

OTTERBOURNE PARISH COUNCIL

Mrs J Ayre, Clerk

Tel: 01962 775481

Email: clerk@otterbourne-pc.gov.uk

PO Box 663
Winchester
Hampshire
SO23 3PB

To: Members of the Parish Council

11 April 2024

The Meeting of the Parish Council will be held on Tuesday 16 April 2024 at 7.40 pm in the Bianchi Suite of Otterbourne Village Hall.

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 19 March 2024
4. Action Points and Matters arising in the Minutes not mentioned elsewhere
5. County Councillor's Report
6. District Councillors' Report
7. Local Crime Report
8. Open Session for Parishioners – for statements, observations and questions to be received (time limited)
9. Report of Representatives to various bodies
10. Community Projects and Events
 - i) Tribute to Queen Elizabeth – to ratify expenditure for side fence and receive completion report
 - ii) 80th Anniversary of D-Day Landing – to receive update for the event on the common
 - iii) Energy Efficiency Projects – to receive update and discuss group structure and budget
11. **Report of the Planning and Highways Committee**
 - a) Planning Applications, Decisions, Enforcement Cases – as schedule
 - b) Highways – to receive any matters arising
12. **Report of the Recreation and Amenities Committee**
 - a) Oakwood Park Recreation Ground – to receive any matters arising
 - b) Open Spaces – to receive update on Sponder's Mede and the Bourne stream
13. **Report of the Finance and Administration Committee**
 - a) Parish Accounts, Payments and Receipts, Reconciliation, Budget Analysis
 - b) 2023/24 Audit
 - i) External Audit: to receive any Conflict of Interest for BDO's instruction as auditors
 - ii) AGAR to approve Section 1 of the Annual Governance Statement 2023/24
 - iii) AGAR to approve Section 2 Accounting Statement 2023/24
14. Risk Assessment and Management
15. Notification of events and to raise items for the next meeting: Annual Village Assembly 7 May; Working Party 20 June; Village Fete 23 June.
16. Date of next meeting – the Annual Parish Council meeting 16 April 2024 at 7.30 pm

The Open Session is set aside for public participation when statements, observations and questions may be received, however participation at all other times will be restricted to Council members. Please contact the Clerk for information on Agenda items prior to the meeting or should you have something you would like raised at the Open Session, but are unable to attend the meeting.

Julie Ayre, Clerk