

**MINUTES OF THE MEETING OF ODIHAM PARISH COUNCIL
HELD IN THE PARISH ROOM, THE BURY, ODIHAM ON
MONDAY 2 NOVEMBER 2015 COMMENCING AT 7.30PM**

Present: Cllrs Hale (Chair), Bell, David, Faulkner, Fellows, Fleming, Robinson-Giannasi and Worboys

In attendance: Mrs Weir (Clerk) and Mrs Tilt (Deputy Clerk)

Also present: District Cllrs Crookes and Gorys; 5 members of the public

FULL COUNCIL

188/15 RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllrs Harris and Stewart.

189/15 DECLARATIONS OF INTEREST RELATING TO ANY ITEM ON THE AGENDA

Cllr Bell declared a non-pecuniary interest in item 203/15. Cllr Fleming declared a non-pecuniary interest in item 204/15.

190/15 PUBLIC SESSION

None

191/15 APPROVAL OF THE FOLLOWING MINUTES:

Wednesday 30 September	161/15 - 166/15
Monday 5 October	167/15 - 187/15

The above minutes were accepted as an accurate record.

192/15 RECEIVE AND NOTE THE FOLLOWING MINUTES:

Traffic and Transport - 7 September	35/15 - 42/15
Amenity - 7 September	40/15 - 49/15
Community - 7 September	45/15 - 56/15

The above minutes were received and noted.

193/15 CHAIRMAN'S ANNOUNCEMENTS

The Chairman wished to thank Hook and Odiham Lions for their superb contribution to the fireworks evening. Thanks were also expressed to the Janaway's at Ford Farm for allowing the event to take place on their land and to Fountains Café for selling the tickets.

The Chairman took the opportunity to welcome the new Station Commander - Group Captain Robinson to the parish and also welcomed Flt Lt Rachel Potts, the new engagement officer to the meeting.

194/15 CLERKS REPORT

The clerk notified Cllrs that the office had received positive feedback from the fireworks evening.

The clerk also updated Cllrs regarding the installation of the door to the rear of the offices in the Bridewell. The building surveyor has put together a proposal for the door at the back of the offices that he needs to be approved by the fire officer, OPC and the library services. Once this is approved, the surveyor can get a specification and put the job out to contractors.

A certificate of lawfulness from the local planning authority will be required, which could take up to 6 weeks to receive a decision. HCC are hoping to go ahead in December or January depending on the outcome of the certificate of lawfulness.

A magazine from Open Space was available for Cllrs to read and return to the office.

195/15 APPROVAL OF THE SCHEDULE OF PAYMENTS FOR SEPTEMBER AND SIGNING OF THE BANK RECONCILIATION BY THE CHAIR

It was resolved to approve the schedule of payments of account for September and the bank reconciliation which was signed by the chairman (Appendix 1).

196/15 REVIEW OF THE ACTUAL TO BUDGET STATEMENT FOR THE HALF YEAR TO 30 SEPTEMBER INCLUDING THE STATEMENT OF VARIANTS

The actual to budget for the second quarter of 2015/16 and a statement of variants had been circulated prior to the meeting (Appendix 2). There were no concerns raised as most headings were on track.

197/15 RECEIVE THE NOTES FROM THE MULTI-AGENCY FLOODING MEETING HELD ON 28 SEPTEMBER

The notes were received from the multi-agency flooding meeting held on 28 September (Appendix 3). The next meeting will be held on 21 March 2016 at 2pm at the Civic Offices.

198/15 RECEIVE THE NOTES FROM THE PARISH FLOOD FORUM MEETING HELD ON 19 OCTOBER

The notes were received from the Crondall, Dogmersfield and Odiham parish flood forum meeting held on 19 October (Appendix 4). The next meeting will be held on 25 January 2016 at 2pm, which both Cllrs Fleming and Worboys would try to attend.

