



## Oliver's Battery Parish Council meeting

Minutes of the meeting held on 14<sup>th</sup> October 2025 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	Locum Clerk – Brendan Gibbs	Cllr Kirkby
Cllr Blundell	Dist & County Cllr Warwick	Cllr Gaster
Cllr Ironside (from 7.43pm)	Dist Cllr Laming	Dist Cllr Brophy
Cllr Leach	One member of the public (up to 7.43pm)	

<u>Item</u>		<u>ACTION</u>
26/44	<p><b>Apologies for absence and declarations of interest.</b></p> <p>Cllr Kirkby sent his apologies to the meeting. Cllr Leach chaired the meeting in his absence.</p> <p>District Cllr Brophy sent his apologies to the meeting.</p> <p>There were no declarations of interest at this time.</p>	
26/45	<p><b>Councillor Co-option process</b></p>	
26/45.1	<p>The Clerk said that Mrs Steph Ironside had submitted an application for co-option. Mrs Ironside explained about her interest in the position and how she felt she might contribute.</p> <p>RESOLVED – To co-opt Mrs Steph Ironside as a Parish Councillor.</p>	Cllr Ironside and Clerk
26/46	<p><b>To adjourn for public participation.</b></p>	
26/46.1	<p>There were no members of the general public present.</p>	
26/47	<p><b>To receive the County Councillor's report.</b></p>	
26/47.1	<p>A written report was received before the meeting took place. Cllr Warwick did not comment further.</p>	
26/48	<p><b>To receive the District Councillors' report.</b></p>	
26/48.1	<p>Cllr Warwick spoke about the following items.</p> <p>Local Government Reorganisation: The new Secretary of State for Communities, Housing and Local Government is currently reviewing the proposals for reorganising Local Government in Hampshire</p> <p>She also spoke about the WCC Local Plan process. She said that a new call for sites to be included in the new Strategic Housing and Economic Land Availability Assessment (SHELAA) had been made.</p> <p>Cllr Laming spoke about the following items</p>	

	<p>Winchester District Council has proposed a Local Governance Review of the Winchester unparished areas with a view to forming a parish council to administer these areas in the future. A couple of meetings have been held at the City Council including a Licencing Committee meeting that had discussed the term of reference for this governance review.</p> <p>Cllr Laming said that the first public consultation will close on 22 December. A drop-in public engagement session would take place on the 18<sup>th</sup> November at Badger Farm Community Centre as part of this process. This is an opportunity for residents to ask questions and find out more.</p> <p>The Clerk told the meeting that the Local Governance Review is not a rapid process and will take about 18 months to two years to complete.</p> <p>Cllr Leach said that the community looked forward to extensive correspondence from the City Council throughout this process.</p>	ALL
26/49	<b>To approve the minutes of the last ordinary meetings held on the 1<sup>st</sup> July and 16<sup>th</sup> September 2025.</b>	
	RESOLVED – These were agreed as a true copy and duly signed by the Chairman of the meeting.	
26/50	<b>Finance and Council matters.</b>	
25/50.1	To discuss the progress of resolutions from the last meeting: see Actions List	
	<p>26/35.1 Transfer £25,000 from the Unity Trust account to the Lloyds Bank Savings account. Action complete as the money has now been transferred over.</p> <p>26/35.4 Accept quote and place order with Merritt. Action complete with a date of 1<sup>st</sup> December 2025.</p> <p>26/35.5 Clarify the insurance arrangements involved in loaning the Parish Council's marquee to community organisations. Although the event took place without any issues there still needs to be a conversation regarding future events. Ongoing.</p>	Clerk
26/50.2	<p>The Clerk highlighted that he was still working towards bringing the accounts up to date to the 30<sup>th</sup> September.</p> <p>The accounts had the following amounts in them as of the 31<sup>st</sup> August 2025.</p> <p>Unity Trust Treasurers Account £9,118.96 Lloyds Bank Community Account £373.13 Lloyds Bank Savings Account £39,626,30</p> <p>The accounts had the following amounts in them as of the 30<sup>th</sup> September 2025.</p> <p>Unity Trust Treasurers Account £12,569.88 Lloyds Bank Community Account £364.63 Lloyds Bank Savings Account £64,648.31</p> <p>The Parish Council has now received the 2<sup>nd</sup> tranche of the 2025-26 Precept. This has now been transferred into the Lloyds savings account and had brought this up to a figure of £64,648.31.</p> <p>The Parish Council noted these totals.</p> <p>The Clerk informed the Parish Council that the 2024-25 Annual Governance and Accountability Return process was now complete. The external audit document had been signed off and the conclusion of audit notice had been published on the website.</p> <p>Cllr Leach said that it was a relief to all that this process had been concluded without any significant comments being made.</p>	Clerk
26/50.3	To receive the Events group report (standing item).	
	Cllrs Leach and Almond both gave a brief verbal report. The new Events group are	

