



Oliver's Battery Parish Council meeting

Tuesday 5th June at 7.30pm

St Mark's Church Hall,

Oliver's Battery Road South, Oliver's Battery

MINUTES OF THE MEETING 5th June 2018

<u>Present</u>	<u>In attendance</u>	<u>Apologies</u>
Cllr Mitchener	2 members of the public	Cllr Furlong
Cllr Kirkby		Cllr De Liberali
Cllr Hare	Clerk – E Billingham	
Cllr Collin	Cllr Warwick	
Cllr Leach	Cllr Laming	
	Cllr Bell	

Item		ACTION
18/30	Apologies for absence and declarations of interest.	
	Cllr Furlong and Cllr De Liberali had sent their apologies.	
18/31	To adjourn for public participation	
	<p>Pam Vandersteen – Hampshire Transport Forum will be held on 21st June. The Parish Meeting for Transport Reps was on the 16th June. She planned to attend one or both. It was felt the Parish interests would be shared at the meeting on the 16th June There had been an issue with buses running on the previous Friday due to the closure of part of Badger Farm Road. Residents had waited for buses and had not been informed of the road closure. Mrs Vandersteen will email the address that is used by HCC Transport Dept. to register a complaint. No notices were sent to residents. Cllr Warwick noted that it was an unexpected closure and Stagecoach sent messages out on Social media.</p> <p>ACTION Cllr Leach to contact Nick Page, who is leading the Parish Plan Transport Group, who might also wish to attend the transport meetings.</p>	Cllr Leach
18/32.1	To receive Police, Neighbourhood Watch and PACT reports	
	<p>Matters arising – Item 18/18.1 – ACTION Cllr Hare arranged for Cllr Collin to be sent the Neighbourhood Watch emails.</p> <p>Item 18/18.1 ACTION Cllr Mitchener to get an extra key cut for the Recreation Ground</p>	
	Cllr Collin noted that he would circulate reports that were relevant. A report with bullet points of anything relevant to Oliver's Battery residents would be sent prior to the meeting.	Cllr Collin

	Waiting to meet with the Neighbourhood Watch coordinator. ACTION Cllr Mitchener to get Recreation Ground key cut.	Cllr Mitchener
18/32.2	To receive the County Councillor's report.	
	Report was sent out prior to the meeting, which included: HCC Vision for the Future, comprising 6 themes. Residents, communities, businesses and organisations are invited to share their views. For further information please visit: www.hants.gov.uk/aboutthecouncil/haveyoursay/visionforhampshire2050 Fly-tipping update M3 J9-14: Smart Motorway Upgrade Theatre Royal Grant	
18/32.3	To receive the District Councillor's report	
	Matters arising – Item 18/18.3 - Matters arising: Item 18/02.3 Winchester District Association Local Councils meeting – WDALC – ACTION Clerk to forward the minutes of the meeting to the Councillors. ACTION Clerk to resend Item 18/04.1 - The Council have not yet received a copy of the report from WCC regarding the Peer review on planning. ON GOING Item 18/18.3 - Cllr Mitchener was not able to attend the meeting at Shawford PC with Highways agency due to short notice but Cllr Laming attended. Item 18/18.3 ACTION - Cllr Leach did not have time to comment on WCC Aircraft noise action plan before deadline.	Clerk Cllr Warwick
	Report was sent out prior to the meeting, which included: Reference to images of the Sport and Leisure Park and the Design Framework at www.winchester.gov.uk A paperless system was rolled out for Councillors A further 180 spaces could be added to Park and Ride at Bar End There have been some issues with the grass cutting which has been taken up with WCC grass cutting dept. Cutting rota will be different in 2019 with more cuts in early season and issues should not occur. Cllr Collin brought up the lack of removal of debris in the subway and built up areas around bus stops and felt these areas need to be addressed on a more regular basis. Road sweeping – ACTION Clerk to enquire about how to get on the schedule. Schedule and how to report issues to be added to the Parish website	Clerk
18/33	To approve the Minutes of the meeting held on 8th May 2018	
	RESOLVED to approve as a true copy following an amendment to record Cllr Furlong's presence at the meeting.	
18/34	Planning Applications and Decisions.	
18/34.1	Matters arising - Item 18/20.1 - 43 Compton Way – Clerk had been informed that Enforcement were aware but due to the Officer being away had not had an update. ACTION Clerk to chase. Item 18/04.2 – 29 South View Park Homes (16/00240/COM) – Clerk had written and awaiting response or action by WCC Enforcement – ACTION Clerk to chase Items 18/20.2 - 13 Braeside Close – 18/01051/HOU – Complete 8 Partridge Down – 18/00875/PNHOU – ACTION Cllr Furlong will enquire what Prior Notification applications are and when they are applicable – On going Battery Storage – 18/00725/FUL – Complete 3 Lisle Close (18/00437/HOU)– ACTION Complete.	Clerk Clerk Cllr Furlong
18/34.2	Planning report – To note updates and agree comments. There were no new applications in Oliver's Battery but Cllr Warwick had advised of two applications in other parishes	
	18/00703/FUL – A Section 73 application to vary conditions of planning permission 16/01679/FUL to allow for changes to layout and infrastructure to form Anaerobic Digester Plant and to layout, design and appearance of Education Building at Sparsholt College. It was	