199/15 RECEIVE AN UPDATE FROM THE ODIHAM CONSOLIDATED CHARITIES

A trustee from the charity, Richard Janaway attended the meeting to update Cllrs on the work of the charity. There are currently 24 trustees of the charity (OCC) and a paid clerk. Historically the charity was made up of a number of different charities, hence the consolidated name and serves the old parish of Odiham, which includes part of Hook. Recently the charity has been doing work with Dickens House in Hook - a place where children attend who don't fit into the education system. Support is also given with employment as the youths are supported up to the age of 21. OCC have also been supporting Pathfinders. Pathfinders work with Odiham Surgery to provide wheel chairs, crutches and even stair lifts all free of charge to those that need help. They are currently trialling the use of a minibus to transport people to places like Tesco's with the help of the care group.

OCC own 27 Almshouses and 6 houses in Bufton Field. Houses are allocated by a point system, with the priority going to local young people. Key workers are given priority at the properties in Bufton Field; recently 3 of the properties were occupied by key workers.

OCC have also supported young people at the primary schools go on school trips that otherwise they couldn't have afforded to go on and will be doing the same for students at RMS. They would like to support facilities for young people, i.e. a BMX track but don't know where one could go.

Cllrs commented that the work of OCC was fantastic and offered to advertise the charity further in the next newsletter. Richard advised that the charity is currently updating its website. Cllrs said that they were keep to assist the charity.

Cllrs also confirmed that OPC was concerned about affordable housing for local people and asked Cllr Stephen Gorys if there would be any policy in the future by Hart DC to assist with this. It was confirmed that Hart DC is revising the Corporate Plan to work more closely with community groups, but this is in the early stages and needs exploring further. In the future it is hoped that charities like OCC would be able to talk to developers and Hart DC at the start of a planning application about purchasing affordable housing. Richard confirmed that the charity had funds to do this. Stephen advised that cabinet had just decided this and it would take 3-4 months to finalise things. It was confirmed that affordable housing also needs to have rents that are affordable, like the rents for properties in Bufton Field.

Richard confirmed that the charity had had a meeting with the NH Plan steering group (SG) and that the housing officer at Hart DC had given support on the last purchase. OPC confirmed that they had responded to the letter received from the Clerk on behalf of OCC.

200/15 RECEIVE AN UPDATE ON THE NEIGHBOURHOOD PLAN

The NH Plan time table produced by Katie Bailey - the new Hart DC NP liaison officer and a report from the meeting held on 26 October with members from the SG and Hart DC had been circulated prior the meeting (Appendix 5).

Hart DC are keen to progress the plan and are playing a more active role in the current stage of the NH Plan and the meeting held was thought to be very positive. It is expected that there will be fewer responses than the May consultation and most will come in towards the end of the 6 week consultation period. Responses from the statutory consultees are being handled by the consultant rCOH.

201/15 CONSIDERATION OF THE FUTURE ROLE FOR THE NH PLAN STEERING GROUP NOW THAT THEIR DELEGATED AUTHORITY TO BRING THE PLAN TO THE PRE-SUBMISSION STAGE HAS BEEN REACHED

The SG were given delegated authority to bring the plan to the pre-submission stage, which has now been reached. Cllrs asked the chair of the SG how much more work is required on the plan and if the SG is happy to continue working on it. The chair advised that at the moment the SG is working on putting the evidence together as to how the plan was arrived at for the examiner, writing the consultation statement and preparing for the next stages. He believes that the SG would be delighted to continue work on the plan.

Cllrs were informed that the SG is considering consolidating all of the comments received onto a spreadsheet, like Alton TC did, so that the feedback can be analysed line by line. This will then be published and put with the evidence that the examiner will require. The comments will not be looked at until after the closing date of 30 November. Cllrs were advised that it would be unusual for there not to be any changes to the plan after the consultation period and that there maybe recommendations on changes to the policies.

It was agreed that OPC would delegate authority to the NH Plan Steering Group to progress the plan up to regulation 16, after OPC reviewed it at regulation 15.

202/15 CONSIDERATION OF REGENERATION TOPICS WITHIN THE PARISH

At the previous meeting Cllr Morris spoke to the council about regeneration topics and how he could assist with them. Cllr Fleming suggested that The Swan public house be considered for this, as he thought it was the biggest eyesore at the gateway to North Warnborough. Cllr Crookes advised that Hart DC is doing all that it can and has set aside a considerable amount of money to trace the owner and pay for the protection currently installed over the building. He thought that suggested topics should be of a considerable lower value.

