

**MINUTES OF THE MEETING OF ODIHAM PARISH COUNCIL
HELD IN THE PARISH ROOM, THE BURY, ODIHAM ON
MONDAY 1 AUGUST 2016 COMMENCING AT 7.30PM**

Present: Cllrs Robinson-Giannasi (Chair), Faulkner, Fellows, Harris and Worboys

In attendance: Mrs Weir (Clerk)

Also present: District Cllr Crookes; 16 members of the public

FULL COUNCIL

97/16 RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllrs Bell, David, Fleming, Hale and Stewart. Apologies were also received from District Cllrs Gorys and Kennett.

98/16 DECLARATIONS OF INTEREST RELATING TO ANY ITEM ON THE AGENDA

None

99/16 PUBLIC SESSION

None

100/16 APPROVAL OF THE FOLLOWING MINUTES:

Monday 4 July 73/16 - 92/16
The approval of these minutes was deferred.

Tuesday 26 July 93/16 - 96/16
The above minutes were approved as an accurate record.

101/16 RECEIVE AND NOTE THE FOLLOWING MINUTES:

Amenity 6 June 14/16 - 23/16
Community 6 June 15/16 - 28/16
Planning 25 April 195/15 - 210/15
The above minutes were received and noted.

102/16 CHAIRMAN'S ANNOUNCEMENTS

The chair advised that Hart DC had been given the bound copies of the NH Plan today by himself and the chair of the SG. He wished to thank members of the SG for their work over the last 2 years in bringing the Plan to submission to Hart DC.

Cllr Fellows stated that as the council is now officially in "purdah" with regards to the Plan, until it is officially approved and put on display, no comments should be made by the council on it.

103/16 CLERK'S REPORT

The clerk advised the council that the website had been updated to state that OPC was not invited to a private meeting with Bell Cornwell regarding the Deer Park as per SPAG's email and that we have just been advised that the developer is close to submitting the application.

Cllrs were informed that the council had received a thank you letter from Citizens Advice Hart for the grant given to them for £1500 for the outreach project (Appendix 1).

The clerk reminded Cllrs that the adopted Social Media Policy covers the use of social media by both staff and Cllrs and everyone is expected to comply with the policy. She also reminded Cllrs that they are expected to follow the behaviour expected of them as per the Code of Conduct at all times.

104/16 APPROVAL OF THE SCHEDULE OF PAYMENTS FOR JUNE AND SIGNING OF THE BANK RECONCILIATION BY THE CHAIR

It was resolved to approve the schedule of payments of account for June and the bank reconciliation which was signed by the chair (Appendix 2).

105/16 RECEIVE THE MINUTES FROM THE MEETINGS HELD ON 22 JUNE AND 5 JULY FROM THE NEIGHBOURHOOD PLAN STEERING GROUP AND AN UPDATE ON THE PLAN FROM OPC'S REPRESENTATIVES

The minutes from the meetings held on 22 June and 5 July had been circulated prior to the meeting (Appendix 3). The chair advised that Hart DC had given OPC a time line with regards to the Plan. He advised that it is a lengthy process, with OPC working with Hart DC who will take the lead responsibility.

Hart DC need to firstly carry out legal compliance checks prior to the consultation on the Submission Plan. The anticipated dates for consultation are between 26 August and 7 October. If everything goes to schedule, the final referendum should take place early next year.

The Plan is to be kept as a confidential document until Hart DC are ready to commence the consultation.

106/16 RECEIVE THE FINANCE COMMITTEE'S RECOMMENDATIONS ON THE 1ST QUARTER BUDGET TO ACTUAL (ENDING JUNE) INCLUDING THE STATEMENTS OF VARIANTS

The finance committee's recommendations and the report previously reviewed by the committee on the 1st quarter budget to actual including the statements of variants had been circulated prior to the meeting (Appendix 4).

It was agreed to accept the finance committee's recommendation to ask the internal auditor to check the NI contributions on their next visit and to ask the community committee to review their unused budget under the heading "Living History".

107/16 RECEIVE A REPORT FROM THE MEETING HELD WITH HCC REGARDING ROBERT MAY'S EXPANSION PROPOSAL

Cllr Fleming had written the report on the meeting with HCC on 21 July regarding Robert May's expansion which had been circulated to all prior to the meeting (Appendix 5). The office now also holds a copy of the proposed site strategy which Cllrs were encouraged to view and to also take a site visit. The proposal is to commence site clearance in September 2016, with the pitches being ready for use in April 2019.

Separate to the plan for the construction of a sports field, HCC are offering a strip of land to OPC which runs north east from footpath 7 towards Dunleys Hill. HCC are willing to carry out some works to tidy the area, but the tree belt planted by Persimmon will require ongoing trimming every few years to continue the use of the footpath.

It was agreed to have an agenda item at the next meeting to consider if OPC wishes to take ownership of the land and to discuss the proposal in further detail, i.e. who pays for the legal costs and what will be the costs for future maintenance.

108/16 RECEIVE AN UPDATE ON THE OFFICE SITUATION

A report on the office situation had been circulated prior to the meeting (Appendix 6). Cllrs were pleased to see the return of the deputy clerk and wished to thank the temporary office help for their assistance.

