



Oliver's Battery Parish Council meeting

Minutes of the meeting held on 6th June 2023 at 7.30pm at St Mark's Church Hall, Oliver's Battery.

<u>Present</u>	<u>In attendance</u>	<u>Apologies/Absent</u>
Cllr Gaster	Clerk – B Gibbs	Cllr Blundell
Cllr Leach	District Cllr Laming	Cllr Kirkby
Cllr Leigh-Jones	County and District Cllr Warwick	Cllr de Liberali
	Mark Lapsa (Gisborne Developments)	
	Nikki Davies (the Meeting Place Public Relations)	
	Twelve members of the public	

Item	ACTION
23/16	Apologies for absence and declarations of interest
	Apologies had been received from Cllrs Blundell, Kirkby and de Liberali
23/17	To receive a presentation from Meeting Place UK Ltd regarding the Bushfield Camp planning consultations.
	<p>Nikki Davies (the Meeting Place Public Relations) and Mark Lapsa (Gisborne Developments) attended the meeting and said that they hoped to have a discussion tonight about the master plan. This is a follow-up to all the work from the recent public consultations.</p> <p>Mr Lapsa said that the Master Plan was there to provide a first stage broad framework of the general look and feel of the development.</p> <p>Key characteristics of the master plan include transport, traffic levels, access, land uses including housing, business and open spaces, sustainability, ecological aspects and housing mix.</p> <p>Having noted that many people (including the Parish Council) were primarily concerned about access from Badger Farm Road, Mr Lapsa explained that a great deal of in-depth traffic modelling had taken place over many months that had produced a significant amount of data about traffic flows throughout the local road network.</p> <p>Mr Lapsa said that getting the right access to the site was absolutely fundamental to the success of the project bearing in mind that the project will cost over £400 million to complete.</p> <p>Mr Lapsa explained that the reserved matters application (access only) would be the first planning application to be submitted. He was unable to give a time-frame for this just</p>

	<p>now.</p> <p>Questions were asked about the following topics:</p> <ul style="list-style-type: none"> • Sustainability. • Net Zero Carbon. • Wildlife corridors. • Open spaces. • Cycling and cycle routes. • Road investment. • Water usage • Species re-location to the Eastern Meadows. • Enabling works. <p>Both Ms Davies and Mr Lapsa said that it was really important that this relationship start with a position of trust between all parties. It was the developer's intention to work together with everyone in order to produce a development that will be welcome, sustainable and a high-quality environment for everyone involved.</p> <p>Cllr Leach thanked Ms Davies and Mr Lapsa for attending this evening.</p>	
23/18	To adjourn for public participation	
23/18.1	Public Session.	
	The Chairman closed the public session at this point.	
23/18.2	To discuss the progress of resolutions from the last meeting: see Actions List	
	<p>23/4.1 Twelve members of the public attended to speak about a planning application at 116 Oliver's Battery Road South.</p> <p>It has been confirmed that:</p> <p>That the members of Winchester City Council's planning committee will visit the site to see the development for themselves.</p> <p>That the consultation period for comments has been extended.</p> <p>That the members of Winchester City Council's planning committee are to determine the application on Wednesday 14th June 2023.</p> <p>Action complete.</p>	
23/19	To receive the County Councillor's report	
23/19.1	<p>Cllr Warwick had submitted a written report for the Parish Council.</p> <p>Items to note as follows.</p> <p>The Hampshire Forest Partnership.</p> <p>Bus passenger numbers.</p> <p>£2.00 capped bus fares.</p>	
23/20	To receive the District Councillors' report	
23/20.1	<p>Cllrs Laming, Brophy and Warwick have submitted their annual report for the Parish Council.</p> <p>Items to note as follows.</p> <p>The Rural Community Grants.</p>	
23/21	To approve the Minutes of the Annual Council Meeting held on the 2nd May 2023.	

