



Oliver's Battery Parish Council meeting

Minutes of the meeting held on 10th December 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 (from 8.01pm)		Cllr Ironside
Cllr Kirkby		Cllr Leigh-Jones
Cllr Leach		Dist Cllr Brophy
		Dist Cllr Laming
	Three members of the public	Dist & County Cllr Warwick

Item		ACTION
25/88	Apologies for absence and declarations of interest	
	<p>Apologies had been received from Cllrs Blundell, Ironside and Leigh-Jones and District Cllrs Brophy, Laming and County and District Cllr Warwick.</p> <p>Cllr Gaster apologised for his late arrival</p> <p>The Clerk apologised for his absence when this meeting was originally scheduled.</p> <p>Cllr Kirkby apologised for the meeting commencing later than advertised at 7.40pm</p> <p>There were no declarations of interest at this time.</p>	
25/89	To adjourn for public participation	
25/89.1	<p>Mr Kazmi Farkaleet and Mr Joe Peshall addressed the meeting.</p> <p>Over the past few weeks, they had been working on a project aimed at encouraging residents to get outside, explore the environment, and connect with the community. They have the 'simple' goal of mapping all benches across the UK to make it easy for anyone with a smartphone to find and relax on a bench nearby.</p> <p>The long-term vision is to work with councils and local government - starting in Winchester, to provide an accurate map of all benches, public spaces, and local amenities.</p> <p>Their recent work in Oliver's Battery, marked the completion of the first complete survey of an entire Parish – identifying 32 benches, 2 letter boxes, 1 bike rack, 1 water access point, and 16 public bins.</p>	

	Cllr Kirkby thanked Messrs Farkaleet and Peshall for their contribution and asked them to report back to a future meeting.	
25/89.2	To discuss the progress of public comments from the last meeting: see Actions List	
	Nothing to report.	
25/90	To receive the County Councillor's report	
25/90.1	To discuss the progress of requests to the County councillor from the last meeting: see Actions List. Nothing to report.	
25/90.2	Cllr Warwick had submitted a written report for the Parish Council that will be available on the Parish Council website. Highlights include the following: New police and crime plan, including where you can find details of your 'local bobby'. Music Service instrument loan.	
25/91	To receive the District Councillors' report	
25/91.1	To discuss the progress of requests to District councillors from the last meeting: see Actions List. Nothing to report.	
25/91.2	Cllr Brophy had submitted a written report for the Parish Council that will be available on the Parish Council website. Highlights include the following: Going greener – Progress so far and deadline for Green Business Grant. Food waste introduction from October 2025. Open Grant Schemes.	
25/92	To approve the minutes of the last ordinary meeting held on the 5th November 2024.	
	RESOLVED – Agreed as a true copy and duly signed by the Chairman of the meeting.	
25/93	Finance and Council matters	
25/93.1	To discuss the progress of resolutions from the last meeting: see Actions List	
	25/49.2 WCC currently have four different community grants schemes. Cllrs were encouraged to check whether any would be suitable for local community projects and initiatives. Ongoing.	All
	25/37.4 Cllr Almond is working with the OB Countryside Group to apply for a CPRE grant. Ongoing.	Cllr Almond
	25/65.5 Our approved supplier has supplied a quote to remove a Cherry Tree and cut back branches overhanging Oliver's Battery Road South from the Battery. This quote is to be accepted and work will take place on the 5 th February 2025. Complete	Clerk
	25/78.3 Link to Scarecrow interview to be included on website and Facebook. Complete	

