



## Oliver's Battery Parish Council meeting

Tuesday 7 June 2022

at 7.30pm

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

### MINUTES OF THE MEETING held on 7 June 2022

<u>Present</u>	<u>In attendance</u>	<u>Apologies/Absent</u>
Cllr Kirkby	0 members of the public	Cllr Williams
Cllr de Liberali	Clerk – S Sawyer	
Cllr Leach	Cllr Laming	
Cllr Blundell	Cllr Warwick	
Cllr Leigh-Jones		
Cllr Hare		

Item		ACTION
<b>22/12</b>	<b>Apologies for absence and declarations of interest</b>	
	Apologies had been received from Cllr Williams.  There were no declarations of interest	
<b>22/13</b>	<b>Appointment of councillors</b>	
	To discuss the progress of resolutions from the last meeting: see Actions List	
	Item 22/4.1 Complete Declaration of Acceptance of Office form and return to Clerk – action complete  Item 22/4.2 Complete Register of Interest forms and return to Clerk – action complete  Item 22/4.3 Discuss Cllr Leigh-Jones' interest in involvement in the newsletter – action carried forward	
<b>22/14</b>	<b>To adjourn for public participation</b>	
	There were no members of the public present.	

22/14.1	To discuss the progress of resolutions from the last meeting: see Actions List	
	Item 22/5.2 Look into any sustainability options that would be suitable for Cllr Warwick's grant – action carried forward (grant is open until February). There is a possibility of using it for trees.  Item 22/5.2 Draft a response to the transport consultation for circulation and agreement at the June meeting – (agenda item)  Item 22/5.3 Forward WCC report to Clerk for uploading to website – action not completed	Cllr Hare   Cllr Laming
22/14.2	To receive the County Councillor's report	
	Report was sent out prior to the meeting, which included details of the new leadership team (Cllr Warwick is cabinet member for Climate Change & Sustainability), an update on Homes for Ukraine, the Platinum Jubilee Celebrations, and grants including for community energy projects eg solar panels.	
22/14.3	To receive the District Councillor's report	
	Report was sent out prior to the meeting, which included Jubilee Celebrations including the street parties in Oliver's Battery, the WinACC Green Homes Fair on 25 June at St Peters Church Hall, Jewry Street, the Carbon Neutrality Open Forum at 6.30pm on Wednesday 22 June, a Ukraine Update and what and how to donate, views being invited on the Local Transport Plan and The Queen's Baton Relay is coming to Winchester on Wednesday 6 July. ACTION Clerk to upload link to Green Homes Fair to website	Clerk
<b>22/15</b>	To approve the Minutes of the meeting held on 17 May 2022	
	RESOLVED – Agreed as a true copy	
<b>22/16</b>	<b>Planning</b>	
22/16.1	To discuss the progress of resolutions from the last meeting: see Actions List	
	Item 22/7.1 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 – (agenda item)  Item 22/7.1 Continue to consult with other parishes re Local Plan – further meeting with local chairmen – action complete  Item 22/7.2 Object to 11 Mount View Road on the grounds of levels not being shown in the application drawings and comment on the drain issue at the bottom of Old Kennels Lane; request a site visit to 10 Old Kennels Lane to view height of spoil heap – action complete	
22/16.2	To consider planning report and agree actions	
	Report was sent out prior to the meeting. One new application:  47 Priors Way (22/00255/HOU) Skylight in roof to allow light into upstairs landing and stairwell following the stairs being moved in order to create a kitchen diner. This would be a non opening window. It would not overlook any other property and would be above the stairs so anyone inside the house would only see sky through the window. No orange notice displayed. RESOLVED to make no comment.  <u>Update on applications previously discussed</u>  18 Mount View Road (22/00587/HOU) Additional storey to a bungalow with extension to the rear and single storey side extension. There has been one public comment since the last Council meeting regarding the positioning of the side extension and	

