



## Oliver's Battery Parish Council meeting

Tuesday 4<sup>th</sup>

September 2018 at

7.30pm St Mark's

Church Hall,

Oliver's Battery Road South, Oliver's Battery

### MINUTES OF THE MEETING held on 4th September 2018

<u>Present</u>	<u>In attendance</u>	<u>Apologies/Absent</u>
Cllr Mitchener	Cllr Bell	Cllr Furlong
Cllr Kirkby	Cllr Laming	Cllr Leach
Cllr Collin	Two members of the public	
Cllr Hare		Cllr Warwick
Cllr De Liberalli		

Item		ACTION
<b>18/59</b>	<p>Apologies for absence and declarations of interest.</p> <p>Cllrs Furlong, Leach and Warwick all sent their apologies for absence.</p> <p>Cllrs Bell and Laming both confirmed they would be late due to another commitment.</p> <p>Cllr Collin declared an interest in Planning Application ref 18/01708/HOU.</p>	
<b>18/60</b>	To adjourn for public participation	
<b>18/60.1</b>	<p>Mr. Page – Reported that he, Cllr Leach and Cllr Warwick had met with Peter Shelley.</p> <p>They had discussed saving of the number 63. Changes were suggested to the number 5 with one bus every hour diverting around Oliver's Battery to enable those living in Oliver's Battery that need to shop at Sainsburys and to get to the station etc. Mr. Shelley offered to investigate data to prove its worth. It was noted that this option was run in the past non-supported, but the demographic had changed, and he was unsure if it would be supported.</p> <p>Mr. Page was now waiting for a date to meet with Stagecoach to discuss data needed. It was noted that many people drive up to catch the number 5 so this route change would save parking congestion in Oliver's Battery. Mr. Page had spoken to Pam Vandersteen to gain some history on the routes.</p> <p>There were some changes to the bus timetable and the number 5a had been added on Thursday Friday Saturday evenings. Improvements had also been made to the 5 adding one more bus per hour on a Sunday.</p>	
<b>18/60.2</b>	Matters arising – item 18/32.1 – Action still outstanding – Cllr Mitchener to get Recreation Ground key cut – Keys have been cut and given to key holders.	
<b>18/60.3</b>	<b>To receive Police, Neighborhood Watch and PACT reports</b>	
	Matters arising - Item 18/46.1 - Neighbourhood Watch and Wider Crime Prevention/Awareness issues - Summary specifically relevant to Oliver's Battery to be provided in advance of future meetings. ACTION: Cllr Collin – Felt that there were no urgent useful items from Neighbourhood Watch.	

	PACT meeting had been held but he had not been able to attend. ACTION: Cllr Collin will summarise these reports for future meetings.	Cllr Collin
<b>18/60.4</b>	<b>To receive the County Councilor's report.</b>	
	Matters arising – Item 18/46.2 - Details of an HCC Consultation regarding potential budget savings and Streetlighting, Passenger Transport and Concessionary Travel. It was agreed that Cllrs should respond as individuals and that the PC would also respond as an Elected body. – Some Cllrs had responded as individuals. There was no submission from the Parish Council.  Item 18/46.2 - 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 – On going	Clerk
	Report had been received prior to the meeting.  Bin has been requested at the top of the steps to Parliament Place and awaiting HCC decision.  Accident rate update for Badger Farm Road is included under Highways.  M27 – Smart motorway preparation work will be undertaken shortly but it was unsure this would impact Oliver's Battery.  Recent Government consultations - Councilors felt that they would like to have more information on consultations even if not relevant. Cllr Warwick to identify consultations and bring as part of the report. ACTION: Cllr Warwick  County Councilor grants are now open for application. ACTION: Cllr De Liberalli – Has several ideas that might make use and would investigate the options for grants.	Cllr Warwick  Cllr De Liberalli
<b>18/60.5</b>	<b>To receive the District Councilor's report</b>	
	Matters arising – Item 18/46.3 - 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. Clerk had sent the minutes and would forward the Council dates for meetings when they are announced.  Item 18/4.1 – WCC Peer Review on Planning - Cllr Kirkby had asked for the status of the report. The Council had been invited to the Peer Review training, but the report findings had not been sent. ACTION Cllr Kirkby to reiterate that the Council wants a copy of the report. AGREED Clerk to book a place for Cllr Kirkby to attend the training event on the 8 <sup>th</sup> October.  Item 18.32.3 – Road Sweeping – The Clerk reported that Cllr Warwick had informed that the schedule was not yet available – ONGOING.  ACTION – Pine needle map for road sweeping – Cllr Collin  Item 18/46.3 - Fieldfare funding scheme - for Rural Businesses, etc. ACTION – Cllr Mitchener and Cllr Kirkby to put together basic information and offer to the shop owners.	Cllr Kirkby Clerk  Cllr Warwick  Cllr Collin  Cllr Kirkby/Cllr Mitchener
	Report had not been received prior to the meeting.	
<b>18/61</b>	<b>To approve the Minutes of the meeting held on 4<sup>th</sup> July 2018</b>	
	AGREED as a true copy.	
<b>18/62</b>	<b>Planning Applications and Decisions.</b>	
<b>18/62.1</b>	Matters arising – Item 18/20.1 – 43 Compton Way – Retrospective application had now been made (see below).  Item 18/04.2 – 29, South View Park Homes (16/00240/COM) – Cllr Kirkby had drafted an email to Cllr Laming in response to his email confirming that Enforcement were not	

