



## Oliver's Battery Parish Council meeting

Tuesday 11 January 2022

at 7.30pm

St Mark's Church Hall,  
Oliver's Battery Road South, Oliver's Battery

### MINUTES OF THE MEETING held on 11 January 2022

<u>Present</u>	<u>In attendance</u>	<u>Apologies/Absent</u>
Cllr Mitchener (Chair)	19 members of the public	Cllr Collin
Cllr de Liberali	Clerk – S Sawyer	Cllr Warwick
Cllr Furlong	Cllr Laming	Cllr Williams
Cllr Hare	Ben Olds, Imperial Homes	
Cllr Kirkby		
Cllr Bright		

Item		ACTION
<b>21/64</b>	<b>Apologies for absence and declarations of interest</b>	
	Apologies had been received from Cllrs Collin, Warwick and Williams. There were no declarations of interest.	
<b>21/65</b>	<b>To adjourn for public participation</b>	
	<p>A member of the public reported that he was present for the agenda item on the SHELAA.</p> <p>Another member of the public requested an update on earlier issues that he had raised, namely picnic benches (Cllr Mitchener confirmed that there is no money in the current budget but that it would be reviewed again) and footpath 506 (the Clerk confirmed the same as at the previous meeting ie that it had been reported to HCC).</p> <p>Ben Olds, director at Imperial Homes, was present to show the plans for the revised planning application for the shops to the rear of 93-95 Oliver's Battery Road South and to answer questions on the shops and flats. The planning application has been submitted and reduces the number of units from seven to six. Flats are not seen to be as appealing as affordable family homes in this location, and the revised scheme provides more parking for the new residential units. The two-bedroom properties will be for rent and the three-bedroom properties sold on the open market. Imperial Homes have purchased the shops and flats as a long term investment as part of a change of business strategy post-Covid and confirmed that the shops will not be</p>	

	<p>closing. The 3 existing tenants would remain under their current leases and they have agreed a 10 year lease with a chiropractor for the unit that used to be Thrive Café. Although they looked at the cycle shop, they have not purchased it. Subject to planning approval for the new residential units proposal, they hope to start work in the next 3 months.</p>	
21/65.1	To discuss the progress of resolutions from the last meeting: see Actions List	
	<p>Item 21/56.3 Advertise the Friarsgate site plans and feedback forms on the website – action complete</p> <p>Item 21/56.3 Review whether a grant could be applied for in connection with sustainability events – Cllr Hare confirmed this is ongoing</p>	
21/65.2	To receive the County Councillor's report	
	<p>Report was sent out prior to the meeting, which included information about priority salt routes and blue grit bins for community use, views being sought on the Winchester Movement Strategy and the draft Local Cycling and Walking Infrastructure Plan, grants that have been supported by Cllr Warwick and HCC.</p> <p>Cllr Warwick had also been copied into a question sent to Steve Brine MP about the junction of Oliver's Battery Road South and Badger Farm Road. Cllr Kirkby confirmed he has sent a query to Cllr Warwick about the cycle routes.</p>	Cllr Warwick
21/65.3	To receive the District Councillor's report	
	Report was sent out prior to the meeting, which included the death of Cllr Lynda Murphy, Cllr Hannah Williams to serve as Cabinet Member for Climate Emergency, the next stage for the Central Winchester Regeneration and the Winchester Movement Strategy proposals.	
<b>21/66</b>	To approve the Minutes of the meeting held on 7 December 2021	
	RESOLVED – Agreed as a true copy	
<b>21/67</b>	<b>Planning</b>	
21/67.1	To discuss the progress of resolutions from the last meeting: see Actions List	
	Item 21/58.3 Identify some details that correspond to Cllr Gordon-Smith's approach for example identify any parts of the Village Design Statement that are consistently ignored by WCC planners, any Council objections that are consistently turned down by WCC planners etc – Cllr Furlong confirmed this is still in progress	Cllr Furlong
21/67.2	To consider planning report from Councillor Furlong and agree actions	
	<p>Report was sent out prior to the meeting. Five new applications:</p> <p>5 Oliver's Battery Gardens (21/02930/DIC) Discharge of conditions 2, 3, 4, 5, 6, 7 and 8 of planning application 18/02699/FUL. RESOLVED no comment.</p> <p>17 Sunnydown Road (21/02877/HOU) Single storey rear extension and elevational alternations. RESOLVED no comment.</p> <p>South View Park Homes (21/03094/LDC) Section 191 Application for a Lawful Development Certificate of an Existing Use or Development (CLEUD) for the Use of the Land as 'Ancillary Recreation Land and Storage to the Caravan Site'. RESOLVED to object as the application site is in the settlement gap and countryside and Cllr Laming has asked Planning for details of previous enforcement action which may be relevant to this application.</p> <p>2 Sunnydown Road (21/02857/HOU) Extension on the bedroom side of the house to increase the space of the current bedrooms and provide new spaces inside, addition</p>	Cllr Furlong/ Clerk