	<p>25/78.4 Thermal imaging camera surveys to be shared on Facebook. Complete</p> <p>25/78.5 Clerk to issue an order for removal of fallen tree on the Battery.</p> <p>25/78.5 Planting disease resistant elms. See Tree Warden Report</p> <p>25/78.6 Community Initiative. On agenda</p> <p>25/78.7 New Financial Regulations to be updated and added to website. Complete</p> <p>25/78.8 Appointment of internal auditor. On agenda</p> <p>25/78.9 Prices for replacement Speed Indicator Device. On agenda</p> <p>25/78.10 Response to the Enabling Remote Attendance and Proxy Voting consultation. Complete</p>	
25/93.2	To accept payments for November 2024 and agree the November 2024 bank transactions with the bank balance.	
	<p>The Clerk spoke about the major item of expenditure this month was the sum of £16,313.62 to cover the costs of the Recreation Gound improvements. Cllrs Almond and Leach spoke about outstanding expense claims.</p> <p>RESOLVED: To accept payments for November 2024 and agree the November 2024 bank transactions with the bank balance.</p>	
25/93.3	To receive update from the Events Working Group (standing item)	
	<p>Cllr Kirkby had submitted a written report.</p> <p>The Christmas tree event was planned to take place on Saturday 7th December However, we were let down by our supplier who failed to deliver the tree. An alternative source has been identified at a cost of £155 including delivery and this will be installed before Christmas.</p> <p>Due to the storm, the event was held at short notice in St Marks Hall.</p> <p>There were a number of bottles of mulled wine left over and it will be served at the OBCFilms evening and the money reimbursed to the PC.</p> <p>RESOLVED to agree the additional cost for the Christmas Tree.</p>	
25/93.4	To receive update from the Sustainability Working Group (standing item)	
	<p>Cllr Almond had submitted a written report.</p> <p>Past events:</p> <ul style="list-style-type: none"> • Bike bus- doing well in Oliver's Battery area, thanks to Anne Forder, Cycle Winchester, and other kind volunteers. There is a new, additional route from the bottom of Old Kennels Lane to Oliver's Battery Primary school. • The SWISH event- disappointing numbers despite being well promoted. Those who did attend were very positive. Thank you to the WI for their help and support. • Thermal imaging surveys- the team are planning to promote this provision and encourage more residents to take up the offer of a free survey this winter- to identify heat loss, no strings attached. <p>Future events:</p> <ul style="list-style-type: none"> • Open homes- potential opportunity for a couple of homes in Oliver's Battery which have been upgraded in some way to reduce their carbon footprint to be 'open' for interested residents' viewings. • Swap/Swish event in the Spring (maybe coinciding the recycle day 18th March). 	

	<p>Eve collaborating with Kate Fletcher, Brownies leader for this event- details to be confirmed.</p> <ul style="list-style-type: none"> • Mass Cycle ride- with feeder ride from Olivers Battery- date to be confirmed. • Sustainable OB agreed to advertise events via film night. 	
25/93.5	To receive an update from Tree Warden on visual inspections carried out.	
	<p>Cllr Gaster had submitted a written report.</p> <p>It was reported that there were no issues regarding trees that were not already in hand.</p> <p>He had been asked for recommendations on planting some more Elms at the recreation area. He said he disagreed with this option. He commented that there are enough trees in this area for now.</p> <p>Instead, he commented that the Parish Council needed to think ahead about the Battery. There is no need to consider under-planting now, as many of the big trees are coming to end of life. Broad leaved trees grow quite slowly the thinking should be on a scale of 20 years or more.</p> <p>There are also a number of Cherry trees, one of which will be removed in January but these trees have a relatively short life.</p> <p>Cllr Gaster strongly recommended a rethink on this issue. Elm trees would be his preferred choice for planting at the Battery, as they grow tall and straight.</p> <p>Cllr Gaster said that he only needed to water the new Elms twice this year as it was so wet.</p> <p>RESOLVED not to accept the offer to plant disease resistant elms this year.</p>	
25/93.6	To receive an update on the Community Initiative	
	<p>Cllr Leach had submitted a written report.</p> <p>Recent responses from residents continue to disappoint. The lack of a new editor for the Newsletter, the poor response to the Scam presentation and the Swish event appear to indicate a sense of residents' apathy towards involvement in community activities in general, and towards actively volunteering in particular.</p> <p>RESOLVED: That further development on the current Community Initiative be paused until such time as the community of Oliver's Battery gives clear indication of interest in and commitment to this project.</p>	
25/93.7	To consider the appointment of an Internal Auditor for 2024-25 Financial Year.	
	<p>The Clerk explained that it was good practice for the Parish Council to record a minute to appoint an Internal Auditor for the current financial year in addition to noting the scope of work that this appointment entails. It should also be recorded that the Internal Auditor remains independent of the Parish Council and has no other relationship with it or serving members.</p> <p>A quotation and scope of work had been received from Do The Numbers Ltd and these documents had been published on the website.</p> <p>RESOLVED: To appoint Do the Numbers Ltd as the Parish Council's internal auditor for the financial year 2024-25.</p> <p>RESOLVED: To note that Do the Numbers Ltd remains independent of the Parish Council and has no other relationship with it or with serving members.</p>	Clerk
25/93.8	Speed Indicator Devices in the Parish	
	Cllr Leigh-Jones had not provided an updated report on the replacement cost and	

