



## Oliver's Battery Parish Council meeting

Minutes of the Annual Council Meeting held on the 6<sup>th</sup> May 2024 at St Mark's Church Hall, Oliver's Battery.

| <u>Present</u>   | <u>In attendance</u>       | <u>Apologies/Absent</u> |
|------------------|----------------------------|-------------------------|
| Cllr Almond      | Clerk – Emma Abrahams      | Cllr Blundell           |
| Cllr Leigh-Jones | Dist Cllr Laming           | Dist Cllr Brophy        |
| Cllr Ironside    | Dist & County Cllr Warwick |                         |
| Cllr Gaster      |                            |                         |
| Cllr Kirkby      |                            |                         |
| Cllr Leach       |                            |                         |

| <b>Item</b> |   | <b>ACTION</b> |
|-------------|---|---------------|
| 26/1        | <b>To elect the Chair of the Parish Council for the municipal year 2025-26.</b>   |               |
| 26/1.1      | Cllr Ironside proposed that Cllr Kirkby continue his role as Parish Council Chairman. Cllr Leigh-Jones seconded this proposal and all other Cllrs agreed.   |               |
| 26/2        | <b>Apologies for absence and declarations of interest</b>   |               |
| 26/2.1      | Cllr Blundell sent her apologies, and there were no declarations of interest.   |               |
| 26/3        | <b>To elect the Vice Chair of the Parish Council for the Municipal year 2025-26.</b>  |               |
| 26/3.1      | Cllr Ironside proposed Cllr Connie Leach continue her role as Vice Chair, this was seconded by Cllr Leigh-Jones, and the remaining Cllrs were all in agreement.   |               |
| 26/4        | <b>To adjourn for public participation and County and District Councillors reports.</b>   |               |
|             | There were no members of public in attendance.  |               |
| 26/4.1      | To discuss the progress of resolutions from the last meeting: see actions list for updates  |               |
| 26/4.2      | <b>To receive the County Councillor's report.</b>   |               |
|             | There was no report submitted however an extensive annual overview was given at the Annual Parish Meeting that was held prior to this meeting.  |               |
| 26/4.3      | <b>To receive the District Councillor's report.</b>   |               |
|             | There was no report submitted however an extensive annual overview was given at the Annual Parish Meeting that was held prior to this meeting.  |               |
| 26/5        | <b>To agree Councillor roles and any delegated authority under S101 of the Local Government Act 1972.</b>   |               |
| 26/5.1      | To agree the following Councillor roles:<br><br>Planning: Cllr Blundell<br>Recreation ground: Cllr Leigh-Jones<br>Website and Social media: Cllr Ironside<br>Footpaths: Cllr Blundell & David Warren<br>Trees: Cllr Gaster<br>Events working group: TBC |               |

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|         | Sustainability working group: Cllr Almond<br>Handyperson working group: Cllr Leigh-Jones<br>Newsletter: Currently vacant   |               |
| 26/6    | <b>To approve the Minutes of the meeting held on 4<sup>th</sup> April 2025 Previously circulated.</b>  |               |
| 26/6.1  | Resolved, A copy was signed by the Chairman of the Parish Council. Cllr Almond proposed, Cllr Kirkby seconded and everyone agreed.   |               |
| 26/7    | <b>Finance and Council matters.</b>  |               |
| 26/7.1  | To discuss the progress of resolutions from the last meeting: see actions list for updates   |               |
| 26/7.2  | April 2025 Payments were not available this included the bank transactions as well as the bank balance. This will be available at the next meeting.  | The Clerk     |
| 26/7.3  | The Parish Council were asked to consider a grant application for the sum of £150.00 that had been submitted from Oliver's Battery Countryside group towards the hire of St Mark's Hall. Cllr Kirkby proposed that this be agreed, it was then seconded by Cllr Leach.<br>RESOLVED: to provide a grant of £150 to OBCG.  | Clerk         |
| 26/7.4  | The Events Working Group provided a report regarding the recent success of the annual Easter Egg Hunt.<br><br><a href="https://www.oliversbattery.info/background-documents-for-meetings">https://www.oliversbattery.info/background-documents-for-meetings</a><br><br>The Clerk on behalf of the Parish Council has written a letter of gratitude to Eclipse Foot Clinic (this year's sponsor), PO, Butcher, Run Walk Sport and the PCC. It was noted that some of the bunting will need to be replaced this year and that additional volunteers were required to help organise events. |               |
| 26/7.5  | The Sustainability Working Group provided a report.<br><br><a href="https://www.oliversbattery.info/background-documents-for-meetings">https://www.oliversbattery.info/background-documents-for-meetings</a>   |               |
| 26/7.6  | No report was presented by the Tree Warden this month.   |               |
| 26/7.7  | It was not possible to consider and approve the 2024-2025 Auditors report, so this will be deferred until June's meeting.  | Clerk         |
| 26/7.8  | Oliver's Battery Parish Council are entering into the third and final year of a three-year insurance policy. It was noted that next year quotes will need to be obtained and presented to the council for agreement.   | Clerk         |
| 26/8    | <b>Planning</b>  |               |
| 26/8.1  | To discuss the progress of resolutions from the last meeting: see actions list for updates   |               |
| 26/8.2  | Cllr Blundell provided a report<br><br><a href="https://www.oliversbattery.info/background-documents-for-meetings">https://www.oliversbattery.info/background-documents-for-meetings</a><br><br>There have been no new planning applications received.   |               |
| 26/9    | <b>Communications</b>  |               |
| 26/9.1  | To discuss the progress of resolutions from the last meeting: see actions list for updates   |               |
| 26/9.2  | Cllr Ironside is working on options for an announcement only WhatsApp group, which will help publicise events and activities. Once more information is available Cllr Ironside will circulate the details. Electronic notices seem to be getting a positive response on the social media channels.   | Cllr Ironside |
| 10      | <b>Recreation Ground, Wildlife Conservation area and the Battery.</b>  |               |
| 26/10.1 | To discuss the progress of resolutions from the last meeting: see actions list for updates.  |               |
| 26/10.2 | Cllr Leigh-Jones provided a report <a href="https://www.oliversbattery.info/background-documents-for-meetings">https://www.oliversbattery.info/background-documents-for-meetings</a><br><br>The reports were received by the Grass and Grounds team; there have been no reported issues and the Defibrillator appears to be in good working order. The Clerk will find out if the defibrillator is being logged on the circuit website and if so, who is logging this on behalf of the Parish Council.   | Clerk         |
| 26/10.3 | There was no report on Handyperson Working Group activity however an extensive annual overview was given at the Annual Parish Meeting that was held prior to this  |               |

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|         | meeting. Mulch has been purchased and will be used in May as previously agreed.  |                  |
| 26/10.4 | Cllr Leigh-Jones will present the Council will a report in June regarding the suggested locations of the “No Dog Signs” required at the recreation ground and countryside area. Once this report has been presented to the Council. More signs appear to be needed as Cllr Almond has had to communicate with people who are walking dogs in the recreation ground recently. | Cllr Leigh-Jones |
| 26/11   | <b>Lengthsman Scheme</b>   |                  |
| 26/11.1 | There is no report to discuss as they are every three months and is not due yet.   |                  |
| 26/12   | <b>Items for Consideration Only</b>  |                  |
| 26/12.1 | The consideration of Memorial benches will be discussed further in June’s meeting.   | Clerk            |
| 26/13   | Exempt Business: <b>RESOLVED</b> 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.  |                  |
|         | <b>Date of next meeting – 03/06/2025</b>   |                  |
|         | Meeting ended at 21.58 pm  |                  |