	<p>of a porch on the front of the house and conversion of the existing flat roof of the garage into a sloped roof. Outward views across the property from Sunnydown Road are generally not impacted but a neighbour is concerned about the loss of view from his property. RESOLVED to object and request that the proposal is amended to remove the proposed pitched roof over the garage to maintain the view from 64 Old Kennels Lane in accordance with the Village Design Statement guidelines.</p> <p>1 Lisle Close (21/02828/HOU) First floor extension over existing single storey lounge to provide sitting room, addition of small flat roof porch canopy to front door, replacement of existing pitched finishes with artificial slate, part rendering to walls. RESOLVED no comment</p> <p><u>Update on applications previously discussed</u></p> <p>1 Austen Avenue (21/02552/HOU) 1 No new bike store to front garden. Application permitted 3 December.</p> <p>19 Old Kennels Lane (21/02588/HOU) Detached double garage to side of house. Application permitted 14 December.</p> <p>Mast, Badger Farm Road (21/02460/FUL) Removal of 1 No existing 12.5m monopole and 1 No equipment cabinet to be replaced with 1 No new 18m monopole accommodating new antennae and wrap-around cabinet with 2 No additional cabinets and associated ancillary works thereto. Objection submitted on behalf of the Council following discussion at its November meeting. Planning Officer not decided on his recommendation and not able to advise on committee dates.</p> <p><u>Enforcement</u></p> <p>WCC Planning Enforcement had provided an update prior to the meeting, as follows: 13 Treble Close (21/00282/BCOND), variations to approved plans and movement of development – case had been previously recommended for closure as no breach of planning control but still showing as live, although WCC are no longer reporting the latest inspection date or notes.</p>	Cllr Furlong/ Clerk
21/67.3	To consider how the Council will respond to WCC consultation on update to the Strategic Housing & Employment Land Availability Assessment (SHELAA)	
	<p>A report had been circulated in advance of the meeting brought to the Council. On 8 December WCC's cabinet approved the updated SHELAA for issue as part of the evidence base for the Local Plan. The Council has been informed that WCC will be convening meetings with parish councils in February/March. Areas of specific interest to Oliver's Battery residents are Texas Field, land east of South View Park Homes, South Winchester Golf Club, Pitt Vale and land at the west and east of the north end of Port Lane. RESOLVED to raise residents' awareness and compile residents' responses combined with the Council's own comments. ACTION Cllr Furlong to prepare an interim paper for review at the February meeting, Cllrs Furlong &amp; Kirkby to prepare documents to be posted on to the noticeboards, website and Facebook page, to prepare a draft for circulation to councillors (by the end of next week) and Clerk to provide text for GDPR-compliant invitation for the flyer for residents to join contacts list for the SHELAA and general Council communications. Maximum expenditure of £120 approved for the flyer. Cllr Hare to bring to February meeting a proposal for a Council banner to increase community involvement by advertising the Council meeting monthly etc</p>	<p>Cllr Furlong</p> <p>Cllrs Furlong &amp; Kirkby/ Clerk</p> <p>Cllr Hare</p>
21/67.4	To note the response from Imperial Homes regarding 93-95 Oliver's Battery Road South and agree any further action	
	RESOLVED to comment on the planning application that was submitted for the land to the rear of the shops.	
<b>21/68</b>	<b>Finance and Council matters</b>	

