



Oliver's Battery Parish Council meeting

Tuesday 6th February at 7.30pm

St Mark's Church Hall,

Oliver's Battery Road South, Oliver's Battery

MINUTES OF THE MEETING OF 6th February 2018

<u>Present</u>	<u>In attendance</u>	<u>Apologies</u>
Cllr Mitchener	Cllr Laming	
Cllr Kirkby	Cllr Bell	Cllr Furlong
Cllr Hare	Cllr Warwick	Cllr Ducker
Cllr Mitchener	Clerk – E Billingham	
Cllr Leach	1 member of the public	

Item		ACTION
17/132	Apologies for absence and declarations of interest	
	Apologies were received from Cllr Furlong and Cllr Ducker	
17/133.2	To adjourn for public participation	
	<p>A member of the public asked some questions – Were the PC planning on repairing benches on Oliver's Battery? – Cllr Mitchener noted that the PC were seeking quotes for repairing and treating all the public benches in Oliver's Battery.</p> <p>ACTION Clerk to ask Mark Pyke if he might quote.</p> <p>Were there plans for the commemoration of the armistice Centenary? – Cllr Mitchener noted that there were no plans at this point in time but it was considered a good idea. Possible link with the school. ACTION Cllr Hare to enquire with the school</p> <p>Contact church about whether they are planning an activity. ACTION Cllr Mitchener</p> <p>It was suggested that it might be a good opportunity to look at Fields in Trust – ACTION Cllr Hare to look at details.</p> <p>Land behind the shops – No news on site or any new planning applications. Asked if the PC would enquire about its continuous use for parking. ACTION Cllr Kirkby to draft a letter to the owner for Clerk to issue.</p>	<p>Clerk</p> <p>Cllr Hare</p> <p>Cllr Mitchener Cllr Hare</p> <p>Cllr Kirkby Clerk</p>
17/133.2	Matters arising – Item 17/117.2 - Highlight the issue in the next Badger Farm & Oliver's Battery newsletter, anticipated in February 2018 – ACTION Cllr Mitchener	
	Cllr Mitchener had drafted the report for the magazine and part of it relates to the issues of the	

	parking. Elections in May 2018 – notice as to fresh elections for all the PC has been included in the BF&OB newsletter article. ACTION Clerk to put alert on the websites and Facebook. Also, City Council elections for a third of Cllrs (Cllr Laming seeking re-election).	Clerk
17/134	To receive Police, Neighbourhood Watch and PACT reports - Report from Cllr Ducker	
	Matters arising – Item 17/118 - Carried Forward – Check if there was anything in the last PACT meeting minutes that should be reported – ACTION Cllr Ducker	
	Report was sent prior to the meeting. Another quiet month in Oliver’s Battery, although theft from sheds, garages and unlocked homes has been increasing in Winchester. Theft from vehicles is also more common in Winchester.	
17/135	To receive the County Councillor’s report	
	Matters Arising – Item 17/119 - Improvements to M3 Junction 9. There will be a public consultation – ACTION Clerk to put on website	
	Report was sent prior to the meeting. The report included HCC plans to upgrade 3 secondary schools including Westgate, an extension of the Meals on Wheels contract to include vulnerable younger adults and a commission to hear views on how HCC should invest for the future (future proofing). Cllr Kirkby noted that the inclusion of future energy supplies for communities in the “Future Proofing” reflected an issue highlighted in the Oliver’s Battery Plan.	
17/136	To receive the District Councillors report	
	Matters arising: Report was not sent prior to the meeting. ACTION report to be issued a few days before each meeting – City Cllrs	
	Report was sent prior to the meeting. This year’s Great British Spring Clean will take place from 2 nd to 4 th March. ACTION Clerk to obtain details and put on the PC website – ask for volunteers. Cllr Laming noted he might be able to obtain another bin for the Battery ACTION Cllr Laming to make enquiries. Information about progress on major projects ACTION Clerk to put WCC link on the PC website. To inform the pending Winchester Local Plan Review a ‘Call for Sites’ has been launched – referred to as the Strategic Housing and Economic Availability Assessment (SHELAA). The purpose is to obtain details of land that owners wish to be considered for potential development by 6 th April. WCC are seeking views on their parks and green spaces. ACTION Clerk to check WCC website to see if any land in Oliver’s Battery included. Works on the Weirs. ACTION Clerk to put information on the PC website Question about a Parish Poll has been sent to Democratic services by Geoff Sharman. ACTION Cllr Warwick to inform the PC on any update.	Clerk Cllr Laming Clerk Clerk Clerk Cllr Warwick
17/137	To approve the Minutes of the meeting held on 9th January 2017	
	RESOLVED as a true copy.	
17/138	Planning Applications and Decisions	
17/138.1	Matters arising – Item 17/122.3 - ACTION – Clerk to request current Enforcement notice. ACTION – Clerk to request WCC for report of the Enforcement and Planning review	
	Received prior to the meeting and distributed. ACTION Clerk to email every other month and request an update.	Clerk
17/138.2	Planning report – To note updates and agree comments.	
	Report was sent prior to the meeting. 43 Compton Way – 18/00063/HOU – Noted that there was a planning history and not simply a new dormer to the front elevation, Overall, it appeared to be an example of ‘planning creep’. Furthermore, two windows have been built to the front and side elevations not in the current	

