

**MINUTES OF THE MEETING OF ODIHAM PARISH COUNCIL  
HELD IN THE PARISH ROOM, THE BURY, ODIHAM ON  
MONDAY 11 JANUARY 2016 COMMENCING AT 7.30PM**

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

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

Also present: District Cllr Gorys; 13 members of the public

**FULL COUNCIL**

**235/15 RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE**

District Cllrs Crookes and Kennett sent their apologies.

**236/15 DECLARATIONS OF INTEREST RELATING TO ANY ITEM ON THE AGENDA**

None

**237/15 PUBLIC SESSION**

Cllr Fleming had asked Dr Gibbons to address the council regarding the on-going flooding issues in North Warnborough, with regard to agenda item 253/15. He advised that the recent problems due to heavy rain fall, which is now not uncommon, have occurred for the past 3 years over the Christmas break. The problem was reported to Thames Water and their expert confirmed that the flooding this time was not caused by faulty pumps, diesel or security issues like previously and that all the pumps were actually working properly and the drains were not blocked. The resident believes that this would imply that the pumping station is not adequate for the area and something needs to be done to prevent this situation. Although works have been carried out to the pumping station since the significant failure 2 years ago, local people are still seeing sewage back filling drains, plug holes, in their gardens and running into the river Whitewater. A photo of the flooded area around the pumping station was shown to Cllrs. The issue with the river Whitewater has been reported to the Environmental Agency who is legally obliged to follow this up and will be doing so.

The resident is asking that no further development is allowed in the area as the pumping station can't cope with the current levels of water, possibly due to the fact that rain water also gets into the system. He believes that the problems are due to the water that is allowed into the system, the pumps aren't man enough and the pipes out of the station to the Hartley Wintney treatment centre.

Cllr Gorys advised that developers have the right to connect to the system but Hart DC are insisting on Grampian clauses on all planning applications granted that should help. He advised that the Flood Forum will be updated on the recent situation.

Russ Haines expressed his interest to the council about amenity / fitness facilities in the parish, especially with regard to the £100K in the s106 agreement for Hatchwood that is to be used for a teenage hub. He is interested in the council's ideas on how to use this money and what evidence they will use to make decisions on. He is volunteering to assist the council to ensure that the teenagers get the facilities that they want and will use.

**238/15 APPROVAL OF THE FOLLOWING MINUTES:**

Monday 7 December

214/15 - 234/15

The above minutes were accepted as an accurate record.

### **239/15 RECEIVE AND NOTE THE FOLLOWING MINUTES:**

Traffic & Transport - 2 November	51/15 - 59/15
Amenity - 2 November	56/15 - 62/15
Community - 2 November	67/15 - 77/15
Planning - 30 November	119/15 - 132/15

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

### **240/15 CHAIRMAN'S ANNOUNCEMENTS**

The chairman wished everyone a Happy New Year and welcomed the public to the meeting.

### **241/15 CLERKS REPORT**

The clerk reported that the office had received a number of thanks for the voucher and cards distributed by RAF Odiham with the grant given by OPC to the families who had a member deployed over Christmas. These were available for Cllrs to read.

The clerk also advised that HCC have informed her that they need to submit LBC for the new door to the rear of the offices, which they had hoped to avoid. The application was submitted before Christmas and could take up to 8 weeks before a decision is made. This will obviously delay progress.

### **242/15 APPROVAL OF THE SCHEDULE OF PAYMENTS FOR NOVEMBER AND SIGNING OF THE BANK RECONCILIATION BY THE CHAIR**

**It was resolved** to approve the schedule of payments of account for November and the bank reconciliation circulated prior to the meeting which was signed by the chairman (Appendix 2).

### **243/15 RECEIVE AN UPDATE ON THE NEIGHBOURHOOD PLAN INCLUDING THE FINANCIAL SITUATION AND THE COMMENTS RECEIVED BACK FROM THE PRE-SUBMISSION CONSULTATION**

A report had been circulated prior to the meeting confirming that all comments received from residents on the pre-submission plan had been circulated to all Cllrs before Christmas, the fact that all minutes from the SG's meeting could be found on their website and a hard copy in the office and details of the current financial status (Appendix 3). A more detailed analysis of the financial status had been requested but not received. The chair of the SG confirmed he would contact the clerk to review this. He also confirmed that the SG believe the plan will come in under the budget of £30,000 at £27,000.

Also circulated prior to the meeting were comments received from Hart DC on the plan and a regulation 14 report from rCOH (Appendix 4 - rCOH report Private and Confidential).