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	<p>Item 21/59.1 Cllr Mitchener to give Cllr de Liberali the hardware to investigate both the software and hardware of the speed limit reminder sign – Unit to be removed and given to Cllr de Liberali so it can be monitored and investigated</p> <p>Item 21/59.3 Write to the developer of the local shops to seek details of their intentions for this part of the local centre – action complete</p> <p>Item 21/59.3 Identify any shops in Hampshire which have been accepted by the local authority as an ACV, in order to establish how this approach can be successful – action complete</p> <p>Item 21/59.3 Make further enquiries with the shops to find out what their current understanding is of what's happening – action complete</p> <p>Item 21/59.4 Add action plan for 2022/23 to website – action complete</p> <p>Item 21/59.5 Notify WCC of Precept requirement of £39,664 – action complete</p> <p>Item 21/59.6 Order 1 Nr medium size, 3 Nr large size and 3 Nr extra large size high-vis vests – action complete</p>																																																																											
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	<p>RESOLVED to approve payments and bank reconciliations.</p> <table border="1" data-bbox="244 1021 1275 1451"> <thead> <tr> <th colspan="4"><b>Payments/Receipts List and Bank Reconciliation for January 2022 Meeting</b></th> </tr> <tr> <th colspan="4"><b>PAYMENTS</b></th> </tr> <tr> <th>Invoice Date</th> <th>Supplier</th> <th>Details</th> <th>Gross</th> </tr> </thead> <tbody> <tr> <td>09-Dec-21</td> <td>S Sawyer</td> <td>Dec</td> <td>677.10</td> </tr> <tr> <td>09-Dec-21</td> <td>Hampshire Pension</td> <td>Dec</td> <td>184.15</td> </tr> <tr> <td>31-Dec-21</td> <td>Unity Trust Bank</td> <td>Service charge</td> <td>18.00</td> </tr> <tr> <td colspan="3"></td> <td><b>879.25</b></td> </tr> <tr> <th colspan="4"><b>Unpaid - for approval at January meeting</b></th> </tr> <tr> <td>13-Dec-21</td> <td>C Stride</td> <td>Xmas gifts to OB news distributors</td> <td>37.00</td> </tr> <tr> <td>25-Nov-21</td> <td>Sarsen Press</td> <td>700 4ppA4 newsletters printed</td> <td>80.00</td> </tr> <tr> <td>05-Dec-21</td> <td>Green Smile</td> <td>Grounds maintenance</td> <td>451.50</td> </tr> <tr> <td>13-Dec-21</td> <td>D Kirkby</td> <td>High visibility vests (Amazon)</td> <td>45.15</td> </tr> <tr> <td>05-Jan-22</td> <td>WCC</td> <td>Dog bin emptying Q3 (Oct, Nov, Dec)</td> <td>130.00</td> </tr> <tr> <td colspan="3"></td> <td><b>743.65 To be paid</b></td> </tr> </tbody> </table> <table border="1" data-bbox="244 1485 922 1962"> <tbody> <tr> <td>Bank balance as at 30 November</td> <td>£31,662.94</td> </tr> <tr> <td colspan="2"><b>Plus receipts</b></td> </tr> <tr> <td>Donations at Xmas event</td> <td>158.20</td> </tr> <tr> <td></td> <td><b>£31,821.14</b></td> </tr> <tr> <td><b>Less payments December</b></td> <td>879.25</td> </tr> <tr> <td><b>Less payments from December sheet</b></td> <td>1,571.43</td> </tr> <tr> <td></td> <td><b>29,370.46</b></td> </tr> <tr> <td>Bank balance as at 31 December</td> <td>£29,370.46</td> </tr> <tr> <td><b>Payments still to be made</b></td> <td><b>743.65</b></td> </tr> </tbody> </table>	<b>Payments/Receipts List and Bank Reconciliation for January 2022 Meeting</b>				<b>PAYMENTS</b>				Invoice Date	Supplier	Details	Gross	09-Dec-21	S Sawyer	Dec	677.10	09-Dec-21	Hampshire Pension	Dec	184.15	31-Dec-21	Unity Trust Bank	Service charge	18.00				<b>879.25</b>	<b>Unpaid - for approval at January meeting</b>				13-Dec-21	C Stride	Xmas gifts to OB news distributors	37.00	25-Nov-21	Sarsen Press	700 4ppA4 newsletters printed	80.00	05-Dec-21	Green Smile	Grounds maintenance	451.50	13-Dec-21	D Kirkby	High visibility vests (Amazon)	45.15	05-Jan-22	WCC	Dog bin emptying Q3 (Oct, Nov, Dec)	130.00				<b>743.65 To be paid</b>	Bank balance as at 30 November	£31,662.94	<b>Plus receipts</b>		Donations at Xmas event	158.20		<b>£31,821.14</b>	<b>Less payments December</b>	879.25	<b>Less payments from December sheet</b>	1,571.43		<b>29,370.46</b>	Bank balance as at 31 December	£29,370.46	<b>Payments still to be made</b>	<b>743.65</b>	
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21/68.3	To approve financial report for third quarter																																																																											