	<p>noted that Sparsholt College supported the application and Sparsholt Parish Council objected. It was felt that the Council did not know enough to comment and that there would be little impact on Oliver's Battery.</p> <p>18/ 01082/FUL – Erection of an agricultural building for free range egg production and associated feed bins and hardstanding areas at Crabwood Farm Sarum Road. – The proposed building to house 32,000 hens is 135m x 31m x 6.5m high.</p> <p>Residents had raised a series of potential issues and Cllr Bell advised that a large group attended the meeting at Hursley Parish Council. However, the WCC Planning Officer feels it is in line with others in the country.</p> <p>Cllr Leach gave a detailed report on information she had found. Concern about the facility and over farming and the views from Clarendon Way and other areas. Close to Crabwood which is a Site of Special Scientific Interest site.</p> <p>Cllr Bell noted that she had spoken to the applicants and would be calling a meeting when available. All the Lion and DEFRA requirements/regulating standards appear to have been met within the application. Cllr Warwick advised that the WCC Landscape officer has concerns that there will be visual impact.</p> <p>Draft planning comments primarily related to lose of visual amenity – ACTION Cllr Kirkby.</p> <p>13 Braeside Close (18/01051/HOU) – decision awaited.</p> <p>8 Partridge Down (18/00875/PNHOU), Land at Dowd Farm (18/00725/FUL), 10 Compton Way (18/00612/HOU), 22 Priors Way (18/00665/HOU), 5 Treble Close (18/00773/HOU) and 44 Old Kennels Lane (18/00341/HOU) all permitted.</p>	Cllr Kirkby																																																											
18/35	Finance and Council matters.																																																												
18/35.1	<p>Matters arising – Item 18/20.1 - Item 18/05.4 Table Tennis table – Clerk had applied for Open Space funding. ACTION: Clerk to arrange for a site visit to agree location for table before an order is issued.</p> <p>Item 18/06 – ACV – Application has been submitted.</p> <p>Item 18/21.5 Financial Regulations – Clerk had enquired with the Auditor and he was not aware of any new Financial Regulations.</p> <p>Item 18/21.6 - Data Protection Policy – The new legislation now stated Parish Councils did not need a Data Protection Officer. Minor changes to Policy agreed.</p> <p>Item 18/21.6 – Residents on the email list for the ACV were happy to remain on the mailing list.</p> <p>Item 18/21.6 – GDPR – Wording now on the email signature section.</p> <p>Item 18/21.8 - APM – Cllr Warwick had sent reports for the APM.</p> <p>Item 18/21.9 – General Power of Competence (GPC) - ACTION - Agreed to reflect and discuss at a future date. - ACTION Cllrs to consider GPC to facilitate discussion and agreement whether to seek to obtain the GPC at next meeting. Clerk to add to Agenda for July.</p>	Clerk All Cllrs Clerk																																																											
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18/35.3	To discuss the Internal Auditors report																																																												
	Clerk read the letter to the Councillors. Points raised were discussed and action noted.																																																												
18/35.4	To agree Section 1 of the Annual Return of the Annual Governance Statement																																																												
	The Clerk read out the statement and noted Councillors responses. The Chair signed Section 1.																																																												
18/35.5	To agree Section 2 of the Annual Return of the Annual Governance Accounting statement																																																												

