



Oliver's Battery Parish Council meeting

Tuesday 3rd July at

7.30pm St Mark's

Church Hall,

Oliver's Battery Road South, Oliver's Battery

MINUTES OF THE MEETING held on 3rd July 2018

<u>Present</u>	<u>In attendance</u>	<u>Apologies/Absent</u>
Cllr Mitchener (Chair)	3 members of the public (for all/part of the meeting)	Cllr De Liberali
Cllr Kirkby	Locum Clerk – G Wright	WCC Cllr Bell
Cllr Hare	HCC Cllr & WCC Cllr Warwick (arrived at 8.15pm; left at 8.40pm)	
Cllr Collin	WCC Cllr Laming (arrived at 8.15pm; left at 9.25pm)	
Cllr Leach		
Cllr Furlong		

Item		ACTION
18/45	Apologies for absence and declarations of interest.	
	There were no apologies for absence or declarations of interest.	
18/46	To adjourn for public participation	
	Matters arising – 18/31 – Transport meetings – Cllr Leach said that she had provided Nick Page (Parish Plan Transport Group Lead) with hard copy of details of the Transport meetings. A member of the Public said they were present at the meeting for item 18/49.4 – Hiring School accommodation for Community Use.	
18/46.1	To receive Police, Neighbourhood Watch and PACT reports	
	Matters arising – item 18/32.1 – Action still outstanding – Cllr Mitchener to get Recreation Ground key cut – ACTION: Cllr Mitchener	Cllr Mitchener
	Neighbourhood Watch and Wider Crime Prevention/Awareness issues - A meeting had been held with Doug Maughan regarding Neighbourhood Watch matters. There was much information available, however it could not be easily summarised to make it specifically relevant to Oliver's Battery (OB). Summary to be provided in advance of future meetings. ACTION: Cllr Collin. The key objectives for Neighbourhood Watch remained maintaining Community Safety and building a Strong Community. Parishioners were encouraged to sign up to the local Neighbourhood Watch Scheme and contact Doug for more information on how to get involved (email: douglas@silvermist.plus.com). It was noted that there was a Service Level Agreement between Hampshire Constabulary and Hampshire Neighbourhood Watch. Cllr Leach suggested that the Community Newsletter or a Flyer might help raise awareness levels of the scheme in the Parish and said she wanted to use Autumn for developing this further.	Cllr Collin Parishioners
18/46.2	To receive the County Councillor's report.	
	The report was sent out prior to the meeting and included the following: Fly tipping update £30,000 Grant to Theatre Royal Details of funding for Pot holes and purchase of two new hi-tech patching machines,	

	<p>'Dragons'</p> <p>Three Rivers Community Rail Partnership</p> <p>Details of an HCC Consultation regarding potential budget savings for Streetlighting, Passenger Transport and Concessionary Travel. Discussion took place on this matter, especially concerning Streetlighting and the No 63 Bus Route which was a subsidised service. It was agreed that Cllrs should respond as individuals and that the PC would also respond in its own right as an Elected body. Closing date 5th August 2018. ACTION: All Cllrs and Cllr Mitchener</p> <p>Information still awaited regarding the allocation of the £500,000 devolved budgets for Parishes; being administered jointly by HALC & HCC. Clerk to investigate and report back. ACTION: The Clerk</p>	<p>All Parish Cllrs and Cllr Mitchener</p> <p>The Clerk</p>
18/46.3	To receive the District Councillor's report	
	<p>Matters arising – Item 18/18.3 & 18/02.3 – Winchester District Association of Local Councils (WDALC) meeting – Minutes had been sent to Cllrs. Cllrs requested the Clerk to find out when meetings were held so they could consider attending. ACTION: The Clerk</p> <p>Item 18/4.1 – WCC Peer Review on Planning - Cllrs were still awaiting details of this review. The Chair agreed to discuss with Cllr Warwick. ACTION: Cllr Mitchener</p> <p>Item 18.32.3 – Road Sweeping – The Clerk reported that Cllr Warwick had informed that the schedule was not yet available – ONGOING.</p> <p>The report was sent out prior to the meeting and included the following:</p> <p>Bushfield Camp – Public briefing at Badger Farm Community Centre on 23rd July 2018.</p> <p>Fieldfare funding scheme – for Rural Businesses, etc – Cllr Mitchener agreed to ask Cllr Warwick how it applies to OB shop owners, etc. ACTION: Cllr Mitchener</p>	<p>The Clerk</p> <p>Cllr Mitchener</p> <p>The Clerk</p> <p>Cllr Mitchener</p>
18/47	To approve the Minutes of the meeting held on 5th June 2018	
	RESOLVED to approve as a true copy.	
18/48	Planning Applications and Decisions.	
18/48.1	<p>Matters arising – Item 18/20.1 – 43, Compton Way – The Clerk reported that Enforcement had now visited the site and that it was on the case list and that the owner had asked the agent to submit a further application – ONGOING</p> <p>Item 18/04.2 – 29, South View Park Homes (16/00240/COM) – Clerk had written and chased again for a response or action by WCC Enforcement. Resolved that lack of a response was unacceptable and Cllr Kirkby agreed to draft a letter to Enforcement. ACTION: Cllr Kirkby</p> <p>Item 18/34.1 – 8, Partridge Down – 18/00875/PNHOU – Response from Planning not yet received regarding what Prior Notification applications are and when they are applicable – ONGOING.</p>	<p>Cllr Kirkby</p> <p>Cllr Furlong</p>
18/48.2	Planning report – To note updates and agree comments.	
	<p>No new applications for OB since last meeting.</p> <p>However, application outside of, but likely to affect OB in North Road (potential site for a roundabout) – Cllr Furlong agreed to submit a comment regarding this. ACTION: Cllr Furlong</p> <p>Comments submitted on Vale Farm (18/01082/FUL).</p> <p>Planning Decisions – 13, Braeside Close (18/01051/HOU) – Approved.</p> <p>Planning Enforcement - Texas Drive – Appeal allowed, however, date of Written Appeal not yet determined by Appeal Office.</p>	Cllr Furlong
18/49	Finance and Council matters.	

