



Oliver's Battery Parish Council meeting

Tuesday 3 March 2020

at 7.30pm

St Mark's Church Hall,

Oliver's Battery Road South, Oliver's Battery

MINUTES OF THE MEETING held on 3 March 2020

<u>Present</u>	<u>In attendance</u>	<u>Apologies/Absent</u>
Cllr Mitchener	3 members of the public	Cllr de Liberali
Cllr Kirkby	Clerk – S Sawyer	Cllr Collin
Cllr Furlong	Cllr Warwick	Cllr Williams
Cllr Leach	Cllr Laming	Cllr Bell
Cllr Hare		

Item		ACTION
19/106	Apologies for absence and declarations of interest	
	Apologies had been received from Cllr de Liberali, Cllr Collin and Cllr Bell. There were no declarations of interest.	
19/107	To adjourn for public participation	
	Two members of the public were attending in order to object to a planning application.	
19/107.1	To discuss the progress of resolutions from the last meeting: see Action List	
	Item 19/99 Enquire at HCC whether it is possible to gravel the section of path between Old Kennels Lane and Treble Close – action complete, ticket raised and awaiting a response from HCC. Item 19/99 Contact the agents for the flats over former Thrive Café re part of the balcony falling off – action complete, Clerk had notified the agents Item 19/99 Contact WCC Building Control regarding the same matter – action complete, Cllr Laming reported that Building Control have written to the party responsible for the building Item 19/99 Contact WCC Planning to see if enforcement action can be taken against the owners of 11 Mount View Road regarding building having stopped – action complete, Clerk reported that WCC Planning Enforcement would not take action until much more time has passed without any progress being made. Item 19/99.1 Include new resident permit system at the Household Waste Recycling Centres in Annual Report – action complete, Cllr Mitchener has included this in draft report	
19/107.2	To receive the County Councillor's report	

	Report was sent out prior to the meeting, which included the coronavirus, storms and flooding and climate change. There were no items relating specifically to Oliver's Battery. The report is on the website.	
19/107.3	To receive the District Councillor's report	
	Report was sent out prior to the meeting, which consisted of a City Council Budget Meeting Report which covered the environment, housing, the economy, health and services, and detail on a tree planting programme, but nothing specific to Oliver's Battery. Cllr Laming confirmed that the parish can apply for tree planting. The report is on the website. ACTION Cllr Hare to identify opportunities for new tree locations and numbers	Cllr Hare
19/108	To approve the Minutes of the meeting held on 4 February 2020	
	RESOLVED – Agreed as a true copy	
19/109	To receive a presentation by members of the St Luke's and St Mark's PCC on the proposed refurbishment of St Mark's	
	The Rev Ed Dines gave a summary of what is proposed plus data from feedback from previous presentations.	
19/110	Planning Applications and Decisions	
19/110.1	To discuss the progress of resolutions from the last meeting: see Action List	
	Item 19/101.1 Make an objection to application for Compton Lodge – action complete Item 19/101.1 Make an objection to application for Land at the rear of 93-95 Oliver's Battery Road South – action complete	
19/110.2	Planning report – to note updates and agree comments	
	Report was sent out prior to the meeting. There have been three new applications: 123 Oliver's Battery Road South (20/0090/HOU) – general refurbishment, conversion of garage to habitable use, new rear extension, new roof and roof lights, extension to front porch, new windows and doors: one comment (objection) had been received from a neighbour because of overlooking from proposed windows. RESOLVED to object on the grounds of overlooking. 1 Austen Avenue (20/00232/HOU) – first floor extension over the existing garage, redesign of the ground floor plan: comments due by 25 March. The notification did not arrive in time for the report. ACTION Cllr Furlong will circulate comments for councillors to respond to in order to decide on a response and include in next month's report. Linden Lea, 2 Compton Close (20/00226/HOU) – garage conversion and single storey front extension: comments due by 20 March. The notification did not arrive in time for the report. ACTION Cllr Furlong will circulate comments for councillors to respond to in order to decide on a response and include in next month's report. <u>Update on applications previously discussed</u> 21 Old Kennels Lane (19/02565/HOU) – application current 7 Mount View Road (19/02813/HOU) – application permitted Compton Lodge, 3 Compton Close (19/02823/HOU) – revised drawings have been submitted and the Council notified. Closing date for comments is 11 March. The PC has been notified of an objection to the revised scheme from one of the objectors to the original scheme. One member of the public stated that they are still unhappy because there are still overlooking issues and another member of the public stated that the height	Cllr Furlong/Clerk Cllr Furlong Cllr Furlong Cllr Furlong/Clerk

