



## Oliver's Battery Parish Council meeting

Tuesday 1 February 2022

at 7.30pm

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

### MINUTES OF THE MEETING held on 1 February 2022

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

Item		ACTION
<b>21/74</b>	<b>Apologies for absence and declarations of interest</b>	
	No apologies had been received. There were no declarations of interest.	
<b>21/75</b>	<b>To adjourn for public participation</b>	
	The member of the public present confirmed that he was attending for the agenda item relating to the SHELAA.	
21/75.1	To discuss the progress of resolutions from the last meeting: see Actions List	
	Item 21/65.2 Respond to query from Cllr Kirkby regarding a copy of radial cycle route C2 and perhaps to others in and around Winchester town to provide context (sent 7 January) – action complete	
21/75.2	To receive the County Councillor's report	
	Report was sent out prior to the meeting, which included an update on the household waste recycling centres, support for community transport is to continue into the new financial year, investment into roads and transport, planning for the new waste infrastructure, the Platinum Jubilee celebrations, a life-size statue of medieval Jewish	

	resident Licoricia to be unveiled and consultation on school transport which has just gone live.	
21/75.3	To receive the District Councillor's report	
	Report was sent out prior to the meeting, which included the City Council having approved plans to identify and secure a development partner to help deliver its vision for the Central Winchester Regeneration area, links to the SHELAA and suggesting parish council work with residents to formulate a response that has the views of as many residents as possible, an update on M3 Junctions 9 to 14, the Mayor's Community Awards 2022, Southern Rail operating on a consolidated timetable from 17 January, a call to nominate local businesses for #LoveLocalDay on 14 February and the last call for street closures for the Platinum Jubilee is 11 March.	
<b>21/76</b>	To approve the Minutes of the meeting held on 11 January 2022	
	RESOLVED – Agreed as a true copy	
<b>21/77</b>	<b>Planning</b>	
21/77.1	To discuss the progress of resolutions from the last meeting: see Actions List	
	<p>Item 21/67.1 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 – still outstanding, carry forward</p> <p>Item 21/67.2 Object to South View Park Homes Section 191 Application for a Lawful Development Certificate (21/03094/LDC) – included within Planning report</p> <p>Item 21/67.2 Object to 2 Sunnydown Road (21/02857/HOU) application 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 – action complete</p> <p>Item 21/67.3 Prepare an interim paper for review how the Council will respond to the WCC consultation on update to the SHELAA at the February meeting – agenda item</p> <p>Item 21/67.3 Prepare flyer to be posted on to the noticeboards, website and Facebook page, prepare a draft for circulation to councillors – agenda item</p> <p>Item 21/67.3 Provide text for GDPR-compliant invitation for the flyer for residents to join contacts list for the SHELAA and general Council communications – action complete</p> <p>Item 21/67.3 Bring to February meeting a proposal for a Council banner to increase community involvement by advertising the Council meeting monthly etc – action complete, agenda item</p>	Cllr Furlong
21/77.2	To consider planning report from Councillor Furlong and agree actions	
	<p>Report was sent out prior to the meeting. One new application:</p> <p>93 – 95 Oliver's Battery Road South (21/03207/FUL) Demolition of existing commercial buildings and garages and the erection of 6 No new dwellings with car parking and use of existing access from Oliver's Battery Road South along with erection of a new block of 8 No Commercial Garages (Alternative scheme to Planning Consent ref 19/02852/FUL). RESOLVED to comment that this application represents a better solution than the previous one.</p> <p><u>Update on applications previously discussed</u></p> <p>South View Park Homes (21/03094/LDC) Section 191 Application for a Lawful</p>	Cllr Furlong/ Clerk

