

**MINUTES OF THE MEETING OF ODIHAM PARISH COUNCIL
HELD IN THE PARISH ROOM, THE BURY, ODIHAM ON
MONDAY 7 SEPTEMBER 2015 COMMENCING AT 7.30PM**

Present: Cllrs Hale (Chair), Bell, David, Faulkner, Fellows (arrived at 8.10pm), Fleming, Stewart, Robinson-Giannasi and Worboys

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

Also present: District Cllrs Crookes and Gorys; approximately 35 members of the public - the majority left after item 146/15

FULL COUNCIL

137/15 RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Harris. District Cllr Kennett also sent his apologies.

138/15 DECLARATIONS OF INTEREST RELATING TO ANY ITEM ON THE AGENDA

None

139/15 PUBLIC SESSION

The leader of Save the Park Action Group (SPAG) addressed the council regarding their speculation that OPC will vote through the draft pre-submission Neighbourhood Plan without a policy for the Deer Park. His address was given to all Cllrs as a paper copy (Appendix 1).

The representative outlined SPAG's arguments for a policy for the Deer Park to be included, stating that this may affect the vote of the residents as to if the plan should be adopted as the pre-submission draft or not. SPAG state that they have taken advice from a planning advisor and are asking OPC to re-consider the Deer Park as a Local Green Space (LGS).

OPC advised the meeting that the pre-submission document had to remain private and confidential until it had been approved by the council due to pecuniary matters; i.e. developer's names, land owners names, sites - anything that is commercially sensitive. Once the document is approved by OPC, the consultation period will begin for 6 weeks, which will allow everyone time to make their comments. OPC did confirm at a previous meeting that it was happy for the steering group to include a policy for the Deer Park in the plan as a heritage asset. The steering group confirmed to all that it is possible to remove policies from the plan at a later date but not possible to add them in later.

Cllr Fleming informed the meeting that Bell Cornwell had emailed the council to arrange a meeting to enable him to show the updated plans for the Deer Park. Cllr Fleming analysed that there will not be many changes to the original proposal.

The steering group advised that if the Deer Park is classified as a LGS in the plan, this status won't prevent development but will raise the bar higher. As the plan will be valid for the next 20 years, it is important that the steering group don't discount anything in the planning process. The NH Plan needs to be produced in a consistent way and is actually dated May 2014 - 2032.

140/15 APPROVAL OF THE FOLLOWING MINUTES:

Monday 3 August 114/15 - 136/15
The above minutes were accepted as an accurate record.

141/15 RECEIVE AND NOTE THE FOLLOWING MINUTES:

Traffic and Transport 19/15 - 24/15
Amenity 1 June 22/15 - 25/15
Planning 20 July 55/15 - 66/15

The above minutes were received and noted (Appendix 2).

142/15 CHAIRMAN'S ANNOUNCEMENTS

The chair announced that Philip James, the chair of the NH Plan Steering Group will be standing down from the role at the end of September. Thanks were given for his immense effort and time given to the plan. A new chair has yet to be appointed.

143/15 CLERKS REPORT

The clerk advised that new contact lists which now include Cllr email addresses will be displayed in the noticeboards. Cllr email addresses will also be added to the website. The office will be stopping using personal email addresses shortly, hopefully at the end of the week.

Magazines from Countrywide Voice were available for Cllrs to take away and read and return to the office.

144/15 APPROVAL OF THE SCHEDULE OF PAYMENTS FOR JULY AND SIGNING OF THE BANK RECONCILIATION BY THE CHAIR

It was resolved to approve the schedule of payments of accounts for July and the bank reconciliation which was signed by the chairman (Appendix 3).

145/15 APPROVAL OF THE ANNUAL RETURN RECEIVED BACK FROM THE EXTERNAL AUDITOR FOR THE YEAR ENDED 31 MARCH 2015 AND CONFIRMATION THAT THE REQUIRED NOTICE HAS BEEN DISPLAYED

It was resolved to approve the annual return received back from the external auditor for the year ended 31 March 2015 (Appendix 4). The clerk confirmed that the required notice had been displayed for the allocated time and had now been removed.

