



Oliver's Battery Parish Council meeting

Tuesday 4 February 2020

at 7.30pm

St Mark's Church Hall,

Oliver's Battery Road South, Oliver's Battery

MINUTES OF THE MEETING held on 4 February 2020

| <u>Present</u> | <u>In attendance</u> | <u>Apologies/Absent</u> |
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| Cllr Mitchener | 7 members of the public | Cllr Hare |
| Cllr Kirkby | Clerk – S Sawyer | Cllr Williams |
| Cllr Furlong | Cllr Warwick | |
| Cllr Collin | Cllr Laming | |
| Cllr Leach | Cllr Bell | |
| Cllr de Liberali | | |

| Item | | ACTION |
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| 19/98 | Apologies for absence and declarations of interest | |
| | Apologies received from Councillor Hare and Councillor Williams A declaration of interest had been received from Cllr Furlong in respect of the planning application for 7 Mount View Road. | |
| 19/99 | To adjourn for public participation | |
| | <p>A member of the public reported that the bench at the top of Old Kennels Lane that has recently been repaired has been well used since the repair. He also asked if the footpath between Old Kennels Lane and Treble Close could be gravelled like the lower section as it gets very muddy. Cllr Mitchener commented that the Council is not responsible for the path but the Clerk will enquire at HCC. He also commented on the parking at the bottom of Old Kennels Lane being dangerous and this was noted by the Council for consideration. He also asked if WCC had made any progress on kerbside food collection. Cllr Laming confirmed that it would not happen this year and Cllr Warwick confirmed that HCC are waiting for new legislation to be enacted.</p> <p>A member of the public reported that part of the balcony above the entrance to the former Thrive Café in Oliver's Battery Road South fell recently; fortunately no one was injured. ACTION Clerk to contact the agents for the building and Cllr Laming to speak to WCC Building Control. He also reported that he lives in Mount View and number 11 opposite, which obtained planning consent for work in 2016, commenced the work but stopped six months ago. ACTION Clerk to contact WCC Planning to see if any enforcement action can be taken.</p> <p>Members of the public living at 2 and 2A Austen Avenue wished to emphasise the concerns they have already lodged with WCC regarding the planning application for 3 Compton Close and loss of light, height etc. The resident of 1 Compton Close also wished to object because the new building would be only 4 m from his kitchen and would block out most of the morning sun. He is about to submit a formal objection and stated</p> | <p>Clerk</p> <p>Clerk & Cllr Laming</p> <p>Clerk</p> |

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| | <p>that he had contacted the architect who had confirmed he had not looked into rights of light. Cllr Bell stated that parish councils should ask planners to require street views with planning applications.</p> <p>A member of the public living in Mount View Road had been consulted by the applicant of land to the rear of 93-95 Oliver's Battery Road South but was still concerned about the height of the three-bed property. He also felt that replacing garages with garages is a missed opportunity to maximise parking and maybe wouldn't be enough parking at the front of the building for shoppers.</p> | |
| 19/99.1 | To discuss the progress of resolutions from the last meeting: see Action List | |
| | <p>Item 19/90.2 Ask Councillor Warwick to keep the Council updated on Climate Change – action complete</p> <p>Item 19/90.2 Add post to the website and Facebook on the new resident permit system at the Household Waste Recycling Centres – action complete</p> <p>Item 19/90.2 Include in Annual Report new resident permit system at the Household Waste Recycling Centres – action carried forward as not yet due</p> <p>Item 19/90.2 Add post to the website and Facebook on the Library Service Strategy consultation – action complete</p> <p>Item 19/90.2 Downlands Rd pavement and dropped kerb issues re safety and signage – Council engineer to make suggestions on how this can be resolved: Cllr Warwick had reported that a final safety audit will be carried out and the police will be involved. She also requested that any further comments be forwarded to her. Action complete</p> <p>Item 19/90.2 Austen Ave pavement – Cllr Warwick reported that this was already on the list for attention and it might come up sooner than otherwise now it's been reported. Action complete</p> | Cllr Mitchener |
| 19/99.2 | To receive the County Councillor's report | |
| | Report was sent out prior to the meeting, which included the HCC budget and investment into climate change, fixing potholes, adult social care and schemes for new and extended school buildings, roads and bridges, the impact of ash dieback disease, LED streetlighting and integrated transport. On the latter Cllr Leach commented that for some residents cycling and walking is not an option and reiterated that the bus routes need to be extended into the parish. | |
| 19/99.3 | To receive the District Councillor's report | |
| | Report was sent out prior to the meeting, which included the runway extension at Southampton Eastleigh Airport, kerbside glass collection, the Children's Climate Parliament which is taking place on 18 March and a Crowdfunding Launch Event on 5 February. Cllr Bell also added that a Freedom Parade will be taking place on Sat 21 March when troops will be marching through the city. | |
| 19/100 | To approve the Minutes of the meeting held on 7 January 2020 | |
| | RESOLVED – Agreed as a true copy, noting that at 19/96.2 the amount was £170.03 and not £175. | |
| 19/101 | Planning Applications and Decisions | |
| 19/101.1 | Planning report – to note updates and agree comments | |
| | Report was sent out prior to the meeting. Four new applications: 7 Mount View Road (19/02813/HOU) – single storey rear extension | |