	<p>overlooking as a result.</p> <p>11 Mount View Road (22/00621/FUL) Erection of a pair of semi detached houses (1 x two bedrooms and 1 x three bedrooms), one 4 bedroom house and one 5 bedroom house, together with access, parking and landscaping. In addition to the detail of the Council's comments, two newly added public objections cover concerns regarding noise and overlooking for number 15 as well as increase in traffic and pollution, and proposed materials. It was pointed out that the existing building on the site has been in progress for four years and is not yet complete. Both additional public comments also cover concerns about inadequate notice of this application one of which also included a request for a time extension. Following contact from a neighbour over lack of proper consultation WCC have confirmed they will restart the 21 day consultation period. RESOLVED to comments with neighbours' input before next meeting, to comply with closing date.</p> <p>116 Oliver's Battery Road South (22/00354/HOU) Front and rear infill extensions, raised roof and elevational alterations, plus detached garage. The Council had submitted a comment in terms of non-compliance with the Village Design Statement. A new document dated 13 May shows that side elevations have been amended to render finish. Application still current and no further public comments.</p> <p><u>Enforcement</u></p> <p>New complaint received regarding alleged breach of condition for construction hours which was subsequently dismissed as no breach found. Also a further case closed concerning a licensing consultation, as no breach of planning control found. No live cases. WCC request that information on cases is not shared as a whole with the general public but they have no objection to the Council using the information to assist any member of the public who asks for information on a particular enforcement case.</p>	Cllr Blundell/ Clerk
22/16.3	To identify parts of the Village Design Statement and Council objections that are consistently ignored by WCC planners	
	A note had been circulated by Cllr Blundell stating that it is sensible to wait for the Local Plan which will take some time, as a Statement needs to be consistent with the new plan. RESOLVED to wait until the appropriate time.	
22/16.4	To provide update on Housing Growth meeting with Adrian Fox and agree information to be provided	
	A report had been circulated by Cllr Kirkby prior to the meeting giving background of consulting with other parishes and developing a suitable response to WCC's request to identify sites that would provide the 300 dwellings. Cllr Kirkby had attended a further meeting with local chairmen on 26 May which identified that the SHELAA sites most likely at risk for Oliver's Battery are in Hursley parish. WCC have been pushing for several weeks to have a meeting with each of the parishes around the city and Cllrs Kirkby, Leach and Blundell met virtually with Adrian Fox on 26 May. The survey responses were confirmed and AF was advised that none of the sites in the survey would be supported for development by the Council. Surprising interest by AF in Golf Course site. Still uncertainty about any numbers from PFSH. RESOLVED to retrospectively approve the information provided to WCC, which Adrian Fox agreed had a caveat that it had not yet been agreed with the Council and agreed that no further information to be provided at this stage.	
<b>22/17</b>	<b>Finance and Council matters</b>	
22/17.1	To discuss the progress of resolutions from the last meeting: see Actions List	
	<p>Item 22/8.1 Chase Friends of St Cross Hospital – action complete</p> <p>Item 22/8.5 Submit Section 1 of AGAR – action complete</p> <p>Item 22/8.6 Submit Section 2 of AGAR – action complete</p>	

	<p>Item 22/8.7 Amend SO17 and upload to website – action complete</p> <p>Item 22/8.8 Rename Financial Regulations and upload to website – action complete</p> <p>Item 22/8.14 Make donation of £50 to Winchester Hospice Fundraising Charity – action complete</p> <p>Item 22/8.15 Purchase A3 laminator including an initial supply of laminating pouches and report purchase at a later meeting – action carried forward</p> <p>Item 22/8.16 Purchase laser printer – action complete</p> <p>Item 22/8.17 Pay £40 to Peter Arnold and allocate the costs to the two budgets – action complete</p>	Cllr Hare
--	---	-----------

22/17.2	To accept payments for May and agree the May bank transactions with the bank balance	
---------	--	--