146/15 RESOLUTION TO APPROVE THE PRE-SUBMISSION NEIGHBOURHOOD PLAN AND AGREEMENT ON ANY REQUIRED NEXT STEPS

Due to the fact that the steering group have advised that changes are required to the circulated draft pre-submission plan and at their request, (Appendix 5 - private and confidential until approved) it was agreed by all Cllrs to defer the approval of the plan. Some Cllrs expressed their disappointment and surprise that the plan wasn't actually ready and asked for a time scale for completion. Concern was expressed as to the implications to this delay. Members of the steering group advised that it would be weeks and not months before it was ready. Whilst the group understand the frustrations of Cllrs, they advised that quality is required and not speed.

The group advised that changes are required in critical areas, which have just been brought to their attention. They do not want to exclude things that have just come to light and hope to be able to make the changes later this week. Once the changes have been made in track changes, the document will be circulated to Cllrs. It was agreed that once the final version has been sent to OPC, the process of calling an extra-ordinary meeting would be followed.

It was also agreed that whilst an extra-ordinary meeting would be required for Cllrs to discuss the possibility of a policy for a LGS for the Deer Park, the steering group could work on two documents; one including the Deer Park as an LGS and one not. Cllrs were advised that if the Deer Park is designated a LGS it will be down to the appointed examiner to agree that it meets the criteria.

147/15 CONSIDERATION REGARDING THE WORK AND TIME SCALES REQUIRED FOR THE PRE-SUBMISSION PLAN

The delay on the plan is due to a number of factors from Hart DC and the group is thinking through the detail carefully; to not consider these factors could put the plan at risk. The steering group also want the plan ready for pre-submission. After the 6 weeks consultation changes may be needed to the plan - the steering group advised that not everything can be in the plan. The meeting was advised that the delay with the plan is not due to Bell Cornwell's proposed amended plans for the Deer Park. If the team work on the two options for the Deer Park then this will keep the extra time to a minimum.

It was noted that the email referred to in the public session regarding a meeting with Bell Cornwell had actually been headed as private and confidential.

Cllrs were agreeable to attend an extra-ordinary meeting to discuss the possibility of designation of the Deer Park as a LGS. It was agreed that expert advice would be needed for Cllrs to understand the requirements and implications. Cllr Fellows would write a report for the meeting and it was agreed that urgent assistance would be requested from Hart DC's planning officers.

The time scales for the work required by the office staff would be dependent on the extra-ordinary meetings, although the consultation letters as a mail merge have already been done.

148/15 RECEIVE A REPORT ON THE DEPUTY CLERK'S APPRAISAL AND RESOLUTION ON THE PROPOSED PAY RISE AND INCREASED HOURS

It was resolved to increase the pay for Una Tilt, the deputy clerk by 1 SCP from 1 September 2015 and to increase her hours to 20 hours per week as per the circulated report (Appendix 6 - private and confidential). Her contract of employment would be updated accordingly.

149/15 RECEIVE THE MINUTES FROM THE PARISH FLOOD FORUM HELD ON 20 JULY AT HART DC

The minutes from the parish flood forum meeting held on 20 July were circulated to all Cllrs (Appendix 7). The next meeting for the forum will be held on Monday 19 October at 2pm.

Cllr Fleming advised that Susanna Hope (Flood Risk Infrastructure Engineer) from Hart DC will be visiting the parish and he will be showing her around. Information regarding flooding sent from her had been circulated to Cllrs to pass on to any residents who have had problems with flooding and will also be added to the website.

150/15 RECEIVE AN UPDATE ON RUSHMOOR'S LOCAL PLAN FROM A REPRESENTATIVE FROM WE HEART HART

A representative from We Heart Hart addressed the meeting about the implications of Rushmoor's Local Plan on Hart (Appendix 8). Rushmoor published a local plan in June 2015 that called for Hart DC to build 1600 homes for them along with Surrey Heaths request of 1400. This will add to the pressures for the parishes and rural parishes.

We Heart Hart have provided material to Hart DC and parish councils to help combat this threat; they are challenging the numbers in the SHMA; stating that the inward migration assumptions are unrealistic, stating that the average household size is unreasonable and that the jobs growth forecast is not credible.

The representative pointed out that the Rushmoor Plan is not making best use of brownfield sites; the employment land review is based on jobs forecasts that are not credible leading to the protection of more employment land, the infrastructure costs are not addressed despite £80m deficit in Rushmoor, and the plan does not meet the needs of the aging population. Rushmoor are now considering the feedback received.

