the work was now complete, piles of earth and rubble remained and would need to be taken away in the near future.

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

d) Purchase of new finials.

The Council noted that the long outstanding matter of the replacement of 2 finials (Hensting Lane and Whaddon/Lower Baybridge Lane) had still not been resolved. Whilst the continued delay was regrettable, the matter was one for Hampshire Highways. The Council was not inclined to incur expense itself in replacing the finials.

e) Traffic Management.

Councillors noted little to no progress had been made in one of its main objectives – the reduction of speed limits and speeding traffic in the Parish. It noted County and District Councillor Humby would be meeting Andy Smith to discuss speed related issues, and would consider matters further after the outcome of that meeting was made known to the Council. In the meanwhile, the Speedwatch trial would be re-instated, partly to stimulate the authorities into considering speed issues, at least in the centre of the Village.

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 June/July	All ST/Clerk

104/14 RIGHTS OF WAY.

Councillor Tattersall noted the continued use of barbed wire on stiles on the ROW by Sladford House; a member of the public had hurt her hand on the wire. The matter had been reported to HCC several times but no action had been taken. It was agreed the Chairman and the Clerk would establish whether the landowner would voluntarily remove the wire, or whether further action would be needed on grounds the grounds of safety.

Action: Barbed wire	By When:	By Whom:
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<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
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105/14 OPEN SPACES, RECREATION AND PLAY GROUNDS.

The Clerk noted an audit inspection of the Play area had taken place. The results were generally good and no 'immediate actions' had been identified. A number of improvements had been suggested and would be considered as part of the general maintenance programme for the play area.

106/14 BURIAL GROUND.

The Chairman noted it had been already been agreed by Council that a Burial Ground Advisory Committee should be established to review the 'facts', explore options and make recommendations to the full Council. After some debate the Council **Resolved** unanimously that the Committee should comprise, Councillors Chapman, Egerton and Phillips, Mr Paul Bowes (representing the PCC) and Mr Simon Corben (reflecting the views of householders nearest the burial ground).

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

107/14 COMMUNITY SERVICES.

Consideration of the purchase of a Defibrillator was deferred to a future meeting.

108/14 REMEMBRANCE STONE.

The Clerk updated the Council on the planning application and noted that plans and drawings would be required by the Planning Department. He had approached Southern Planning who had agreed to assist in providing the necessary plans and drawings at a discounted rate. After further consideration, the Council **Resolved** unanimously to authorise the Clerk to incur the necessary expenditure of c£250.

109/14 FINANCE, ADMINISTRATION AND STATUTORY MATTERS.

a) Payments and receipts

Councillors **Resolved** unanimously to note receipts since the Council meeting on 10th March 2014 and to approve the following payments:

Voucher	Amount (£)	Payee	Purpose
PAYMENTS			
4	17.00	HALC	Local Council Review subscription 2014/15 (budget £16)
5	40.00	Hampshire Playing Fields Assn	2014/15 subscription (budget £42)
6	195.00	SDNP	Planning Application fee re Remembrance Stone
7	37.80	WCC	Play inspection (VAT £6.30)
8	273.93	M Cleary	Clerk's net pay for April
9	182.00	Post Office Ltd	Clerk's PAYE April
10	30.49	M Cleary	Clerk's expenses April (Travel £14.45, Postage £2.85 Block plan £10.99, VAT £2.20)
11	32.50	TLC	Webmasters monthly invoice
12	25.00	Hampshire Pension Fund	Monthly contribution to pension deficit funding
13	100.00	Hedge Sparrow	Grass cutting (budget £100)
144	360.00	Arbor-Call	Pruning of Bank Tree (Budget £300+ VAT£60)
RECEIPTS			
2	11,462.50	WCC	1 st installment of Precept and Council Tax Support for 2014/15

b) Financial Regulations.

The Council considered the proposed Financial Regulations and after due consideration **Resolved** unanimously to adopt them.

c) Audit and Governance timetable.

The Clerk updated the Council on the Audit and Governance timetable and noted the internal audit would be undertaken on 30th May 2014.

110/14 CLERK'S REPORT

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

111/14 ISSUES PREVIOUSLY DISCUSSED AND DEFERRED TO FUTURE MEETINGS

The Council noted the issues discussed at previous Council meetings and deferred to future meetings (Appendix 2).

112/14 INFORMATION EXCHANGE AND AGENDA ITEMS FOR NEXT MEETING

The Clerk noted that Ellen Catterson (Transport Adviser to the Council) would be issuing a note asking parishioners to complete the HCC questionnaire on public transport services. He also noted the Patients Participation Group of Twyford Surgery was seeking a representative from Owslebury. There were no specific items Councillors wished to be included on the Agenda for the next meeting.

113/14 DATE OF ANNUAL PARISH AND ANNUAL COUNCIL MEETING.

The Annual Parish Assembly and Annual Council meetings will both be held on 9th June 2014.

The meeting closed shortly before 10pm

Chairman...John Chapman.....

Date: 9th June 2014

APPENDIX 1: CLERK’S REPORT ON ACTIONS ARISING FROM THE MINUTES NOT INCLUDED ELSEWHERE ON AGENDA.

Action:	By When:	By Whom:
Hazeley Farm housing development <ul style="list-style-type: none"> District Councillor Ruffell to provide Clerk with additional information Clerk to write to SDNP expressing concern over lack of consultation. 	ASAP	Clerk

Completed

Action:	By When:	By Whom:
Environmental/Wildlife Protection <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

In hand

Action:	By When:	By Whom:
Consultations: <ul style="list-style-type: none"> Clerk to complete CIL questionnaire and submit to SDNP. Clerk to complete Transparency questionnaire and submit to DCLG 	May/June	Clerk

Submitted

Action:	By When:	By Whom:
Owslebury Sports Club <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

Carry forward

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

Carry forward

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

Awaiting residents actions

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

Parishioner identified and matter in hand

Action:	By when:	By whom:
Rights of Way <ul style="list-style-type: none"> To report broken branches and fly tipping to HCC/WCC. 		Clerk

Reported

Action:	By when:	By whom:
Council’s interest in land <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

In hand

Action:	By when:	By whom:
Commemoration Projects <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