	RESOLVED to agree and Chair signed Section 2.	
18/35.6	To discuss and agree whether to fund the weekly funding of two hours in the school one evening a week for 40 weeks of the year for community use.	
	WI, Film night and other parish interest groups. If Tuesday evening, PC could consider holding meetings at school. To be discussed at next meeting. Film night and WI would fund own usage other small / new interest groups could be subsidised by Council. ACTION Cllr Hare to prepare proposal including costs, proposed usage and whether the school kitchen can be used. Clerk to add to Agenda for July	Cllr Hare Clerk
18/35.7	Update on Interpretation Board – Matters arising – Item 18/21.10 - ACTION Cllr Mitchener to agree a date. Clerk to invite the Mayor then local groups would be invited.	
	Clerk had offered dates to the Mayor. ACTION Clerk to chase.	Clerk
18/35.8	To discuss purchasing goal nets for recreation ground	
	Postponed until goal area repaired.	
18/35.9	To agree to the cost of the works at the Recreation Ground in relation to the Monthly report	
	Report had been made available prior to the meeting. Cllr Kirkby noted the following costs: Green Smile – Safety surfacing – remove moss growth. £40 AGREED not to accept quotation. ACTION Clerk to confirm to Green Smile. Cllr Kirkby to use organic moss killer. Safety surfacing filled with topsoil - £150 to do all mats in the Autumn AGREED to accept quotation. ACTION Clerk to issue order to Green Smile. Goal mouths – soil and seeding - £250 annually. Suggest moving the goal posts but likely to be expensive. AGREED to await alternative cost for turfing. ACTION Clerk to chase turfing costs before confirming to Green Smile. MUGA fencing – Quote received from JB Corrie – 4 panels with more robust panels. £1100 exc. VAT Creating a goal in the fencing of MUGA - £783 exc. VAT. Both together £1396.35 AGREED to do both. ACTION Clerk to issue order to JB Corrie Suggested another basketball hoop and net at tennis court end of MUGA – it was felt that this would not be viable at present. ACTION Clerk to claim balance of the Open Spaces funding to offset the costs above.	Clerk Cllr Kirkby Clerk Clerk Clerk Clerk
18/35.10	To agree revised Standing Orders	
	Cllr Kirkby had tailored the Standing Orders to Olivers Battery Parish Council. RESOLVED to agree.	
18/36	Parish Plan – Parish Council Actions update	
	Workshop being held by South Downs Local Park authorities on dark skies and roads and highways – ACTION Cllr Leach and Cllr Kirkby to attend. Dates to be arranged for HCC roads and highways meeting with Cllr Mitchener and Cllr Collin. ACTION Cllr Collin to arrange School liaison Cllr Hare. Beating the Bounds with Collin Stride in 2019. Possible make your own Scarecrow festival.	Cllr Leach Cllr Kirkby Cllr Collin
18/37	Communications	
18.37.1	Matters arising – Item 18/23 – Website – Cllr Hare and Clerk had met and discussed new structure drafted by Cllr Hare. Cllr Kirkby had provided some feedback to Cllr Hare. It was agreed that the website was to enhance community support and create a concept of unity. Agreed to call the site the Oliver’s Battery Parish Council and Community website. ACTION Cllr Hare to discuss feedback with Cllr Kirkby. Item 18/23 - Ask groups if their information can be shared on the website. ACTION Clerk and Cllr Hare.	Cllr Hare/ Cllr Kirkby Cllr Hare/ Clerk