It was suggested that a tidy up of the area off the Broad Oak roundabout where the kebab van sits could be considered or something at the wharf. It was agreed to come back to this at a future meeting.

203/15 AGREEMENT ON OPC'S RESPONSE REGARDING THE APPLICATION FOR STREET TRADING CONSENT FROM MR EMIN TURK – BEST KEBABS MOBILE CATERING TRAILER AT BROAD OAK ROUNDABOUT

Hart DC have received an application for a street trading consent as per the attached (Appendix 6). It was agreed that OPC had no comments to offer on this application.

204/15 RECEIVE AN UPDATE ON THE CORRESPONDENCE REGARDING CLOSE MEADOW AND AGREEMENT ON ANY NEXT STEPS

The trustee for Close Meadow had been in touch with OPC wanting to establish a dialogue. It is believed that there is no formal plan, just the suggestion of some development and the provision of car parking and a village green. Correspondence had been circulated prior to the meeting between the office and the trustee (Appendix 7). The trustee stated that Cllr Fleming had telephoned him regarding vehicle access should OPC purchase the kitchen garden. Cllr Fleming said that he had no recollection of this; he met the trustee about 6 years ago. The chair of the SG confirmed that the agent for this SHLAA site had been contacted regarding the NH Plan as had the family at their Odiham address.

It was agreed that the clerk would write back to the trustee informing him that the full council had discussed his request to meet, but had recommended that he contact Hart DC for pre-app advice. He would also be reminded that the Plan is in the pre-submission stage and that he should make his comments via the NH Plan website or in writing to Onward Plan via the parish office.

205/15 CONSIDERATION OF BUDGET PROPOSALS FOR THE GENERAL ACCOUNT

Budget details for the general account had been circulated prior to the meeting (Appendix 8). It was agreed that this was the start of the budgeting process, which would not be carried out by the newly created finance committee this year. Each committee would confirm their budget proposals at the meeting in December, for the full council to approve in January, prior to the setting of the precept.

There being no further business the meeting closed at 8.40pm.

Signed.....

Date.....

**MINUTES OF THE MEETING OF ODIHAM PARISH COUNCIL
AMENITY AREAS COMMITTEE
HELD IN THE PARISH ROOM, THE BURY, ODIHAM ON
MONDAY 2 NOVEMBER 2015 COMMENCING AT 8.40PM**

Present: Cllrs Robinson-Giannasi (Chair), Bell, David, Faulkner, Hale and Worboys

In attendance: Mrs Weir (Clerk) and Mrs Tilt (Deputy Clerk)

Also present: Cllrs Fellows and Fleming; District Cllrs Crookes and Gorys; 2 members of the public

56/15 RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

None

57/15 DECLARATIONS OF INTEREST RELATING TO ANY ITEM ON THE AGENDA

None

58/15 APPROVAL OF THE FOLLOWING MINUTES

5 October 50/15 - 55/15
The above minutes were accepted as an accurate record.

59/15 RESOLUTION TO AGREE THAT THE CLERK SHOULD SIGN THE TENANCY AGREEMENT FOR CHAPEL COTTAGE ON BEHALF OF THE COUNCIL

It was resolved that the clerk should sign the tenancy agreement for Chapel Cottage on behalf of the Council (Appendix 9).

60/15 RECEIVE AN UPDATE ON WORKS ON THE CHAPELS

A brief report had been circulated prior to the meeting (Appendix 10). Since the report was issued, a visit to inspect the works had been carried out. Concern has been expressed to the contractor regarding item 2 from the quote - Replacement of flashings, rotten timber fascia's and soffit on the south chapel. It appears that only rotten timber on the entrance has been replaced and not on the whole of the building as expected. The contractor also advised that the lightening protection system is not giving off as higher reading as would have been expected. He will be meeting the sub-contractor on site to try and resolve this but it is believed to be due to the chalky soil. The system however will offer some protection to the chapels as it is.

Quotes for further works to the chapels will be obtained.