A report had been circulated in advance of the meeting. RESOLVED to approve the report.

Oliver's Battery Parish Council				
Quarterly Budget Control Report for Year Ended 2022				THIRD QUARTER
	Approved Budget	To Date	Actual v Budget	Comments
	2021/22	2021/22	2021/22	
Expenditure	£	£	%	
Salary & NI	£8,750.00	6,448.59	74%	
Pension	£1,740.00	1,302.66	75%	
Clerk Expenses	£200.00	200.00	100%	Annual payment
Mobile Phone	£130.00	95.67	74%	
Travel	£100.00	43.20	43%	
Training	£400.00	0.00	0%	
Meeting Costs	£300.00	74.70	25%	
Admin	£200.00	272.01	136%	New printer/paper/ink
Bank Charges	£80.00	54.00	68%	
Insurance Premium	£340.00	334.34	98%	
Insurance Contingency	£1,000.00	290.00	29%	Repairs to tennis court/chainlink fencing
Audit Fees	£500.00	400.00	80%	
Subscriptions	£900.00	830.44	92%	SILCC, HALC, CPRE, Data Protection fee, Krystal domain/host, MS Office
Grants & Donations	£1,000.00	440.83	44%	OB Courtryside Group, £250 Citizens Advice
Events	£700.00	395.00	56%	First Aid kit, £50/£250 of community sign frame cost, Scarecrow, Xmas (some mitigated by us)
Tree Surveys/Remedial Wks	£1,500.00	0.00	0%	
Tree Planting	£500.00	0.00	0%	
Newsletter	£3,000.00	1,230.71	41%	Newsletter and OB-server
Bench Maintenance	£500.00	185.00	37%	
Lengthsman Rubbish Disp	£100.00	76.00	76%	
Dog Waste Bins	£600.00	260.00	43%	Apr-Sep
<b>Recreation Ground:</b>				
Contracts/Play Inspection	£5,500.00	4,570.25	83%	Incs extra bin emptying/cubs
Annual Play Inspection	£100.00	44.95	45%	
Conservation Area Rent	£50.00	50.00	100%	
Water Supply	£125.00	67.75	54%	Feb - Nov
Repairs & Renewals	£1,500.00	3,434.10	229%	Replacement tap, bollards, resoil/turf tunnel, repairs annl inspectn, works to slide area, rubber safety surface, Handyperson mats, fix end panel tunnel
Improvements	£2,000.00	67.60	3%	Printing Rec survey
Planning (Action Plan)	£1,000.00	0.00	0%	
Miscellaneous	£500.00	579.13	116%	55 letters print, 116 Sustainability print, 145 remove tree cage/repair signpost, £50/£250 community sign, Green Picnic printing/prizes
S137	£200.00	214.82	107%	£150/£250 community sign frame cost, £65 board/banner community sign
	<b>£33,515.00</b>	<b>£ 21,961.75</b>	<b>66%</b>	
VAT on purchases		£ 2,095.42		
<b>Income</b>				
Precept	£36,000.00	36,000.00	100%	
Other	£0.00	958.20	N/A	£500 grant retnd, 2 x £50 contributions to community sign, £200 HCC grant Sustainability, donations Xmas event
VAT		2,270.38	N/A	
	<b>£36,000.00</b>	<b>£39,228.58</b>		