The chair of the SG informed the council that the SG will be working through the comments received from the pre-submission document in sub-teams and then will come together. They are engaging with Hart DC on the comments received and need to do some work regarding flooding for the planners at Hart DC. This may require professional assistance, at a cost of approximately £5000. The SG were reminded that they would need permission from the council to exceed the budget of £30,000.

Cllrs expressed disappointment on the comments received from Hart DC regarding affordable housing for local people. Cllr Gorys reminded Cllrs about Hart's recent decision to deliver one exception site in the district. Cllr Fellows informed the council that he had attended a meeting last week at Hart DC regarding this and would issue a report at the next full council meeting - the item needing to be private and confidential.

Cllr Fleming asked for clarification as to why the circulated report from rCOH was confidential. He was advised it is because it contains "land interests", but would eventually not be treated as confidential

and would be attached to the submission document.

#### **244/15 RESOLUTION TO APPROVE THE BUDGET REQUESTS FROM COMMITTEES FOR 2016/17**

**It was resolved** to approve the circulated budget requests from committees for 2016/17 (Appendix 5).

#### **245/15 CONSIDERATION AND RESOLUTION TO APPROVE THE PRECEPT FOR 2016/17**

Cllrs were reminded in the report circulated prior to the meeting that there would be no more council tax support grant being given to parish / town councils by Hart DC. The report also included details on the reserves situation if the total precept request was kept the same as last year (Appendix 6).

**It was resolved** to request a precept of £129,540 from Hart DC as per the circulated suggestion which would mean the use of £14,585 from OPC reserves. This would mean a decrease of 0.07p for a band D property due to the increase of the tax base.

Thanks were expressed to the clerk for her work on the budgets and precept documents.

#### **246/15 ARRANGEMENTS FOR THE ANNUAL PARISH ASSEMBLY IN APRIL 2016**

A report had been circulated prior to the meeting detailing the options for three local venues (Appendix 7) and proposed dates. It was agreed to have the assembly at the Vine Church on either the 20 or 27 April, depending on which date the Station Commander is available to address the assembly. It was also agreed to invite Odiham Consolidated Charities to address the assembly and that each Chair of the committees would present a short presentation.

#### **247/15 CONSIDERATION AND AGREEMENT ON THE MINIMUM TIME SCALE IN WHICH DOCUMENTS FOR MEETINGS SHOULD BE CIRCULATED**

A report had been circulated prior to the meeting (Appendix 8) suggesting the need for a minimum time scale to circulate documents for meetings. It was agreed by the majority that an advisory deadline for circulating documents for a meeting on a Monday would be the previous Wednesday. This will give everyone enough time to read and consider the contents before making meaningful decisions. It was also agreed that this time scale would be reviewed after two months and that the planning committee will continue as per their agreed terms of reference.

#### **248/15 CONSIDERATION OF TRAINING REQUIREMENTS OF CLLRS AND CONSIDERATION OF IN HOUSE TRAINING COURSES**

Details of courses being held by HALC throughout 2016 and a report on in house training had been circulated prior to the meeting (Appendix 9). Cllrs that had attended courses recently said how useful they had found them and that it is also an opportunity to meet other Cllrs and receive updates. It was agreed that a 2 hour in-house training course would be arranged with HALC, based on their "Knowledge Course" on a Monday evening for all Cllrs to attend.

#### **249/15 AGREEMENT ON OPC'S RESPONSE TO THE HART LOCAL PLAN: CONSULTATION ON REFINED HOUSING OPTIONS, VISION AND STRATEGIC PRIORITIES**

The closing date for this consultation is 15 January 2016. Copies of the consultation and feedback forms have been available both in the parish office and the library. In the report circulated prior to the meeting (Appendix 10) Cllrs received the following recommendation from the planning committee that was agreed on 21 December 2015:

Question 4: Approach 3 (Winchfield) should be considered the **LEAST** preferred choice.

Question 5: Approach 4 is **preferred**.

It was agreed that Cllr Fleming would draft a response to question 7 for approval via email stating why OPC thinks it is unnecessary to rank the sites.

**250/15 RESOLUTION TO AGREE TO STAY IN THE SECTOR-LED BODY FOR EXTERNAL AUDIT WHICH COMES INTO BEING FROM 2017/18**

**It was resolved** to stay in the sector-led body for external audit as per the recommendation in the report circulated prior to the meeting (Appendix 11).

**251/15 APPOINTMENT OF TWO CLLRS TO CARRY OUT THE CLERKS ANNUAL APPRAISAL**

It was agreed to appoint Cllrs Hale and Worboys to carry out the clerk’s annual appraisal.