18/49.1	<p>Matters arising - Item 18/20.1 & 18/05.4 Table Tennis (TT) table – Open Space funding applied for but not yet received approval. TT company has been asked to advise on matting and surface area before order is issued. Clerk to chase Responses ACTION: The Clerk</p> <p>Item 18/35.1 & Item 18/21.9 – General Power of Competence (GPC) - Cllrs to consider GPC to facilitate discussion and agreement whether to seek to obtain the GPC at next meeting – see Agenda item 18/49.3</p> <p>Item 18/35.6 – School Hall for community use - Cllr Hare to prepare proposal including costs, proposed usage and whether the school kitchen can be used – see agenda item 18/49.4</p> <p>Item 18/35.7 Official opening of the Interpretation board - Clerk confirmed Mayor can attend 25th July 2018 – see Agenda item 18/49.5</p> <p>Item 18/35.9 – Moss removal from safety surfacing AGREED not to accept quotation; Green Smile have been informed of this decision. ACTION: Cllr Kirkby to use organic moss killer.</p> <p>Safety surfacing to be filled with topsoil - £150 to do all mats in the Autumn AGREED to accept quotation from Green Smile – company informed of decision.</p> <p>Goal mouths – soil and seeding - £250 annually. Suggest moving the goal posts but likely to be expensive. AGREED to await alternative cost for turfing – Clerk still trying to get response from alternative firms, before confirming to Green Smile. ONGOING</p> <p>MUGA fencing – Quotes accepted from JB Corrie for 4 panels with more robust panels and for</p> <p>Creating a goal in the fencing of MUGA for both jobs together for £1396.35 Excl VAT. Order issued to JB Corrie confirming acceptance.</p> <p>ACTION: The Clerk to claim balance of the Open Spaces funding to offset the costs above.</p>	<p>The Clerk</p> <p>Cllr Kirkby</p> <p>The Clerk</p> <p>The Clerk</p>																																																
18/49.2	<p>To approve payments</p> <table border="1" data-bbox="225 1061 1299 1357"> <thead> <tr> <th colspan="4">JULY 2018</th> </tr> </thead> <tbody> <tr> <td>19th June</td> <td>E Billingham</td> <td>Salary June</td> <td>£498.00</td> </tr> <tr> <td>28th June</td> <td>Hampshire Pensions</td> <td>Pension June</td> <td>£97.94</td> </tr> <tr> <td>19th June</td> <td>id Mobile</td> <td>Mobile</td> <td>£10.38</td> </tr> <tr> <td>28th June</td> <td>Green Smiles</td> <td>Monthly grass</td> <td>£451.50</td> </tr> <tr> <td>19th June</td> <td>Outdoor / Cruthfield</td> <td>Repairs</td> <td>£210.00</td> </tr> <tr> <td>19th June</td> <td>N Adams</td> <td>Insp</td> <td>£99.30</td> </tr> <tr> <td>19th June</td> <td>WCC</td> <td>Dog bins</td> <td>£290.00</td> </tr> <tr> <td>28th June</td> <td>Unity Bank</td> <td>Service Charge</td> <td>£18.00</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td>Totals</td> <td>£1,615.12</td> </tr> <tr> <td></td> <td></td> <td>Unity balance</td> <td>£24,035.83</td> </tr> </tbody> </table>	JULY 2018				19th June	E Billingham	Salary June	£498.00	28th June	Hampshire Pensions	Pension June	£97.94	19th June	id Mobile	Mobile	£10.38	28th June	Green Smiles	Monthly grass	£451.50	19th June	Outdoor / Cruthfield	Repairs	£210.00	19th June	N Adams	Insp	£99.30	19th June	WCC	Dog bins	£290.00	28th June	Unity Bank	Service Charge	£18.00							Totals	£1,615.12			Unity balance	£24,035.83	
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18/49.3	To discuss the Options for the General Power of Competence																																																	
	<p>The PC discussed the options available for the Council to be granted the General Power of Competence and Resolved to discuss proposals to enable the Clerk to become qualified.</p> <p>ACTION: Cllr Mitchener</p>	Cllr Mitchener																																																
18/49.4	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.																																																	
	<p>Cllr Hare said that costs were still awaited from the School and that the use of the Kitchen was a decision made by individual schools, however, hot drinks only would be required by users. ACTION: Item deferred to September PC meeting</p>	Cllr Hare																																																
18/49.5	Update on Interpretation Board																																																	
	<p>Cllr Mitchener reported that the Mayor of Winchester City Council, (Cllr Frank Pearson) had agreed to unveil the Interpretation Board of the Scheduled Monument site on 25th July 2018. Cllr Mitchener agreed to make the necessary administrative arrangements; Cllr Leach agreed to inform 'The Chronicle'. ACTION: Cllrs Mitchener and Leach.</p>	Cllrs Mitchener & Leach																																																
18/50	Parish Plan – Parish Council Actions update																																																	
	<p>Matters arising – item 18/36 – Cllrs Leach and Kirkby reported that they had not attended the South Downs National Park meeting on Dark Skies, Roads & highways as they were</p>																																																	