	<p>Planning Permission – Cllr Laming and Clerk to inform Planning and Enforcement to confirm non-compliance. AGREED Cllr Kirkby to draft comments and note the issues for Clerk to issue to WCC.</p> <p>48 Compton Way – 17/03147/HOU – the proposed work will create a 7-bedroom property, but the new ridge height is the same as the highest existing ridge and the extension towards 46 Compton Way has a hipped end to minimise the impact. AGREED Cllr Kirkby to draft comments for Clerk to issue to WCC by raising concerns about sufficiency of off-road parking and space for soakaways for surface water drainage given extensive roof area (no information on planning drawings).</p> <p>48 Old Kennels Lane – 17/03198/HOU – RESOLVED to No Comment</p> <p>Cllr Kirkby then gave an update on decisions and on Enforcement cases, which included non-compliance with landscaping condition at South View Park Homes and Enforcement Notice for Texas.</p> <p>Texas – Pictures of before and after were needed for the appeal as it is believed it will have an influence on the impact of landscaping/major earthworks. ACTION Cllr Leach to forward some photos. As soon as a date for the appeal hearing is announced Cllr Laming will notify the PC</p> <p>Graham Andrews mentioned he would be available to talk at the appeal and that levels needed to be looked at in detail throughout the site.</p>	<p>Clerk Cllr Laming</p> <p>Cllr Kirkby Clerk</p> <p>Cllr Leach Cllr Laming</p>																																																																															
17/139	Finance and Council matters.																																																																																
	<p>Matters arising: Item 17/123.1 - Table Tennis table – ACTION Clerk to get quotes. – Ask Cllr Ducker for his details AGENDA</p> <p>ACTION Clerk to find the length of the lease to the Countryside area – Carried forward</p>																																																																																
	<p>Table Tennis table. Insufficient time to consider information provided by Cllr Ducker. ACTION Clerk to add to Agenda of next meeting.</p> <p>Length of the lease to the Countryside area – ACTION carried forward</p>	<p>Clerk Clerk</p>																																																																															
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17/139.3	Update on Interpretation Board																																																																																
	<p>Cllr Mitchener confirmed the final design which was approved by Cllrs.</p> <p>The Cllrs reviewed the suggested designs/estimate for the supporting structure.</p> <p>APPROVED estimate for Metal lectern of £720.</p> <p>A repair of the mapboard at the Recreation Ground would still show damaged part and so it was agreed that it be remade..</p> <p>Agreed to install new board in a metal lectern (as existing posts need replacing/re-fixing because of damage to sign) and look for Grants.</p> <p>WCC Small Grants suggested – Melissa Fletcher. ACTION Cllr Mitchener to enquire of any grants.</p>	<p>Cllr Mitchener</p>																																																																															
17/139.4	Update on Defibrillator																																																																																
	<p>Been installed and the code now registered.</p> <p>App called – Save a Life – which shows nearby Defibrillators. ACTION Clerk to put on website.</p>	<p>Clerk</p>																																																																															
17/140.1	Parish Plan – Report from Cllr Leach																																																																																