	<p>and loss of light is still a concern for them. RESOLVED to object on the grounds of height and overlooking.</p> <p>16 Crescent Close (19/02860/HOU) – application still current</p> <p>Land at the rear of 93-95 Olivers Battery Road South (19/02852/FUL) – an update from the planning officer had been received on 17 February stating that the developer had been requested to redesign the scheme and an extension of time will be agreed. An email had been received from Cllr Bell stating that the Council's objection had been listed as a notification. ACTION Clerk to request this is changed to an objection.</p> <p><u>Enforcement</u></p> <p>No open cases at 2 March 2020.</p>	Clerk																																																																												
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	<p>Item 19/102.1 Meet with Eve Pritchard regarding obtaining advice – action carried forward</p> <p>Item 19/102.3 Start looking at the areas on the list in respect of proposals for the Council's approach to Climate Change – Cllr Hare reported that she would be meeting with Cllr Warwick to establish what options are available. Action ongoing.</p> <p>Item 19/102.4 Advise Events Group that recommendations in the Report have been approved - action complete.</p> <p>Item 19/102.6 Make amendments to Code of Conduct and publish – action complete</p> <p>Item 19/102.7 Contact the Winchester Hospice to determine their availability for the Annual Parish Meeting – action complete. Speaker's preference is for 12 May and Cllr Kirkby will Chair the meeting</p>	<p>Cllr Hare</p> <p>Cllr Hare</p>																																																																												
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19/111.3	To consider and approve an Employer Discretion Policy relating to the Local Government Pension Scheme																																																																													
	A draft policy had been circulated in advance of the meeting by Cllr Mitchener, because a policy is a mandatory requirement and must be published and lodged with the pension provider. RESOLVED to adopt the policy, publish it and lodge with Hampshire County Council Pension Fund administrators.	Clerk/Cllr Mitchener																																																																												