	<p>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'. Discussed at the January meeting and resolved to submit an objection. Since that meeting a formal notice was received from WCC Planning requesting public comments before 9 February, but the WCC website showed the application was permitted on 21 January and the Clerk had submitted a strong complaint about the timings. Cllr Laming will also make a complaint. RESOLVED that Cllr Furlong will draft the objection the Council was going to send anyway and ask what challenge can be made against the decision as WCC did not follow its own process. Namely, WCC did not give the Council the opportunity to supply any evidence or information that disputes that supplied by the applicant, in accordance with their Explanatory Guide.</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. Permitted 6 January.</p> <p>17 Sunnydown Road (21/02877/HOU) Single storey rear extension and elevational alternations. Permitted 25 January.</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 of a porch on the front of the house and conversion of the existing flat roof of the garage into a sloped roof. At the January meeting the Council 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. Application still current as at 30 January.</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. Application permitted 20 January.</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. Application still current and 7 public objections including the Council's.</p> <p><u>Enforcement</u></p> <p>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>	<p>Cllr Laming</p> <p>Cllr Furlong/ Clerk</p>
21/77.3	To consider report from Cllr Furlong on how the Council will respond to WCC consultation on update to the Strategic Housing & Employment Land Availability Assessment (SHELAA)	
	<p>Three documents had been circulated in advance of the meeting giving a list of the proposed SHELAA sites with the impact on Oliver's Battery and its local environment, plus some general comments applicable to all SHELAA proposed sites, to form the basis of a discussion with WCC Planning; and drafts for the noticeboard, flyer and website. It was noted that the Strategic Planning Manager had asked Councils to use their local knowledge and try to rank sites at a very high level. This would help establish if any sites may have some potential, perhaps with caveats, as well as being clear why sites are unsuitable. Cllr Laming confirmed that WCC are expecting parish councils to respond on which sites they would accept. The importance of providing some context, perhaps as principles, was agreed. The proposed engagement was an opportunity to determine what would benefit Oliver's Battery and the consultation with residents should help facilitate this. A drop-in session was proposed as well as flyer, notices etc. RESOLVED Cllr Furlong to prepare new drafts for the flyer, notice and</p>	<p>Cllrs Furlong</p>

	social media for agreement with Cllr Kirkby prior to sharing with other Cllrs. The Clerk had confirmed that a GDPR statement would need to be included for new contacts coming forward.	& Kirkby																																																																																				
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	<p>Item 21/68.4 Book the hall for the Annual Parish Meeting and contact the new Winchester Hospice to see if they are still interested in being the speaker at the meeting – action complete, speaker has confirmed they will attend and they will require a projector and screen.</p> <p>Item 21/68.5 Hold a meeting with some members of the Events Group so that Cllr Bright can bring a proposal to the next meeting – action complete</p>																																																																																					
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	<p>RESOLVED to approve payments and bank reconciliations.</p> <table border="1"> <thead> <tr> <th colspan="4"><b>Payments/Receipts List and Bank Reconciliation for February 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>13-Jan-22</td> <td>S Sawyer</td> <td>Jan</td> <td>677.10</td> </tr> <tr> <td>13-Jan-22</td> <td>Hampshire Pension</td> <td>Jan</td> <td>184.15</td> </tr> <tr> <td>11-Jan-22</td> <td>ID Mobile</td> <td>Mobile phone</td> <td>10.63</td> </tr> <tr> <td></td> <td></td> <td></td> <td><b>871.88</b></td> </tr> <tr> <td colspan="4"><b>Unpaid - for approval at February meeting</b></td> </tr> <tr> <td>05-Jan-22</td> <td>Green Smile</td> <td>Grounds maintenance</td> <td>451.50</td> </tr> <tr> <td>19-Jan-22</td> <td>Green Smile</td> <td>Clear brambles at Rec. and Battery</td> <td>720.00</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td><b>1,171.50</b> To be paid</td> </tr> <tr> <td></td> <td><b>Bank balance as at 31 December</b></td> <td><b>£29,370.46</b></td> <td></td> </tr> <tr> <td></td> <td><b>Plus receipts</b></td> <td><b>-</b></td> <td></td> </tr> <tr> <td></td> <td></td> <td><b>£29,370.46</b></td> <td></td> </tr> <tr> <td></td> <td><b>Less payments January</b></td> <td><b>871.88</b></td> <td></td> </tr> <tr> <td></td> <td><b>Less payments from January sheet</b></td> <td><b>743.65</b></td> <td></td> </tr> <tr> <td></td> <td></td> <td><b>27,754.93</b></td> <td></td> </tr> <tr> <td></td> <td><b>Bank balance as at 31 January</b></td> <td><b>£27,754.93</b></td> <td></td> </tr> <tr> <td></td> <td><b>Payments still to be made</b></td> <td><b>1,171.50</b></td> <td></td> </tr> </tbody> </table>	<b>Payments/Receipts List and Bank Reconciliation for February 2022 Meeting</b>				<b>PAYMENTS</b>				Invoice Date	Supplier	Details	Gross	13-Jan-22	S Sawyer	Jan	677.10	13-Jan-22	Hampshire Pension	Jan	184.15	11-Jan-22	ID Mobile	Mobile phone	10.63				<b>871.88</b>	<b>Unpaid - for approval at February meeting</b>				05-Jan-22	Green Smile	Grounds maintenance	451.50	19-Jan-22	Green Smile	Clear brambles at Rec. and Battery	720.00												<b>1,171.50</b> To be paid		<b>Bank balance as at 31 December</b>	<b>£29,370.46</b>			<b>Plus receipts</b>	<b>-</b>				<b>£29,370.46</b>			<b>Less payments January</b>	<b>871.88</b>			<b>Less payments from January sheet</b>	<b>743.65</b>				<b>27,754.93</b>			<b>Bank balance as at 31 January</b>	<b>£27,754.93</b>			<b>Payments still to be made</b>	<b>1,171.50</b>		
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21/78.3	To consider proposals from Cllr Bright for Events in 2022																																																																																					
	A report had been circulated in advance of the meeting, including a summary of proposed events and an estimate of funding required. Clerk to check the £500 and £150 grants from WCC and BF&OBCRA respectively are still available in reserves.	Clerk																																																																																				
21/78.4	To consider proposals from Cllr Hare for a Parish Council banner to increase community involvement																																																																																					
	A report had been circulated in advance of the meeting proposing to purchase a banner for the new sign board that will help increase awareness of the Parish Council and its meetings. RESOLVED to accept the recommendations of the report which	Cllr Hare/																																																																																				

