



Oliver's Battery Parish Council meeting

Tuesday 5 January 2021

at 7.30pm

Meeting held online as permitted by
The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility
of Local Authority Police and Crime Panel Meetings) (England and Wales) Regulations 2020

MINUTES OF THE MEETING held on 5 January 2021

<u>Present</u>	<u>In attendance</u>	<u>Apologies/Absent</u>
Cllr Mitchener	1 member of the public	Cllr Williams
Cllr Kirkby	Clerk – S Sawyer	Cllr Leach
Cllr Furlong	Cllr Warwick	Cllr Hare
Cllr Collin	Cllr Laming	Cllr Bell
Cllr de Liberali		

Item		ACTION
20/69	Apologies for absence and declarations of interest	
	Apologies had been received from Cllrs Leach and Hare There were no declarations of interest.	
20/70	To adjourn for public participation	
	One member of the public was in attendance to request that pressure be kept on HCC to decide what to do with the farmland adjacent to Badger Farm Road, which is in their ownership. There was some discrepancy between Cllrs Laming and Warwick about the status of the current tenancy and both councillors will be attending the Local Plan Advisory Group meeting next Monday and will report back.	Cllrs Laming & Warwick
20/70.1	To receive the County Councillor's report	
	Report was sent out prior to the meeting, which included a link to the HCC guidance relating to the new national lockdown, the Police and Crime Commissioner annual survey, ash dieback and a Royaldown press statement from the Leader of HCC confirming that to date no formal consideration has been given to making land available to the developer. Cllr Warwick confirmed that she would notify the Council if	

	a disposal was proposed. Cllr Laming to put the tenants of the farmland in touch with Cllr Warwick to clarify the end of the tenancy date and whether there is a renewal option.	Cllr Laming
20/70.2	To receive the District Councillor's report	
	<p>Report had not been received in time to be circulated to councillors but Cllr Laming highlighted relevant elements which included the proposed Royaldown development, the Upper Brook Street GP Surgery, Operation Transmission preparations and the Council inviting comments on budget plans.</p> <p>Following the December meeting at which Cllr Porter offered to investigate the grant of planning consent for the land behind the Oliver's Battery Road South shops and Cllr Porter not having responded to Cllr Kirkby's emails, Cllr Kirkby to forward the correspondence to Cllr Laming for him to chase for a response.</p>	Cllrs Kirkby & Laming
20/71	To approve the Minutes of the meeting held on 1 December 2020	
	RESOLVED – Agreed as a true copy (to be signed at next face-to-face meeting when there will be an information-only agenda item)	
20/72	Planning	
20/72.1	To consider planning report from Councillor Furlong and agree actions	
	<p>Report was sent out prior to the meeting. Three new applications:</p> <p>7 Seldon Close (20/02749/TPO) – lift three lime trees over road to maintain clearance. RESOLVED no comment</p> <p>62 Old Kennels Lane (20/0205/HOU) – raise roof to provide loft conversion, remove pitched roof to rear and replace with flat roof, new first floor windows to front and rear elevations. RESOLVED no comment</p> <p>16 Partridge Down (20/02500/HOU) – addition of auxiliary room at the rear on the ground floor and second floor side extension above garage. RESOLVED no comment.</p> <p><u>Update on applications previously discussed</u></p> <p>50 Old Kennels Lane (20/02377/FUL) - variation of condition 2 (approved plans) of 20/01237/HOU to change the position of the garage. Still current.</p> <p><u>Enforcement</u></p> <p>WCC Planning Enforcement have provided no update since 30 November and as reported in the December minutes:</p> <p>20/00156/WKS, 85 Old Kennels Lane: alleged works not in accordance with plans – addition of Velux in roof (planning application 18/02884/FUL). Awaiting site visit.</p> <p>20/00236/WKS, 29 Old Kennels Lane: alleged new fence approximately 2.75m high has been erected. In progress.</p>	
20/72.2	To consider report from Cllr Kirkby on making a contribution towards the landscape consultant commissioned by Hursley PC on the area covered by the Royaldown proposal and South Winchester Golf Club	
	A report had been circulated in advance of the meeting. The overall cost of the report was £1500 plus VAT and the proposal was that the Council contribute £500 on the basis that the Landscape Statement also included Texas Field and South Winchester Golf Club. Cllr Kirkby had made an input into the Statement including several	

