

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

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

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

Also present: District Cllr Crookes; 1 member of the public

FULL COUNCIL

214/15 RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Stewart. District Cllrs Gorys and Kennett also sent their apologies.

215/15 DECLARATIONS OF INTEREST RELATING TO ANY ITEM ON THE AGENDA

None

216/15 PUBLIC SESSION

Flt Lt Potts was intending updating the council on her role as the engagement officer but was detained at work. Cllr David updated the council on her behalf. He confirmed that his role as a Cllr is to represent the people of the RAF ward and that he does not represent the RAF station. Any views expressed are his own / on behalf of the people in the ward. Flt Lt Potts will represent the RAF station by attending meetings. Any liaison required between OPC and the RAF station will be with her and not Cllr David.

217/15 APPROVAL OF THE FOLLOWING MINUTES:

Monday 2 November	188/15 - 205/15
Tuesday 17 November	206/15 - 213/15

The above minutes were accepted as an accurate record.

218/15 RECEIVE AND NOTE THE FOLLOWING MINUTES:

Amenity - 5 October	50/15 - 55/15
Community - 5 October	57/15 - 66/15
Traffic & Transport - 5 October	43/15 - 50/15
Planning - 28 September	90/15 - 103/15
Planning - 9 November	104/15 - 118/15

The above minutes were received and noted (Appendix 1).

219/15 CHAIRMAN'S ANNOUNCEMENTS

The chairman wished to thank InOdiham for organising the Christmas Extravaganza which was again a successful event.

220/15 CLERKS 6 MONTH'S SUMMARY

The clerks 6 month's summary had been circulated prior to the meeting (Appendix 2). Cllrs agreed it was a very useful report.

221/15 APPROVAL OF THE SCHEDULE OF PAYMENTS FOR OCTOBER AND SIGNING OF THE BANK RECONCILIATION BY THE CHAIR

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

222/15 RECEIVE AN UPDATE ON THE NEIGHBOURHOOD PLAN

The chair of the SG updated OPC from his written report (Appendix 4). He gave an overview on the submission plan process, an overview of responses received on the pre-submission plan, the process for managing comments, the approximate timetable of the plan process and the areas of changes to the draft plan already identified.

The SG is meeting to sort and analyse the many comments received on the plan. They will make recommendations on any required responses and will be sharing this information with OPC.

Concern was expressed by some Cllrs on how the recent Hart Local Plan; Consultation on Refined Housing Options, Vision and Strategic Priorities will affect the plan and the number of houses that the parish could end up having to take. The SG's chair advised that the NH plan covers the number of houses that OPC was given some time ago and that the future can't be predicted; but it is felt that the numbers may go up. The consultation on local plan sites sent out by Hart is separate to the NH plan and Hart will be mailing all residents in Hart to explain the consultation shortly. Cllr Crookes commented that the parish needs to understand what options 4 or 5 will mean to them.

It was noted that the NH Plan is running ahead of Hart's Local Plan. It was felt by the SG that it would be wrong to try to steer the community in selecting the priority of the sites but that the community should be encouraged to answer the questions.

Concern was raised about affordable housing and Hart DC's response to the pre-submission plan on this. Cllr Crookes advised that cabinet will shortly be presented with a corporate plan to deliver one Rural Exception Site across Hart in the next 3-5 years. He also suggested that Cllrs make themselves aware of changes to legislation regarding this.

223/15 CONSIDERATION OF REGENERATION TOPICS WITHIN THE PARISH

It was agreed to put forward a request to regenerate the area by the kebab van and also the layby on the other entrance to the parish.

224/15 RESOLUTION TO APPOINT CLLR WORBOYS TO THE COMMUNITY AND TRAFFIC AND TRANSPORT COMMITTEES

It was resolved to appoint Cllr Worboys to the community and traffic and transport committees.

225/15 RESOLUTION TO APPOINT CLLR BELL TO THE COMMUNITY COMMITTEE

It was resolved to appoint Cllr Bell to the community committee.

226/15 CONFIRMATION OF OPC'S RESPONSE TO THE DRAFT WALKING STRATEGY CONSULTATION CARRIED OUT BY HAMPSHIRE COUNTY COUNCIL

Details of this consultation were available on the website for the public to submit their comments to

HCC by the closing date of 12 noon on 7 December 2015. As the consultation was now closed, OPC made no comments.