	<p>only 15 minute briefings.</p> <p>HCC Roads & Highways meeting - Cllrs Mitchener and Collin confirmed that they had met with HCC Cllr Warwick on 3rd July 2018 to discuss the 30-mph speed limit. It was reported that Yellow-lining was now complete and progress was being made on Aim2 (Road Safety).</p> <p>Cllr Mitchener asked Cllrs to agree dates for achieving specific objectives at the September PC meeting. ACTION: All Parish Cllrs</p> <p>Objective 4d was now irrelevant.</p> <p>Cllr Leach said that she was meeting with Rev Ed regarding the Newsletter in the Autumn.</p>	All Parish Cllrs
18/51	Communications	
18/51.1	<p>Matters arising – item 18/37 Website – Cllr Hare said that she had met with Cllr Kirkby and discussed feedback.</p> <p>Item 18/23 – Website – Groups - Cllr Hare said that she would require content from others and details of groups from the Clerk. ACTION: The Clerk & Cllr Hare</p>	Cllr Hare & The Clerk
18/52	Footpaths	
18.52.1	<p>Matters arising – item 18/08.1 – Parliament Place - Cllr De Liberali was absent from the meeting, but had reported earlier that this matter had not been progressed and was ONGOING</p> <p>Item 18/24.1 – Footpath from Austen Ave – Cllr Collin had been unable to find out when the next routine Footpath clearing work would be carried out. In response to information provided by WCC Cllr Laming, Cllr Mitchener agreed to provide a list of footpath/hedge work that the 'Hit Squad' may be able to carry out. ACTION: Cllr Mitchener.</p>	<p>Cllr De Liberali</p> <p>Cllr Mitchener</p>
18/53	Tree Warden	
18/53.1	<p>Matters arising – Item 18/39.1 – Tree course/survey. Cllr Hare to investigate Highways Act ONGOING.</p> <p>Annual subscription to Parish Online - £100 per year for Parish – Subscription to this service approved – Clerk to arrange. ACTION: The Clerk</p> <p>Contact WCC for details of existing TPOs – Cllr Laming said details on WCC website link</p> <p>Item 18/39.3 - Merritt Tree Specialists - £20 per hour also ask recommendations for survey and replacement trees. ACTION: Clerk to liaise with Cllr Hare and contact Mark Merritt to arrange meeting in September</p>	<p>Cllr Hare</p> <p>The Clerk</p> <p>The Clerk</p>
18/54	Highways	
18/54.1	<p>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 – OUTSTANDING.</p> <p>Item 18/40 - Overgrown hedge corner to Old Kennels Lane and Momford Road – Mrs Spender – ACTION Clerk to write a letter – OUTSTANDING.</p> <p>Item 18/40 - Increased moss on footways. ACTION Cllr Collin to report back on affected areas – OUTSTANDING.</p>	<p>The Clerk</p> <p>The Clerk</p> <p>Cllr Collin</p>
18/55	Lengthsmans scheme	
18/55.1	<p>Matters Arising – Item 18/41.1 Item 18/26 - Repair the bench with two bits of wood. – OUTSTANDING: Clerk had instructed Lengthsman on works to be undertaken but repairs to this bench was not on the list. Cllr Kirkby had met Lengthsman.</p> <p>Item 18/26 Chase Lengthsman on time scale for identified benches – Cllr Kirkby spoke to Lengthsman who thought it would be August before benches were done but reported that benches to Recreation Ground completed during recent visit. ACTION: Cllrs Mitchener and Kirkby to carry out check on work completed.</p>	<p>The Clerk</p> <p>Cllrs Mitchener & Kirkby</p>
18/56	Recreation Ground and Conservation area	
18/56.1	<p>Matters arising – Item 18/27.1 - Anti-slip decking stain (see list). ACTION Cllr De Liberali has the stain and will do the work – Update: Work has started and more Stain has been purchased - Ongoing.</p> <p>Item 18/27.1 Sign wording – Advice on wording has been obtained. Draft wording agreed.</p>	Cllr De Liberali

