



## Oliver's Battery Parish Council meeting

Minutes of the meeting held on 4th July 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 Blundell	Clerk – B Gibbs	Cllr Leigh-Jones
Cllr Gaster	District Cllr Laming	Cllr de Liberali
Cllr Kirkby	County and District Cllr Warwick	
Cllr Leach		

<b>Item</b>		<b>ACTION</b>
23/29	<b>Apologies for absence and declarations of interest</b>	
	Apologies had been received from Cllrs Leigh-Jones and de Liberali	
23/30	<b>To adjourn for public participation</b>	
23/30.1	There were no members of the public present.	
23/30.2	To discuss the progress of resolutions from the last meeting: see Actions List	
	23/17 The Parish Council noted that there had been a presentation by Meeting Place (UK) regarding the proposed Bushfield Camp re-development.  Action complete.	
23/31	<b>To receive the County Councillor's report</b>	
23/31.1	Cllr Warwick had submitted a written report for the Parish Council that will be appended to these minutes.  Items to note as follows. <ul style="list-style-type: none"> <li>• Improving Recycling and Reuse at the Household Waste Recycling Centres.</li> <li>• Hampshire County Council has been appointed by the Government to prepare a 'Local Nature Recovery Strategy' for Hampshire, including the areas of Portsmouth and Southampton.</li> <li>• The Leaders of Hampshire County Council, Portsmouth, Southampton City Councils and the Isle of Wight Council will be invited to participate in negotiations with the Government to move a potential Pan-Hampshire deal forward.</li> <li>• In June the Health and Wellbeing Board received the Director of Public Health's Hampshire Mental Wellbeing Strategy and Suicide Prevention Plan.</li> </ul>	
23/32	To receive the District Councillors' report	