227/15 AGREEMENT ON OPC'S RESPONSE TO THE DRAFT STRATEGY FOR THE FUTURE OF HAMPSHIRE'S LIBRARY SERVICE

Details of this draft strategy were circulated prior to the meeting (Appendix 5) and are available on the website. The consultation period is running from 2 November until 16 January 2016. It is understood that Odiham's library is classed as a tier 3 library, which may end up needing to be community run.

It was agreed that Cllr Hale would write a response to be circulated to all for agreement and that OPC would add the consultation details to the Facebook page and try to encourage more use of the library by residents and possibly the local schools. It was suggested that perhaps the Village Agents could use the facility for their "drop in sessions" and that in the future maybe it needs to become more of a village hub. All Cllrs were encouraged to complete the on-line questionnaire as individuals.

228/15 RECEIVE THE INTERNAL AUDITORS INTERIM REPORT

The auditor's interim report had been circulated prior to the meeting (Appendix 6). The auditor has recommended that consideration should be given to review the potential for obtaining interest on some of the monies held in the Treasurers Account. It was agreed that this will be reviewed by the finance committee.

The report also states that the various records and procedure in place provide an adequate standard of control. The next visit has been booked in March 2016.

229/15 CONSIDERATION AND AGREEMENT ON THE PROCESS TO DEAL WITH CLLR FAULKNER'S OUTSTANDING COMPLAINT ABOUT THE CONDUCT OF ANOTHER CLLR

A report giving 2 suggestions on how to deal with Cllr Faulkner's complaint had been circulated prior to the meeting (Appendix 7). It was agreed by the majority to instigate an investigation by the appointment of 3 Cllrs to review the issue and make recommendations to the full council. Cllrs Bell, Harris and Worboys were appointed to review this, with the option to refer it to an outside person if felt necessary.

230/15 RECEIVE THE COMPLETED DRAFT HOUSING NEEDS SURVEY AND AGREEMENT ON ANY REQUIRED FEEDBACK

Information from HARA, the questionnaire results and the draft housing needs survey had been circulated prior the meeting (Appendix 8). After receiving feedback from Hart DC on the pre-submission NH Plan, it was agreed that the only way forward to get local housing for local people is through a Rural Exception Scheme.

It was agreed that Cllr Fellows would draft a letter to HARA and circulate for agreement thanking them for all their work on the survey, endorsing their recommendations on page 27 and expressing equal disappointment by OPC on the situation.

231/15 RECEIVE THE NOTES FROM THE HDATPC MEETING

The minutes from the meeting held on Tuesday 13 October had been circulated prior to the meeting (Appendix 9). The next meeting of the HDATPC will be held on Tuesday 29 January 2016 at Hook, which Cllr Robinson-Giannasi will aim to attend.

232/15 RECEIVE AN INDICATION ON COSTS FOR NOTIFYING ALL ADDRESSES ON THE NEWSLETTER MAILING LIST REGARDING ANY PLANNING APPLICATION THAT MAY BE RECEIVED REGARDING THE DEER PARK AND AGREEMENT ON ANY ACTION TO BE TAKEN

A report detailing the costs had been circulated prior to the meeting (Appendix 10). Concern was expressed at the costs involved, which aren't budgeted for and the fact that there have been no comments received from the newsletter article and when asked, only a few questions were submitted to be asked to Bell Cornwell. It was thought by some Cllrs that OPC has gone above and beyond with regard to the Deer Park.

Hart DC have advised that they are keen to avoid any confusion or overlap with the statutory notification procedure that they will carry out once an application is submitted.

It was agreed that OPC will photocopy the statutory letter that Hart DC will send out if an application is submitted and that Cllrs will leaflet drop this to the addresses on the mailing list.

233/15 AGREEMENT ON ANY RESPONSE THAT OPC WISHES TO MAKE ON THE ELECTORAL REVIEW OF HAMPSHIRE – DRAFT RECOMMENDATIONS

The Local Government Boundary Commission for England has published draft recommendations on the future electoral arrangements for HCC. The consultation closes on 11 January 2016. A summary outlining the Commission's draft recommendation and a copy of the letter to the Chief Executive of Hampshire had been circulated prior to the meeting (Appendix 11). It was agreed that OPC has no view to offer.