RESOLVED to approve payments and bank reconciliations.																								
	<table border="1"> <tr> <td>Bank balance as at 30 April</td> <td>£40,861.26</td> </tr> <tr> <td><b>Plus receipts</b></td> <td></td> </tr> <tr> <td>Cllr contributions to present</td> <td>140.00</td> </tr> <tr> <td>Total Chiropractic (advertising)</td> <td>25.00</td> </tr> <tr> <td>S Sawyer (printer reimb net)</td> <td>144.99</td> </tr> <tr> <td></td> <td><u>41,171.25</u></td> </tr> <tr> <td><b>Less payments May</b></td> <td>617.97</td> </tr> <tr> <td><b>Less payments from May sheet</b></td> <td>4,899.11</td> </tr> <tr> <td></td> <td><u>35,654.17</u></td> </tr> <tr> <td>Bank balance as at 31 May</td> <td>£35,654.17</td> </tr> <tr> <td>Payments still to be made</td> <td><b>729.20</b></td> </tr> </table>	Bank balance as at 30 April	£40,861.26	<b>Plus receipts</b>		Cllr contributions to present	140.00	Total Chiropractic (advertising)	25.00	S Sawyer (printer reimb net)	144.99		<u>41,171.25</u>	<b>Less payments May</b>	617.97	<b>Less payments from May sheet</b>	4,899.11		<u>35,654.17</u>	Bank balance as at 31 May	£35,654.17	Payments still to be made	<b>729.20</b>	
Bank balance as at 30 April	£40,861.26																							
<b>Plus receipts</b>																								
Cllr contributions to present	140.00																							
Total Chiropractic (advertising)	25.00																							
S Sawyer (printer reimb net)	144.99																							
	<u>41,171.25</u>																							
<b>Less payments May</b>	617.97																							
<b>Less payments from May sheet</b>	4,899.11																							
	<u>35,654.17</u>																							
Bank balance as at 31 May	£35,654.17																							
Payments still to be made	<b>729.20</b>																							
<b>Payments/Receipts List and Bank Reconciliation for June 2022 Meeting</b>																								
<b>PAYMENTS</b>																								
Invoice Date	Supplier	Details																						
18-May-22	Peter Arnold	Contribution to extra rail for sign framework																						
06-Apr-22	Colin Stride	Payment omitted from prev month's list																						
10-May-22	Christine Stride	Amount omitted from reimb 19 May																						
11-May-22	ID Mobile	Mobile																						
19-May-22	Business Stream	Water Feb - May																						
20-May-22	D Kirkby	Printer (Cartridge People)																						
17-May-22	Winch Hospice Fundraisg	Charity donation presentation APM																						
<b>Paid before meeting but not in April (not part of 30 April bank bal):</b>																								
03-May-22	SLCC	Membership																						
		<b>617.97</b>																						
<b>Unpaid - for approval at June meeting:</b>																								
12-May-22	Grass & Grounds	Grounds maintenance																						
		<b>729.20</b> To be paid																						

2217.3	To consider co-option to casual vacancy for a parish councillor	
--------	---	--

	The closing date was Friday 3 June and the Clerk had received no statements of interest. However, someone has now come forward. Because there have been no other applications RESOLVED to effectively extend closing date to enable discussion of the application at the July meeting.	
--	--	--

