

## **OTTERBOURNE PARISH COUNCIL**

**Mrs J Ayre, Clerk**

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To: Members of the Parish Council

14 March 2024

The Meeting of the Parish Council will be held on Tuesday 19 March 2024 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 Parish Council Meeting 16 January 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 receive update on the project and opening event
  - ii) 80<sup>th</sup> Anniversary of D-Day Landing – to receive update for the event on the common
  - iii) Energy Efficiency Projects – to receive report on the Climate Café and future plans
  - iv) Village Litter Pick – to note spring litter pick Saturday 23 March
11. **Report of the Planning and Highways Committee**
  - a) Planning Applications, Decisions, Enforcement Cases – as schedule
  - b) Highways – to receive report on flood meeting; Lengthsman scheme; other matters arising
  - c) Bushfield Camp – to receive report on meeting and note the online Legacy Land Survey
12. **Report of the Recreation and Amenities Committee**
  - a) Oakwood Park Recreation Ground
    - i) General – to update on groundwater runoff and gulley drain investigation
    - ii) Pavilion – to sign WCC grant agreement and agree double glazing contractor  
– to ratify contractor's fee for replacement shower heads
  - b) Street Amenities – to agree extension of street amenities contract
  - c) Common – to update on the s38 draft application and WCC follow-up
  - d) Open Spaces – to discuss Sponder's Mede and the Bourne stream
13. **Report of the Finance and Administration Committee**
  - a) Parish Accounts, Payments, Receipts, Reinvestment, Budget Analysis – as schedule
  - b) 2023/24 Audit – to note internal audit date 22 April 2024
14. Risk Assessment and Management – to receive any matters arising
15. Notification of events and to raise items for the next meeting: Annual Village Assembly 7 May
16. Date of next 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 if you have something you would like raised at the Open Session, but are unable to attend the meeting.**

**Julie Ayre, Clerk**