	are to purchase a banner at the approximate cost of £52.78 plus VAT. Cllr Hare to finalise design so banner can be purchased.	Clerk
<b>21/79</b>	<b>Parish Plan</b>	
21/79.1	To discuss the progress of resolutions from the last meeting: see Actions List	
	Item 21/69.2 Canvass views on newsletter versus magazine and put forward proposals on the outcome and whether to purchase a desktop publisher - action complete (agenda item)	
21/79.2	To consider report from Cllr Hare on newsletters and the parish magazine	
	A report had been circulated in advance of the meeting outlining the relative expense of the OBServer and a bi-monthly A5 newsletter, following a trial of a black and white A4 newsletter. By increasing the frequency to bi-monthly the Council can be more proactive. Desktop Publishing systems were looked at but it was proposed to maintain a very simple format for the time being and not purchase software. RESOLVED to produce a bi-monthly newsletter in colour A5 format of 8 pages initially, rising to 12 if advertising can be found. Next issue is due at the end of February and dates thereafter will be fixed. It was noted that the BF&OBCRA publication is reducing from four issues a year to three.	
<b>21/80</b>	<b>Communications</b>	
21/80.1	To discuss the progress of resolutions from the last meeting: see Actions List	
	Item 21/70.2 Circulate report on policy and usage guide for the community signs – action complete. ACTION Clerk to upload to website	Clerk
<b>21/81</b>	<b>Recreation Ground, Wildlife Conservation Area and the Battery</b>	
21/81.1	To discuss the progress of resolutions from the last meeting: see Actions List	
	Item 21/71.1 Finalise text for Rec narrative on the website for publication after agreement – omit action  Item 21/71.1 Investigate available and relevant grants for raising the money for the previous work that was quoted for highlighting the perimeter track – Cllr de Liberali has booked a 30-minute session with WCC to discuss grant availability  Item 21/71.3 Request written report on inspection tasks from Cllr Collin – action complete	Cllr de Liberali
21/81.2	To consider report from Cllr Collin based on Groundsman's weekly reports and agree actions	
	The groundsman's report for January showed no issues	
21/81.3	To receive reports on routine and ad-hoc tasks that have been completed (Standing Item)	
	Last inspection 14 January but minute 21/81.5 refers to work which includes tightening bolts	
21/81.4	To consider tenders for the groundsman contract	
	A report had been circulated in advance of the meeting giving the results of the three tenders that had been received plus references for the lowest tenderer. RESOLVED to accept the recommendations of the report which are that the Clerk will request evidence of £10m public liability insurance from the lowest tenderer and when this is received, to accept the tender from Grass and Grounds in the amount of £5,292 per annum excluding VAT, for years 2022 and 2023. Clerk also to enquire where the costs marked 'INC' on the schedule are actually included so that any extras to the	Clerk