**252/15 RECEIVE A REPORT ON THE CAPACITY OF THE PARISH ROOM AND AGREEMENT TO IMPLEMENT THE SUGGESTIONS**

Cllr Fleming has raised the capacity of the parish room on a number of occasions, due to the increased attendance by members of the public for certain agenda items and the lack of available seating. He stated that the meeting room had been used for the last 40 years and the capacity issues / health and safety had never been raised. He believes the situation has gone mad. Another Cllr believed that the average public attendance is approximately 5, unless the Deer Park or the Neighbourhood Plan are on the agenda.

On investigating the capacity further, Cllrs were advised in the circulated report prior to the meeting that due to Health and Safety there is actually only seating room for 10 members of the public at the far end of the building and standing room along the right hand wall for 8-10 members of the public (Appendix 12). Whilst the council do not wish to exclude the public and they have a right to hear the meeting and take part in the public session, the council has a duty to adhere to the laws now that they are aware of them.

It was agreed to purchase 2 additional matching chairs and that the capacity of the meeting room be advertised on the website and in the notice boards. If more than 20 members of the public make it known that they wish to attend a meeting then an alternative venue will need to be booked. If an alternative venue hasn’t / can’t be booked then it could mean that the item of interest will need to be deferred or even the whole meeting.

**253/15 AGREEMENT ON THE PROPOSED LETTER TO BE SENT TO THAMES WATER’S CEO REGARDING THE REPEATED FAILURE OF THE PUMPING STATION IN NORTH WARNBOROUGH**

It was agreed to send the draft letter written by Cllr Fleming that had been circulated prior to the meeting to Thames Water’s CEO and copied to Ranil Jayawardena MP, regarding the repeated failure of the pumping station in North Warnborough (Appendix 13).

**There being no further business the meeting closed at 8.50pm.**

**Signed**.....

**Date**.....

**MINUTES OF THE MEETING OF ODIHAM PARISH COUNCIL  
AMENITY AREAS COMMITTEE  
HELD IN THE PARISH ROOM, THE BURY, ODIHAM ON  
MONDAY 11 JANUARY 2016 COMMENCING AT 8.50PM**

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, Harris and Stewart; District Cllr Gorys; 5 members of the public

**74/15 RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE**

None

**75/15 DECLARATIONS OF INTEREST RELATING TO ANY ITEM ON THE AGENDA**

None

**76/15 APPROVAL OF THE FOLLOWING MINUTES**

7 December

63/15 - 73/15

The above minutes were accepted as an accurate record.

**77/15 RECEIVE AN UPDATE ON WORKS ON THE CHAPELS**

The clerk advised that the contractor had offered a discount of £500 off the quoted price of £4003.61 for the additional works to the fascia and soffit on the south chapel and £2003.61 off the quoted price if these extra works are carried out at the same time as the replacement of the fascia and soffits on the north chapel.

It was agreed that the clerk would look at the various quotes and the budget for the chapels and agreement on which option to choose would be made by the committee via email.

It was also agreed that the invoice for the recent works would now be paid minus £4000 + VAT for the works that are still outstanding.

**78/15 RECEIVE A REPORT ON THE SITE VISIT TO THE HATCHWOOD SITE**

As yet, no date has been arranged for this site visit. Once a date has been set, the Chair will advise all Cllrs of the details should they wish to attend. It was agreed that the topography of the land needs to be understood before any decisions can be made as to any future possible use for it.

**79/15 CONSIDERATION AND AGREEMENT ON A CONSULTATION TO ALL SCHOOLS IN THE PARISH REGARDING STUDENTS' REQUIREMENTS FOR LEISURE ACTIVITIES IN THE PARISH**

It was agreed that the target age range to consult with is students between the ages of 11 and 16 years of age. It was agreed that Russ Haines would work with the committee to carry out the research at RMS, Buryfields and local organisations to seek views on what the students would like with regard to facilities in the parish.

Once these ideas have been collected, the committee will look at what is actually deliverable and then a survey will be created on Survey Monkey to gain opinions. The survey will be advertised as widely as possible to ensure as many young people as possible that live in the parish are able to have their

say.

**80/15 CONSIDERATION AND AGREEMENT ON A LIST OF PROJECTS TO BE PUT FORWARD TO HART DC FOR COLLECTING DEVELOPERS S106 CONTRIBUTIONS AGAINST**

A report outlining the status of the s106 contributions had been circulated prior to the meeting (Appendix 19). It was agreed that Cllrs Hale and Fellows via Cllr Robinson-Giannasi would co-ordinate the creation of a list of projects to be agreed and then put forward to Hart DC for collecting developers s106 contributions against.