22/17.4	To receive update from the Events Working Group (standing item)	
	Two reports had been circulated in advance of the meeting, one from Cllr Kirkby and one from Colin Stride of the Events Working Group. The report from Cllr Kirkby provided detail on the Easter Egg Hunt and learning points for next year plus confirmation that it was delivered within budget; a section on the Jubilee Picnic on 5 June included the advertising and details of the event plus timings. RESOLVED to commend the Events Group on the time and effort in arranging events for the local community. Cllr Kirkby provided a verbal report based on the Jubilee Picnic update received from the Events Working Group on the morning of the meeting. This included an estimate that just over 300 people attended, with positive feedback; an article was issued to the Chronicle and several acknowledgements of help given in connection with the event were proposed, an outline of other events later in the year and a request for a discussion on 'Bigger Community'. There are some misunderstandings by the Events Group about managing the budget etc, eg a working group has no power to make decisions, which need to be clarified with them at an upcoming meeting. RESOLVED to write on behalf of Council to acknowledge the contributions of Kasbah Band, St Marks, Rotary Winchester, Parliament Place Management Group and DoE volunteer.	Cllr Kirkby  Cllr Kirkby
22/17.5	To receive an update on the Crowdfunding proposal	
	A report had been circulated by Cllr de Liberali in advance of the meeting, explaining that up to £4,000 is available from WCC for improvements to the Recreation Ground, namely benches, bins, trees, friendly benches and improvements to the marked trail path, items identified by the recent survey. There are three milestones for raising the £4,000. The target to be raised is £10,000. It was confirmed that the budget includes £3,000 for recreation ground improvements and £500 for tree planting (as long as not spent on anything else), Cllr Kirkby suggested having two lists: one up to £8,000 and an extra list for other items in the "Dream bigger" target. RESOLVED to agree the principle, the terms and conditions (necessary because using a different platform would not get WCC support), the funding method would be "All or nothing" define the number and location of benches and bins and include new junior goal posts. Perimeter path to be reviewed to ensure it is affordable. Priority order of items to be amended as agreed at the meeting. Estimates to be obtained for all the items on the priority list. Planting and junior football pitch to be accurately plotted.	Cllrs de Liberali, Hare and Leigh-Jones
22/17.6	To consider draft response to the transport consultation	
	A report had been circulated prior to the meeting by Cllr Leach, together with a summary of the Draft Local Transport Plan and the consultation itself, which is to be populated and submitted (the consultation closes on 26 June). RESOLVED to respond as private individuals rather than as a Parish Council or as councillors (therefore no Council action).	
22/17.7	To consider discussion paper on Vision for PC	
	A report had been circulated prior to the meeting by Cllr Leach, together with the 22/23 Action Plan and 22/23 Approved Budget. These were to be used as a starting point for discussion on the way ahead. RESOLVED to discuss at a later date.	
22/17.8	To receive update from Tree Warden on visual inspections carried out (Standing Item)	
	Cllr Hare reported that all trees had been inspected and all are in leaf that should be and there are no dead branches.	
<b>22/18</b>	<b>Recreation Ground, Wildlife Conservation Area and the Battery</b>	
22/18.1	To discuss the progress of resolutions from the last meeting: see Actions List	
	Item 22/9.3 Liaise with Cllr Collin re inspections handover – action complete  Item 22/9.4 Obtain prices from contractors for removing moles and reinstating	

	<p>surfaces, reinstating surfaces to cover foundations and metal framework and reinstating eroded surfaces – action not complete, delay due to finding a suitable party to undertake the mole item. RESOLVED to tolerate some mole activity due to sustainability and the ethics of exterminating wildlife when so much is under threat.</p> <p>Item 22/9.4 Request Handyman Working Group to undertake listed tasks which are not already underway and report to future meetings, and to exclude the items suggested – as action complete. Cllr Blundell can also contribute to Recreation Ground report if necessary</p>	
22/18.2	To consider report based on Groundsman's weekly reports and agree actions	
	Groundsman's reports are now carried out by Grass & Grounds and their ticklist had been circulated in advance of the meeting. There are no items noted.	
22/18.3	To receive reports on routine and ad-hoc tasks that have been completed (Standing Item)	
	A report had been circulated prior to the meeting by Cllr Leigh-Jones outlining items requiring attention namely the hot water tap needs tightening, plastic attachments on the climbing wall need tightening, some plastic caps which protect steel bolt heads need installing and the shackles for the cradle swings are rusted and worn so require replacement. RESOLVED to contact Worthy Heating & Plumbing (who installed the taps) with a photo, to enquire if they are interested in attending to the tap; Handyman Group to replace shackles.	Clerk Cllr Blundell
22/18.4	To consider proposals for new hedge, trees, benches and goalposts	
	A report had been circulated by Cllr Hare prior to the meeting, which indicated that the proposals for the Recreation Ground are at the planning stage and that more financial detail will follow. However, the saplings to form the hedge could be ordered free. It was noted that these works will entail the perimeter track to be replanned. RESOLVED to approve the recommendations which are to permit the hedge creation on the northern boundary and order 420 saplings from the Woodland Trust; to purchase and plant eight trees (approximately £50 each) and guards (cost to be confirmed) to create a line of trees parallel to the hedge on the northern boundary (funded by the Tree budget or the crowd funding application if successful); to purchase and plant an oak tree on the eastern boundary (cost to be confirmed); to remove the old goal posts and replace with smaller junior posts (cost of removal, decision on size and purchase and installation to be defined); and to purchase three benches (in principle approval sought, subject to further detail and costings being provided). Oliver's Battery Countryside Group will help plant trees and the hedge planting proposed as a community event.	
22/18.5	To agree removal of locked padlocks to tennis court gates	
	A report had been circulated by Cllr Leigh-Jones prior to the meeting. Currently both gates of the tennis courts have old padlocks permanently locked due to rust or lost keys. Cllr Leigh-Jones had obtained two prices for removing the locks. RESOLVED to accept the price for removing the padlocks from First Call Locksmith in the sum of £65 including VAT.	Cllr Leigh-Jones/Clerk
22/18.6	To consider new signs regarding the locking of the recreation ground vehicular gate	
	A report had been circulated by Cllr Leigh-Jones prior to the meeting, together with photos. There have been two incidents recently regarding cars in the car park at locking-up time and it is felt the signage is insufficient. Cllr Leigh-Jones had obtained three prices for new A3 aluminium signs for placement behind the water taps used by dog walkers and on the signpost to the left of the pathway leading down to the playground and tennis court. RESOLVED to accept the recommendations of the report which are to clean the sign on the pedestrian gate (Handyman Group), to move the other sign (behind the neighbouring allotment fence) and purchase the 2 Nr signs for approximately £55 including VAT for the two – same wording as existing.	Cllr Blundell Cllr Leigh-Jones/Clerk