18/38	Footpaths	
18/38.1	<p>Matters arising – Item 18/08.1 – Cllr De Liberali had not progressed Parliament Place – On Going</p> <p>Item 18/24.1 – Footpath from Austen Ave – It had been noted that the area by the school was a footway. This was HCC responsibility. ACTION Cllr Collin to find out when next routine footpath clearing work was scheduled.</p>	<p>Cllr De Liberali</p> <p>Cllr Collin</p>
18/39	Tree Warden	
18/39.1	Update from Cllr Hare on the Basic Tree Survey and Inspection course	
	<p>Cllr Hare had attended the basic tree course. Advised that action on trees is to agree to take on certain level of care and be consistent in detail. - ACTION Cllr Hare to investigate Highways Act</p> <p>Zoning areas of usage and greatest risks.</p> <p>It was felt that it might be prudent to get an annual subscription to Parish Online - £100 per year for Parish. ACTION Clerk and Cllr Hare to investigate.</p> <p>Initial survey of the Battery needed. Recording mechanism with a local tree expert.</p> <p>ACTION Clerk to ask WCC for TPOs</p>	<p>Cllr Hare</p> <p>Cllr Hare/ Clerk</p> <p>Clerk</p>
18/39.2	To consider memorial trees for the Battery to commemorate Armistice Day	
	See below.	
18/39.3	To approve the Tree Survey of the Battery	
	Merritt Tree Specialists - £20 per hour also ask recommendations for replacement trees. RESOLVED ACTION: Clerk to contact Mark Merritt	Clerk
18/40	Highways	
18/40.1	Matters arising – Item 18/25 - ACTION Clerk to chase up new bin at the top of the steps from Austen Avenue to Parliament Place and progress with refill requests. Copy in Cllr Warwick	Clerk
	<p>Overgrown hedge corner to Old Kennels Lane and Momford Road – Mrs Spender – ACTION Clerk to write a letter.</p> <p>Discussed the possibility that if owner cannot maintain hedges and agrees whether PC can arrange cutting back hedges to impinge on footways, eg using Lengthsman.</p> <p>Increased moss on footways. ACTION Cllr Collin to report back on affected areas.</p> <p>Cllr Bell noted that WCC do not treat moss.</p>	<p>Clerk</p> <p>Cllr Collin</p>
18/41	Lengthsman scheme	
18/41.1	<p>Matters Arising – Item 18/26 - Repair the bench with two bits of wood. ACTION Clerk to check with Lengthsman if he can do the work</p> <p>Item 18/26 Chase Lengthsman on time scale for identified benches – ACTION Clerk</p>	<p>Clerk</p> <p>Clerk</p>
	Clerk to notify next date. See report see below	
18/42	Recreation Ground and Conservation area	
18/42.1	<p>Matters arising – Item 18/27.1 - Item 18/11.1 - ACTION Clerk to book Cllr Hare onto the tree course. Complete</p> <p>Item 18/27.1 - Anti-slip decking stain (see list). ACTION Cllr De Liberali has the stain and will do the work</p> <p>Item 18/27.1 – MUGA – Fencing – Agreed in finance</p> <p>Item 18/27.1 Sign wording – ACTION Clerk to ask HALC for advice on wording and get quote – On going – see risk assessment</p> <p>Item 18/27.1 - Benches – Countryside area – Agreed to remove but leave wood for the Group to use. ACTION Clerk to add to Lengthsman list</p> <p>Item 18/27 Item 18/10 - Cllr Kirkby is meeting the Green Smiles to discuss proposed works. Complete</p> <p>Item 18/27 Richard Randall – ACTION Clerk to chase outstanding items. – On going</p> <p>Item 18/27.2 - Items identified for next visit of Lengthsman. ACTION Clerk to include on list</p>	<p>Cllr De Liberali</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

	Item 18/27.2 – Cllr Collin had checked and tightened bolts to the flat swing seats and flexi-bridge slats (bi-monthly) and grease dry baring on the swings (every six months). Item 18/27.2 – ACTION Cllr De Liberali to install missing plastic bolt / nut caps, tap in projecting pegs to safety surfacing and smooth any timber splinters (monthly).	Cllr De Liberali
18/42.2	To consider the Monthly Inspection report	
	Report was sent prior to the meeting ACTION Clerk to notify Lengthsman of tasks (Items 16, 17, 24, 30 and 32) Rope bridge – invoice received – ACTION Clerk to pay Outdoor Classroom Nails that are not flush – ACTION Cllr Collin to tap in (Item 37)	Clerk Clerk Cllr Collin
18/43	Correspondence	
	Matters arising – Item 18/28 - Item 18/12 Telephone box – BT asked what we wanted to do with it. Needed cleaned. ACTION – Clerk to contact Steve Lincoln – Carried forward – Find out who cleans it Item 18/28 - Tilling's/Allotment water – Clerk had written to the Tilling's about the water supply. ACTION Clerk to follow up – ACTION Clerk to chase Item 18/28 - Make Badger Farm Road Junctions Safe petition - Cllr Mitchener and Cllr Kirkby had met with Mr Priesmann. He noted he would provide an update to his petition considering the latest information.	Clerk Clerk
	It was noted that there had been a cycle accident on Badger Farm Road. ACTION Cllr Laming to find out what was the current accident rate. Clerk had received an email from the PCC asking for address however had not had any correspondence. ACTION Clerk to chase The Chair had had an email about the skylarks and cutting of the field. The Countryside group would contact the RSPB for advice. Email had been received from HCC regarding the grass cutting. The legal aspects regarding the HCC purchase of land for the footway widening in connection with the road junction improvements had been completed and the work was out to tender. It was anticipated that the works would be undertaken in the school summer holidays. Email received from Neville Crisp regarding the yellow line consultation. Fields in Trust application – Cllr Hare had almost obtained all the information needed and would send off. ACTION Cllr Hare	Cllr Laming Clerk Cllr Hare
18/44	Date of next meeting – 3rd July 2018	
	Meeting ended at 10pm	