**81/15 CONSIDERATION AND RESOLUTION TO APPROVE THE DRAFT CONTRACT FOR CUTTING AT THE CEMETERY AND APPOINTMENT OF A CONTRACTOR**

A report had been circulated prior to the meeting outlining the quotes received and the proposed draft contract for works at the cemetery (Appendix 20). **It was resolved** to issue the approved contract to contractor 1.

**82/15 APPOINTMENT OF TWO CLLRS TO MEET AND WORK WITH CLLR MIKE MORRIS REGARDING OPC'S SUGGESTED REGENERATION PROJECTS FOR THE PARISH**

It was agreed to appoint Cllrs David and Robinson-Giannasi to work with Cllr Morris on the proposed regeneration projects for the parish.

**83/15 UPDATE ON THE ALLOTMENT SITE INCLUDING THE QUOTE TO REMOVE THE REQUIRED TREES**

A report giving an update on the allotment site had been circulated prior to the meeting, including the updated quote from the tree surgeon (Appendix 21). The tree surgeon had met with the deputy clerk earlier today to confirm the works; removal of the trees to create the entrance, removal of trees in the site and overhanging trees into the site. He advised that he is expecting the works to be carried out in 2 days, but at a maximum it could be 3 days.

**There being no further business the meeting closed at 9.20pm.**

**Signed**.....

**Date**.....

**MINUTES OF THE MEETING OF ODIHAM PARISH COUNCIL  
COMMUNITY COMMITTEE  
HELD IN THE PARISH ROOM, THE BURY, ODIHAM ON  
MONDAY 11 JANUARY 2016 COMMENCING AT 9.20PM**

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

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

Also present: Cllrs Fellows, Fleming and Stewart; District Cllr Gorys; 3 members of the public

**90/15 RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllr Robinson-Giannasi.

**91/15 DECLARATIONS OF INTEREST RELATING TO ANY ITEM ON THE AGENDA**

None

**92/15 APPROVAL OF THE FOLLOWING MINUTES**

7 December

78/15 - 89/15

The above minutes were accepted as an accurate record.

**93/15 AGREEMENT ON THE NEXT INFORMATION TO BE ADDED TO THE FACEBOOK PAGE**

The suggestions circulated prior to the meeting were agreed as the next information to be added to the Facebook page (Appendix 14).

**94/15 RECEIVE AN UPDATE ON THE HIGH STREET PARTY TO MARK THE QUEENS 90<sup>TH</sup> BIRTHDAY**

A report on this had been circulated prior to the meeting (Appendix 15). The suggested date for the party is Sunday 12 June. If the road is closed from Deer Park View to King Street, it is estimated that this will allow for 2 rows of tables, totalling 110. The RAF has agreed in principle the use of their tables, but this needs to be formally agreed. Cllr Harris will look at the road closure and once the RAF have confirmed the use of the tables it is intended to set up a working party to organise the event.

**95/15 RECEIVE AN UPDATE ON THE TESCO GREEN SPACE GRANT APPLICATION**

The grant application has made it through to the next shortlist panel. If we are successful, this will be a guaranteed sum of £8000 and possibly more.

**96/15 RECEIVE AN UPDATE ON THE TOURISM LEAFLET AND AGREEMENT ON THE NEXT STEPS FOR OPC**

A draft proposal for the leaflet had been circulated prior to the meeting (Appendix 16) and a further draft brought to the meeting. The chair is talking to various people about professional art work and the map. There may be an opportunity for businesses to feature in the leaflet and possibly offer vouchers. It was agreed that Cllr David would assist the chair in trying to complete this by the end of this financial year.

**97/15 RECEIVE AN UPDATE ON THE VISITOR / HIGH STREET MAPS AND AGREEMENT TO ASK THE FULL COUNCIL TO RE-ALLOCATE THE £500 FROM THE HIGH STREET BOMBING HEADING TO THIS PROJECT**

An overview of the tourism maps initiative had been circulated prior to the meeting (Appendix 17). It was agreed to ask the full council to re-allocate the £500 from the unspent High Street bombing heading to the visitor / High Street maps heading. This would then total a budget of £1500 for the project, plus a contribution of £1000 from InOdiham.