This budget control report is used to monitor spend against budget and to set the following year's budget

21/68.4

To agree a date for the Annual Parish Meeting

A report had been circulated in advance of the meeting proposing the date for the meeting, the format and the speaker. RESOLVED to hold the meeting on Tuesday 26 April 2022 using the same format as prior years and to invite the speaker who was going to come to the last meeting that was postponed. ACTION Clerk to book the hall and contact the new Winchester Hospice to see if they are still interested in being the speaker at the meeting.

Clerk

21/68.5

To consider suggestions for the celebration of the Queen's jubilee and agree actions

A report had been circulated in advance of the meeting, proposing that a community picnic be held, as no other suggestions had been put forward following the article in the Community Newsletter and contact with the Events Group. RESOLVED to hold the picnic and for it to be on the same day as the Big Lunch on 2 – 5 June. Cllr Bright had earlier emailed councillors about suggestions for events and Cllr Kirkby to hold a meeting with her and some members of the Events Group so that she can bring a proposal to the next meeting.

Cllrs Kirkby & Bright

21/69

**Parish Plan**

21/69.1

To discuss the progress of resolutions from the last meeting: see Actions List

Item 21/60.1 Add to January agenda report on further exploration of contributors to the magazine and newsletters – action complete

21/69.2	To consider report from Cllr Hare on further exploration of contributors to the magazine and newsletters	
	Cllr Hare confirmed that the action is ongoing and that there is money in the budget for one more OB-server this financial year following which the Council will need to consider whether to phase it out and concentrate on smaller, cheaper newsletters. ACTION Cllr Hare to canvass views on newsletter versus magazine and put forward proposals on the outcome and whether to purchase a desktop publisher	Cllr Hare
<b>21/70</b>	<b>Communications</b>	
21/70.1	To discuss the progress of resolutions from the last meeting: see Actions List	
	Item 21/601.1 Add to January agenda to consider a policy and usage guide for the community sign – action complete	
21/70.2	To consider report from Cllr Hare on a policy and usage guide for the community sign	
	Cllr Hare was unable to finalise the report prior to the meeting but will now circulate it.	Cllr Hare
<b>21/71</b>	<b>Recreation Ground, Wildlife Conservation Area and the Battery</b>	
21/71.1	To discuss the progress of resolutions from the last meeting: see Actions List	
	<p>Item 21/62.1 Finalise text for Rec narrative on the website for publication after agreement – action carried forward as Cllr Collin not present</p> <p>Item 21/62.1 Check if action has been taken by SSE in respect of tree overhanging the substation [in order that quotations can be obtained for works to dead branches which has to be done by professionals] – action complete (some have been cut)</p> <p>Item 21/62.1 Tighten two more screws on basket swing – action complete</p> <p>Item 21/62.3 Request written report from Cllr Collin – action complete</p> <p>Item 21/62.4 Destroy personal data from the survey after one year, Cllr de Liberali to destroy data held by him immediately – action complete</p> <p>Item 21/62.5 Look at other options [for highlighting perimeter track] that are cheaper (eg purchasing a white line machine) – Cllr de Liberali to investigate available and relevant grants for raising the money for the previous work that was quoted for. Cllr Laming suggested trying WCC and perhaps the CIL grant.</p> <p>Item 21/62.6 Place order with the groundsman in the sum of £600 excluding VAT, to remove basal suckers, low hanging branches and brambles at the Recreation Ground in January – action complete</p> <p>Item 21/62.6 Try to establish working groups, primarily from the Handyperson, Sustainability and Oliver's Battery Countryside Groups, to cut back low hanging branches and basal suckers at The Battery during the winter – action complete (Cllrs Kirkby and Hare had met and agreed priorities at The Battery which the groundsman could undertake this month when also doing work at the Recreation Ground)</p> <p>Item 21/62.6 If there are enough volunteers for The Battery, approach tree surgeons to establish if they are willing to accept an order to chip any branches cut down by volunteers – action not complete as contingent upon previous action</p>	<p>Cllr Collin</p> <p>Cllr de Liberali</p>
21/71.2	To consider report from Cllr Collin based on Groundsman's weekly reports and agree actions	
	The groundsman's report for December showed no issues and Cllr Collin was absent from the meeting	