	<p>going to take any action despite the clear and undisputed breach of the planning condition. The first retrospective planning application was for the relocation of a caravan and patio and the second retrospective application was for a conservatory on the area of the patio. The patio was shown to be at least 4m away from the existing hedge line. Any difficulty in reinstating the hedge as required by the planning condition was created by the applicant. If Planning will not take action to enforce the planning condition will they ensure the applicant's proposal to install and maintain a hedge row in the Recreation Ground is implemented? ACTION Cllr Kirkby to write to Cllr Brook that it is unacceptable and to mention it at the training event.</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 – Cllr Furlong.</p> <p>Item 18/48.2 – 74 Oliver's Battery Road North – action complete.</p>	<p>Cllr Kirkby</p> <p>Cllr Furlong</p>
<b>18/62.2</b>	<b>Planning report – To note updates and agree comments.</b>	
	<p>Oakwood, 170 Oliver's Battery Road South – 18/01969/TPO – Crown reduction in back garden – RESOLVED - No objection.</p> <p>43 Compton Way – Installation in side elevation (Retrospective) – Agreed to object. ACTION Cllr Kirkby to draft PC response based on detrimental effect of overlooking. Suggest that obscured glazing might be more appropriate. Clerk to issue to WCC</p> <p>27 Compton Way – 18/01708/HOU – New porch – RESOLVED to no comment.</p> <p>85 Oliver's Battery Road South – 018/01468/FUL – Permitted.</p> <p>No new enforcement cases received.</p>	<p>Cllr Kirkby</p> <p>Clerk</p>
<b>18/63</b>	<b>Finance and Council matters.</b>	
<b>18/63.1</b>	<p>Matters arising - Item 18/20.1 &amp; 18/05.4 Table Tennis (TT) table – Open Space funding – The original application had been misplaced so Clerk will reapply. The Table Tennis Company does not visit the site ahead of time but will advise when they deliver. It was agreed that there was not a level place on the site and it would be better to level an area prior to delivery. ACTION Clerk and Cllr Kirkby to seek guidance on the area needed and to find someone to prepare the area.</p> <p>Item 18/49.1 – Goal mouths – soil and seeding – Agreed to ask for further advice on matting the area. ONGOING – Clerk</p> <p>Item 18/49.1 – Open Spaces funding application to be resent. ACTION Clerk</p> <p>Item 18/49.3 - General Power of Competence – The Clerk had decided that she did not want to complete the Cilca and had tendered her resignation. ACTION Cllr Hare, Cllr Mitchener and Cllr Kirkby to form a working party to look at job description etc. Clerk had confirmed that she would stay until a suitable Clerk had been found and period of handover agreed.</p> <p>Item 18/49.5 – Interpretation Board unveil – this had gone well. An article was submitted to the Hampshire Chronicle and the Clerk had posted a photo on Facebook.</p>	<p>Cllr Kirkby/Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Cllr Hare/Cllr Kirkby/Cllr Mitchener</p>
<b>18/63.2</b>	<b>To approve payments</b>	
	<b>RESOLVED to approve</b>	