	Report was sent prior to the meeting. Both Summary and Full versions are with Mint Signs for layout and design. RESOLVED to agree to adopt the Plan.	
17/141.1	Communications – Report from Cllr Liberali	
	Matters arising – Item 17/125 - PC Instagram accounts need to be set up by Councillors Cllr Ducker and Cllr Leach ACTION – Website migration Clerk to arrange	
	Instagram – most Cllrs now had an PC account. Contact details to be put on the front page of new look website.	Cllr Ducker Cllr Leach Clerk
17/141.2	To agree on a PC Whats App group	
	ACTION to set up at Whats App group – Clerk to check security/protocol	Clerk
17/142	Footpaths and Tree Warden – Report from Cllr De Liberali	
17/142.1	Matters arising - Item 17/126.1 - ACTION Cllr Mitchener to arrange letter. He now has the information needed. Tree reported to be down on the footpath is in Compton Parish. ACTION Clerk to notify Compton and Shawford PC.	
	Cllr Mitchener started drafting the letter and realised the footpath was in Hursley Parish. Contacted Cllr Bell and explained the situation and Hursley Parish Council agreed to support the proposal. . ACTION Cllr De Liberalli will forward the alternative route for Clarendon Way to Cllr Mitchener who will then draft a letter for Cllr De Liberalli to send to the landowner seeking confirmation regarding a Permissive Path over his land.. Footpath signs in Parliament Place outstanding. ACTION Cllr DE Liberalli to approach Residents Association	Cllr De Liberalli Cllr De Liberalli
17/143	Highways	
17/143.1	Matters arising – Item 17/127.1 – SLR report - ACTION Cllr Mitchener will get another report for the next meeting.	
	Cllr Mitchener gave out a more recent SLR report of speeds more than 33mph. ACTION Cllr Ducker to ensure Battery will be recharged more regularly.	Cllr Ducker
17/143.2	Update on the junction	
	Cllr Mitchener updated the PC on progress with the junction improvements. Repairs to steps at Parliament Place – Now has a reference number and hope for update soon. Asset of Community Value – Copy of notes from the telephone conversation with the Director of Oliver’s Battery Ltd. was handed out to the Cllrs. Appears that WCC is minded to approve the ACV. ACTION Cllr Laming to confirm the name of the document he had forwarded to Cllr Kirkby regarding naming green spaces. Cllr Laming suggested that PC can ask WCC to designate the field as open space as well as ACV – JNell@winchester.gov.uk ACTION Cllr Laming	Cllr Laming
17/144	To discuss and agree the Traffic Regulation order. Matters arising – Item 17/127.3 ACTION Cllr Kirkby to inform Neville Crisp.	
	Neville Crisp has started consultation and comments by 28 th February. So far one email comment who requested further lines along Oliver’s Battery Road South which Neville Crisp considered were not practicable. Cllr Kirkby also notified the shops in case they did not receive a copy of the notification letter from WCC.	
17/145	Lengthsmans scheme	
	ACTION Clerk to confirm date of next visit	Clerk
17/146	Recreation Ground and Conservation area	
	Matters arising – Item 17/129 - Request the latest five-year survey. ACTION Clerk to contact Trevor at HCC and copy Jan Warwick.	