234/15 RESOLUTION TO APPROVE BUDGET REQUESTS FOR THE GENERAL ACCOUNT

Budget details for the general account had been circulated prior to the meeting (Appendix 12). **It was resolved** to approve the circulated budget for the general account.

There being no further business the meeting closed at 9.05pm.

Signed.....

Date.....

**MINUTES OF THE MEETING OF ODIHAM PARISH COUNCIL
AMENITY AREAS COMMITTEE
HELD IN THE PARISH ROOM, THE BURY, ODIHAM ON
MONDAY 7 DECEMBER 2015 COMMENCING AT 9.30PM**

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 Harris

63/15 RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

None

64/15 DECLARATIONS OF INTEREST RELATING TO ANY ITEM ON THE AGENDA

None

65/15 APPROVAL OF THE FOLLOWING MINUTES

2 November

56/15 - 62/15

The above minutes were accepted as an accurate record.

66/15 RECEIVE AN UPDATE ON WORKS ON THE CHAPELS AND AGREEMENT ON THE NEXT STEPS

A report had been circulated prior to the meeting (Appendix 17). The clerk advised that the insurance company had replied to her request for advice on the lightening protection system that it is the council's responsibility to take reasonable precautions to prevent damage arising to their insured assets and that a lightening protection system is not a mandatory insurance requirement. It was agreed that OPC did not wish to spend any further money on the lightening protection system with no guarantees that the extra works would provide sufficient readings.

It was agreed that the committee was very disappointed with the situation regarding the replacement of the fascia's and soffits on the south chapel, but agreed that the best step would be to replace all of the fascia's and soffits. The committee thought that the quoted price for the extra works of £4003.61 was excessive and asked the clerk to contact the contractor and try and negotiate a discount under the circumstances. It was agreed that the committee would agree the new price if given, by email.

67/15 CONSIDERATION OF THE BUILDING MAINTENANCE PROGRAMME FOR THE COUNCIL'S ASSETS

The clerk had updated the building maintenance programme for the councils assets to itemise the various assets owned since the last meeting (Appendix 18). It was agreed that the committee was happy with the circulated programme.

68/15 REVIEW OF THE FEES FOR THE CEMETERY AND RESOLUTION TO APPROVE ANY INCREASES

A report detailing charges by other local cemeteries, last year's increase for the King Street cemetery and a proposal for this year's fees was circulated to all prior to the meeting (Appendix 19). **It was**

resolved to increase the fees as follows:

Burial of resident from	£600 to £650
Burial of non-resident from	£1600 to £1650
Interment of ashes resident from	£370 to £400
Interment of ashes non-resident from	£850 to £900

69/15 RESOLUTION TO AGREE TO PAY £85 + VAT FOR ELECTRICAL TESTING AT THE CHAPEL COTTAGE

It was resolved to pay £85+VAT for electrical testing at the Chapel Cottage. The agent has recommended that the electricians are tested every 5 years.

70/15 RECEIVE AN UPDATE ON THE PROPOSED TRANSFER OF LAND TO OPC AT HATCHWOOD FOR A TEENAGE HUB

A report had been circulated prior to the meeting outlining the amount that the developer has to contribute towards district and parish leisure and when it has to be paid (Appendix 20). The s106 agreement confirms that the developer will be installing an equipped play area on the site and that there will be £100k towards a youth hub or similar in Odiham.

Cllrs were informed that there will be a site meeting in January to view the open space area. OPC will then be able to consider if it wishes to eventually take ownership of the area and if the area is going to be suitable for consideration for some type of teenage hub.

It was agreed that pupils at all three schools should be consulted on what facilities they require in Odiham. How this consultation would be carried out would be discussed in January.

71/15 RESOLUTION TO AGREE THAT THE CLERK SHOULD SIGN THE NEW LEASE FOR THE BOWLS CLUB ON BEHALF OF THE COUNCIL

It was resolved that the clerk should sign the new lease for the bowls club on behalf of the council.

72/15 CONSIDERATION AND AGREEMENT TO APPROVE THE DRAFT S278 AGREEMENT FROM HCC REGARDING FUTURE MAINTENANCE OF THE ACCESS TRACK/FOOTPATH 33B

It was agreed that the draft s278 agreement from HCC regarding the future maintenance of the access track / footpath 33B was acceptable.

