

OLIVERS BATTERY PARISH COUNCIL**Meeting Date:****07 November 2023****ACTIONS LIST**

Minute 23/	Action Description	Responsibility	Target Date	Complete?	Comment/Status
APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST					
PUBLIC PARTICIPATION					
23/56.1	The Parish Council has also been invited to an WCC enforcement plan review in November 2023	Clerk/Cllr Blundell	07-Nov	N	Meeting was on 2nd November 2023
FINANCE AND COUNCIL MATTERS					
23/9.7	Specific actions arising from the internal auditor's report 2022/23. Financial Risk Assessment and would be passing this to the Chair for his comments.	Clerk	07-Nov	N	Ongoing.
23/9.7	Specific actions arising from the internal auditor's report 2022/23. It was also hoped to have a Working Groups' Terms of Reference template ready so that this could be adopted at a future meeting.	Clerk	07-Nov	N	Ongoing.
23/47.3	To provide a map of the scarecrow locations to the events group	Cllr Kirkby	07-Nov	N	Complete.
23/61.5	The Clerk was asked to keep the Council informed of progress of transfer of the The Oliver's Battery Wildlife Conservation Area between meetings.	Clerk	07-Nov		Ongoing.
23/61.8	If Lloyds Bank account opened with debit card, the Council's Financial Regulations will need to be reviewed	Clerk			
23/61.9	To publish the 2022-23 audit conclusion report on the Parish Council's website.	Clerk	30-Sep	Y	Complete.
23/61.10	Cllr Gaster was asked to liaise with two local tree surgeons who have undertaken work for the Parish Council previously, to obtain quotations.	Cllr Gaster	07-Nov	N	Ongoing.
PLANNING APPLICATIONS AND DECISIONS					

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23/62.2	23/01970/HOU 5 Downlands Road, Oliver's Battery Winchester: Single storey side porch. The Parish Council should object on the basis that this retrospective application gives inadequate detail/information, and does not appear to cover all the work that has been carried out and which does not comply with approved plans.	Clerk/Cllr Blundell	07-Nov	Y	Complete.
23/62.2	Cllr Kirkby was interested in further analysis of the response from WCC regarding retrospective planning	Cllr Kirkby			
COMMUNICATIONS					
RECREATION GROUND, WILDLIFE CONSERVATION AREA AND THE BATTERY					
23/64.3	Councillor Leigh-Jones will replace plastic caps that are missing from exposed bolt heads .	Councillor Leigh-Jones			
23/64.3	Cllr Leigh-Jones to purchase 2.5 litres of Ronseal Anti-Slip Decking Stain in Boston Teak	Councillor Leigh-Jones			
23/64.4	A meeting is needed and a decision taken on what watering equipment to purchase.	Cllr Leach	07-Nov	N	Ongoing.
23/64.4	The Clerk is looking into quotes for the benches, tables and bins and smaller football pitch. Firm orders need to be placed soon.	Clerk	07-Nov	N	To present a report to the November 2023 meeting.
LENGTHSMAN SCHEME					
23/65.1	Cllr Kirkby asked for a list of all those tasks that may need to be done in time for the next visit due on the	Clerk	11-Oct	Y	
23/65.1	Cllr Kirkby asked the Clerk to find a list of the tasks that may have been outstanding from the last visit.	Clerk	07-Nov	N	To present a report to the November 2023 meeting.
ROADS AND FOOTPATHS					
CORRESPONDENCE					