

## OLIVERS BATTERY PARISH COUNCIL

Meeting Date:

5th December 2023

### ACTIONS LIST

Minute 23/	Action Description	Responsibility	Target Date	Complete?	Comment/Status
<b>APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST</b>					
<b>PUBLIC PARTICIPATION</b>					
<b>DISTRICT AND COUNTY COUNCILLOR REPORTS</b>					
23/71.1	The Parish Council asked for help from its District Councillors to resolve a long-running enforcement issue with the lack of planting at the Oliver's Battery Dentist's development in Oliver's Battery Road South as part of the planning approval.	District Cllrs	05-Dec	N	Ongoing.
<b>FINANCE AND COUNCIL MATTERS</b>					
23/9.7	Specific actions arising from the internal auditor's report 2022/23. To have a draft working group Terms of Reference template ready. To be reviewed at the December meeting.	Clerk	05-Dec	N	Ongoing.
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	05-Dec	N	Ongoing.
23/73.4	Cllr Blundell is continuing to put together a grant application to assist with the purchase of thermal imaging camera.	Cllr Blundell	05-Dec	Y	
23/73.5	The Clerk was asked to keep the Council informed of progress between meetings.	Clerk	05-Dec	Y	Ongoing. To receive a final report.
23/73.6	The Clerk was currently speaking to Lloyds Bank about the possibility of opening a Treasurers Account. If Lloyds Bank account opened with debit card, the Council's Financial Regulations will need to be reviewed.	Clerk	05-Dec	N	To receive a report.

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23/76.7	WCC Polling Districts and Polling Places Review 2023. All Cllrs are also encouraged to respond to the review in support of retaining the church hall as a polling station.	All	05-Dec	Y	Consultation has now closed.
23/76.8	It was agreed that the financial risk assessment document would be completed and brought back to a subsequent meeting for approval.	Clerk	05-Dec	N	Ongoing.
<b>PLANNING APPLICATIONS AND DECISIONS</b>					
23/62.2	Cllr Kirkby was interested in further analysis of the response from WCC regarding retrospective planning applications.	Cllr Kirkby	05-Dec	N	
23/77.2	23/01979/HOU: 5 Downlands Road & 22/00621/FUL: 11 Mount View Road	Cllr Blundell	05-Dec	Y	the consultation periods have now closed.
<b>COMMUNICATIONS</b>					
<b>RECREATION GROUND, WILDLIFE CONSERVATION AREA AND THE BATTERY</b>					
23/79.4	To consider prices for work associated with new bins, benches and football pitch. To allow Cllr Kirkby and the Clerk to evaluate the three quotes and to make a buying decision based on these between meetings.	Cllr Kirkby / Clerk	05-Dec	Y	Orders placed.
23/79.5	Cllrs will participate in an Assembly at the school in the afternoon, to talk more about the trees.	Cllrs Leach / Ironside	24/11/2023	Y	
23/79.5	Further efforts will be made to supplement the number of volunteers for watering the new trees. A water carrying cart is being investigated. Further details will be in the December Report	Cllr Leach	05-Dec	N	
23/79.6	It was agreed to give further consideration to memorial requests for plaques and benches	All	05-Dec	N	
<b>LENGTHSMAN SCHEME</b>					
23/80.1	Cllr Kirkby asked the Clerk to find a list of the tasks that may have been outstanding from the last visit. Cllr Kirkby also asked the Clerk to identify if it was proposed to retender the scheme for 24-25.	Clerk	05-Dec	N	
<b>ROADS AND FOOTPATHS</b>					