	references to the ACV. The Statement had been submitted to WCC to provide further evidence that the Royaldown site is not the right location for a major housing and commercial scheme and to inform their deliberations prior to the issue of the Strategic Issues and Option document. There was some concern about an ancient woodland on the golf course. ACTION Cllr Kirkby to check whether this was incorporated into the report. RESOLVED to contribute £500. ACTION Clerk to make the payment.	Cllr Kirkby Clerk																																																																																															
20/73	Finance and Council matters																																																																																																
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	Item 20/63.5 Clerk to formally advise the BF & OB Residents' Community Association that request for grant was not approved – action complete																																																																																																
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	<p>Payments/Receipts List and Bank Reconciliation for January 2021 Meeting</p> <table border="1"> <thead> <tr> <th colspan="4">PAYMENTS</th> </tr> <tr> <th>Invoice Date</th> <th>Supplier</th> <th>Details</th> <th>Gross</th> </tr> </thead> <tbody> <tr> <td>08-Nov-20</td> <td>P Arnold</td> <td>Scrub five benches, oil and reapply</td> <td>80.00</td> </tr> <tr> <td>03-Dec-20</td> <td>M Foster</td> <td>Christmas Tree reimb</td> <td>75.00</td> </tr> <tr> <td>08-Dec-20</td> <td>ID Mobile</td> <td>Mobile phone</td> <td>10.63</td> </tr> <tr> <td>11-Dec-20</td> <td>Mint Signs</td> <td>Newsletter</td> <td>1,090.85</td> </tr> <tr> <td>14-Dec-20</td> <td>S Sawyer</td> <td>December</td> <td>690.90</td> </tr> <tr> <td>14-Dec-20</td> <td>Hampshire Pension</td> <td>December</td> <td>174.83</td> </tr> <tr> <td>21-Dec-20</td> <td>C Stride</td> <td>Xmas gifts for distribution team</td> <td>100.00</td> </tr> <tr> <td>31-Dec-20</td> <td>Unity Trust Bank</td> <td>Service charge</td> <td>18.00</td> </tr> <tr> <td colspan="3">Unpaid - for approval at Nov meeting</td> <td>2,240.21</td> </tr> <tr> <td>07-Jan-21</td> <td>ID Mobile</td> <td>Mobile phone</td> <td>10.63</td> </tr> <tr> <td>26-Nov-20</td> <td>Green Smile</td> <td>Moss killer to tennis court etc</td> <td>240.00</td> </tr> <tr> <td>05-Dec-20</td> <td>Green Smile</td> <td>Grounds maintenance</td> <td>451.50</td> </tr> <tr> <td>11-Dec-20</td> <td>Premier Grounds</td> <td>Green waste</td> <td>24.00</td> </tr> <tr> <td>26-Dec-20</td> <td>S Sawyer</td> <td>Printer ink - complete set</td> <td>72.00</td> </tr> <tr> <td colspan="3"></td> <td>798.13 To be paid</td> </tr> </tbody> </table> <table border="1"> <tbody> <tr> <td></td> <td>Bank balance as at 30 November</td> <td>£24,861.18</td> </tr> <tr> <td colspan="3">Plus receipts</td> </tr> <tr> <td></td> <td>1 Dec - Tall Tim advertisement</td> <td>30.00</td> </tr> <tr> <td colspan="2"></td> <td>24,891.18</td> </tr> <tr> <td colspan="2">Less payments December</td> <td>2,240.21</td> </tr> <tr> <td colspan="2">Less payments from December sheet</td> <td>716.01</td> </tr> <tr> <td colspan="2"></td> <td>21,934.96</td> </tr> <tr> <td colspan="2">Bank balance as at 31 December</td> <td>£21,934.96</td> </tr> <tr> <td colspan="2">Payments still to be made</td> <td>798.13</td> </tr> </tbody> </table>	PAYMENTS				Invoice Date	Supplier	Details	Gross	08-Nov-20	P Arnold	Scrub five benches, oil and reapply	80.00	03-Dec-20	M Foster	Christmas Tree reimb	75.00	08-Dec-20	ID Mobile	Mobile phone	10.63	11-Dec-20	Mint Signs	Newsletter	1,090.85	14-Dec-20	S Sawyer	December	690.90	14-Dec-20	Hampshire Pension	December	174.83	21-Dec-20	C Stride	Xmas gifts for distribution team	100.00	31-Dec-20	Unity Trust Bank	Service charge	18.00	Unpaid - for approval at Nov meeting			2,240.21	07-Jan-21	ID Mobile	Mobile phone	10.63	26-Nov-20	Green Smile	Moss killer to tennis court etc	240.00	05-Dec-20	Green Smile	Grounds maintenance	451.50	11-Dec-20	Premier Grounds	Green waste	24.00	26-Dec-20	S Sawyer	Printer ink - complete set	72.00				798.13 To be paid		Bank balance as at 30 November	£24,861.18	Plus receipts				1 Dec - Tall Tim advertisement	30.00			24,891.18	Less payments December		2,240.21	Less payments from December sheet		716.01			21,934.96	Bank balance as at 31 December		£21,934.96	Payments still to be made		798.13	
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20/73.3	To declare the General Power of Competence																																																																																																
	A report had been circulated in advance of the meeting demonstrating that the Council now met the criteria for eligibility. RESOLVED to declare the Council meets the eligibility criteria for the General Power of Competence as demonstrated by this minute.																																																																																																