23/32.1	<p>Cllrs Laming, Brophy and Warwick have submitted a written report for the Parish Council that will be appended to these minutes.</p> <p>Items to note as follows.</p> <ul style="list-style-type: none"> <li>• At WCC’s Cabinet meeting on 22nd June, the Cabinet voted to approve officers’ recommendation to support the Bushfield Camp concept masterplan process undertaken by the developers. The outline planning application itself will be submitted in September.</li> <li>• At the next Cabinet meeting Officers will recommend that a concept masterplan should be produced for Station Approach in order to allow residents and stakeholders to determine the vision for the whole area - setting out the priorities and defining the transport hub and public realm strategy.</li> <li>• On Monday 10th July, WCC will be holding its next Carbon Neutrality Open Forum drop in event between 2pm to 8pm at Winchester Guildhall.</li> <li>• Winchester City Council has released a new guide that will help owners of historic buildings to make their homes or businesses more energy efficient.</li> </ul>																																													
23/33	<b>To approve the Minutes of the Ordinary Meeting held on the 6<sup>th</sup> June 2023.</b>																																													
	RESOLVED – Agreed as a true copy and duly signed by the Chairman of the meeting.																																													
23/34	<b>Finance and Council matters</b>																																													
23/34.1	To discuss the progress of resolutions from the last meeting: see Actions List																																													
	<p>23/9.7 Specific actions arising from the internal auditor’s report 2022/23.Ongoing</p> <p>23/22.3 Members of the Events Group needed to be sent emails of thanks for a successful Coronation event. Action complete.</p> <p>23/22.4 Members of the Sustainability Group needed to be sent emails of thanks for their APM presentation. Action complete.</p> <p>23/22.6 The OB Wildlife Conservation Area. Accept the cheaper of the two quotes for legal advice. Action complete.</p> <p>23/22.6 Use HCC Legal Services if this is an event cheaper option. Not progressed. Action complete.</p> <p>23/22.10 Order Recreation Ground replacement Tennis Net. Now installed. Action complete.</p>	Clerk																																												
23/34.2	To accept payments for June 2023 and agree the June 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 &amp; payments up to this date.</p> <table border="1" data-bbox="229 1458 1161 1568"> <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" data-bbox="229 1630 1161 2051"> <thead> <tr> <th>Invoice Date</th> <th>Supplier</th> <th>Details</th> <th>Gross</th> </tr> </thead> <tbody> <tr> <td>31/05/23</td> <td>Mr B V Gibbs</td> <td>May 2023 Salary</td> <td>599.75</td> </tr> <tr> <td>31/05/23</td> <td>Grass &amp; Grounds</td> <td>Invoice 3929</td> <td>408.00</td> </tr> <tr> <td>02/06/23</td> <td>OB Countryside Group</td> <td>Annual Insurance Policy</td> <td>190.81</td> </tr> <tr> <td>02/06/23</td> <td>Unity Trust Bank</td> <td>Service Charge</td> <td>18.00</td> </tr> <tr> <td>30/06/23</td> <td>Mr B V Gibbs</td> <td>June 2023 Salary</td> <td>599.75</td> </tr> <tr> <td>04/07/23</td> <td>Grass &amp; Grounds</td> <td>Invoice 3920</td> <td>193.50</td> </tr> <tr> <td>04/07/23</td> <td>HALC</td> <td>Invoice 5936</td> <td>117.60</td> </tr> <tr> <td>04/07/23</td> <td>St Marks Church</td> <td>OBPC INV 457</td> <td>80.00</td> </tr> </tbody> </table>	Payment date	Customer	Details	Gross	19/05/23	Snipped ID	Picnic Cream Teas	155.60	Invoice Date	Supplier	Details	Gross	31/05/23	Mr B V Gibbs	May 2023 Salary	599.75	31/05/23	Grass & Grounds	Invoice 3929	408.00	02/06/23	OB Countryside Group	Annual Insurance Policy	190.81	02/06/23	Unity Trust Bank	Service Charge	18.00	30/06/23	Mr B V Gibbs	June 2023 Salary	599.75	04/07/23	Grass & Grounds	Invoice 3920	193.50	04/07/23	HALC	Invoice 5936	117.60	04/07/23	St Marks Church	OBPC INV 457	80.00	
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	04/07/23	Parish Online	INV-031-8	96.00	
	04/07/23	WCC	INV-3401	195.00	
	04/07/23	Chiltern Sports	INV-6418	306.00	
	04/07/23	Copyman Ltd	Residue to pay	55.60	
	04/07/23	HMRC	PAYE/NI Month 2	299.80	
	04/07/23	CPRE	Annual Fee	36.00	
	Bank reconciliation as at 30 <sup>th</sup> June 2023				
	Opening balance	35,028.79			
	Add - income	21,793.20			
	less - expenditure	6,444.22			
	Closing balance	50,377.77			
	Unit Trust Bank				
	Total Balances	50,377.77			
	Balance as per cash book 50,377.77				
	Variance	0			
23/34.3	To receive update from the Events Working Group (standing item)				
	<p>The 4th Annual Scarecrow Competition will be held between Saturday 29 September and Sunday 8 October 2023. There will again be three Scarecrow Judging Classes (with trophies) - Junior, Open and Group. The 5th Annual Christmas Tree Event will be on Saturday 2nd December 2023, the tree will be put up in the morning and there will be an evening event as usual. The Group are still hoping that a suitable tree will be donated. More details and publicity on both these events nearer the time via the Newsletters, posters, the PC website and Facebook.</p> <p>RESOLVED: To approve an expense fund of £200 for the Scarecrow Competition</p> <p>It was agreed that funding for the Christmas Tree Event to be confirmed nearer the time.</p>				
23/34.4	To receive update from the Sustainability Working Group (standing item)				
	<p>No report was received this month. However, given that the next meeting is in September, the Sustainability group asked for approval of a sum for information expenses during the next two months. These are estimated as follows:</p> <p>£25 for laminating pouches from Rymans. (Already ordered and paid for)</p> <p>Approx £100 printing to advertise two events.</p> <p>RESOLVED: To approve these expenses.</p>				
23/34.5	To receive update from Tree Warden on visual inspections carried out (standing item)				
	It was agreed that the tree warden need only submit reports in time for the May and December meetings.				
23/34.6	The Oliver's Battery Wildlife Conservation Area.				
	<p>Following on from the decision made at the June meeting, the Clerk indicated that he would be instructing the Wellers Law Group to be the Parish Council's legal representation so that the former Sewage treatment works can be transferred into the Parish Council's ownership.</p> <p>He would also be informing Winchester City Council of this decision.</p>				
23/35	The "Bigger Community" of Oliver's Battery				
					Clerk