We Heart Hart have submitted a petition to Hart DC with 2,130 signatures on it supporting the reduction of overall housing allocation for Hart District; demanding that the council develops a vision and strategy for Hart that retains its role as rural, green hinterland for NE Hampshire; requesting that the housing need is met by brownfield sites; requesting that future housing stock reflects the needs of the changing demographics of the district and demanding that the council and government do not plan for any new settlements in Hart that will act as a sink for the unmet housing need in neighbouring areas.

Hart DC are considering its response and will make a decision at the cabinet meeting on 1 October.

151/15 RESOLUTION TO APPROVE THE UPDATED CONTRACT FOR THE CEMETERY OFFICER

It was resolved to approve the updated contract for the cemetery officer which was circulated prior to the meeting (Appendix 9 - private and confidential).

152/15 CONSIDERATION AND AGREEMENT IF OPC WISHES TO PROVIDE ANY FEEDBACK TO HART DC REGARDING THE ELECTIONS HELD IN MAY

It would appear that Cllrs had different experiences during the recent elections. One commented that the staff at Hart DC were off hand, another said they were very helpful. It was queried how a candidate’s form could be rejected when staff checked other forms whilst the candidate was present. It was agreed that the process for submitting forms could be more straight forward, perhaps with a Better covering letter. One Cllr also commented that he had asked for a receipt for his return expenses but had not received it, another had received a receipt.

153/15 APPOINTMENT OF A CLLR TO ATTEND THE HALF-YEARLY MULTI AGENCY FLOODING MEETING ON 28 SEPTEMBER

It was agreed that subject to work commitments, Cllr Bell would attend the half-yearly multi agency flooding meeting on 28 September to represent OPC and report back at a future meeting.

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

Signed.....

Date.....

**MINUTES OF THE MEETING OF ODIHAM PARISH COUNCIL
AMENITY AREAS COMMITTEE
HELD IN THE PARISH ROOM, THE BURY, ODIHAM ON
MONDAY 7 SEPTEMBER 2015 COMMENCING AT 8.55PM**

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, Fleming and Stewart; District Cllr Crookes; 1 member of the public

40/15 RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

None

41/15 DECLARATIONS OF INTEREST RELATING TO ANY ITEM ON THE AGENDA

None

42/15 APPROVAL OF THE FOLLOWING MINUTES

3 August 26/15 - 39/15
The above minutes were accepted as an accurate record.

43/15 APPROVAL OF THE RE-DRAFTED VERSION OF THE BOWLS CLUB LEASE

After sending the bowls club's comments on the draft lease to our solicitor, he has redrafted the lease, taking on board some of the comments. It was agreed that the circulated version (Appendix 10) would be sent to the bowls club for them to sign.

44/15 RECEIVE QUOTES FOR THE CREATION OF ALLOTMENTS AT THE HOOK ROAD SITE AND APPOINTMENT OF A CONTRACTOR

Seven contractors had been asked to quote for the works to create allotments at the Hook Road site, but only 4 had submitted quotes (Appendix 11). It was agreed that the committee would like to arrange a meeting with contractor 2, to go through the quote and works with the intention to pursue his quote of £35,225 (excluding the cost of the storage shed). Cllrs were reminded that s106 money is being held by Hart DC for the creation of allotments and that there would also be a cost of approximately £3,500 for the water connection outside of the site.

45/15 UPDATE ON THE LEASE FOR THE CHAPEL COTTAGE

The lease for the cottage was due for renewal in August. The agreed rent increase by this committee at the previous meeting to cover the cost of a gardener has been declined by the current tenant. The options available to the council were outlined in the circulated report (Appendix 12).

It was agreed that the rent should be increased by the offered £25 per month from the tenant and that the current tenant will only be responsible for the garden area outside of the kitchen. OPC will pay a contractor to tidy the garden at various times throughout the year.

46/15 CONSIDERATION ON THE S278 AGREEMENT FROM HAMPSHIRE COUNTY COUNCIL FOR THE RE-SURFACING WORKS TO THE ACCESS TRACK / FOOTPATH 33B

As a new S278 agreement has not been received, this item was deferred.

47/15 CONSIDERATION OF THE REQUEST FROM THE MEAD TO USE THE PUBLIC TENNIS COURT

The Mead children’s home have requested use of the court as per the circulated report (Appendix 13). It was agreed to allow them 2 hours per week during daylight hours on a trial basis provided that adult supervision is provided at all times. The office will arrange a mutually agreeable time with the Mead.