22/18.7	To retrospectively approve removal of what is left of the projecting tree stump to ground level to remove the trip hazard on The Battery	
	A report had been circulated by Cllr Kirkby prior to the meeting, providing background that a member of the Events Group had pointing out that the tree stump was a trip hazard and requesting its removal prior to the Jubilee picnic. As the groundsman was due to visit on 31 May as part of the grass cutting contract, they were asked if they would be able to attend to the stump. This was carried out at no cost to the Council. RESOLVED to approve the removal of the stump to ground level.	
<b>22/19</b>	<b>Lengthsman Scheme</b>	
22/19.1	To agree works for visit on 22 June	
	A draft list had been circulated in advance of the meeting. RESOLVED to forward list to Lengthsman and scheme administrator.	Clerk
<b>22/20</b>	<b>Items for Consideration Only</b>	
22/20.1	To discuss the progress of resolutions from the last meeting: see Actions List	
	<p>Item 22/10.1 Chase yoga teacher for risk assessment – action complete (risk assessment received and circulated to councillor<sup>s</sup>)</p> <p>Item 22/10.2 Find out what the noticeboard is likely to be used for and enquire of Imperial Homes their plans for this area ie did they have a community noticeboard in mind – action complete. Respondent reported that it would be used for choir notices and Hampshire Wildlife Trust talks and events, also by the Countryside Group who will report later with further detail. Imperial Homes have advised that if the Council would like to arrange for a noticeboard to be installed on their land they would be pleased to give it due consideration. ACTION Clerk to return to Imperial Homes to specifically ask if they will contribute towards the cost of a community notice board.</p> <p>Item 22/10.2 Let Cllr Blundell know what is involved in being the rep for the Hampshire Passenger Transport Forum – action complete (ACTION Clerk to re-send, to Cllr Blundell's personal email)</p> <p>Item 22/10.2 Respond to film company that the area where the filming is proposed cannot accept dogs – action complete</p>	<p>Clerk</p> <p>Clerk</p>
22/20.2	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 – May 2022 – 19 May</li> <li>• WCC: (Virtual) Local Parish Briefing – 21 June at 3.00 pm – 31 May</li> </ul> <p>The Clerk had received an enquiry from a member of the public asking if a bench could be installed at the top of the Oliver's Battery fields, near the butterfly field, to sit and admire the views towards Oliver's Battery. Would the Council fund and organise this? The resident is not sure who lands the land behind the houses. ACTION Clerk to respond that the Council does not own the land.</p> <p>Cllr Kirkby advised that another bin for the Recreation Ground has been requested and WCC have agreed to provide it.</p>	Clerk
<b>22/21</b>	<b>Date of next meeting – 5 July 2022</b>	
	Meeting ended at 9.50 pm	