20/73.4	To consider report from Cllr Kirkby regarding Councillor roles and responsibilities	
	A report had been circulated in advance of the meeting explaining that as the Annual Meeting had not taken place in May 2020 the roles had not been reviewed and updated since May 2019 and that since that time new roles had been created ie Events Group, Handyperson Group, OB-server, Save South Winchester and Hursley Neighbourhood Plan, Climate Change and Grants (sourcing). RESOLVED to accept the recommendations of the report and to adopt the proposed update to roles and responsibilities. Parking issues at the Recreation Ground were noted. ACTION Cllrs Collin and de Liberali to liaise to identify options	All Cllrs Collin and de Liberali
20/74	Social Media	
20/74.1	To discuss the progress of resolutions from the last meeting: see Action List	
	Item 20/64.1 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 – Cllr de Liberali had carried out the review of pages relevant to him and action now deleted in favour of Cllr de Liberali/Clerk regularly reviewing the website (which happens anyway due to the Accessibility Regulations) and checking and contacting respective councillors for updates.	
20/75	Recreation Ground, Wildlife Conservation Area and the Battery	
20/75.1	To discuss the progress of resolutions from the last meeting: see Action List	
	<p>Item 20/65.1 Cllr Mitchener to mark up precise locations on Parish Online for Clerk to respond to WCC's queries – action complete</p> <p>Item 20/65.1 Find a volunteer to review and validate report with Cllr de Liberali – achieved this month, action complete</p> <p>Item 20/65.1 Advise volunteers of changed procedure and reconfirming volunteer contact details – email issued to volunteers to re-establish commitment, action complete</p> <p>Item 20/65.1 Accept the recommendations in the report (on simple tree work by volunteers) ie produce a risk assessment for the work – action is ongoing, and dependent on volunteers</p> <p>Item 20/65.1 Identify days at weekends when volunteers are available and Cllr Hare to attend to identify trees and work required – ongoing as above</p> <p>Item 20/65.1 Replacement bolt to be installed to allow swing to be brought back into use (lock tight to be applied) – action complete</p> <p>Item 20/65.4 Clerk confirm to WCC that the Council wish to use the Play Inspection Company from January 2021 at a cost of £44.95, with no optional extras – action complete</p>	<p>Cllr de Liberali</p> <p>Cllr Hare</p> <p>Cllr Hare</p>
20/75.2	To consider report from Councillor Kirkby based on Groundsman's weekly reports and agree actions	
	A report had been circulated in advance of the meeting which identified that there was one issue this month, namely another timber bollard needs replacing. See item 20/75.4	
20/75.3	To receive reports on routine and ad-hoc tasks that have been completed (Standing Item)	

	Report had been written by Cllr de Liberali who confirmed that the four-weekly tasks had been carried out by himself accompanied by a volunteer from the Handyperson Working Group, and that there were no significant issues. Next items due before the February meeting: define date and volunteer for anti-slip paint and benches preparation and staining, replace a couple of 'slippery when wet' signs that have gone missing. ACTION Cllrs Collin and de Liberali to liaise to ensure tasks are completed	Cllrs Collin and de Liberali
20/75.4	To consider quotations for replacement bollard at the car park	
	The Clerk reported that quotations had been received as follows: £50 plus VAT for timber and £165 plus VAT for recycled plastic bollard. RESOLVED to accept quotation for timber bollard and instruct the work	Clerk
20/76	Lengthsman Scheme	
20/76.1	To discuss the progress of resolutions from the last meeting: see Action List	
	Item 20/66.2 Clerk to forward the list and map and to request that the lengthsman notifies Cllr Kirkby the previous day if he wants to meet on site – action complete. It was noted that not all the items on the list had been completed by the lengthsman at his visit but that all the high priority tasks had been completed	
20/77	Items for Consideration Only	
20/77.1	To discuss the progress of resolutions from the last meeting: see Action List	
	Item 20/67.1 Clerk to chase Countryside Group for a copy of their insurance policy – action complete Item 20/67.1 Clerk to request contact details from WCC councillors for grass cutting team contacts – action complete Item 20/67.2 Clerk to add to agenda making a financial contribution towards the landscape consultant Hursley PC will be using on an area covered by the Royaldown proposal and South Winchester Golf Club – action complete	
20/77.2	To discuss correspondence received during the month and items for the agenda at the next meeting	
	The Council noted the following correspondence received (all emails) which the Clerk had forwarded since the last meeting: <ul style="list-style-type: none"> • WCC: Parish Connect Dec – 3 Dec • HALC: Dec newsletter – 15 Dec • St Marks Closing for Refurbishment – 17 Dec • WCC: Grants Dec 2020 Newsletter – 18 Dec • CPRE: Dec newsletter – 21 Dec • Hampshire Together programme sets public consultation for summer 2021 – 21 Dec • WCC: Parish Connect Special Edition – 23 Dec • HCC: Highways Winter Update: Cold Weather Warning – 30 Dec <p>Plus the usual Hampshire County Councillor's COVID-19 Briefings</p> <p>The Clerk had received an email with a request for a permanent sign at the tennis court as the temporary sign is no longer there. ACTION Clerk to forward details of the request to Cllrs de Liberali and Collin for them to incorporate into their discussions about the Recreation Ground and to bring proposals to a future meeting. It was noted that due to the lockdown the tennis court is now closed and will be for a number of weeks.</p>	Clerk/Cllrs de Liberali & Collin
20/78	Date of next meeting – 2 February 2021	

	Meeting ended at 8.45 pm	
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