48/15 CONSIDERATION OF THE QUOTES FOR VARIOUS ELECTRICAL WORKS AND APPOINTMENT OF A CONTRACTOR

Following on from the risk assessments carried out on various OPC properties, quotes have been obtained for various required electrical works (Appendix 14). It was agreed to appoint contractor 3 at the price of £831 ex VAT.

49/15 CONSIDERATION OF THE QUOTES AND HOW TO PAY FOR THE REQUIRED MEMORIAL TESTING AT THE CEMETERY AND APPOINTMENT OF A CONTRACTOR

Memorial testing should be carried out every 5 years. Testing was last carried out in the King Street cemetery in 2009. Two quotes had been submitted for the works (Appendix 15). It was agreed by the majority of Cllrs to pay to have the memorials tested; Cllr David voted against this expenditure. It was agreed to appoint contractor 1 for the sum of £650 ex VAT. Payment would be made out of the “re-decoration of the toilets” heading as there is a surplus balance after completion of the works.

There being no further business the meeting closed at 9.25pm.

Signed.....

Date.....

**MINUTES OF THE MEETING OF ODIHAM PARISH COUNCIL
COMMUNITY COMMITTEE
HELD IN THE PARISH ROOM, THE BURY, ODIHAM ON
MONDAY 7 SEPTEMBER 2015 COMMENCING AT 9.25PM**

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, Stewart and Worboys; District Cllr Crookes

45/15 RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Harris.

46/15 DECLARATIONS OF INTEREST RELATING TO ANY ITEM ON THE AGENDA

None

47/15 APPROVAL OF THE FOLLOWING MINUTES

3 August 34/15 - 44/15
The above minutes were accepted as an accurate record.

48/15 RECEIVE AN UPDATE ON THE AUTUMN NEWSLETTER AND AGREEMENT ON THE DESPATCH DATE

It was agreed to aim for the newsletter to be delivered to residents during the 3rd week of October. All Cllrs were asked to submit a picture and a 40 word introduction of themselves. The chairs of each committee would submit articles on various topics, and there will be an article on the NH Plan. Odiham rugby club have a short article and it was suggested that in the past OPC has welcomed new businesses in the newsletter. Time permitting; the contact details on the front page will be reviewed.

49/15 RECEIVE A PROGRESS REPORT ON THE FAMILY FIREWORK'S EVENING

The chair showed the poster and ticket design to all for the fireworks evening. The lions are currently working on the risk assessment, the contractor for the fireworks has been booked, the bowls club will be asked if the club house can be used as a first aid base and the tennis club will be asked if they can put their flood lights on to assist the public when walking to and home from the event.

50/15 REVIEW OF THE EXPENDITURE FOR ARMED FORCES DAY

OPC's expenditure for the day had been circulated prior to the meeting (Appendix 16). InOdiham since submitted the income details from the Bands and Blues part of the day, which shows a surplus of £343.80. At the next meeting with InOdiham, Cllrs will discuss their intention for this surplus.

51/15 DISCUSSION AND AGREEMENT ON THE FORMATION OF AN ODIHAM TOURISM FORUM

It was agreed that Cllrs would meet with InOdiham and The Odiham Society to find out more about the tourism forum and the grants that a forum may be able to apply for. Cllrs would seek clarification if InOdiham would be representing the local businesses. The outcome would be reported back at a future meeting.

52/15 AGREEMENT ON THE NEXT INFORMATION TO BE ADDED TO THE FACEBOOK PAGE

It was agreed to approve the circulated proposal for the next information to be added to OPC's Facebook page (Appendix 17).

53/15 CONSIDERATION OF THE REQUEST FROM THE OVER 55'S WELLBEING FORUM TO NOMINATE A CLLR TO ATTEND THE MEETINGS

The next meeting for the Over 55's Wellbeing Forum will be held on Friday 30 October between 9.30 and 12 noon. Due to working commitments, regrettably OPC will be unable to have a representative present.

54/15 APPROVAL OF THE UPDATED FACEBOOK POLICY

It was agreed to approve the circulated updated Facebook policy (Appendix 18).