	AUGUST and SEPTEMBER			
	9th August	Green Smiles	Grass Cut	
	9th August	JB Corrie	Repairs	
	9th August	HCC	Dog bins	
	9th August	ID Mobile	Phone	
	11th July	ID Mobile	Phone	
	25th July	N Adams	Insp	
	25th July	Hampshire Pension	July	
	25th July	E Billingham	July salary	
	25th July	Business Stream	Water	
	25th July	E Billingham	Website renew/Domain	
	22nd August	E Billingham	Salary	
	22nd August	HCC Pensions	Pension inc underpay	
	22nd August	N Adams	Inv August	
	4th Sept	Green Smiles	Grass cutting	
		David Kirkby	Rec supplies	
		Brian Mitchener	Key cutting	
			Total	
			Bank balance	
<b>18/63.3</b>	<b>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.</b>			
	No update – As new hire rates are still not available identify costs based on current known rates. ACTION Cllr Hare			Cllr Hare
<b>18/64</b>	<b>Parish Plan – Parish Council Actions update</b>			
<b>18/64.2</b>	Matters arising – Item 18/50 – Cllr Mitchener asked Cllrs to agree dates for achieving specific objectives at the September PC meeting. ACTION: All Parish Cllrs – See below			
	<p><i>Cllr Laming and Cllr Bell arrived at 8.45pm –</i></p> <p><i>They were asked to give a verbal District report – Cllr Bell noted that there had been some work on the Local Plan.</i></p> <p><i>Houses in Multiple Occupation (HMO) regulations were changing nationally for five or more living together.</i></p> <p>All Cllrs were asked to look at the Parish Plan action points to agree dates at the September meeting:</p> <p>Objective 1b Open Spaces ACV application delayed awaiting outcome for latest application.</p> <p>Objective 2a Junction – on going – work due to be completed in September. Review in December (after 3 months)</p> <p>Cllr Laming advised that there would be a traffic survey in Oliver’s Battery and Badger Farm to see what can be gained and it was hoped this would be tied in with funding released from the M3 Winnall junction upgrade.</p> <p>Objective 2a 30mph speed limit on BFR. To be discussed later in the meeting.</p> <p>Objective 4d St Mark’s redevelopment – No longer relevant.</p> <p>Objective 1b Neighbourhood Plan – Cllr Kirkby had not had a chance to discuss with Cllr Furlong. Hursley Parish Plan has been delayed due to work on saving the Village Store.</p> <p>Objective 2b – complete – review in Oct (after 3 months)</p> <p>Objective 4a Recreation spaces – Cllr De Liberalli has a “vision” – Possibly to bring to the meeting in October. ACTION Clerk to add to October Agenda</p> <p>Objective 4b Shops etc. – meeting proposed in Sept/Oct.</p> <p>Objective 2b Cycle Racks – Cllr De Liberalli to bring proposal to November meeting.</p> <p>Objective 4e Local electricity network – SSE letter – ACTION Clerk to chase</p> <p>Objective 1a Road side verges – Easter 2019 (OBCG proposal to October Meeting)</p>			<p>AGENDA</p> <p>Clerk</p>