	RESOLVED – Agreed as a true copy and duly signed by the Chairman of the meeting.																																																																																																	
23/22	Finance and Council matters																																																																																																	
23/22.1	To discuss the progress of resolutions from the last meeting: see Actions List																																																																																																	
	<p>22/85.7 The Parish Council would like to proceed with the task of securing the freehold of the former sewerage disposal works at Oliver’s Battery. The item is ongoing but it was agreed to complete this particular minute.</p> <p>22/105.7 To develop a new vision for the Community Newsletter and provide costed proposals to a future meeting. The item is ongoing but it was agreed to complete this particular minute.</p> <p>23/22.7 Specific actions arising from the internal auditor’s report 2022/23. It was noted that all of the background documents are now being published on the website in advance of the meeting. Ongoing.</p>																																																																																																	
23/22.2	To accept payments for May 2023 and agree the May 2023 bank transactions with the bank balance.																																																																																																	
	<p>All outstanding invoices had been circulated in advance of the meeting.</p> <p>RESOLVED: To approve all invoices & payments up to this date.</p> <table border="1"> <thead> <tr> <th>Payment date</th> <th>Customer</th> <th>Details</th> <th>Gross</th> </tr> </thead> <tbody> <tr> <td>19/05/23</td> <td>Snipped ID</td> <td>Picnic Cream Teas</td> <td>155.60</td> </tr> </tbody> </table> <table border="1"> <thead> <tr> <th>Invoice Date</th> <th>Supplier</th> <th>Details</th> <th>Gross</th> </tr> </thead> <tbody> <tr> <td>02/05/23</td> <td>DM Payroll Service</td> <td>2022-23 FEE</td> <td>60.00</td> </tr> <tr> <td>02/05/23</td> <td>Copying Centre Ltd</td> <td>2023-071</td> <td>193.50</td> </tr> <tr> <td>02/05/23</td> <td>HMRC PAYE/NIC</td> <td>581PH002752992312</td> <td>150.00</td> </tr> <tr> <td>05/05/23</td> <td>Mr B V Gibbs</td> <td>APRIL 2023 SALARY</td> <td>599.95</td> </tr> <tr> <td>05/05/23</td> <td>Snipped ID</td> <td>Sustainability WP Expenses</td> <td>158.21</td> </tr> <tr> <td>05/05/23</td> <td>Copyman</td> <td>INV 23-071</td> <td>193.50</td> </tr> <tr> <td>05/05/23</td> <td>Vita Play Ltd</td> <td>INV 3885</td> <td>831.40</td> </tr> <tr> <td>05/05/23</td> <td>Snipped ID</td> <td>Easter Egg Hunt</td> <td>187.76</td> </tr> <tr> <td>05/05/23</td> <td>WCC</td> <td>5100790611</td> <td>195.00</td> </tr> <tr> <td>11/05/23</td> <td>St Marks Church</td> <td>OBPC INV 434</td> <td>40.00</td> </tr> <tr> <td>11/05/23</td> <td>WCC</td> <td>700791801</td> <td>59.00</td> </tr> <tr> <td>12/05/23</td> <td>HALC</td> <td>INV-5834</td> <td>506.09</td> </tr> <tr> <td>12/05/23</td> <td>Do the Numbers</td> <td>12/1365</td> <td>250.00</td> </tr> <tr> <td>22/05/23</td> <td>Snipped ID</td> <td>Easter Egg Hunt</td> <td>156.89</td> </tr> <tr> <td>22/05/23</td> <td>Solent OC</td> <td>Easter Egg Hunt</td> <td>20.00</td> </tr> <tr> <td>25/05/23</td> <td>Snipped ID</td> <td>Easter Egg Hunt</td> <td>52.99</td> </tr> <tr> <td>31/05/23</td> <td>WinACC</td> <td>Thermal Camera Training</td> <td>400.00</td> </tr> <tr> <td>31/05/23</td> <td>BHIB Ltd</td> <td>Annual Insurance fee</td> <td>999.37</td> </tr> <tr> <td>02/05/23</td> <td>Grass & Grounds</td> <td>INV 3920</td> <td>129.20</td> </tr> <tr> <td>02/05/23</td> <td>Mr B V Gibbs</td> <td>MAY 2023 SALARY</td> <td>599.75</td> </tr> <tr> <td>02/05/23</td> <td>Snipped ID</td> <td>APA 23 PRINTING</td> <td>44.80</td> </tr> </tbody> </table>	Payment date	Customer	Details	Gross	19/05/23	Snipped ID	Picnic Cream Teas	155.60	Invoice Date	Supplier	Details	Gross	02/05/23	DM Payroll Service	2022-23 FEE	60.00	02/05/23	Copying Centre Ltd	2023-071	193.50	02/05/23	HMRC PAYE/NIC	581PH002752992312	150.00	05/05/23	Mr B V Gibbs	APRIL 2023 SALARY	599.95	05/05/23	Snipped ID	Sustainability WP Expenses	158.21	05/05/23	Copyman	INV 23-071	193.50	05/05/23	Vita Play Ltd	INV 3885	831.40	05/05/23	Snipped ID	Easter Egg Hunt	187.76	05/05/23	WCC	5100790611	195.00	11/05/23	St Marks Church	OBPC INV 434	40.00	11/05/23	WCC	700791801	59.00	12/05/23	HALC	INV-5834	506.09	12/05/23	Do the Numbers	12/1365	250.00	22/05/23	Snipped ID	Easter Egg Hunt	156.89	22/05/23	Solent OC	Easter Egg Hunt	20.00	25/05/23	Snipped ID	Easter Egg Hunt	52.99	31/05/23	WinACC	Thermal Camera Training	400.00	31/05/23	BHIB Ltd	Annual Insurance fee	999.37	02/05/23	Grass & Grounds	INV 3920	129.20	02/05/23	Mr B V Gibbs	MAY 2023 SALARY	599.75	02/05/23	Snipped ID	APA 23 PRINTING	44.80	
Payment date	Customer	Details	Gross																																																																																															
19/05/23	Snipped ID	Picnic Cream Teas	155.60																																																																																															
Invoice Date	Supplier	Details	Gross																																																																																															
02/05/23	DM Payroll Service	2022-23 FEE	60.00																																																																																															
02/05/23	Copying Centre Ltd	2023-071	193.50																																																																																															
02/05/23	HMRC PAYE/NIC	581PH002752992312	150.00																																																																																															
05/05/23	Mr B V Gibbs	APRIL 2023 SALARY	599.95																																																																																															
05/05/23	Snipped ID	Sustainability WP Expenses	158.21																																																																																															
05/05/23	Copyman	INV 23-071	193.50																																																																																															
05/05/23	Vita Play Ltd	INV 3885	831.40																																																																																															
05/05/23	Snipped ID	Easter Egg Hunt	187.76																																																																																															
05/05/23	WCC	5100790611	195.00																																																																																															
11/05/23	St Marks Church	OBPC INV 434	40.00																																																																																															
11/05/23	WCC	700791801	59.00																																																																																															
12/05/23	HALC	INV-5834	506.09																																																																																															
12/05/23	Do the Numbers	12/1365	250.00																																																																																															
22/05/23	Snipped ID	Easter Egg Hunt	156.89																																																																																															
22/05/23	Solent OC	Easter Egg Hunt	20.00																																																																																															
25/05/23	Snipped ID	Easter Egg Hunt	52.99																																																																																															
31/05/23	WinACC	Thermal Camera Training	400.00																																																																																															
31/05/23	BHIB Ltd	Annual Insurance fee	999.37																																																																																															
02/05/23	Grass & Grounds	INV 3920	129.20																																																																																															
02/05/23	Mr B V Gibbs	MAY 2023 SALARY	599.75																																																																																															
02/05/23	Snipped ID	APA 23 PRINTING	44.80																																																																																															
	<p>Bank reconciliation as at 31st May 2023</p> <p>Opening balance 35,028.79</p>																																																																																																	