55/15 CONSIDERATION AND AGREEMENT ON THE LOCATION FOR THE VICTORIA CROSS PAVING STONES

It was agreed that OPC was happy for the Royal British Legion to take the lead on the locations for the paving slabs which is believed to be either outside the homes of the recipients or around the War Memorial after making contact with the families.

It was suggested that the size of the stones be looked into along with ownership of the War Memorial as it is believed that OPC is not the owner.

56/15 RECEIVE AN UPDATE ON THE WWII HIGH STREET BOMBING PLAQUE AND AGREEMENT ON THE NEXT STEPS

The Odiham Society have changed the word "German" to "enemy", but reference to the building will remain on the plaque. The plaque will be paid for by the society and not OPC.

The Odiham Society will be requested to consult with OPC on any future plaques.

There being no further business the meeting closed at 9.55pm.

Signed.....

Date.....

**MINUTES OF THE MEETING OF ODIHAM PARISH COUNCIL
TRAFFIC AND TRANSPORT COMMITTEE
HELD IN THE PARISH ROOM, THE BURY, ODIHAM ON
MONDAY 7 SEPTEMBER 2015 COMMENCING AT 9.55PM**

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

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

Also present: Cllrs David, Fleming and Worboys; District Cllr Crookes

35/15 RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Harris.

36/15 DECLARATIONS OF INTEREST RELATING TO ANY ITEM ON THE AGENDA

None

37/15 APPROVAL OF THE FOLLOWING MINUTES

3 August 25/15 - 34/15
The above minutes were accepted as an accurate record.

38/15 RECEIVE AN UPDATE ON THE SID AND THE ANALYSIS ON THE DATA PRODUCED FROM THE SECOND TEST SITE OUTSIDE RAF ODIHAM

Traffic outside RAF Odiham, speed limit 40mph

	Coming from Odiham	Going to Odiham
Week day volume	6750	3600 per day (suspect an error)
Average speed	33 mph	36 mph
85% quantile	39.4 mph	43.4 mph
Max speed of	over 60mph	80 mph seen at 0730

The volume of traffic going into Odiham is suspect, believed possibly due to the SID being positioned on a hill and the radar has perhaps missed the traffic coming up the hill.

The SID is currently monitoring the traffic by the Mill House and it is thought that the next location will be on the High Street to support the request from residents for OPC to look into a 20mph speed limit there.

39/15 AGREEMENT ON OPC'S SUPPORT TO NORTH WARNBOROUGH FOOTBALLS CLUB APPLICATION FOR A SMALL GRANT FOR THE REPLACEMENT OF STILES ON THE FOOTPATHS NEAR THE CLUB

Details had been circulated prior to the meeting (Appendix 19). It was agreed by all that OPC supports the football clubs application for a small grant for the replacement of stiles on the footpaths near the club.

40/15 CONSIDERATION OF THE REQUEST FROM RESIDENTS TO CONSIDER LOOKING INTO THE POSSIBILITY OF A 20MPH SPEED LIMIT ALONG THE HIGH STREET

It was agreed to locate the SID on the High Street to monitor the traffic and speed limits. It is believed that Hampshire CC had a programme of locations to trial a 20mph speed limit and will not permit any

further 20mph speed limits in the near future.

41/15 RECEIVE A REPORT ON THE MEETING HELD WITH HART DC ON 25 AUGUST REGARDING PARKING IN ODIHAM

The committee were advised that Hart DC recommended that the bus layby is redefined from a restricted bay to an unrestricted bay, which will be backed by a single yellow line. This will allow vehicle drivers to stop and load / unload, but will give buses the priority, but not exclusive use. The restriction will be in place at certain times and then the layby will be available for general public parking outside of these times.

The parking space to the west side of the Co-op entrance will be changed to a disabled bay. This will improve exit safety of cars from the Co-op access road. The disabled bay on the east side of the Co-op access road will be retained which will bring the High Street closer to reaching the disabled parking quota.

The consultants have advised not to make any change to the parking from the post office to the War Memorial.

42/15 APPOINTMENT OF CLLRS HARRIS AND FAULKNER TO CONTINUE TO REPRESENT OPC AT MEETINGS HELD WITH HART DC REGARDING TRAFFIC ISSUES IN THE PARISH

It was agreed to appoint Cllrs Harris and Faulkner to continue to represent OPC at meetings held with Hart DC regarding traffic issues in the parish.

There being no further business the meeting closed at 10.10pm.

Signed.....

Date.....