	<p>options and was not here to make a presentation on the proposal.</p> <p>It was agreed to hold this item until the January 2025 meeting.</p>	Cllr Leigh-Jones
25/93.9	Budget / Precept 2025-26	
	<p>The Clerk began the precept discussion by reminding members that the Parish Council had received a total sum of £41,410 from Winchester City Council in 2023-24.</p> <p>He said that the 2023-24 Tax Base for Oliver's Battery Parish was 773.48 and the Band D rate was £53.54. Multiplying the tax base by the Band D rate resulted in the figure of £41,410.</p> <p>The Clerk then said that Winchester City Council had published the tax base in early December and that the figure for 2024-25 of 785.02 was a slight decrease on the previous year. He provided a document that showed sample precept calculations from no increase through to a 5% increase.</p> <p>With the Tax Base increasing by such a small amount this would mean that a zero % increase in the precept would result in a one penny increase in the Band D rate.</p> <p>The Clerk said that the precept should be set at the next meeting with the initial discussion taking place about any budget increases planned or required.</p> <p>RESOLVED – The Clerk was asked to provide costs for the Clerk's salary and NI, pension, expense etc on the same basis as last year.</p>	Clerk
	<p>The Clerk said he had updated the Financial Risk Assessment following on from the meeting in November. He reminded the meeting of the general headings within the document as follows.</p> <ul style="list-style-type: none"> • Proper Bookkeeping • Standing Orders and Financial Regulations • Payments Controls • Risk Management Arrangements • Budgetary Controls • Income Controls • Payroll Controls • Assets Controls • Bank Reconciliation • Year-end Procedures <p>He then explained that he had provided up-to-date figures and reports for each listing. He said that the document was now up-to-date and he asked for the Parish Council approve the document as complete.</p> <p>RESOLVED – The Parish Council approved the amendments and asked for the approved document to be published on the website.</p>	Clerk
23/93.11	To consider a small gift and card to the Oliver's Battery Distribution Team	
	RESOLVED – The Parish Council allocated a sum of money not exceeding £100.00 from the Chairman's Fund in order to purchase a small gift and card to members of the distribution team.	
23/93.12	Grant applications 2024-25. To receive any grant applications.	
	RESOLVED: To approve a 2024-25 grant application on behalf of the Citizen's Advice Winchester District for a total of £325.00	Clerk
25/94	Planning	
25/94.1	To discuss the progress of resolutions from the last meeting: see Actions List	

	<p>25/66.2 24/00109/BCOND – 3 Downlands Road. The Chair has asked Cllr Laming for clarification of the reason given for closure of the enforcement case as “not expedient to pursue”. Ongoing</p> <p>The Parish Council has provided fresh comments on the Pine Close application. Complete</p>	Cllr Laming
25/94.2	<p>To consider any planning reports and agree actions.</p> <p>New Applications notified since the November 2024 PC Meeting:</p> <p>None at the time of issuing this Report.</p> <p>Update on applications previously reviewed by the Parish Council</p> <p>6 Pine Close, Oliver’s Battery – Application Refused</p> <p>24/01806/HOU – First floor side and rear extension, porch canopy and elevational alterations.</p> <p>This application has been refused.</p> <p>11 Mount View Road, Oliver’s Battery – Current</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.</p> <p>This application will be considered at a future Planning Committee and, once the date has been confirmed, the PC can write to that Committee if they wish to request that a site visit be arranged,</p> <p>Bushfield Camp – Outline Planning Application. Ref 23/02507/OUT Discussions are still ongoing with the applicant regarding transport issues. South Winchester Golf Course – Potential Development</p> <p>Details of an email exchange with Adrian Fox (Strategic Planning Manager at WCC), were shared.</p> <p>It was confirmed that:</p> <p>South Winchester Golf Course was not included in the Reg 19 Local Plan was submitted for examination.</p> <p>WCC will need to start a review of the Local Plan straight away after the new Local Plan is adopted. WCC are waiting for the new NPPF to be published, when the level of housing requirement will be confirmed. It is anticipated to be a significant challenge.</p> <p>WCC cannot stop developers submitting an application at any point and obviously cannot pre-determine the outcome. However, WCC have confirmed they do have a 5 year Housing Land Supply.</p>	
25/85	Communications	
25/95.1	To discuss the progress of resolutions from the last meeting: see Actions List	
	Nothing to report.	
25/96	Recreation Ground, Wildlife Conservation Area and the Battery	
25/96.1	To discuss the progress of resolutions from the last meeting: see Actions List.	

