

OTTERBOURNE PARISH COUNCIL

Mrs J A Ayre, Clerk

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To: Members of the Parish Council

16 March 2023

The Meeting of the Parish Council will be held on Tuesday 21 March 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 Minutes of the Finance Committee Meeting 17 January 2023
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. Parish elections 4 May 2023 – to receive information and timetable
10. Report of Representatives to various bodies
Southampton Airport – to receive update on Airspace Change Proposals
Allotments – to note rent increase 1st April from £2.80 to £3.50 per rod (pensioners retain 50% discount)
11. Community Projects and Events
 - i) Tribute to Queen Elizabeth II – to receive update, including £600 County Cllr grant funding
 - ii) Coronation of HM King Charles III – to receive update, including submission of grant application
 - iii) Village Litter Pick – to note date of 1st April
12. **Report of the Planning and Highways Committee**
 - a) Planning Applications, Decisions, Enforcement Cases
 - b) Strategic – to receive report of site meeting at OT04 Park Farm off Kiln Lane and any other update
 - c) HCC Draft Guidance on Planning Obligations and Infrastructure Requirements – consultation to 31/03/23
 - d) Southern Water Draft Water Management Plan – to receive submission
 - e) Highways – to receive any matters arising
13. **Report of the Recreation and Amenities Committee**
 - a) Oakwood Park Recreation Ground
 - i) Play and Youth Facilities – to receive update and end of year weekly inspection report
 - ii) Pavilion – to receive progress report of repair work and insurance claim following burst roof pipes
 - b) CCFC – to discuss request for additional matches on 6th and 20th May
 - c) Common – to report damage to bank and request for renewed sign and surface
 - d) Open Spaces – ratification of expenditure for priority tree work at village hall and open space area
 - e) Street Amenities – to approve extension of cleaning contract for 2023/24
14. **Report of the Finance and Administration Committee**
 - a) Parish Accounts, Payments and Receipts, Reconciliation and Budget Analysis
 - b) 2022/23 Audit – to note Internal Audit date 14 April 2023
15. Risk Assessment and Management – to receive matters arising
16. Notification of events and to raise new items for the next meeting
17. Date of next Parish Council meeting – 18 April 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 any Agenda item prior to the meeting or if you have a matter you would like raised at the Open Session but are unable to attend the meeting.

Mrs Julie Ayre, Clerk