	<p>The Parish Council has received a paper from a member of the community. These ideas with regard to a “Bigger Community” are summarised below.</p> <ul style="list-style-type: none"> <li>• working together with the many community groups.</li> <li>• sharing common storage space for equipment.</li> <li>• sharing communication resources, including noticeboards, newsletters, and websites.</li> <li>• work with the local shops on potential improvements.</li> </ul> <p>A summary of the Parish Council’s initial thoughts is listed below.</p> <ul style="list-style-type: none"> <li>• The current arrangements with the various groups have on the whole worked well.</li> <li>• The list of existing facilities and opportunities for communication includes email distribution lists.</li> <li>• There is support in principle to increasing the banner framework near St Mark’s subject to funding.</li> <li>• There is support in principle to the provision of a larger replacement lockable noticeboard.</li> <li>• It is not feasible to combine the three current publications.</li> <li>• It is not clear if there is a need for a radical review of the existing communication facilities or to completely revise the facilities.</li> <li>• The Parish Council, The St Mark’s PCC and community groups already work together.</li> <li>• The PC has agreed a budget that already requires grants for its priorities for 2023/24.</li> <li>• The current storage arrangements do not appear to be a problem. Not having a 'common storage area' does not prevent a catalogue of useful assets.</li> <li>• Regarding more noticeboards, more community noticeboards throughout the parish are not considered the way forward with publicising events and activities.</li> <li>• The bus shelters are also conveniently placed in the parish to supplement noticeboards.</li> <li>• The Parish Council has previously engaged with the tenants of the shops, regarding improvements, with little or no success.</li> </ul> <p>RESOLVED: Cllr Kirkby to discuss the feasibility and cost of increasing the banner framework near St Mark’s and report back to a future Parish Council meeting.</p> <p>RESOLVED: Cllr Kirkby to explore the idea of a community mural on the wall at the shops and report back to a future Parish Council meeting before any discussion with the owner of the shops.</p>	<p>Cllr Kirkby</p> <p>Cllr Kirkby</p>
<b>23/36</b>	<b>Planning</b>	
23/36.1	To discuss the progress of resolutions from the last meeting: see Actions List	
	Village Design Statement – Action complete (item on agenda).	
23/36.2	To consider any planning reports and agree actions.	
	<p>New Applications notified since the June 2023 PC Meeting</p> <p>23/00617/HOU 6 Pine Close Oliver’s Battery: (Non-material amendment to planning consent 23/00617/HOU), alteration to wall facing materials, revised front elevation window to snug. This was previously considered by the Parish Council and approved by the Planning Committee.</p> <p>RESOLVED: No comment</p>	

23/01511/HOU 50 Old Kennels Lane Oliver's Battery Winchester Hampshire SO22 4JS: Single Storey Side Extension following demolition of existing attached garage.

RESOLVED: No comment

23/01333/HOU 11 Oliver's Battery Crescent Olivers Battery Winchester Hampshire SO22 4EU:(AMENDED DESCRIPTION) Single storey rear extension, extension to existing porch, alterations to driveway and patio and associated works.

RESOLVED: No comment

23/01471/DIC Texas, Texas Drive Oliver's Battery: Discharge of Condition 11 of planning application 17/02190/FUL.

Noted.

Update on applications previously reviewed by the Parish Council.

23/00938/HOU 67 Old Kennels Lane Oliver's Battery: Alterations to existing conservatory to create an orangery.

Ongoing. The Parish Council had resolved not to comment.

23/00422/FUL 19 Austen Avenue Oliver's Battery: Removal of Condition 6 of W03238/03 (93/00338/OLD) - garage conversion for incidental use. Applicant: Mr Robin Halliday: Case Officer: Marge Ballinger: Expiry Date: 2 June 2023.

Ongoing. The Parish Council had resolved not to comment.

23/00577/DIC Jaspers 4 Farley Close Oliver's Battery: Discharge of planning condition 5 of planning application 21/006704/HOU.

Ongoing. The Parish Council had resolved not to comment.

23/00656/HOU 1 Sunnydown Road Oliver's Battery: Single Storey rear extension - (retrospective).

Now approved.

23/00288/FUL 116 Oliver's Battery Road South: 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).

The was discussed and approved at the Planning Committee meeting on 14 June 2023.

23/00683/LDC 5 Oliver's Battery Gardens Oliver's Battery: Retrospective Lawful Development Decision.

Now approved.

22/00621/FUL 11 Mount View Road Oliver's Battery: 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.

Ongoing.

Appeals

22/00537/LDP South View Park Homes, Oliver's Battery Gardens: The planning application was for a Certificate of Lawfulness of Proposed Use of Development for the use of land for the Siting of up to eight caravans for permanent habitation at Southview Park Homes.

