

OTTERBOURNE PARISH COUNCIL

Mrs J A Ayre, Clerk

Tel: 01962 775481

Email: clerk.otterbourne@parish.hants.gov.uk

PO Box 663
Winchester
Hampshire
SO23 3PB

To: Members of the Parish Council

10 September 2020

The Meeting of the Parish Council will be held on Tuesday 15 September 2020 at 6.30 pm by remote video communication.

A G E N D A

1. Declaration of Interest
2. Apologies for absence
3. Minutes of meetings – to approve the Minutes of the Parish Council meeting 21 July 2020
4. Action Points and Matters arising in the Minutes not mentioned elsewhere
5. County Councillor's Report
6. District Councillor's Report
7. Local Crime Report
8. Open Session for Parishioners – for statements, observations and questions to be received (time limited)
9. Vacancy for a Councillor
10. Report of Representatives to various bodies
11. **Report of the Planning and Highways Committee**
 - a) Planning
 - i) Applications and Decisions as attached
 - ii) Tree Survey – to receive and discuss action
 - b) Highways
 - i) Pedestrian Crossing– to receive update and delegate signing of the HCC contract
 - ii) Speed Sign – to receive update
 - iii) Other Matters – to receive update on Boyatt Lane and any other matters reported – proposal for £220 for a days' work cutting back and tidying village verges
 - c) Community Projects
 - i) Poppy display on lamp posts – to approve 2020 HCC Consent form
 - ii) War Memorial – discussion for a new bench and proposal for funding up to £500
12. **Report of the Recreation and Amenities Committee**
 - a) Oakwood Park Recreation Ground
 - i) General – access road hedge: to receive and agree quotations for replanting
 - ii) Play Park – to update on cleaning and painting and report further maintenance requirements
 - iii) CCFC – to receive and determine request for licence extension
 - iv) Open Spaces – proposal for up to £440 for 2 days' work cutting back around public car park
13. **Report of the Finance and Administration Committee**
 - a) Parish Accounts, Payments and Receipts, 1/4ly Budget Analysis
 - b) 2021/22 Budget Meeting – to receive proposals for consideration and set meeting date of 3/11/20.
 - c) Insurance – to approve quotation for 2020/21
- d) Employment matters: to note Clerk's appraisal and salary increase to NJC Scale 25 from 1/8/20.
 - e) Website – to report on website accessibility requirements
14. Risk Assessment and Management
15. Notification of events and to raise new items for the next meeting: Working Party 20 October 2020
16. Date of next Parish Council meeting – 17 November 2020

Parishioners may participate in this remote video meeting by downloading the free Zoom app onto a computer or smartphone and using the link on the Otterbourne Parish Council website.

The Open Session is set aside for public participation when statements, observations and questions may be received, but participation at all other times will be restricted to Council members.

Please contact the Clerk for information on any Agenda item prior to the meeting or if you have a question you would like raised at the Open Session but are unable to attend the remote meeting.

Mrs Julie Ayre, Clerk