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| | <p>A member of the public commented that he had no problem with the application. RESOLVED to make no comment.</p> <p>Compton Lodge, 3 Compton Close (19/02823/HOU) – roof extensions and alterations, addition of first floor accommodation, proposed carport and porch, and alterations to external materials</p> <p>The application is a significant redevelopment and not in compliance with the Village Design Statement and not an appropriate scale for the location. Comments had been extended to 7 February. RESOLVED to make an objection.</p> <p>16 Crescent Close (19/02860/HOU) – replacement 3-bed dwelling</p> <p>Corner plot. No negative feedback. RESOLVED to make no comment</p> <p>Land at the rear of 93-95 Olivers Battery Road South (19/02852/FUL) – redevelop the land at the rear of 93-95 Oliver’s Battery Road South to provide seven new dwellings</p> <p>This is a brownfield site and is the second application in recent years. Although the applicant is a registered provider of social housing the tenure is not stated in the application. There were concerns that the site is in a commercial zone and the design and access statement referring to over-supply of land but not whether this is in the parish, the narrowness of the access, overloading the sewerage system, traffic movements, parking affecting the viability of the shops. It was noted that the applicant had not consulted with the Council. A member of the public mentioned the density and lack of trees proposed. RESOLVED to make an objection and to request the application goes to committee as opposed to under delegated powers.</p> <p><u>Update on applications previously discussed</u></p> <p>Fir Grove, Compton Close (19/02460/HOU – application permitted</p> <p>21 Old Kennels Lane (19/02565/HOU) – application current</p> <p><u>Enforcement</u></p> <p>No open cases at 3 February 2020.</p> | <p>Cllr Furlong/Clerk</p> <p>Cllr Furlong/Clerk</p> |
| 19/102 | Finance and Council matters | |
| 19/102.1 | To discuss the progress of resolutions from the last meeting: see Action List | |
| | <p>Item 90/93.1 Contingency Plan: meet with Eve Pritchard regarding obtaining advice in January – action carried forward as Cllr Hare absent</p> <p>Item 90/93.2 Forward details to Clerk in order that invoice can be raised for advertising, and provide suitable text for promoting newsletter advertising on the website – action complete</p> <p>Item 90/93.3 Complete precept form and submit to WCC – action complete</p> <p>Item 90/93.4 Made amendments and publish the Grants Policy and application forms on the website – action complete</p> | Cllr Hare |
| 19/102.2 | To approve payments | |
| | RESOLVED to approve payments | |

