

## OTTERBOURNE PARISH COUNCIL

Mrs J Ayre, Clerk

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To: Members of the Parish Council

11 July 2024

The Meeting of the Parish Council will be held on Tuesday 16 July 2024 at 7.30 pm in the Bianchi Suite of Otterbourne Village Hall.

### A G E N D A

1. Election of Chair
2. Declaration of Interest for the meeting
3. Apologies for absence
4. Minutes of Meetings – to approve the Minutes of the Parish Council meeting 21 May 2024
5. Action Points and Matters arising in the Minutes not mentioned elsewhere
6. Vacancy for a Councillor
7. County Councillor’s Report
8. District Councillors’ Report
9. Local Crime Report
10. Open Session for Parishioners – for statements, observations and questions (time limited)
11. Report of Representatives to various bodies
12. Community Projects and Events  
Otterbourne Allbrook Climate Solutions (OACS) – to receive update and ratify expenditure of £304 and £80
13. **Report of the Planning and Highways Committee**
  - a) Planning Applications, Decisions, Enforcement Cases – see schedule
  - b) Strategic Planning – proposal for grant towards ‘Save Bushfield Camp’ Campaign
  - c) Community Emergency Planning – to approve updated risk assessment and emergency plan
  - d) Parish Online – proposal for expenditure to purchase digital mapping software
  - e) Highways – to receive matters arising including: speed sign, finger post, Kiln Lane
14. **Report of the Recreation and Amenities Committee**
  - a) Oakwood Park Recreation Ground
    - i) General – proposal for expenditure for three replacement bollards on access road
    - ii) Play and Youth Facilities – to ratify expenditure for replacement youth facilities swing seat
    - iii) Pavilion – proposal for expenditure for balance of contract for new windows  
– to receive report for maintenance requirements
  - b) CCFC – to receive any matters arising
  - c) Common – to report on Red Lane  
– to report on protection of the Horse Chestnut tree
  - d) Open Spaces – Cranbourne Drive – to ratify expenditure for cut back of trees along footpath  
– to report on maintenance for public car park east verge  
– to report on boundary matter rear of Rose Cottage
15. **Report of the Finance and Administration Committee**
  - a) Parish Accounts, Payments and Receipts – see schedule
  - b) Councillor Allowances – to approve investigation into establishing a Parish Basic Allowance scheme
  - c) Committees – to approve changes to committees and responsibilities
16. Risk Assessment and Management – to receive any matters arising
17. Notification of events and to raise items for the next meeting
18. Date of next Parish Council meeting – 17 September 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 any Agenda item prior to the meeting or should you have a matter you would like raised at the Open Session but are unable to attend the meeting.**

Julie Ayre, Clerk