

OLIVERS BATTERY PARISH COUNCIL

Meeting Date:

03 November 2020

ACTIONS LIST

Minute 20/	Action Description	Responsibility	Target Date	Complete?	Comment/Status
PUBLIC PARTICIPATION					
50.1	Add link to notice of change of age range at the school to the website and Facebook page	Clerk	Completed 4 Nov	Y	
PLANNING APPLICATIONS AND DECISIONS					
FINANCE AND COUNCIL MATTERS					
53.1	The Council's approach to Climate Change - write article for OB-server and ask locals if they want to create a working group	Cllr Hare	OB-server deadline		
53.1	Chase outstanding paperwork for payment of £48 for flyer for Scarecrow Competition	Cllr Leach	01-Dec	Y	
53.1	Agree final version of Accessibility Statement - Cllr Kirkby to issue the latest version and Clerk to arrange Zoom meeting including Cllrs Hare and de Liberali to agree final wording	Cllr Kirkby Clerk/Cllrs Hare & de Liberali	01-Dec		
53.3	Submit an updated summary of the proposed key objectives and priorities for the 2021/22 Action Plan in advance of the December meeting	Clerk/Cllrs Mitchener & Kirkby	17-Nov		
53.4	Submit a proposal for the budget for 2021/22, level of reserves to be maintained and precept for 2021/22	Clerk/Cllrs Mitchener & Kirkby	17-Nov		
SOCIAL MEDIA					
54.1	Content owners review the current information on the website and provide any necessary updates to the Clerk who will check to ensure compliance with the Accessibility Regulations before updating the website	Cllrs Leach, Collin, Furlong, Hare & de Liberali	01-Dec		
54.2	Prepare a short digest of news and information and send to the Clerk for publication on the website	Cllr Leach	When necessary		

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PARISH PLAN - PARISH COUNCIL ACTIONS UPDATE					
RECREATION GROUND, WILDLIFE CONSERVATION AREA AND THE BATTERY					
55.1	Provide location map showing exact locations of Scots pine trees - mark up precise locations on Parish Online for Clerk to respond to WCC's queries	Clr Hare/Clerk	01-Dec		
55.1	Find a volunteer to review and validate report with Clr de Liberali.	Clr de Liberali	01-Dec		
55.1	Advise volunteers of changed procedure and reconfirming volunteer contact details	Clr de Liberali	01-Dec		
55.1	Accept the recommendations in the report (on simple tree work by volunteers) ie produce a risk assessment for the work	Clr Hare	Ongoing, and dependent on volunteers		
55.1	Identify days at weekends when volunteers are available and Clr Hare to attend to identify trees and work required	Clr Hare	Ongoing as above		
55.2	Handyperson group comprising Clrs Mitchener and Kirkby and David Warren to undertake removal of leaves (as last year)	Clrs Kirkby/ Mitchener	01-Dec		
55.2	Ascertain whether groundsman is interested in pricing for applying moss killer on tennis court and MUGA in November	Clerk	10-Nov		
55.2	Handyperson Working Group in consultation with Clr Hare to attend to the few low branches on the walking path around the ground	Clr Hare	01-Dec		
55.2	Instruct Outside Classrooms to replace dragons tooth at the car park if price is similar to the previous price	Clerk	01-Dec		
55.3	Assign next tasks to the volunteers (anti-slip and benches preparation and staining)	Clr de Liberali	01-Dec		
55.3	Get a volunteer to review and validate the report with Clr de Liberali	Clr de Liberali	01-Dec		
55.3	Replacement bolt to be installed to allow swing to be brought back into use	Clr Kirkby	01-Dec		

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55.4	Obtain quotations for pothole repair including E/O for reinstating sleeping policeman	Clerk/Cllrs Mitchener & Kirkby	01-Dec		
55.5	Accept price for further remedial works to play equipment and place order with Outside Classrooms in the sum of £135 plus VAT	Clerk	01-Dec		
LENGTHSMAN SCHEME					
56.1	Accept the trade-off between time and waste disposal trip and that any issues in Sept were due to impact of Covid-19 on workforce that month; request that completed timesheets are forwarded after each visit	Clerk	01-Dec		
ROADS AND FOOTPATHS					
CORRESPONDENCE					
57.2	Forward Chair of Countryside Group report to cllrs and ask the Group for a copy of their insurance policy	Clerk	01-Dec		
57.2	Add Hursley PC's investigations into a possible Neighbourhood Plan to Members' Area	Clerk	01-Dec		
57.2	Reserve places on WCC Virtual Briefing on 10 Nov for Cllrs Mitchener, Collin and if possible de Liberali	Clerk	04-Nov	Y	
57.2	Check if crocus bulbs are still available for planting at Austen Avenue and if they are planted, WCC to be requested not to cut grass in these areas	Clerk	01-Dec		