73/15 RESOLUTION TO APPROVE BUDGET REQUESTS TO BE PUT FORWARD FOR FULL COUNCIL APPROVAL

Budget details for the committee had been circulated prior to the meeting (Appendix 21). **It was resolved** to approve the budget requests for the committee to be put forward for full council approval.

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

Signed.....

Date.....

**MINUTES OF THE MEETING OF ODIHAM PARISH COUNCIL
COMMUNITY COMMITTEE
HELD IN THE PARISH ROOM, THE BURY, ODIHAM ON
MONDAY 7 DECEMBER 2015 COMMENCING AT 9.55PM**

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

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

Also present: Cllr Fellows

78/15 RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

None

79/15 DECLARATIONS OF INTEREST RELATING TO ANY ITEM ON THE AGENDA

None

80/15 APPROVAL OF THE FOLLOWING MINUTES

2 November

67/15 - 77/15

The above minutes were accepted as an accurate record.

81/15 RECEIVE A REPORT FROM THE MEETING HELD WITH THE LIONS REGARDING THE FAMILY FIREWORK'S EVENING INCLUDING A BREAKDOWN OF THE EXPENDITURE

A breakdown of costs from the Lions had been circulated prior to the meeting (Appendix 22). The Lions will hold the money in their bank for next year's event which will now be self-funded. They have requested that 2 Cllrs stay on the committee to assist with organising next year's event.

82/15 AGREEMENT ON THE NEXT INFORMATION TO BE ADDED TO THE FACEBOOK PAGE

The circulated suggestions (Appendix 23) were agreed as the next information to be added to the Facebook page. Any notification of a planning application for the Deer Park would be added if received.

83/15 CONSIDERATION OF THE ANNUAL GRANT TO RAF ODIHAM BASED ON THE NUMBER OF FAMILIES OF PERSONNEL WHO ARE DEPLOYED OVERSEAS AT CHRISTMAS

It was resolved to issue a grant of £30 per family to the 60 families who will have a member deployed overseas at Christmas.

84/15 CONSIDERATION OF QUOTES FOR THE NEW WEBSITE AND APPOINTMENT OF A CONTRACTOR

A report and quotes from the 3 contractors were circulated prior to the meeting (Appendix 24). **It was resolved** to appoint contractor 3 to create OPC's new website at the cost of £15 per month for a minimum of 2 years. The clerk would discuss with the contractor after the site is finished payment arrangements.

85/15 DISCUSSION ON THE NEXT STEPS FOR THE HIGH STREET PARTY TO MARK THE QUEENS 90TH BIRTHDAY

Discussions to hold a street party to mark the Queens 90th birthday have been had with InOdiham and other organisations. The idea is to close the High Street between King Street and Church Street and to put tables down both sides of the street, hopefully loaned by the RAF. Each table or lot would be chargeable, with people either bringing a picnic or ordering food from one of the restaurants. It was agreed that InOdiham would be encouraged to lead on this with OPC's support. Cllr Hale will contact InOdiham to discuss further.

86/15 RECEIVE AN UPDATE ON THE TESCO GREEN SPACE GRANT APPLICATION

The application deadline has been extended until the 10 December. Cllr Hale is co-ordinating the application form with InOdiham, The Odiham Society, the tourism forum and the Canal Society and Authority, for either £8K, £10K or £12K of funding. Cllrs were asked to provide any feedback a.s.a.p.

87/15 RECEIVE AN UPDATE FROM THE ODIHAM TOURISM GROUP AND AGREEMENT ON THE NEXT STEPS FOR OPC

The group are working on progressing the tourism leaflet and have had a photographer volunteer to take the photographs. It is thought that the contractor who will create OPC's new website would be able to help with a town app.

88/15 RECEIVE AN UPDATE ON THE RAF ENGAGEMENT

The RAF engagement will take place on either the 7 or 12 January. This is an opportunity for Cllrs to meet the new Station Commander and senior members of his staff.

The RAF are fundraising for various charities, both national and local and would appreciate ideas from the council for a local cause to support.

89/15 RESOLUTION TO APPROVE THE BUDGET REQUESTS TO BE PUT FORWARD FOR FULL COUNCIL APPROVAL

Budget details for the committee had been circulated prior to the meeting (Appendix 25). **It was resolved** to approve the budget requests for the committee to be put forward for full council approval.

There being no further business the meeting closed at 10.15pm.

Signed.....

Date.....