61/15 CONSIDERATION OF THE BUILDING MAINTENANCE PROGRAMME FOR THE COUNCIL'S ASSETS

The clerk had compiled a building maintenance programme for the councils assets to itemise the various assets owned. It also listed the works that have been carried out and would allow the committee to think about future required maintenance. This was circulated prior to the meeting (Appendix 11).

Quotes have been requested for further necessary works to the chapels, works to the parish room, the removal of the flower beds outside the Chapel Cottage and for an audit on the condition of all the trees on land owned by OPC.

It was agreed that the committee would review this in more detail before discussing it at the next meeting.

62/15 CONSIDERATION OF BUDGET PROPOSALS FOR THE COMMITTEE

Budget details for the amenity account had been circulated prior to the meeting (Appendix 12). It was agreed that these would be looked at in more detail at the next meeting.

There being no further business the meeting closed at 8.55pm.

Signed.....

Date.....

**MINUTES OF THE MEETING OF ODIHAM PARISH COUNCIL
COMMUNITY COMMITTEE
HELD IN THE PARISH ROOM, THE BURY, ODIHAM ON
MONDAY 2 NOVEMBER 2015 COMMENCING AT 8.55PM**

Present: Cllrs Hale (Chair), David, Faulkner and Robinson-Giannasi

In attendance: Mrs Weir (Clerk) and Mrs Tilt (Deputy Clerk)

Also present: Cllrs Bell, Fellows, Fleming and Worboys; 1 member of the public

67/15 RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Harris

68/15 DECLARATIONS OF INTEREST RELATING TO ANY ITEM ON THE AGENDA

None

69/15 APPROVAL OF THE FOLLOWING MINUTES

5 October 57/15 - 66/15
The above minutes were accepted as an accurate record.

70/15 RECEIVE A REPORT ON THE RECENT FAMILY FIREWORK'S EVENING

The fireworks evening went well with lots of positive feedback. A report had been circulated prior to the meeting (Appendix 13) confirming that there was enough money taken to ensure that next year's event can be funded from this year's takings. The Lions have already confirmed that they would be happy to partner OPC with this again and the owners at Ford Farm have confirmed that they are happy for their land to be used. They have however advised that the land will not be fallow in 2017, so a different venue will need to be found.

A post event meeting will be held shortly. Cllrs attending this meeting will confirm that the Lions are happy to hold the funds for next year's event.

71/15 RECEIVE A REPORT ON THE MEETING HELD WITH INODIHAM AND THE ODIHAM SOCIETY REGARDING THE FORMATION OF AN ODIHAM TOURISM FORUM

This meeting took place in the Cross Barn with representatives from OPC, InOdiham, The Odiham Society, the Canal Association and the Roundtable.

The forum is looking at producing a leaflet advertising Odiham. It will include a short article on the history of Odiham, places to visit i.e. the Castle and Pest House, things to do and a variety of walks. The forum is aiming to apply for funding for this from the Tesco's Local Community Scheme.

72/15 AGREEMENT ON THE NEXT INFORMATION TO BE ADDED TO THE FACEBOOK PAGE

It was agreed that the chair would circulate the next information to be added to the Facebook page for agreement via email. It would include the remembrance parade, the extravaganza and a reminder of the closing date for comments on the pre-submission NH Plan.

73/15 CONSIDERATION OF THE ANNUAL GRANT TO RAF ODIHAM BASED ON THE NUMBER OF FAMILIES OF PERSONNEL WHO ARE DEPLOYED OVERSEAS AT CHRISTMAS

It was agreed in principle that OPC would issue a grant to RAF Odiham based on the number of families of personnel who will be deployed overseas at Christmas. Once the RAF have supplied the numbers, the committee will discuss this further.

74/15 RECEIVE AN UPDATE FROM INODIHAM REGARDING THE CHRISTMAS EXTRAVAGANZA BEING HELD ON 28 NOVEMBER

A breakdown of costs for this year's event was circulated prior to the meeting (Appendix 14). It was noted that InOdiham are predicting a deficit of £784. Final accounts for the event will be received by InOdiham early next year.

75/15 AGREEMENT TO PAY THE CONTRACTOR £507.50 FOR THE ERECTION AND REMOVAL OF THE CHRISTMAS TREES IN THE HIGH STREET

It was agreed to pay the contractor £507.50 this year for the erection and removal of the Christmas trees in the High Street.