	<p>25/40.5 Ask if Handyperson Group will cut back overhanging foliage. Outstanding</p> <p>25/40.5 Monitor support chains to various play equipment and report when 40% worn and replace missing caps and inserts and tighten loose nuts and bolts. Ongoing</p> <p>25.54.1 One joist on the wooden equipment is loose and needs repairing/replacing. Handyperson group will not repair/replace the loose joist. Work to be clearly identified so a quotation can be obtained.</p> <p>25/81.3 Steel pegs, cable ties and stain. On agenda</p> <p>25/81.4 Copper beech tree needs to be re-staked. Order placed</p>	<p>Cllr Leigh-Jones Cllr Leigh-Jones Cllr Leigh-Jones</p>
25/96.2	To consider report based on Groundsman's weekly reports and agree actions.	
	<p>Cllr Leigh-Jones had submitted a written report.</p> <p>The checklists have been received from Grass and Grounds for November. A report of damage to an area adjacent to the Car Park has been passed on to the contractor who had undertaken the work to the goal areas.</p>	
25/96.3	To receive reports on routine maintenance and ad-hoc tasks that have been completed (Standing Item).	
	<p>Cllr Leigh-Jones had submitted a written report.</p> <ul style="list-style-type: none"> • Ongoing inspection of swing chains completed (issues to be confirmed) • Bolts and screws checked (caps replaced) • Wooden play area checked (all fine) • Goals not able to be checked completely due to lack of access • Steel pegs for goal nets will be fitted once goals are accessible • Cable ties purchased and will be fitted once goals are accessible • The support pole for the gate has been damaged. <p>Agenda Item 7.2</p> <ul style="list-style-type: none"> • Checklists from Grass and Grounds confirm the checklist (along with the status of the Defib) comes up with one issue to report. • This issue is the fact that the wooden edging which acts as a boundary between grass and the pathway leading to the playground/MUGA has been damaged by the digger used for placing the astroturf by the football goals (contact has already been made by Cllr Kirkby with Infinity Playgrounds this issue rectified). <p>Agenda Item 7.3</p> <p>Herewith report received for the month of November from Handypersons group:</p> <p>The following has been achieved during November:</p> <ul style="list-style-type: none"> • Completion of non-slip stain coating of the appropriate play equipment in the Recreation Ground • Checking the new trees for health and security • Winterising the combination padlocks on the secure water tap and water bowser • Maintaining the speed alert device in Old Kennels Lane. <p>Future planning</p> <ul style="list-style-type: none"> • Before Spring non-slip coating commences another 2.5 litres of stain will be required (please note new stain has been purchased by Cllr Leigh-Jones). • The specimen beech tree continues to lean. • Maintaining the speed device is becoming more difficult with reduced battery charge life and worn-out security screws. • The water bowser remains in the allotment but really should be under cover for the winter. • No specific actions are planned for December/January but the Group remains 	<p>Cllr Leigh-Jones</p>

	ready to leaf sweep if required.	
25/96.4	To receive an update on the Recreation Ground Improvements project	
	The artificial turf in goal areas has been installed and the protective fencing is due to be removed on 10 th December.	
25//97	Lengthsman Scheme	
25/97.1	Cllr Kirkby expressed his frustration with the scheme as it does not appear the Lengthsman has visited the parish at the scheduled time. The Clerk was asked to investigate.	Clerk
25/98	Items for Consideration Only	
25/98.1	No reports were received.	
25/99	To discuss correspondence received during the month and items for the agenda at the next meeting.	
25/99.1	There were no items to discuss.	
25/100	Date of next meeting – 14th January 2025 at 7.30pm	
25/101	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. To discuss a personnel matter and a property matter.	
	Meeting ended at 9.37pm	