	<p>Objective 5a Maintain PC website – structure agreed – meeting on 21<sup>st</sup>. ACTION Clerk to contact groups for up to date information.</p> <p>Objective 5a Signposting – Spring 2019</p> <p>Objective 5b Community Liaison – another public meeting – Community newsletter proposal to October meeting. ACTION Cllr Leach. Volunteers for summer Fete for 2020 possible Barbeque 2019?</p> <p>Objective 2b Resident and business permit parking – This had not been addressed.</p> <p>Objective 2b South View Caravan Park vehicle movements concerns – This had not been addressed</p> <p>Objective 4e – Cllr Collin to arrange meeting on contingency planning with HCC.</p> <p>Objective 5b Monthly Meet the Councillors – in Thrive. Feel should be implemented asap but needs to be publicised.</p> <p>Objective 1a Footpath maintenance – Well preserved – ACTION Clerk to find other Parish Councils contact for Footpaths.</p> <p>Objective 4c Publicise existing facilities – Details to be provided to Clerk. ACTION Cllr Kirkby</p> <p>ACTION Cllr Kirkby to update Master list with timescales and re-issue.</p> <p>Community newsletter – Community responsible. ACTION Clerk to add to October Agenda. Councillors were encouraged to read the details on the members only area.</p>	<p>Clerk</p> <p>Cllr Leach</p> <p>Clerk</p> <p>Cllr Kirkby</p> <p>Cllr Kirkby</p> <p>AGENDA/All Cllrs</p>
<b>18/65</b>	<b>Communications</b>	
	Matters arising -Item 18/23 - Website - Groups – ACTION Cllr Hare and Clerk to meet on 21 <sup>st</sup> September	Clerk/Cllr Hare
<b>18/66</b>	<b>Footpaths</b>	
<b>18/66.1</b>	<p>Matters arising – item 18/08.1 – Parliament Place - Cllr De Liberalli wrote to Martin Keys and would update him and agree signs. ACTION Cllr De Liberalli</p> <p>Item 18/24.1 - Footpath from Austen Ave - Cllr Mitchener had passed on the information to Cllr Laming but work had not been undertaken. ACTION Cllr Laming to check hit squad programme.</p>	<p>Cllr De Liberalli</p> <p>Cllr Laming</p>
<b>18/67</b>	<b>Tree Warden</b>	
	<p>Matters arising - Item 18/39.1 – Tree course/survey. ACTION Cllr Hare to meet with Mark Merritt and ask him for advice on the extent of survey needed.</p> <p>Annual subscription to Parish Online - £100 per year for Parish – Subscription to this service approved – Clerk to arrange. ACTION: The Clerk - ONGOING</p> <p>Item 18/39.3 - Merritt Tree Specialists – Meeting to be arranged. ACTION Cllr Hare</p>	<p>Cllr Hare</p> <p>Clerk</p> <p>Cllr Hare</p>
<b>18/68</b>	<b>Highways</b>	
<b>18/68.1</b>	<p>Matters arising – Item 18/25 - Bin at the top of the steps from Austen Avenue to Parliament Place – Cllr Warwick had made request.</p> <p>Item 18/40 - Overgrown hedge corner to Old Kennels Lane and Momford Road – Mrs Spender – ACTION Clerk to write again and report on Fix My Street.</p> <p>Item 18/40 - Increased moss on footways. ACTION Cllr Collin to report back on affected areas - OUTSTANDING</p>	<p>Clerk</p> <p>Cllr Collin</p>
<b>186/8.2</b>	Report on accident rate – Cllr Mitchener read out the report on accident rate on Badger Farm Road from HCC Safety Engineering Team.	

	<p>In the most recent 5-year period there have been 12 accidents reported on BFR which is currently subject to a 40mph speed limit. None of the accidents were attributed to excessive speed by the police. 3 accidents are reported for the OBRS / BFR junction (2014, 2016 and 2017). All 3 involved north bound vehicles and vehicles attempting to turn right out of OBRS.</p> <p>The section of BFR will be added to one of the HCC Casualty Reduction Programmes for 2019/20. Measures will be low cost and could include signposting and road marking improvements. A reduction in speed limit will not be considered as part of this.</p>	
<b>18/68.3</b>	To discuss speed limit on Badger Farm Road – Cllr Collin report sent prior to the meeting	
	Cllr Collin read out some questions that have arisen from a Hampshire Chronicle article following a seven day speed enforcement operation. ACTION Cllr Collin to write to Cllr Humby.	Cllr Collin
<b>18/69</b>	<b>Lengthsman scheme</b>	
<b>18/69.1</b>	<p>Matters Arising – Item 18/41.1 Item 18/26 - Repair the bench with two bits of wood. – ACTION this would be on the Lengthsman list – Clerk</p> <p>Item 18/26 Chase Lengthsman on time scale for identified benches - ACTION: Cllrs Mitchener and Kirkby to carry out check on work completed (see below)</p>	Clerk
	<p>Cllrs were not happy with the outcome of already treated benches at Recreation Ground – ACTION Clerk to ask to meet the Lengthsman at the Recreation Ground to discuss it. Meet on the 12<sup>th</sup></p> <p>ACTION Clerk to add items for the visit:</p> <p>Bench – repair</p> <p>Weed on steps to underpass</p> <p>Path to bus stop on other side – vegetation over growth</p> <p>Countryside bench – dismantle and leave wood</p>	<p>Clerk Cllr Kirkby</p> <p>Clerk</p>
<b>18/70</b>	<b>Recreation Ground and Conservation area</b>	
<b>18/70.1</b>	<p>Matters arising – Item 18/27.1 Sign wording - Cllr Mitchener had laminated the signs and Cllr Kirkby would put them in the Recreation Ground. ACTION Cllr Kirkby</p> <p>Item 18/56.1 - 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 – 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 Liberalli to install missing plastic bolt / nut caps, tap in projecting pegs to safety surfacing and smooth any timber splinters (monthly). ONGOING.</p> <p>Nails that are not flush – ACTION Cllr Collin to tap in (Item 37)</p>	Cllr Kirkby
<b>18/70.2</b>	<b>To consider the Monthly Inspection report</b>	
	<p>To discuss and agree the way forward on the monthly inspection reports.</p> <p>Matters arising –</p> <p>Item 18/56.2 - One new item for Groundsman (item 91). ACTION Clerk to add to works to fill open matrix cells etc.</p>	Clerk