	<p>Add - income 21,793.20 less - expenditure 6,235.41 Closing balance 50,586.58</p> <p>Unity Trust Bank 50,586.58</p> <p>Total Balances 50,586.58</p> <p>Balance as per cash book 50,586.58</p> <p>Variance 0</p>	
23/22.3	To receive update from the Events Working Group (standing item)	
	<p>Cllr Leigh-Jones commented that the recent Coronation Picnic event was an outstanding success. This was due to the hard work put in by the events group volunteers. Cllr Leach asked the Clerk to write to all those within the events group to thank them for their efforts.</p> <p>Cllr Leach said that Cllrs Warwick and Kirkby also deserved the Parish Council's thanks for their efforts on behalf of the community.</p>	Clerk
23/22.4	To receive update from the Sustainability Working Group (standing item)	
	Although no report was received this month, Cllr Leach said that the sustainability group should be thanked for their presentations at the recent Annual Parish Meeting. In particular, the work in promoting the Winchester Repair Café should be recognised with an email thanking them for being prepared to make a presentation to the meeting.	Clerk
23/22.5	To receive update from Tree Warden on visual inspections carried out (standing item)	
	Cllr Gaster had previously provided a tree report that has now been circulated and is published on the Parish Council's website. Cllr Leach thanked him for this piece of work.	
23/22.6	The Oliver's Battery Wildlife Conservation Area. To receive any report	
	<p>The Clerk spoke about progress on this item. The City Council is happy to transfer the freehold of the former Oliver's Battery sewage treatment works and the Parish Council is happy to receive this freehold. The Parish Council is now being asked to provide the City Council with the contact details of our legal representatives.</p> <p>Two quotes have been received from two specialist Local Council legal firms for consideration.</p> <p>In addition, Cllr Warwick said that she would make contact with representatives of Hampshire Legal Services in order to see if they can provide a value for money quote to do the work.</p> <p>RESOLVED: To approve the cheaper of the two quotes received provided that Hampshire Legal Services cannot provide a better quote.</p> <p>RESOLVED: To approve the Hampshire Legal Services quote if this provides the best value for money.</p>	Clerk Clerk
23/22.7	To approve Section 1 (Annual Governance Statement 2021/22) of the Annual Governance and Accountability Return (AGAR) for submission to the external auditor	
	RESOLVED: Section 1 (Annual Governance Statement 2021/22) of the Annual Governance and Accountability Return (AGAR)	
23/22.8	To approve Section 2 (Accounting Statements 2021/22) of the AGAR for submission to the external auditor	
	RESOLVED: Section 2 (Accounting Statements 2021/22) of the AGAR was duly approved.	
23/22.9	To approve the Notice of Public Rights form for publication.	

