



Oliver's Battery Parish Council meeting

Minutes of the meeting held on 4th June 2024 at 7.30pm at St Mark's Church Hall, Oliver's Battery.

<u>Present</u>	<u>In attendance</u>	<u>Apologies/Absent</u>
Cllr Almond	Clerk – B Gibbs	Cllr Blundell
Cllr Gaster	Dist Cllr Laming	Cllr Leigh-Jones (late arrival)
Cllr Kirkby		Cllr Ironside
Cllr Leach		Dist Cllr Brophy
Cllr Leigh-Jones (from 8.09pm)		County Cllr Warwick

Item		ACTION
25/18	Apologies for absence and declarations of interest	
	Apologies had been received from Cllrs Blundell and Ironside. Apologies were also received from District Cllr Brophy and District and County Cllr Warwick. Cllr Leigh-Jones apologised for his late arrival. There were no declarations of interest made at this time.	
25/19	To adjourn for public participation	
25/19.1	There were no members of the public present.	
25/19.2	To discuss the progress of public comments from the last meeting: see Actions List	
	There were no matters arising from the public session in May 2024.	
25/20	To receive the County Councillor's report	
25/20.1	To discuss the progress of resolutions from the last meeting: see Actions List	
	The Clerk was asked to include reference to OurHants under the Useful Information section on the Welcome page of the PC Website.	Clerk
25/20.2	Cllr Warwick had submitted a written report for the Parish Council that will be appended to these minutes.	
25/21	To receive the District Councillors' report	
25/21.1	Cllr Laming provided a brief verbal report. He spoke about the recent City Council elections and also about the forthcoming General Election and said that the combination	

	of the two will result in a few decisions being delayed.	
25/21.2	To discuss the progress of requests to District councillors from the last meeting: see Actions List	
	23/71.1 & 23/89.2 & 23/100.2 & 23/144.2 The Parish Council asked that the district councillors to report back to the next meeting of the Parish Council with news of any progress of the enforcement of the planting at the Dentist's surgery in Oliver's Battery Road South promised as part of planning application 22/00948/FUL. Cllr Kirkby said this item was still outstanding. Cllr Laming said he would speak again with the planning department as well as Cllr Porter.	Cllr Laming
25/22	To approve the Minutes of the Annual Council Meeting held on the 8th May 2024.	
	RESOLVED – Agreed as a true copy and duly signed by the Chairman of the meeting.	
25/23	Finance and Council matters	
25/23.1	To discuss the progress of resolutions from the last meeting: see Actions List	
	23/146.6 & 25/10.1 The draft Community Emergency Plan has been updated and Cllr Kirkby had submitted a written report. HCC have asked for feedback on the template document. 25/10.6 Cllr Gaster was looking for further feedback on the use of colour in the PC Newsletter as it is a significant cost of production. Some feedback has been received but more would be appreciated. Cllr Gaster said that some of the content was fairly mundane and some is repetitive.	Cllr Kirkby All Cllrs
25/23.2	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)	Clerk
25/23.3	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.	Clerk
25/23.4	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. The Clerk also spoke about sundry forms needing to be completed including a conflict-of-interest form that he needed to complete.	Clerk Clerk
25/23.5	To accept payments for May 2024 and agree the May 2024 bank transactions with the bank balance.	
	The Clerk spoke about the new accounts package that has now been introduced for the financial year 2024-25. He commented that there was no longer a requirement to manually input reports into the minutes as these can now be printed and appended to the minutes. They can also be published on the website. He read out the list of transactions form the month of May. RESOLVED: To accept the payments for May 2024 and agree the May 2024 bank transactions with the bank balance.	
25/23.6	To receive update from the Events Working Group (standing item)	

