

## OTTERBOURNE PARISH COUNCIL

Mrs J Ayre, Clerk

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To: Members of the Parish Council

13 July 2023

The Meeting of the Parish Council will be held on Tuesday 18 July 2023 at 7.30 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 Annual Parish Council Meeting 16 May 2023
4. Action Points and Matters arising in the Minutes not mentioned elsewhere
5. Vacancy for a Councillor – to decide upon co-option of two candidates: Ian Herring and Kerrie Sinclair
6. County Councillor's Report
7. District Councillors' Report
8. Local Crime Report
9. Open Session for Parishioners – for statements, observations and questions to be received (time limited)
10. Report of Representatives to various bodies
11. Community Projects and Events – Tribute to Queen Elizabeth II: to receive update on plans and costs
12. **Report of the Planning and Highways Committee**
  - a) Planning Applications, Decisions, Enforcement Cases
  - b) Strategic – to report on revised SHELAA document showing new and removed sites
  - c) Highways – to receive any matters arising, including work for Lengthsman's visit 2 August
13. **Report of the Recreation and Amenities Committee**
  - a) Oakwood Park Recreation Ground
    - i) General – to discuss wildflower area and to approve Southern Water's access for bore hole survey
    - ii) Play and Youth Facilities – to receive update on path and quotations for maintenance work
    - iii) Pavilion – to receive report on final account from Loss Adjuster
  - b) Open Spaces – to discuss land boundary around Cranbourne Drive car park
  - c) Common – to decide on way forward regarding complaint about short length of bank and ditch
  - d) Street Amenities – to receive any matters arising
14. **Report of the Finance and Administration Committee**
  - a) Parish Accounts, Payments and Receipts, 1/4ly Bank Reconciliation and Budget Analysis
  - b) Notice of Public Rights and Publication of Unaudited Accounts – publication 3 July–10 August
15. Risk Assessment and Management – to receive any matters arising
16. Notification of events and to raise items for the next meeting
17. Date of next Parish Council meeting – 19 September 2023 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 if you have something you would like raised at the Open Session, but are unable to attend the meeting.**

**Julie Ayre, Clerk**