19/111.4	To consider a request for a grant of £500 from Badger Farm and Oliver's Battery Community Centre	
	An email from Cllr Laming had been circulated regarding a proposal to refurbish the kitchens. The reason for the urgent small grant request is to help facilitate a grant from WCC, which closes at the end of March. Badger Farm PC will be contributing a larger amount. The Chatty Café has exceeded expectations and with Thrive café closing the community centre took on the role for the Christmas Lunch for the people spending Christmas on their own. The kitchen is over 30 years old and the WCC grant is an opportunity to address its inadequacies and help to expand the work they are doing in the community. It is estimated that the overall cost will be in the order of £40,000. RESOLVED to pay the grant when requested (later in the year), subject to satisfactory completion of the application forms.	
19/112	Recreation Ground, Wildlife Conservation Area and the Battery	
19/112.1	To discuss the progress of resolutions from the last meeting: see Action List	
	<p>Item 19/103.1 Comment on wording of the Fitness Train instructions – action deleted</p> <p>Item 19/103.2 Apply anti-slip stain to dragon as soon as weather permits – action carried forward, weather not been suitable</p> <p>Item 19/103.2 Add gathering up leaves and remove from the Recreation Ground to be added to the lengthsman's list in late autumn – action complete</p> <p>Item 19/103.2 Add gathering up leaves and remove from the Recreation Ground to the list of routine and ad hoc tasks (in early winter) – action complete</p> <p>Item 19/103.2 Update map, then to be printed and laminated at A3 – action complete</p> <p>Item 19/103.3 Confirm the names of the extra volunteers and which tasks they are able to undertake so the Handyperson Working Group can be updated – action carried forward</p> <p>Item 19/103.3 Arrange for tasks 4 to 9 to be undertaken ASAP to establish the ongoing routine – action carried forward</p> <p>Item 19/103.3 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 – action complete</p> <p>Item 19/103.3 Advise Cllr Collin when group of volunteers are planning to undertake tasks 5 and 6 for the first time so they can meet at the Recreation Ground – action carried forward</p> <p>Item 19/103.3 Purchase barrier fencing and fencing pins – action complete</p> <p>Item 19/103.3 Update Risk Assessment – action complete</p> <p>Item 19/103.3 Change status of draft Terms of Reference for Handyperson Working Group and add to website – action complete</p> <p>Item 19/103.3 Make the amendments and publish the survey on the website – action complete</p> <p>Item 19/103.3 Add survey to Facebook – action carried forward</p> <p>Item 19/103.3 Add survey to noticeboard – action deleted as there would be no benefit</p>	<p>Cllrs Mitchener & Kirkby</p> <p>Cllr de Liberali</p> <p>Cllr de Liberali</p> <p>Cllr de Liberali</p> <p>Clerk</p>
19/112.2	To discuss matters arising from weekly reports	
	A report had been circulated by Cllr Kirkby prior to the meeting which included the groundsman's monthly report, the defibrillator, recreation ground map and fitness station instructions, and the annual playground inspection. RESOLVED to accept the	

	<p>recommendations as follows:</p> <ul style="list-style-type: none"> • obtain price for pads for the defibrillator and add to April agenda • look through archive to try and establish ownership of fence on north side of the car park obtain prices for provision of site signage in accordance with the recommendations set out in BS EN 1176 Part 7 and MUGA signage to BS EN 15312 • add clean and treat appropriately algae or moss growth on safety surfacing around ship to lengthsman's list for 18 March • obtain prices for replacing missing components on climbing wall, tucking in and secure edges of grass mat to remove trip hazards at multi-lay platform adjacent to high level tunnel and for replacing worn or missing bushes to swings(see annual play inspection photos) • Handyperson Working Group to remove all rough and sharp edges of timbers on ship, multi-play platform adjacent to monkey bars and multi-play platform adjacent to high level tunnel, tighten to secure swing seat connectors and treat rusting components and repaint basketball hoop backboard (see annual play inspection photos) 	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Cllr de Liberali</p>
19/112.3	To agree changes to List of Ad-hoc tasks	
	<p>A report had been circulated by Cllr Kirkby proposing amending the list in respect of:</p> <ul style="list-style-type: none"> • excluding removing needles at the Recreation Ground (if needles, Clerk to notify WCC so they can be removed by specially trained WCC employees) • adding removing leaves at the Recreation Ground • names of two other volunteers to be confirmed by Cllr de Liberali, • purchase 10 more 'Slippery when Wet' signs • include the list on the PC website. <p>RESOLVED to accept the recommendations in the report.</p>	<p>Clerk</p> <p>Cllr de Liberali</p> <p>Cllr Kirkby</p> <p>Clerk</p>
19/112.4	To decide whether to provide hard copies of survey for Recreation Ground	
	It is recommended that hard copies be provided in the interests of inclusivity. RESOLVED to provide hard copies. The survey has been written to be completed online and will need to be adapted for hard copy use, for example without drop down boxes.	Cllr de Liberali
19/112.5	To consider report on tree surveys/risk assessments received and approve consultant	
	<p>A report had been circulated by Cllr Hare prior to the meeting who confirmed that four companies had been asked to provide a quotation and that values differ significantly. The recommendation was that Merritt Tree Specialists be appointed to carry out the work. RESOLVED to accept the recommendations of the report which are:</p> <ul style="list-style-type: none"> • to appoint Merritt subject to approval from the Council's insurers • in future an annual VTA is undertaken only on the Battery • a health survey be undertaken by the Tree Warden on the trees at the Recreation Ground and Conservation Area and the Millennium Tree • the Tree Warden attends a tree awareness course in summer 2020 as a refresher of responsibilities and identification of issues. <p>Cllr Hare reported that a small tree had been blown down behind the substation on the Battery and is possibly a trip hazard. Cllr Mitchener to investigate.</p>	<p>Clerk</p> <p>Cllr Hare</p> <p>Clerk/Cllr Hare</p> <p>Cllr Mitchener</p>
19/113	Lengthsman Scheme	
19/113.1	To agree works for visit on 18 March	
	The draft list had been circulated before the meeting. RESOLVED to approve the proposed list. ACTION Cllr Mitchener to provide map	<p>Clerk</p> <p>Cllr Mitchener</p>
19/114	Roads and Footpaths	
19.114.1	To consider and approve proposals for cleaning street name signs in Oliver's Battery	
	A report had been circulated by Cllr Kirkby in advance of the meeting proposing that street name signs be added to the ad-hoc tasks list or split up between the councillors.	