	<p>Renovating goal mouth – Clerk had been advised to use matting. ACTION to investigate options</p> <p>Replacement rope bridge – Payment had been made.</p> <p>Application of organic moss killer to safety surfacing (item 25) commenced – Complete</p> <p>MUGA Fencing – Repairs complete</p> <p>Dry bearings of swings – ACTION Cllr Collin - ONGOING</p> <p>The Clerk was requested to stop the monthly inspections as soon as practical to do so. Complete</p> <p>Other Actions agreed: Glass or needles, vandalism of trees and 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 (see below)</p> <p>Risk Assessment to be added to Agenda for September meeting. Done</p>	Clerk
	<p>Groundsman identified a large amount of Chaffer Grub damage – ACTION Clerk to get up to date quote and bring to next meeting and add to October AGENDA Agreed to action if under £500.</p> <p>Quote needed for dead tree removal on Recreation Ground and Battery ACTION Cllr Hare to ask Mark Merritt.</p> <p>Sign knocked over at the Recreation Ground – ACTION Clerk to instruct Lengthsman to replace in foundations that are deeper and larger.</p> <p>Overgrown trees over the fence at Recreation Ground. Clerk to write to owner to cut back. ACTION Cllr Kirkby to check where trees are.</p> <p>Litter bin lid missing – ACTION obtain price for two new litter bins.</p> <p>Ongoing tasks undertaken by Cllr De Liberalli and Cllr Collin</p> <p>If acceptable to Groundsman, add agreed items from Risk Assessment to the Groundman inspection – ACTION Clerk</p>	<p>AGENDA Clerk</p> <p>Cllr Hare</p> <p>Clerk</p> <p>Clerk/Cllr Kirkby</p> <p>Cllr Kirkby</p> <p>Cllr De Liberalli / Cllr Collin Clerk</p>
<b>18/70.3</b>	To approve the new Risk Assessments and agree on going review period.	
	<p>Omission of words “around boundary and request to landowners, if in adjacent land, to cut back/down” agreed to Battery Risk Assessment for rotten/dead trees. RESOLVED to approve the Risk Assessment for Recreation Ground and Battery subject to this change.</p> <p>Risk assessments to be reviewed annually in May.</p> <p>Agree time for closing gates – To continue to lock at about 7.30pm Only lock when we have had alerts. ACTION Cllr Kirkby to design sign.</p> <p>ACTION Cllr Mitchener to let gate lockers know to stop locking and to laminate new sign.</p>	<p>Cllr Kirkby</p> <p>Cllr Mitchener</p>
<b>18/71</b>	<b>Correspondence</b>	

	<p>Matters arising – Item 18/43, Item 18/28 &amp; Item 18/12 Telephone box – Agreed that this does not need to continue on the agenda.</p> <p>Item 18/28 - Tilling's/Allotment water – Agreed to close investigation. ACTION Note to be placed in file with latest correspondence.</p> <p>Item 18/43 - It was noted that there had been a cycle accident on Badger Farm Road.</p> <p>Item 18/43 – Fields in Trust application – Cllr Mitchener gave copy of the conveyance. ACTION Cllr Hare to complete.</p> <p>St Marks noticeboard – Agreed to get back replaced. ACTION To find someone to repair the back – Clerk</p> <p>New Parking restriction on Old Kennels Lane. – Council will monitor. ACTION Clerk to chase up email regarding details.</p> <p>Countryside group wild flower project – ACTION Clerk to add to October Agenda.</p> <p>6 Downlands Road – Encroachment at front. Had been passed onto Cllr Laming as it is the responsibility of WCC. ACTION - Clerk to provide Mr. Smith with Cllr Laming's contact details.</p>	<p>Clerk</p> <p>Cllr Hare</p> <p>Clerk</p> <p>Clerk</p> <p>AGENDA</p> <p>Clerk</p>
<p><b>18/72</b></p>	<p>Date of next meeting – 2<sup>nd</sup> October 2018</p> <p>Ended 10.30pm</p>	