



## A G E N D A

### ANNUAL MEETING OF

### OLIVER'S BATTERY PARISH COUNCIL

St Mark's Church Hall, Oliver's Battery Road South, Oliver's Battery, Winchester, SO22 4EZ

*Members are hereby SUMMONED to attend the Parish Council meeting on  
19<sup>th</sup> May 2026 commencing at 7:30pm*

Members to be present:

Cllr. D. Kirkby  
Cllr. R. Blundell  
Cllr. R. Edgecock  
Cllr. T. Gaster  
Cllr. K. Lakin

James Sheehy  
*Parish Clerk & Proper Officer*

**1. ELECTION OF CHAIRMAN**

To elect a chairman for the civic year 2026/27.

**2. DECLARATION OF ACCEPTANCE OF OFFICE**

- a) To receive and accept the declaration of acceptance of office from the chairman
- b) To receive and accept the declaration of acceptance of office from members.

**3. APOLOGIES FOR ABSENCE**

To receive and accept any apologies for absence.

**4. ELECTION OF VICE-CHAIRMAN**

To elect a vice-chairman for the civic year 2026/27.

**5. DECLARATIONS OF INTEREST**

To receive any declarations of interest from members concerning any item on the agenda.

**6. PUBLIC PARTICIPATION**

An opportunity for members of the public to address the meeting and comment upon any item of the agenda.

*Order note: Public participation is carried out in accordance with the Councils Standing Orders.*

**7. DISTRICT & COUNTY COUNCILLOR REPORTS**

To receive the reports of the District & County Councillors in attendance.

**8. MINUTES OF THE PREVIOUS MEETING**

To receive and confirm the minutes of the previous meeting held 3<sup>rd</sup> March 2026.

**9. COUNCILLOR ROLES**

To review the list of councillor roles and make appointments.

**10. GENERAL POWER OF COMPETENCE**

To receive a report, confirm the council's eligibility to adopt the general power of competence and consider adoption of the power by resolution.

**11. COMMITTEES**

To receive a report (attached) before considering any delegation arrangements to committees, terms of reference for committees and appointments to any such committees

*Order Note: Standing Order 5(j)iv – viii refers to the requirement for the annual meeting to consider committees and governance.*

**12. STANDING ORDERS**

To review and adopt the council's standing orders (attached)

*Order Note: Standing Order 5(j)xix requires the Council to review and adopt Standing Orders.*

**13. FINANCIAL REGULATIONS**

To review and adopt the council's financial regulations (attached)

*Order Note: Standing Order 5(j)xix requires the Council to review and adopt Financial Regulations.*

**14. CODE OF CONDUCT**

To review and adopt the council's Code of Conduct

*Order Note: The Localism Act 2011 requires relevant authorities to adopt a Code of Conduct.*

**15. ACTION LIST**

To review the latest action list sheet (attached) for any outstanding actions and progress reports from members in attendance.

**16. COMMUNITY GOVERNANCE REVIEW**

To note the current status of the Community Governance Review for the Winchester area.

**17. YEAR END FINANCE REPORTS**

- a) To receive the bank reconciliations & supporting financial statements up to 31<sup>st</sup> March 2026
- b) To receive and note the year end budget report.
- c) To receive and note a report about the Council's annual LGPS return.
- d) To note the Council's list of direct debits & standing payments.

**18. PAYMENTS REPORT**

- a) To approve the payment report for April & May 2026.
- b) To consider a motion from Cllr Gaster to review long term expenditure

**19. INTERNAL AUDITOR'S REPORT**

To receive the internal auditor's report for Financial Year 2025/26 and note any points for action.

**20. ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN (AGAR PART 1)**

To receive the annual governance & accountability return and confirm the council has met its obligations by resolution (attached)

**21. ANNUAL STATEMENT OF ACCOUNTS 2025/26 (AGAR PART 2)**

To receive and confirm the accounting statements for financial year 2025/26 (attached)

**22. STATEMENT ON CONFLICT OF INTERESTS**

To receive and confirm the statement concerning conflicts of interest with the external auditor (attached)

**23. CONFIRMATION OF THE DATES OF THE EXERCISE OF PUBLIC RIGHTS**

To receive and confirm the dates of 3<sup>rd</sup> June – 14<sup>th</sup> July 2026 for public inspection of the 2025/26 accounts.

**24. ASSET REGISTER**

- a) To receive and confirm the parish council's asset register (attached)
- b) To consider the fate of the oversized SID device purchased from ElanCity.

**25. INSURANCE**

To receive the renewal premium for the Council's insurance policy (attached)

**26. GRANT APPLICATIONS**

To consider any grant applications received by the Parish Council.

**27. PLANNING REPORT**

- a) To receive the planning report and any other matters relating to local planning (attached)
- b) To receive a proposal from Cllr Lakin to consider subscribing to a survey platform for the residents' opinions on the allocated SHEELA sites are known.

**28. COMMUNITY EVENTS WORKING GROUP (STANDING ITEM)**

To receive any updates from the community events group.

**29. SUSTAINABILITY WORKING GROUP (STANDING ITEM)**

To consider any updates from the sustainability working group

**30. TREE WARDEN REPORTS (STANDING ITEM)**

To receive the tree warden's reports and consider any actions in relation to trees.

**31. RECREATION GROUND, WILDLIFE & THE BATTERY (STANDING ITEM)**

- a) To consider the groundman's weekly reports
- b) To receive reports on the routine and ad-hoc tasks that have been completed.
- c) To receive quotes for grass & fencing repairs (attached)
- d) To receive quotes for bench treatments (attached)

**32. LENGTHSMAN VISITS**

To consider the Lengthsman scheme and any items to be raised for action.

**33. BUS SHELTERS**

To receive an update on the grant application and replacement project, review the grant agreement text and resolve to enter into the grant agreement with Hampshire County Council.

**34. NEW WEBSITE & EMAILS UPDATE**

To receive any further updates from the parish clerk on the continued movement to a '.gov.uk' domain website and administration of new member email addresses.

**35. EXCLUSION OF PRESS & PUBLIC**

To **RESOLVE** under the Public Bodies (admissions to meetings) Act 1960 to exclude the press and public for the remainder of the meeting due to the confidential nature of the business to be discussed.

**36. LEASE NEGOTIATIONS**

To receive advice and quotes for legal representatives in respect of an outstanding lease for a substation on the battery.

**37. DATE & TIME OF NEXT MEETING**

To note the next meeting date of Oliver's Battery Parish Council as 7<sup>th</sup> July 2026.