	RESOLVED to accept the recommendations of the report, that councillors take responsibility for cleaning on average about 6 street name signs, generally close to where they live, twice a year. The allocations are noted in Appendix A of the report.	All Councillors
19/115	Correspondence	
19/115.1	To discuss the progress of resolutions from the last meeting: see Action List	
	<p>Item 19/104.1 Send a further chaser asking consent to using contributors' photographs from the evidence submitted by the Council – action carried forward</p> <p>Item 19/104.1 Set up a meeting with the school head teacher to see how parking during school pick-up times can be managed and improved – action carried forward as Cllr Collin has not yet been able to speak to the head teacher</p> <p>Item 19/104.2 Obtain contact details of Winchester Good Neighbours and add to Facebook page – action complete</p> <p>Item 19/104.2 Forward correspondence and obtain register entry and plan for the Battery to ensure footpath not included – action complete</p> <p>Item 19/104.2 Contact Mint Signs to obtain a price for replacement parish gateway sign at the entrance to Oliver's Battery Road South from Badger Farm Road – action carried forward</p> <p>Item 19/104.2 Confirm whether the leaning bollard in Oliver's Battery Road South is HCC's responsibility to repair – action deleted as resolved internally</p> <p>Item 19/104.2 Formulate a response regarding whether the Council is considering extending the car park at the Recreation Ground – action complete</p>	<p>Cllr Leach</p> <p>Cllr Collin</p> <p>Cllr Leach</p>
19/115.2	To discuss new correspondence received	
	<p>The Council noted the following correspondence received (all emails) which the Clerk had forwarded during the month:</p> <ul style="list-style-type: none"> • Parish Connect - 10 February • Fairtrade Big Brew in St Mark's Church on 7 March – 19 February • State of the Sector survey – 24 February • South and South-East in Bloom – 24 February • CPRE Hampshire Events – 1 March • Invitation to the Parish Councils Local Plan Briefing Session by WCC 23 March – 1 March (ACTION Clerk to book places for Cllrs Leach and Kirkby) • The programme for the Hampshire Association of Local Councils Annual Conference – 1 March • CPRE Local Plan Workshop 17 April – 3 March Cllrs Hare and Leach expressed an interest in attending (ACTION Clerk to add to April agenda) <p>Cllr Mitchener had been contacted by a member of the public asking why the BT phone box in Oliver's Battery Road South. This was meant to have been removed in February. ACTION Clerk to chase BT.</p> <p>Cllr Mitchener had received notice of a community transport minibus event in May. ACTION Clerk to add to April agenda</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
19/116	Date of next meeting – 7 April 2020	
	Meeting ended at 9.20 pm	