The Parish Council agreed to support WCC's refusal. No further information on WCC

	website.	
23/36.3	The Oliver's Battery Village Design Statement	
	Following on from the last meeting, the Parish Council has accepted that there is a need to consider a "refresh" the Village Design Statement (VDS) in order to bring the document up to date and make it more relevant to local planning. The Clerk was asked to speak to neighbouring parishes with recently updated/new VDS in order to see how much this cost, how long it took and if the updates are more effective than the previous versions. The Clerk was also asked to identify three quotes from local planning practices to see how much it would cost to bring the Village Design Statement in line with the new Winchester District Local Plan.	Clerk Clerk
<b>23/37</b>	<b>Communications</b>	
23/37.1	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
23/37.2	To receive an update on the PC Community Newsletter	
	Cllr Gaster presented a brief report along the principle of producing six editions of the newsletter. The budget allows for six editions of 8 black and white pages at a cost of £200 for each edition. The cost of the latest edition was £249.10 as it was increased to 12 pages. A colour version will be available on the website.  The copy date for the next edition will be 16 August. It is proposed to have a separate email address for the newsletter.	
<b>23/38</b>	<b>Recreation Ground, Wildlife Conservation Area and the Battery</b>	
23/38.1	To discuss the progress of resolutions from the last meeting: see Actions List	
	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. Completion date requested. 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. Completion date requested. 23/25.5 Annual Play Inspection report has been accepted. Ongoing. Clerk is now seeking quotes.	Clerk Clerk Clerk
23/38.2	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 June. There was nothing to report.	
23/38.3	To receive reports on routine maintenance and ad-hoc tasks that have been completed (Standing Item)	
	The following tasks were listed as up-and coming. <ul style="list-style-type: none"> <li>• Complete non-slip painting of the two items of fitness equipment in the play area.</li> <li>• Renew staining on Play Area picnic tables</li> <li>• 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.</li> </ul>	
23/38.4	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. There is the possibility of some Community Infrastructure Levy (CIL) funding.	

	<p>Clare Shorter (Countryside Group) was updated on planting proposals.</p> <p>Cllr Leach commented on the need to provide a new hedge bearing in mind the vegetation already in place.</p> <p>It will be necessary to make contact again with the firm who provided prices for the preparation and planting. It will also be essential to secure volunteer help for watering and general maintenance. Further discussion is required regarding tree sponsoring.</p>	Cllr Leach
23/38.5	To receive an update on the Asset of Community Value	
	<p>Cllr Leach reported that she was in the process of putting together the bundle of evidence for the re-nomination. This will be completed during July will be sent to WCC by the end of July. The listing expires on the 14<sup>th</sup> September 2023.</p> <p>This bundle will consist of the following items:</p> <ul style="list-style-type: none"> <li>• A collection of photographs showing the landscape and people using the field. We are aiming for a comprehensive 'snapshot' of who goes there, what they do and what the landscape looks like.</li> <li>• Analysis Sheet for Texas Field from Survey on possible SHELAA sites in and around Oliver's Battery. March 2022. Clear evidence that field as ACV was much valued.</li> <li>• Independent survey by residents. 180 people replied over 10 days in May 2023.</li> <li>• Transcripts and Analysis of Parish Council Residents' Survey. Valuable opportunity to note how past five years have developed use of field, and how it will continue to develop in future.</li> <li>• Transcriptions from Residents' email testimonials responding to the request in March Parish Council Community Newsletter to all households in Oliver's Battery - what this land means to them, how they use it, its value to community, etc. Very powerful statements from new and long-term residents.</li> <li>• Extract from first tier tribunal Judgement, dismissing Landowner's Appeal. Community use is an actual current use that is not ancillary to agricultural use and that this should continue in the future.</li> <li>• The completed application form for re-nomination.</li> </ul> <p>RESOLVED: Oliver's Battery Parish council supports the application to nominate the land known as Texas Field and Yew Hill Butterfly Reserve (Land at Oliver's Battery, Silkstead Farm, Compton) as an Asset of Community Value.</p>	Cllrs Kirkby and Leach
<b>2339</b>	<b>Lengthsman Scheme</b>	
23/39.1	We await the next visit of the Lengthsman that is due on the 13 <sup>th</sup> July.	
	<p>Proposed list circulated prior to meeting.</p> <p>RESOLVED: To remove items 9 and 10 and submit revised list, together with Parish Online map.</p>	Clerk
<b>23/40</b>	<b>Items for Consideration Only</b>	
23/40.1	To discuss the progress of resolutions from the last meeting: see Actions List	
	Nothing to report.	
23/40.2	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.	

23/41	Date of next meeting – 5 <sup>th</sup> September 2023 at 7.30pm	
	Meeting ended at 8.48pm	