	RESOLVED: Duly approved. This document would now be published on the Parish Council's website.	
23/22.10	To approve the purchase of a new Tennis net for the Recreation Ground Court.	
	<p>The Clerk explained that there is currently an issue with the tennis net at the recreation Ground. It is in need of replacement alongside the possibility that the net posts will also need to be replaced.</p> <p>RESOLVED: to engage with suitable supplier to ensure the tennis net is replaced and that all associated parts are in good working order.</p>	Clerk
23/23	Planning	
23/23.1	To discuss the progress of resolutions from the last meeting: see Actions List	
	No outstanding actions.	
23/23.2	To consider any planning reports and agree actions.	
	<p>New Applications notified since the May 2023 PC Meeting</p> <p>23/00938/HOU - Alterations to existing conservatory to create an orangery: 67 Old Kennels Lane Oliver's Battery.</p> <p>RESOLVED: No comment</p> <p>23/00422/FUL: Removal of Condition 6 of W03238/03 (93/00338/OLD) - garage conversion for incidental use: 19 Austen Avenue Oliver's Battery</p> <p>RESOLVED: No comment</p> <p>Update on applications previously reviewed by the Parish Council</p> <p>23/00656/HOU Single Storey rear extension - (retrospective): 1 Sunnydown Road Oliver's Battery - ongoing</p> <p>23/00617/HOU6 Single storey front and side extension, partial raising of roof to provide first floor master bedroom, porch canopy and elevation: 6 Pine Close Oliver's Battery - Decided and Permitted by Planning Committee on the 24th May 2023.</p> <p>23/00549/HOU. Alterations to existing outbuilding including replacement of existing flat roof with pitched tiled roof: 66 Old Kennels Lane Oliver's Battery – Decided and Permitted.</p> <p>23/00577/DIC: Discharge of planning condition 5 of planning application 21/006704/HOU: Jaspers 4 Farley Close Oliver's Battery – Decided and Permitted.</p> <p>23/00288/FUL New detached 1.5 storey 5-bedroom dwelling and detached garage, following demolition of existing dwelling. (Revised submission to approved 22/00354/HOU to facilitate replacement of entire dwelling): 116 Oliver's Battery Road South</p> <p>To be determined by the Planning Committee on Wednesday 14th June. Cllr Blundell will be speaking on behalf of the Parish Council</p> <p>23/00683/LDC; Addition of a dormer: 5 Oliver's Battery Gardens - Ongoing</p> <p>22/00621/FUL The erection of a pair of semidetached 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: 11 Mount View Road, Oliver's Battery - Ongoing</p>	
23/23.3	The Oliver's Battery Village Design Statement	
	The Clerk spoke about the Oliver's Battery Village Design Statement. This was originally adopted in 2008. At a recent WCC Planning Committee meeting, the document was	