	<p>looking towards presenting a Christmas event in the form of a Tree display. To this end, a grant application form has been received from them to cover the costs of the event.</p> <p>The following was agreed.</p> <p>RESOLVED: To pay a grant of £650 to cover the costs of this event. This money will be paid into the St Lukes PCC as a holding account.</p> <p>RESOLVED: Any unspent funds left over after the event has passed must be returned to the Parish Council.</p> <p>RESOLVED: That the Parish Council asks the OB Events Group to set up their own bank account to manage the financing of all future events.</p> <p>Cllr Leach signed off the grant application form.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
26/50.4	To receive the Sustainability group report (standing item).	
	<p>OB sustainability attended the Wildlife and Environment Fayre at St Marks on 27th September, it was well attended, and feedback has been positive. Cllr Almond thanked Mr Gary Spring for his on-day efforts with the stall and for his knowledge regarding thermal imaging surveys.</p> <p>More homes have signed up for surveys which is encouraging. Thanks also to Anne Forder- who provided Bike Bus and Cycle Winchester materials for the stall.</p> <p>The BIG Outdoor Swap was cancelled due to poor weather. Cllr Almond is now setting up a registration system via email/QR code and a trail map to list locations of all participating households to increase engagement and re-using.</p> <p>Cllr Almond will be applying for funding for a 'volunteer recruitment evening' (using the left-over prosecco from the Swish to entice potential volunteers). She will also liaise with other working groups to organise this event.</p> <p>Cllr Almond said that she will continue promoting thermal imaging surveys via Facebook, newsletter and what's app.</p> <p>The next event will be an Autumnal Wildlife Discovery Morning at the Oliver's Battery Wildlife Area on Saturday 1st November 2025.</p>	<p>Cllr Almond</p> <p>Cllr Almond</p> <p>Cllr Almond</p>
26/51	To receive the tree warden report.	
26/51.1	<p>Cllr Gaster presented a written report. Merritts will be doing work in December at the Countryside area. Attention should now turn towards responding to the recent tree survey. This had generated a significant amount of action items that will need dealing with by a qualified arborist.</p> <p>RESOLVED: To put this work out to tender.</p>	Clerk
26/52	To further consider any changes to the Parish Council's meeting schedule and structure.	
26/52.1	No further decisions were made at this time.	
26/53	To review Parish Council policies.	
26/53.1	<p>RESOLVED: The following policies have been reviewed and agreed by the Parish Council.</p> <p>Clerk Appraisal Policy. Councillor and Staff Expenses Policy. Recruitment Policy.</p>	
26/54	<b>Planning.</b>	
25/54.1	To discuss the progress of resolutions from the last meeting: see Actions List	
	There were no outstanding actions.	
26/54.2	Cllr Blundell gave a brief report highlighting that there were no current applications to review. She commented that 25/01454/HOU 11 Compton Way and 25/01512/HOU 10	

	Crescent Way have been permitted. Cllr Warwick has also presented information regarding the local plan. There were no further updates on the Bushfield Camp application.	
26/55	<b>Communications.</b>	
25/55.1	To discuss the progress of resolutions from the last meeting: see Actions List	
	<p>There was consensus that the layout of the recently published newsletter worked well and that the look and feel of the document made it easy to read.</p> <p>Comments were made about copy deadlines and it was hoped to publish the next edition in early January 2026.</p> <p>There was also positive news about the WhatsApp channel as it was now ready for launch.</p>	<p>Cllr Leach</p> <p>Cllr Almond</p>
26/56	<b>Recreation Ground, Wildlife Conservation Area and the Battery.</b>	
25/56.1	To discuss the progress of resolutions from the last meeting: see Actions List	
26/56.2	<p>The Groundsman provides visual inspection reports are received on a weekly basis and include a photograph of the defibrillator. There were no issues to report on the visual inspections.</p> <p>Groundsman Contract</p> <p>The Groundsman contract needs to be renewed, commencing in March next year. It is proposed that, as in previous years, a term contact is tendered with 3 or 4 specialist contractors.</p> <p>RESOLVED: Cllr Kirkby is to prepare the tender documents in consultation with a Conservation Area representative and the Clerk. Cllr Kirkby and the Clerk have agreed a tender list and the Clerk will now invite tenders.</p> <p>It is hoped that a report of the tender results is provided to the December meeting, in order that a contractor can be appointed.</p> <p>Handyperson Group</p> <p>The following has been carried out by the Handyperson Group during August and September 2025:</p> <ul style="list-style-type: none"> <li>• Regular watering and condition checks on the Recreation Ground new Trees - all appear healthy.</li> <li>• Cleaning the metal notices in the Recreation Ground</li> <li>• Completed outstanding items from the Annual Recreation Ground Survey</li> <li>• Regular removal of chalked graffiti on the play equipment in the Recreation Ground</li> <li>• Regular cleaning and battery replacement of the speed device in Old Kennels Lane. Items required:</li> </ul> <p>We have received the checklists from Grass and Grounds for the month of September and can confirm the checklist (along with the status of the Defib) comes up with no issues to report.</p> <p>During September the only work carried out has been to continue to service the Speed Warning Device and regular watering of the new trees on the Recreation Ground.</p>	
26/56.3	To receive reports on routine maintenance and ad-hoc tasks that have been completed (Standing Item).	
	No reports had been received.	
26/57	<b>Lengthsman Scheme.</b>	
26/57.1	To discuss the progress of resolutions from the last meeting: see Actions List	

26/57.2	It was <b>NOTED</b> that there were no outstanding matters on the Action list	
26/57.3	Consideration should be made to ask the Lengthsman to strim and cut back vegetation at FP 506	
26/58	<b>Items for Consideration Only.</b>	
26/58.1	There were no other items to consider.	
26/59	<b>To discuss correspondence received during the month and items for the agenda at the next meeting.</b>	
26/59.1	To discuss the progress of resolutions from the last meeting: see Actions List	
26/59.2	The only item to receive was the completed audit report as part of the 2024-25 AGAR.	
26/60	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 – Tuesday December 16th at 7.30pm</b>	
	Meeting ended at 9.25pm	