	<p>There was no written report received this month. The Events Group continue to look for someone to take on the organising a Summer Event for the community. Looking further forward to the autumn, this year's Scarecrow Competition will be in late September, whilst the Christmas Tree lighting, carols and mulled wine/mince pies event will be in early December.</p>	
25/23.7	To receive update from the Sustainability Working Group (standing item)	
	<p>Cllr Almond presented her first report.</p> <p>The BIG Outdoor Swap event took place on Saturday 11th May- more households participating than before – likely to be due to article/ poster in the newsletter.</p> <p>Clare Shorter is organising a stall with OB Primary school's eco committee to hold at their Summer Fete in July.</p> <p>Members of the countryside group met with Ellie May from Hampshire Hedge on 30th May.</p> <p>Sustainability OB are facilitating a 'Climate Fresk' evening at 6pm on 11th July. The workshop explains how climate change works and we hope it will empower residents of OB to come together and make changes/ take action. We plan to invite councillors and residents of OB (up to 12 participants).</p> <p>To run this workshop, we request £320 from the Sustainability Budget- £200 for the workshop and £120 for the hall hire.</p> <p>RESOLVED: to use money from the Sustainability Budget for this purpose.</p>	
25/23.8	To receive an update from Tree Warden on visual inspections carried out	
	There was nothing to report.	
25/23.9	Parking issues in Oliver's Battery Road South	
	<p>Cllr Gaster had provided a report that is currently published on the Parish Council's website.</p> <p>The area of concern is Oliver's Battery Road South (OBRS) from its junction with Badger Farm Road to the north and Old Kennels Lane (OKL) to the south. Currently there is parking is permitted on two sections of OBRS during the day. There are also parking bays at the front of the shops/businesses both the east and west side. There is also private parking behind the shops which is reserved for the residents.</p> <p>OBRS is a busy road as it is the main route in and out of our community both for vehicles and pedestrians.</p> <p>Approaching OBRS from OKL is via a blind bend. The existing parking restrictions (yellow lines) at the junction allow parking very close to this junction. There are also two roads which feed into OBRS from the east: Compton Way and Downlands Road. In addition, St Marks church is a busy community hub but has no separate provision for parking.</p> <p>Parking on the east side of OBRS mean traffic entering our community has to be on the right-hand side of the road, opposing oncoming traffic.</p> <p>Our local businesses should be supported and access and parking for them should be a priority. There also has to be parking for those who work at the businesses.</p> <p>Emerging from the discussion were the following outcomes.</p> <ul style="list-style-type: none"> • Cllr Gaster agreed to consult with all of the business frontagers along OBRS and the church to seek their opinions. 	Cllr Gaster

	<ul style="list-style-type: none"> The Parish Council will not be undertaking any community wide consultation at this stage. As part of the parking restrictions consultation being arranged by Hampshire County Council the following should be considered: imposing a timed parking limit along OBRS in those areas not already covered by other parking restrictions. the yellow lines at the junction of OBRS and OKL should be extended so that adequate sight lines can be established. making this junction double yellowed. imposing a timed parking limit along Downlands Road in those areas not already covered by other parking restrictions. Hampshire County Council should be asked to schedule Civil Enforcement Officers to visit on a regular basis. 	
25/24	Planning	
25/24.1	To discuss the progress of resolutions from the last meeting: see Actions List	
	25/11.2 Cllr Blundell was authorised to visit 141 Oliver's Battery Road South and provide a report to the Parish Council between meetings. The report has been provided and planning comments have been submitted.	
25/24.2	To consider any planning reports and agree actions.	
	<p>Cllr Blundell submitted a written report.</p> <p>24/01012/HOU 30 Keats Close Olivers Battery: Proposed raising up existing flat roof to front and extending and replacing front porch</p> <p>RESOLVED: No comment.</p> <p>Cllr Kirkby reviewed the planning applications outstanding. These reports have been published on the Parish Council's website.</p> <p>Cllr Laming also provided an update on the Bushfield Camp proposals. The dates for submission have been extended.</p>	
25/25	Communications	
25/25.1	To discuss the progress of resolutions from the last meeting: see Actions List	
	Nothing to report.	
25/26	Recreation Ground, Wildlife Conservation Area and the Battery	
25/26.1	To discuss the progress of resolutions from the last meeting: see Actions List	
	<p>25/91.1 & 25/105.1 Discuss in more detail the recent application to place a bench on the Battery for Mr and Mrs Butler. The Parish Council has identified a suitable bench and has an understanding of all costs associated with its provision and installation. The Parish Council agreed to ask the family for a one-off contribution towards its future maintenance. In total, a sum of £1,500 would be requested.</p> <p>25/105.4 Parish Council accepted the proposal for a small commemorative plaque to commemorate former Cllr. Ivan Arnold, and set a budget not exceeding £50. Cllr Leach ongoing. A sum of £100 was set aside to complete this item.</p> <p>25/13.4 To prepare a report to the June Meeting on this year's Annual Play Area Inspection Report. On tonight's agenda.</p>	<p>Clerk</p> <p>Cllr Leach</p>
25/26.2	To consider report based on Groundsman's weekly reports and agree actions.	
	The checklists had received from Grass and Grounds for May 2024 and Cllr Leigh-Jones confirmed the checklist (along with the status of the Defib) have no issues to report.	