	<p>described as no longer being up-to-date. It was also described as being out of step with the current WCC Local Plan.</p> <p>The Clerk wanted to highlight to the Parish Council that there may be a need to “refresh” this document over the next year or so in order to bring the document up to date and make it more relevant to local planning. This would take time and cost money.</p> <p>Cllr Leach thanked the Clerk for his report.</p>	
23/24	Communications	
23/24.1	To discuss the progress of resolutions from the last meeting: see Actions List	
	45.1 Parishioner offering to help Cllr Leach with Facebook – Ongoing	Cllr Leach
23/25	Recreation Ground, Wildlife Conservation Area and the Battery	
23/25.1	To discuss the progress of resolutions from the last meeting: see Actions List	
	<p>22/88.3 It has been confirmed that one of the benches is at end of life. The Parish Council accepted a quote from VitaPlay to replace a recreational bench at the Recreation Ground to the value £570.00 plus VAT. Ongoing. The Clerk will follow this up with VitaPlay.</p> <p>23/12.3 The Clerk to instruct an inspection and remedial work of loose bolt fixture into the overhead beam of one of the swings and looseness of two to three of the rungs of the ‘fun’ ladder which provides access to one of the platforms.</p> <p>23/12.2 Item to be added to the June agenda for Annual Play Inspection and a report is prepared identifying proposed actions. This will be discussed this evening.</p>	<p>Clerk</p> <p>Clerk</p> <p>All</p>
23/25.2	To consider report based on Groundsman’s weekly reports and agree actions.	
	Cllr Leigh-Jones had received the checklists from Grass and Grounds for the month of May. They included pictures of some of the mowing and trimming they had done throughout the recreational area.	
23/25.3	To receive reports on routine maintenance and ad-hoc tasks that have been completed (Standing Item)	
	<p>During the May 2023 inspection, Cllr. Leigh-Jones identified two potential safety issues with the playground equipment. The first issue is the looseness of a bolt fixture into the overhead beam of one of the swings. The second issue is the looseness of two to three of the rungs of the ‘fun’ ladder. A quote for £570.00 plus VAT has now been received from VitaPlay to replace worn parts and repair the equipment.</p> <p>RESOLVED: To accept a quote for £570.00 plus VAT from VitaPlay Ltd to repair the equipment.</p> <p>The Clerk was asked to ask VitaPlay about progress regarding a bench at the recreational ground that was due to be replaced. No work has been undertaken so far.</p> <p>The following tasks have been completed during May:</p> <ul style="list-style-type: none"> • complete the staining of the picnic table outside St Marks Hall. • stain the new wood on the benches in the Recreation Ground • apply 2 coats of non-slip paint to the play equipment where required. <p>Future Tasks:</p> <ul style="list-style-type: none"> • Complete non-slip painting of the two items of fitness equipment in the play area. • Renew staining on Play Area picnic tables • Plan for the cutting of overhanging foliage along the Northern boundary - this is a task for late September and needs a decision as to how to dispose of the cut material. 	<p>Clerk</p> <p>Clerk</p>
23/25.4	To consider any further updates on an Inclusive Recreation Ground for all Ages project.	

	Cllr Leach said that Cllr Blundell was still exploring grant funding opportunities for the project. Cllr Blundell is currently putting together a national lottery grant.	
23/25.5	To note results of Annual Play Area Inspection and agree actions Cllr Kirkby had provided a report following on from the annual play area inspection in January. There were items identified that require work from contractors whilst some work can be completed by the Handypersons Group. RESOLVED: To accept Cllr Kirkby's report in full and to seek quotes for repairs.	Clerk
23/26	Lengthsman Scheme	
23/26.1	We await the first visit of the Lengthsman that is due on the 13 th July.	
23/27	Items for Consideration Only	
23/27.1	To discuss the progress of resolutions from the last meeting: see Actions List Nothing to report.	
23/27.2	To discuss correspondence received during the month and items for the agenda at the next meeting. There were no other items of correspondence to receive.	
23/28	Date of next meeting – 4th July 2023 at 7.30pm	
	Meeting ended at 9.28pm	