| Payments/Receipts List and Bank Reconciliation for February 2020 Meeting | | | | |
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| 27/01/2020 | M Foster (Events Group) | Xmas Tree Event - cash donations | | £170.03 |
| 08/01/2020 | ID mobile | Mobile phone | | 10.83 |
| 10/01/2020 | WCC | Dog bin emptying Oct/Nov/Dec | | 130.00 |
| 24/01/2020 | S Sawyer | Jan salary | | 981.82 |
| 24/01/2020 | Hampshire Pension | Jan | | 229.23 |
| 23/01/2020 | Business Stream | Water at Rec 31 May '19 - 22 Jan '20 | | 54.95 |
| 28/01/2020 | S Sawyer | Reimb printer cartridges/files, travel, parking | | 101.81 |
| 28/01/2020 | St Marks Church Hall | Hire for Jan, Feb and March meetings | | 66.00 |
| | | Bank balance as at 1 January | | £21,801.56 |
| | | Plus Receipts - as above | | £170.03 |
| | | | | £21,971.59 |
| | | Less Payments presented Jan | | £2,798.83 |
| | | Bank balance as at 31 January | | £19,172.76 |
| | | Payments still to be made (inc one from Jan sheet) | | £874.28 |
| 19/102.3 | To consider report on Hampshire 2050 meeting and proposals for Council's approach to Climate Change | | | |
| | A report and list of initiatives had been circulated in advance of the meeting and Cllr Mitchener proposed that Cllr Hare be approved as the lead councillor for climate change and start looking at the areas on the list. RESOLVED to agree the proposal. | | | Cllr Hare |
| 19/102.4 | To consider report and proposals from Events Group including VE Day celebration | | | |
| | A report had been circulated in advance of the meeting. A budget will be requested for the "Street Party" on the Battery when a programme is agreed and the Group is mainly looking at low-cost and free items for the event. The reconciliation from the Christmas Tree event had been updated and showed that the surplus is £200 assuming the Council is paying the £100 it had pledged. RESOLVED to approve the recommendations including to ring fence the balance from the Christmas Tree event for future events, the purchase of lights for the 2020 christmas tree while they are available, reimburse the £50 deposit for the band, purchase flyers approx. £100 (verbal update at meeting), obtain event licence from WCC and Council to contribute up to £150 towards the VE Day event. ACTION Cllr Leach to advise Events Group. Cllr Kirkby advised that Historic England have agreed to provide pre-application advice. | | | Cllr Leach |
| 19/102.5 | To approve financial report for third quarter | | | |
| | RESOLVED to approve the report | | | |
| 19/102.6 | To approve revised Code of Conduct | | | |
| | The document had been circulated prior to the meeting. RESOLVED to approve subject to a correction in relation to paragraph numbering. ACTION Clerk to make the amendments and publish on the website, replacing the current version. | | | Clerk |
| 19/102.7 | To consider report on Annual Parish Meeting May 2020 | | | |
| | A report had been circulated prior to the meeting concerning the date of the Meeting, whether there should be any changes to the format and suggestions for a speaker. RESOLVED to make no changes to the format, and to hold on either 12 or 26 May depending on the availability of a speaker from the Winchester Hospice on their Appeal. ACTION Cllr Collin to contact the Winchester Hospice to determine their availability. | | | Cllr Collin |
| 19/103 | Recreation Ground, Wildlife Conservation Area and the Battery | | | |
| 19/103.1 | To discuss the progress of resolutions from the last meeting: see Action List | | | |
| | Item 90/94.1 Comment on wording of the Fitness Trail instructions – action carried forward as outstanding Item 90/94.1 Upload risk assessment to website (will need updating based on decision) | | | Cllr de Liberali |

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| | <p>about handyperson options) – action complete (but see 90/103.3 below)</p> <p>Item 90/94.1 Complete draft survey as a trial and comment – see 19/103.4</p> <p>Item 90/94.1 Include survey in text in the next Badger Farm and Olivers Battery Community Newsletter – action complete</p> <p>Item 90/94.1 Add link on archaeological investigations to website – action complete Item 90/94.3 Place order with Peter Arnold for refurbishment of millennium bench – action complete</p> <p>Item 90/94.3 Add millennium tree to scope of works for arborists quotations – action complete</p> <p>Item 90/94.4 Complete Appendix A of report on handling of ad hoc practical tasks – action complete</p> <p>Item 90/94.4 Speak to social group and complete Appendix B with names of volunteers – action complete</p> <p>Item 90/94.5 Chase prices for tree inspections – action complete</p> <p>Item 90/94.5 Check with WCC Tree Officer which tree contractors they use – action complete</p> <p>Item 90/94.6 Ask contact at Historic England to advise on the process of gaining approval for event on 28 June – action complete</p> <p>Item 90/94.6 Communicate Council's decision and conditions to St Marks re event on 28 June – action complete</p> | |
| 19/103.2 | To discuss matters arising from weekly reports | |
| | <p>A report had been circulated prior to the meeting and issues raised by Groundsman were with slippery timber and leaves. Cllr Hare had updated map of Recreation Ground showing facilities. Cllr Kirkby shared an A4 version with the meeting and some minor amendments were proposed. RESOLVED to accept recommendations. ACTIONS Cllrs Mitchener and Kirkby to apply anti-slip stain to dragon as soon as weather permits. Clerk to add gathering up leaves and remove from the Recreation Ground to the lengthsman's list in late autumn. Cllr Kirkby to add gathering up leaves and remove from the Recreation Ground to the list of routine and ad hoc tasks (in early winter). Cllr Hare to update map, then to be printed and laminated at A3.</p> | <p>Cllr Mitchener /Cllr Kirkby</p> <p>Clerk Cllr Kirkby Cllr Hare</p> |
| 19/103.3 | To consider report and proposals for ad-hoc tasks | |
| | <p>A report had been circulated together with three appendices identifying the current tasks and draft Terms of Reference for a Handyperson Working Group. The Group needs to be created so that volunteers are covered by the Council insurance. Cllr de Liberali advised that two more volunteers had confirmed their willingness to undertake some of the tasks. RESOLVED to accept the recommendations of the report.</p> <p>ACTIONS Cllr de Liberali to confirm the names of the extra volunteers and which tasks they are able to undertake so the Handyperson Working Group can be updated.</p> <p>Councillor de Liberali to arrange for tasks 4 to 9 to be undertaken asap to establish the ongoing routine</p> <p>Cllr Mitchener to liaise with the two volunteers to arrange a meeting to demonstrate what is required for tasks 1 and 2 asap to establish the ongoing routine.</p> <p>Cllr de Liberali to advise Cllr Collin when his group of volunteers are planning to undertake tasks 5 and 6 for the first time so they can meet at the Recreation Ground.</p> <p>Cllr Kirkby to purchase barrier fencing and fencing pins.</p> <p>Cllr Hare to update Risk Assessment (Cllr Kirkby can assist).</p> <p>Clerk to change status of draft Terms of Reference and add to website</p> | <p>Cllr de Liberali</p> <p>Cllr Mitchener</p> <p>Cllr de Liberali</p> <p>Cllrs Kirkby & Hare/Clerk</p> |
| 19/103.4 | To agree survey for Recreation Ground | |