	contract can be accurately priced, and to notify the other two tenderers they were unsuccessful and thank Green Smile for the work they had undertaken in the existing contract. Cllr Kirkby confirmed that the new contract sum is more than the current contract value but extra items are now included. Contract to begin in April.	
21/81.5	To consider quotations for replacing the plywood end panel to the tunnel and sundry items	
	A report had been circulated in advance of the meeting stating that several items were identified that required maintenance or replacement works. Prices had been requested from Vita Play and Ava Recreation for replacing the plywood end panel to the tunnel, checking and tightening bolts to the underside of the slatted bridge, replacing one of the plastic caps and refixing the bracket to the No Dogs sign. RESOLVED to accept the price of £415 plus VAT from Vita Play. ACTION Clerk to issue an order to Vita Play and to find out when the works are planned so hopefully Cllr Collin can be instructed how to remove the plastic bolt caps. Clerk also to notify Ava Recreation they were unsuccessful.	Clerk
<b>21/82</b>	<b>Items for Consideration Only</b>	
21/82.1	To discuss the progress of resolutions from the last meeting: see Actions List	
	Item 21/72.1 Mention defibrillator training in the next newsletter – action carried forward.  Item 21/72.2 Pursue the matter of the inadequate recycling facilities with Sainsburys – - action carried forward as Cllr Laming had left the meeting  Item 21/72.2 Report damaged water meter box in the pavement outside the hall to Southern Water and Fixmystreet – action complete (Hampshire Highways response on 12 January was they generally aim to complete an initial assessment within two weeks). Cllr Mitchener confirmed that the work was carried out within three days of the meeting.	Cllr Hare  Cllr Laming
21/82.2	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"> <li>• NALC: Newsletter – 12 Jan</li> <li>• WCC: Mayor of Winchester's Community Awards – 17 Jan</li> <li>• WCC: Enforcement – monthly parish lists – information – 17 Jan</li> <li>• Southern Water: Water Resources South East's emerging regional plan consultation – 20 Jan</li> <li>• Community First: Are You an Organisation Based in Winchester? – 20 Jan</li> <li>• CPRE: Hampshire January 2022 newsletter – 20 Jan</li> <li>• NALC: New Year open letter – 20 Jan</li> <li>• HIWCF: Recent funding streams – 21 Jan</li> <li>• WCC: Priority Outcomes Fund – 21 Jan</li> <li>• HCC: January 2022 Hampshire Highways Members Newsletter – 31 Jan</li> <li>• WCC: Priority Outcomes Fund Opening 7 Feb 2022 – 31 Jan</li> <li>• Crowdfunder: Possible funding for organisations in your parish? – 31 Jan</li> <li>• Community First: The Impact of Winchester Hub – 31 Jan</li> <li>• Community First: Parish Councils – 31 Jan</li> </ul> <p>Cllr Mitchener thanked Cllr Hare for the work she has carried out on Sustainability. ACTION Clerk to add Sustainability Working Group update to March agenda.</p> <p>The Clerk had received a request from the local Muscular Dystrophy group to have a halfway refreshment stop at The Battery during their fund raising walk around Winchester. There will be eleven walkers and they would need to put up a gazebo in case of rain. The Council is happy to approve as long as the gazebo is secured</p>	Clerk

	<p>with weights and not pegs.</p> <p>Cllr Warwick had forwarded in email to the Clerk and Cllrs Mitchener and Kirkby a letter from Drew Smith that had been sent to Cllrs Warwick, Laming and Williams. Drew Smith have put forward land at Pitt Vale for consideration by WCC and are requesting an opportunity to speak to the Council about the site. Cllr Warwick also forwarded a link to the Vision Document. ACTION Clerk to circulate the letter and link to all Cllrs and invite Drew Smith to the March meeting.</p> <p>The Clerk had received notification that the Passenger Transport Forum would be meeting in January but the notification came in during her week's leave. She forwarded the communication to Cllr Collin and notified Community Transport at HCC that Cllr Collin is to be copied in on future correspondence relating to the PTF.</p> <p>Cllr Mitchener had received an email about nesting skylarks and whether someone (possibly the Countryside Group) could again put up notices to the fields asking visitors to keep to the tracks, especially with dogs, so the skylarks can raise their chicks undisturbed. Cllr Hare confirmed that the previous signs had been put up by the Countryside Group and that she would ask if they can do it again this year at the appropriate time.</p>	<p>Clerk</p> <p>Cllr Hare</p>
<b>21/83</b>	<b>Date of next meeting – 1 March 2022</b>	
	Meeting ended at 9.30 pm	