	<p>ACTION Cllr Mitchener to laminate A4 size signs to be fixed to agreed locations in Recreation Ground.</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 Richard Randall – ACTION: Deferred to September - Clerk to chase outstanding items. – On going RR has been on holiday and then unwell and says he will get to work asap.</p> <p>Item 18/27.2 - Items identified for next visit of Lengthsman. ACTION complete.</p> <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 bearing on the swings (every six months). ONGOING.</p> <p>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). ONGOING.</p> <p>Item 18/42.2 - ACTION Clerk to notify Lengthsman of tasks (Items 16, 17, 24, 30 and 32)</p> <p>Rope bridge – invoice received and paid – Action complete.</p> <p>Nails that are not flush – ACTION Cllr Collin to tap in (Item 37)</p>	<p>Cllr Mitchener</p> <p>The Clerk</p> <p>The Clerk</p> <p>Cllr Collin</p> <p>Cllr De Liberali</p> <p>Cllr Collin</p>
18/56.2	To consider the Monthly Inspection Report	
	<p>One new item for Groundsman (item 91). ACTION Clerk to add to works to fill open matrix cells etc.</p> <p>Renovating goal mouth – ACTION Clerk to obtain prices for turfing.</p> <p>Replacement rope bridge – ACTION Clerk to arrange payment to correct account for Outdoor Classrooms.</p> <p>Application of organic moss killer to safety surfacing (item 25) commenced – ACTION further application by Cllr Kirkby.</p> <p>MUGA Fencing – ACTION Clerk to check date when works will be undertaken to be confirmed.</p> <p>Dry bearings of swings – ACTION Cllr Collin to apply oil, grease or silicon spray ongoing (quarterly basis).</p> <p>Items with no current action agreed.</p> <p>The additional costs for artificial turf (item 99) and Organic moss killer (item 25) were noted.</p>	<p>The Clerk</p> <p>The Clerk</p> <p>The Clerk</p> <p>Cllr Kirkby</p> <p>The Clerk</p> <p>Cllr Collin</p>
18/56.3	To discuss and agree the way forward on the monthly inspection reports	
	<p>Cllr Mitchener asked for vote of thanks to be recorded to all who had worked hard practically to improve items identified as requiring remedial action in the report.</p> <p>The Clerk was requested to stop the monthly operational maintenance inspections as soon as practical to do so. ACTION: The Clerk.</p> <p>Other Actions agreed: Glass or needles, vandalism of trees or benches, and overhanging branches to be added to list of items for to be carried out by Groundsman as part of weekly assessments: ACTION: The Clerk</p> <p>Risk Assessment to be added to Agenda for September meeting.</p>	<p>The Clerk</p> <p>The Clerk</p> <p>The Clerk</p>
18/57	Correspondence	
	<p>Matters arising – Item 18/43, Item 18/28 & Item 18/12 Telephone box – BT asked what we wanted to do with it. Needed cleaning. ACTION – Clerk contacted Steve Lincoln (SL) and tracking down those that clean it; SL provided a possible number - Ongoing.</p> <p>Item 18/28 - Tilling's/Allotment water – ACTION: Clerk had written to the Tilling's about the water supply and would chase if no response on return from holiday.</p> <p>Item 18/43 - It was noted that there had been a cycle accident on Badger Farm Road. ACTION: Cllr Mitchener to contact Cllr Laming to find out what was the current accident rate.</p> <p>Item 18/43 Clerk had received an email from the PCC asking for address however had not</p>	<p>The Clerk</p> <p>The Clerk</p> <p>Cllr Mitchener</p>

	had any correspondence. ACTION Complete. Item 18/43 – Fields in Trust application – Cllr Hare had almost obtained all the information needed and would send off. ACTION Cllr Hare	Cllr Hare
18/58	Date of next meeting – 4th September 2018	
	Meeting ended at 9.50pm.	