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| | Cllr de Liberali confirmed that the survey is now ready to go live. RESOLVED to approve with minor amendments, and publish on website, Facebook and noticeboard. ACTION Cllr de Liberali to make the amendments and publish the survey on the website and Clerk to add to Facebook, Cllr Furlong to add to noticeboard. | Cllrs de Liberali & Furlong/Clerk |
| 19/104 | Correspondence | |
| 19/104.1 | To discuss the progress of resolutions from the last meeting: see Action List | |
| | <p>Item 90/96.1 Send a further chaser asking consent to using contributors' photographs from the evidence submitted by the Council – action carried forward as outstanding</p> <p>Item 90/96.2 Chase funds for the mulled wine to be paid into the Council's bank account – action complete</p> <p>Item 90/96.2 Set up a meeting with the school head teacher to see how parking during school pick-up times can be managed and improved – Cllr Collin is waiting for contact to respond to set up a meeting – action carried forward</p> | <p>Cllr Leach</p> <p>Cllr Collin</p> |
| 19/104.2 | To discuss new correspondence received | |
| | <p>The Clerk had received an email from Keep Britain Tidy asking for parish councils to sign up to the Great British Spring Clean.</p> <p>The Clerk had received notification that the HALC Annual Conference would be taking place on 18 March.</p> <p>Cllr Leach and the Clerk had been requested to publicise on the Council's Facebook page that Winchester Good Neighbours require more volunteer drivers. It was felt this should be done. ACTION Clerk to obtain contact details and add to Facebook page</p> <p>The Clerk had identified that when the Battery was transferred from HCC to the Council there was no documentation relating to whether a footpath that was originally included in the title had been transferred to the Council as well. Although it was felt this was unlikely it was sensible to check the Land Registry for the new title number that was created at the time of the transfer, and obtain the register entry and the plan in the Council's name. Cllr Furlong agreed to do this. ACTION Clerk to forward correspondence to Cllr Furlong who will check the register.</p> <p>The Clerk had received communication from WCC resulting from an enquiry from a resident about the condition of the Oliver's Battery sign at the entrance to Oliver's Battery Road South from Badger Farm Road. WCC had liaised with HCC and stated that these signs are now the responsibility of parish councils. ACTION Cllr Leach to contact Mint Signs to obtain a price for a replacement.</p> <p>Cllr Kirkby had forwarded a photograph of an unsightly bollard in Oliver's Battery Road South to Cllr Warwick asking whether as it is in the pavement it is the responsibility of HCC to repair. The bollard is leaning but not loose.</p> <p>Cllr Mitchener had been emailed by a member of the public asking whether the Council is considering extending the car park at the Recreation Ground, or whether it is a rumour. ACTION Cllrs Mitchener and Kirkby to formulate a response, with a copy to the Clerk.</p> | <p>Clerk</p> <p>Clerk/Cllr Furlong</p> <p>Cllr Leach</p> <p>Cllr Warwick</p> <p>Cllrs Mitchener & Kirkby</p> |
| 19/105 | Date of next meeting – 3 March 2020 | |
| | Meeting ended at 9.50 pm | |