	ACTION Clerk to request the map. Ask Arborcare for a copy of the map.	
	Tree surveys not available. ACTION Clerk to get three quotes for a tree survey	Clerk
17/146.2	<p>To consider Monthly Play inspection report. – Report from Cllr Kirkby</p> <p>Matters arising - Item 17/129. 1 - Richard Randall and Nick Adams to meet and discuss outstanding remedial work –Cllr Kirkby meet with them ACTION Clerk to email Richard Randall and Nick Adams to ascertain suitable date and time AND obtain confirmation from Richard Randall when the outstanding items will be completed</p> <p>Outdoor Classrooms – ACTION Clerk to email Outdoor Classrooms to add new items AND obtain confirmation when the outstanding items will be completed AND ask what, if any, cyclical preservation timber treatment they recommend for the older timber equipment.</p> <p>List of items to have no current action noted.</p> <p>Sign damaged – bent corner. ACTION Cllr Mitchener to discuss with Hampshire Signs.</p>	
	<p>Reports on the latest monthly and the annual inspections were sent prior to the meeting.</p> <p>Damaged Sign – replacement (see Update on Interpretation Board above).</p> <p>List of items for Lengthsmens next visit.</p> <p>Items for Groundsman – Action Clerk to send identified list to Groundsman</p> <p>Items for Groundsman – ACTION Clerk to ask Groundsman to undertake listed work. Cllr Kirkby happy to meet Green Smiles if required.</p> <p>Items for Outdoor Classrooms – ACTION Clerk to instruct Outdoor Classrooms on four items that require urgent attention (other items can wait until next month). Clerk to chase Outdoor Classrooms about outstanding information on cyclical timber preservation treatment.</p> <p>No new items for Richard Randall – ACTION Clerk to request a time when Richard Randall is available to meet Nick Adams. Cllr Kirkby happy to attend meeting on site if required.</p> <p>Items of timber treatment / staining – New contractor to be identified – ACTION Clerk noted that she may have found another possible handyman. To check insurance and discuss work needed.</p> <p>Item to MUGA mesh fencing – repair – ACTION Clerk to contact installers about repair / replacement. Cllr Kirkby happy to attend meeting on site if required.</p> <p>Cllr Kirkby to remind to Cllr Ducker about installing outstanding plastic bolt / nut caps and tapping in any projecting pegs to safety matting.</p> <p>Agreed list of items with no current action.</p> <p>Annual Inspection Contact details – Virtually all noted as monitor use. AGREED. Other items – ACTION Clerk to check whether entrance sign is compliant with recommendations set out in BS EN 1176.</p> <p>Sign to MUGA – ACTION Clerk to contact Mint Signs obtain quote for sign with wording as detailed in BS EN 15312 (see Annual Inspection for details)</p> <p>There is a significant difference between the findings in the Annual and Monthly inspections, ie there are numerous items in the Monthly inspection not in the Annual inspection – ACTION Clerk to ask Green Smiles if they would do intermediate inspections</p> <p>Tesco Bags of Help – Twitter – Cllr De Liberalli sent out a tweet about the new play equipment on 2nd February.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Cllr Kirkby</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
17/146.2	<p>To discuss options to increase Open Spaces within Oliver's Battery</p> <p>Matters arising –Item 17/129.2 - Cllr Furlong has sent Cllr Laming the land ownership information received from the Land Registry. ACTION Cllr Mitchener to chase Cllr Laming regarding land ownership.</p>	
	ACTION Carried Forward	Cllr Mitchener
17/147	<p>Correspondence</p> <p>Item 17/130 - Bus shelter – reported – ACTION Cllr Laming to report as well.</p> <p>2 Plovers Down – email to ask to clear shrubs. ACTION Clerk to issue standard letter.</p>	

	<p>Crookham Village – Agreed to formulate a letter of support. ACTION – Use example from Cllr Hare. Cllr Kirkby and Cllr Mitchener to write letter.</p> <p>Rules of retaining onsite parking as a Material Planning Consideration for both normal planning applications and Permitted Development – see letter quote. ACTION Clerk to obtain WCC policies.</p> <p>Email about an organised run from the Texas Drive Rec – ACTION Clerk to ask for more details on numbers, insurance, times etc.</p> <p>Steve Brine – New Year letter asking for the top three issues facing the PC currently. ACTION Cllr Mitchener to draft a response.</p> <p>SSE – Received response ACTION Cllr Kirkby to ask Colin Stride to clarify if response answers all queries and what further action may be appropriate.</p>	
	<p>Bus shelter – glass cleaned up and hopefully repaired.</p> <p>Letter sent – to 2 Plovers – Clerk to follow up if action not taken.</p> <p>Planning policies outstanding. ACTION Clerk to ask again for the WCC policies on parking.</p> <p>Run – not heard anymore.</p> <p>Steve Brine letter – draft reply from PC agreed. ACTION Cllr Mitchener to forward to Clerk to issue.</p> <p>SSE letter – Colin Stride – no response to date. ACTION Cllr Kirkby will follow up.</p> <p>Caravan meeting – in June. Noted</p>	<p>Cllr Mitchener Clerk</p> <p>Cllr Kirkby</p>
17/148	<p>Date of next meeting – 6th March</p> <p>Meeting ended 9.40</p>	