21/71.3	To receive reports on routine and ad-hoc tasks that have been completed (Standing Item)	
	Cllr Collin was absent from the meeting. ACTION Clerk to request written report on inspection and tasks from Cllr Collin	Clerk
21/71.4	To grant retrospective approval to instruct WCC to carry out annual play inspection	
	RESOLVED to grant approval.	
<b>21/72</b>	<b>Items for Consideration Only</b>	
21/72.1	To discuss the progress of resolutions from the last meeting: see Actions List	
	<p>Item 21/64.1 Mention defibrillator training in the next newsletter – action carried forward. Clerk confirmed that she had found someone to carry out the training</p> <p>Item 21/64.2 Notify trustee of Badger Farm Community Centre that the Council is prepared to place a leaflet in one of the notice boards – action complete</p> <p>Item 21/64.2 Notify resident of Oliver's Battery Road North that she can add details from the article in the Oliver's Battery newsletter about the local shops to a neighbours WhatsApp group for Oliver's Battery Road North – action complete</p> <p>Item 21/64.2 Notify WCC that the Council wants an annual play area inspection by the Play Inspection Company and add to the January agenda – action complete</p>	Cllr Hare
21/72.2	To discuss correspondence received during the month and items for the agenda at the next meeting	
	<p>The Council noted the following correspondence received (all emails) which the Clerk had forwarded since the last meeting:</p> <ul style="list-style-type: none"> <li>• WCC: Parish Connect December 2021 – 8 Dec</li> <li>• HALC: Queen's Platinum Jubilee Beacons – 9 Dec</li> <li>• HALC: Briefing Covid 19 – 9 Dec</li> <li>• WCC: Landscape Character Assessment update consultation for adoption as an SPD – 10 Dec</li> <li>• NALC: Chief Executive's Bulletin – 10 Dec</li> <li>• WCC: Biodiversity Action Plan survey report and update December 2021 – 16 Dec</li> <li>• HCC: Your view on Council tax contributions to policing – 16 Dec</li> <li>• Imperial Homes: Response to letter re 93-95 Oliver's Battery Road – 20 Dec</li> <li>• WCC: WCC Open Space Strategy – call for photos – 21 Dec</li> <li>• HCC: Hampshire Highways Members Newsletter – Dec 2021 – 21 Dec</li> <li>• H&amp;IoW Community Foundation – new grants – 22 Dec</li> <li>• Basingstoke Voluntary Action on behalf of the Hampshire CVS Network – Funding Newsletter – 22 Dec</li> <li>• Community First – Ever heard of Repair Cafes? – 22 Dec</li> <li>• Winchester &amp; District ALC – Jubilee [and next meeting] – 22 Dec</li> <li>• WCC: Funding Newsletter – December 2021 – 22 Dec</li> <li>• Community First – Get Going Again Project – 22 Dec</li> <li>• SLCC: Remote Meetings for Councils in England – 7 Jan</li> </ul> <p>Cllr Hare confirmed the Sustainability Group meeting would be taking place on Saturday 15 January.</p> <p>It was observed that the Sainsburys recycling facilities in Badger Farm had deteriorated and that smaller bins were now provided which are totally inadequate. Cllr Laming will pursue the matter with Sainsburys.</p>	Cllr Laming

	It was reported that a water meter box in the pavement outside the hall was hazardous. ACTION Clerk to report to Southern Water and FixmyStreet	Clerk
<b>21/73</b>	<b>Date of next meeting – 1 February 2022</b>	
	Meeting ended at 9.15 pm	