76/15 CONSIDERATION OF OPC'S REQUIREMENTS FOR THE NEW WEBSITE

A report had been circulated prior to the meeting regarding the new website (Appendix 15). The clerk advised that she is meeting with a website designer later this week and has spoken to another company who had provided the circulated quotation. It was agreed that the new website will have most of the current data on it, which will need to be ported to the new one. The site map will be similar, the logo the same and the colours updated. The possibility of being able to book the tennis courts on line would also be looked into.

77/15 CONSIDERATION OF BUDGET PROPOSALS FOR THE COMMITTEE

Budget details for the community account had been circulated prior to the meeting (Appendix 16). It was agreed that the heading of APA would now include hall hire for EGM's and that the budget would be reviewed further at the next meeting.

There being no further business the meeting closed at 9.30pm.

Signed.....

Date.....

**MINUTES OF THE MEETING OF ODIHAM PARISH COUNCIL
TRAFFIC AND TRANSPORT COMMITTEE
HELD IN THE PARISH ROOM, THE BURY, ODIHAM ON
MONDAY 2 NOVEMBER 2015 COMMENCING AT 9.30PM**

Present: Cllrs Faulkner (Chair), Bell, Fellows, Hale and Robinson-Giannasi

In attendance: Mrs Weir (Clerk) and Mrs Tilt (Deputy Clerk)

Also present: Cllrs David and Worboys; 1 member of the public

51/15 RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllrs Harris and Stewart

52/15 DECLARATIONS OF INTEREST RELATING TO ANY ITEM ON THE AGENDA

None

53/15 APPROVAL OF THE FOLLOWING MINUTES

5 October

43/15 - 50/15

The above minutes were accepted as an accurate record.

54/15 APPOINTMENT OF A CLLR AS THE FOOTPATHS OFFICER AND AGREEMENT ON THE SPECIFICATION OF THE ROLE

It was agreed to appoint Cllr Harris as the footpaths officer and suggested that we ask members of the public to consider the role of the deputy footpaths officer. The specification for the role would develop over the coming year.

55/15 AGREEMENT THAT THE FOOTPATHS OFFICER WILL CARRY OUT AN AUDIT OF THE FOOTPATHS IN THE PARISH AND MAKE RECOMMENDATIONS OF REQUIRED IMPROVEMENTS TO THE COMMITTEE

It was agreed that footpaths officer would carry out an audit of the footpaths in the parish and make recommendations of required improvements to the committee.

56/15 RECEIVE AN UPDATE ON THE PARKING INITIATIVE IN THE HIGH STREET

The committee was advised that the temporary parking order expired on 24 October. All the agreed modifications have been implemented and the new initiatives are now permanent.

It was noted that this has been a fantastic achievement that works well. Thanks were given to the parking strategy working party who initiated these changes.

57/15 RECEIVE A REPORT FROM THE TRAFFIC PARTNERSHIP MEETING HELD ON 21 OCTOBER

As the only attendee from OPC, the deputy clerk updated the committee. She advised that the meeting was poorly attended, with only 4 other people there.

Speeding on Hook Road - The SID is currently monitoring the traffic here. PC Franks requested that the data be forwarded to the road safety officer on completion.

Dangerous junction next to the Co-op - The new disabled bay seems to have helped with this.

Pedestrian crossing over King Street - Signs have now been installed to warn motorists about pedestrians.

New pedestrian crossing outside the Co-op - The meeting was informed that this would not be installed and the item was closed.

20mph speed limit on the High Street - The SID will be installed here at some point to monitor the traffic. Cllr Faulkner stated that past data had suggested that there was not an issue here.

Parking - already covered in item 56/15.

Roadworks on Dunleys Hill - Will commence in January. The chaos caused to RMS last time was noted.

58/15 RECEIVE A REPORT BACK FROM THE BUSES IN HART MEETING HELD ON 22 OCTOBER

This item was deferred.

59/15 CONSIDERATION OF BUDGET PROPOSALS FOR THE COMMITTEE

This item was deferred.

There being no further business the meeting closed at 9.40pm.

Signed.....

Date.....