25/26.3	To receive reports on routine maintenance and ad-hoc tasks that have been completed (Standing Item)	
	<p>During the last month, the Handyperson Group have carried out the following:</p> <ul style="list-style-type: none"> • The weekly inspection of trees in the Recreation Ground continues. • The new watering equipment is being maintained and is in use. • The SID is in use and the battery is being swapped out periodically. • The poor weather has resulted in a delay in the staining of the new benches in the Recreation Ground. 	
25/26.5	To consider any further updates on an Inclusive Recreation Ground for all Ages projects.	
	There was nothing to report.	
25/26.6	To note results of Annual Play Area inspection and agree actions	
	<p>Cllr Leigh-Jones had prepared a written report. The Annual Play Area inspection report has been received. The 73-page report commented on all of the play equipment owned by the Parish Council. There were 3 findings classified as moderate risk; all others were classified as low or very low risk.</p> <p>Infinity Playgrounds Ltd has been invited to provide a quote to manage all of the work that has been identified. The Handyperson Group will also continue to provide day-to-day maintenance.</p> <p>RESOLVED: to accept the recommendations in the report as follows:</p> <ul style="list-style-type: none"> • Obtain prices from Infinity Playgrounds Ltd to complete the listed remedial work. • Monitor support chains to various play equipment and report when 40% worn and replace missing caps and inserts and tighten loose nuts and bolts. • Ask Handyperson Group to remove graffiti from shield and cut back overhanging foliage 	Clerk Cllr Leigh-Jones Cllr Leigh-Jones
25/26.7	To consider a report on bench refurbishment and agree actions	
	<p>Cllr Kirkby submitted a written report</p> <p>RESOLVED: To instruct Mr Peter Arnold to undertake all works identified in the report.</p>	Clerk
25/26.8	To consider a report on picnic tables at the Battery and St Marks and agree actions	
	<p>Cllr Kirkby explained that the work had been commissioned between meetings as discussed in May 2024. Retrospective approval of the spending was now needed.</p> <p>RESOLVED: To approve the sum of £1,880.00 Plus VAT for the supply and installation of concrete mats to protect and prolong the lifespan of the picnic tables at the Battery.</p>	
25/26.9	To consider report on removing or replacing open bin at Recreation Ground and agree actions	
	RESOLVED: To instruct Infinity Playgrounds to replace the Recreation Ground open bin with one to match the other existing bins.	Clerk
25/27	Lengthsman Scheme	
25/27.1	<p>Cllr Kirkby submitted a written report.</p> <p>The first visit will be on the 20th June. RESOLVED: To approve an arrangement of 4 visits of 12 manhours each for an additional cost of £440 per annum. To submit list of agreed items and the map to the Lengthsman. As the next visit is 7th August, and there is no PC meeting in August, Cllrs to provide Cllr Kirkby with any proposed items by 26 July. Cllr Kirkby will send completed worklist and map to Clerk to submit to Lengthsman.</p>	Clerk

		All Cllrs
25/28	Items for Consideration Only	
25/28.1	No reports were received.	
25/29	To discuss correspondence received during the month and items for the agenda at the next meeting.	
25/29.1	No correspondence was received due to it being the election period	
25/30	Date of next meeting – 2nd July 2024 at 7.30pm	
	Meeting ended at 9.28pm	
25/31	Exempt Business: To pass a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press from the discussion of the following matters where publicity might be prejudicial to the special nature of the business. There were no exempt items to discuss.	