It was agreed that the office would look into costings and permission required for the various possible sites for maps:-

- on the wall of the opticians
- in between the two OPC notice boards on the High Street
- centrally on the High Street by the traffic lights
- In Palace Gate car park near the pay and display machine
- On the side wall of Katherine Janes shop
- In the Bury outside the Church

**98/15 GRANT APPLICATIONS**

Grant applications had been received from Mayhill School for the sum of £8000 for new cycle racks and Little Wings Nursery for £400 for walkodiles - specialised multi child reins.

**It was resolved** to grant £400 to Little Wings Nursery and the balance of the budget of £1250 to Mayhill School towards a cycle rack on the condition that this amount would enable them to install at least one rack.

**99/15 RECEIVE THE ACCOUNTS FOR THE CHRISTMAS EXTRAVAGANZA FROM INODIHAM**

The preliminary profit and loss figures for the Extravaganza had been circulated prior to the meeting (Appendix 18). These showed a loss of £1815.75 for InOdiham.

**100/15 CONSIDERATION OF LOCAL CAUSES THAT THE RAF COULD SUPPORT**

The RAF is fundraising for various charities both national and local and has asked OPC to consider putting forward any suggestions for local charities. It was agreed that all Cllrs would send their suggestions to Cllr David who would co-ordinate with the RAF.

**There being no further business the meeting closed at 9.45pm.**

**Signed.....**

**Date.....**

**MINUTES OF THE MEETING OF ODIHAM PARISH COUNCIL  
TRAFFIC AND TRANSPORT COMMITTEE  
HELD IN THE PARISH ROOM, THE BURY, ODIHAM ON  
MONDAY 11 JANUARY 2016 COMMENCING AT 9:45PM**

Present: Cllrs Harris (Chair), Bell, Faulkner, Fellows, Stewart and Worboys

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

Also present: Cllrs David and Fleming; 2 members of the public

**69/15 RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllrs Hale and Robinson-Giannasi.

**70/15 DECLARATIONS OF INTEREST RELATING TO ANY ITEM ON THE AGENDA**

None.

**71/15 APPROVAL OF THE FOLLOWING MINUTES**

7 December  
This item was deferred.

60/15 - 68/15

**72/15 RECEIVE A REPORT FROM THE FOOTPATHS OFFICER ON THE AGREED IDENTIFIED MAJOR FOOTPATHS IN THE PARISH**

The Chair had circulated a report prior to the meeting providing details of the updated Odiham main footpath focus list (Appendix 22). It was confirmed that once the weather improves, a review of each footpath will be carried out.

**73/15 RECEIVE AN UPDATE ON THE REQUESTED ACCESS TO THE DOCTORS SURGERY VIA PALACE GATE AND AGREEMENT ON HOW OPC CAN ASSIST WITH THIS**

A report from the office was circulated prior to the meeting regarding the possible reopening of the access to the Doctors Surgery via Palace Gate (Appendix 23). The Chair confirmed that Dr Weaver has agreed to have a meeting with him in the near future although the date has yet to be confirmed.

**74/15 RECEIVE THE DATA FROM THE SID LOCATED NEAR THE MILL HOUSE**

The Chair advised that unfortunately it has become apparent that the SID has a software bug linked to the change in year. This is currently being investigated by the manufacturer and the data will follow shortly. It was noted that it is felt the SID display acts as a traffic calming and therefore the display will be switched off at its next location to see if this shows any difference in the results.

Cllr Worboys asked whether priority could be given to Dunleys Hill for the next SID location and the Chair agreed to this.

**75/15 CONSIDERATION IF ANY ACTION CAN BE TAKEN TO GET MORE FREE PARKING FOR VISITORS TO THE HIGH STREET**

A document had been circulated prior to the meeting regarding the requirement for free parking within

Odiham (Appendix 24). The Chair confirmed that he will ask Hart DC whether there is an option to provide free parking for a period of time within both the car parks in Odiham.

**76/15 NOTE THE HART (OFF STREET PARKING PLACES) ORDER 2015 AND AGREEMENT ON ANY COMMENTS IF REQUIRED**

A report from the office was circulated prior to the meeting regarding Hart DC's Notice of Proposed Changes to the Off Street Parking Order 2015 (Appendix 25). The Chair confirmed that he felt Odiham was very good value to park compared to other areas and he felt no comments were required in respect of the Order.

**77/15 CONSIDERATION AND AGREEMENT ON THE RIGHTS OF WAY PRIORITY CUTTING LIST FOR 2016 FOR HCC**

A report from the office was circulated prior to the meeting regarding Hampshire County Council's Rights of Way Priority Cutting List for 2016 (Appendix 26).

**There being no further business the meeting closed at 9:55pm.**

**Signed.....**

**Date.....**