109/16 RECEIVE THE NOTES FROM THE PARISH FLOODING FORUM MEETING HELD ON 11 JULY

The notes from the flooding forum meeting held on 11 July had been circulated to all prior to the meeting (Appendix 7). The next meeting is scheduled for Monday 10 October 2016.

110/16 RECEIVE A REPORT ON RECENT STAFF APPRAISALS AND AGREEMENT ON PROPOSED PAY INCREASES

A confidential report on staff appraisals had been circulated prior to the meeting (Appendix 8). **It was resolved** to increase the cemetery officer's and caretaker for the parish room salaries as per the recommendation in the report.

111/16 AGREEMENT ON OPC'S REPRESENTATION ON WINCHFIELD PARISH COUNCIL'S NEIGHBOURHOOD PLAN

Notification from Hart DC had been circulated to all regarding the request for representation on Winchfield parish council's NH Plan (Appendix 9), with a closing date of 4pm on 2 September. It was agreed that OPC had no representations to make.

112/16 NOTE THE REQUEST FROM A MEMBER OF PUBLIC TO RECEIVE THE REPORT FROM RUSS HAINES REGARDING AMENITY FACILITIES IN THE PARISH

A member of the public has requested the report written by Russ Haines regarding amenity facilities in the parish. This will be dealt with under the Freedom of Information Policy by the office, in the required time scale.

113/16 RECEIVE NOTIFICATION FROM SOUTH EAST WATER REGARDING THE IMPROVEMENTS OF THE WATER SUPPLY NETWORK IN FLEET AND GREYWELL

A letter received from South East Water regarding improving the water supply network in Fleet and Greywell had been circulated to all prior to the meeting (Appendix 10). SE Water will be consulting the local authorities and approving bodies in due course to ensure any impact the works may have is as minimal as possible for residents, businesses and the environment. Works are anticipated to start in April 2018 with the project estimated to take approximately 18 months to complete.

The meeting closed at 7.55pm and re-opened at 8.50pm for items 110/16, 114/16 and 115/16.

114/16 PASS A RESOLUTION IN ACCORDANCE WITH THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 TO EXCLUDE THE PUBLIC AND PRESS

It was resolved to exclude the public and press.

115/16 RECEIVE A REPORT AND RECOMMENDATION FROM THE PLANNING COMMITTEE REGARDING THE POSSIBILITY OF A RURAL HOUSING SCHEME IN THE PARISH

A private and confidential report which included recommendations from the planning committee had been circulated to all prior to the meeting (Appendix 11). Cllrs were advised that HARA had

confirmed that the recent Housing Needs Survey was adequate and no further surveys would be required. Cllrs were concerned that 8-10 houses on the site would lead to a parking requirement that would be difficult to achieve given the location and size of the site. It was agreed to write to Hart DC to express OPC's concerns with regards to this due to the constraints of the site and to inform them that the full council will consider the other proposed site at the next full council meeting.

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 1 AUGUST 2016 COMMENCING AT 7.55PM**

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

In attendance: Mrs Weir (Clerk)

Also present: Cllr Harris; District Cllr Crookes; 16 members of the public

31/16 RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllrs Bell, David and Hale.

32/16 DECLARATIONS OF INTEREST RELATING TO ANY ITEM ON THE AGENDA

None

33/16 APPROVAL OF THE FOLLOWING MINUTES

4 July

24/16 - 30/16

The approval of the minutes was deferred.

34/16 RECEIVE AN UPDATE ON THE ALLOTMENT SITE

A private and confidential report on the allotment site had been circulated prior to the meeting outlining the situation with the allotment site (Appendix 12). Despite asking 7 companies to quote for the works and posting the specification on Find a Trade, the office has been unable to obtain the required 3 quotes for the creation of the allotments.

It was agreed that the office would seek to obtain quotes to complete the access to the site off Hook Road and the installation of the water to the site.

35/16 AGREEMENT ON HOW THE COMMITTEE WILL PROGRESS THE SUGGESTIONS FOR NEW AMENITY FACILITIES IN THE PARISH AND CONSIDERATION ON THE MOST SUITABLE LOCATIONS FOR THEM

Two separate reports on the suggestions for new amenity facilities in the parish and suggestions on how to progress this had been circulated prior to the meeting (Appendix 13).

The chair read out the following statement;

“It has come to my attention that some members of OPC have made remarks or comments that are misleading or have set expectations to members of the public which are incorrect. I would like to categorically state that no mention nor consideration has been given for the Deer Park to be used as a site for the proposed teenage facility and that the site at Hatchwood is not a done deal, as suggested.

All recent surveys carried out to the target audiences in question were completed by a member of the public in his own time and at no cost to OPC.

I would like to add at this point no decisions have been made on the location of the teen facilities nor has a decision been made on the possible equipment located at any of these sites, further investigations, costings, clarification and authorisations are still to be pursued by OPC”.

It was agreed that the office would make contact with Adam Green at Hart DC to seek advice on the

proposed equipment and sites and to also make contact with Church Crookham parish council regarding their plans for a wheel park. The chair would circulate a proposal regarding council owned sites and the office would also seek to obtain details of prices from contractors.

36/16 RECEIVE A REPORT FROM THE MEETING WITH THE PERSON WISHING TO USE THE RECREATION GROUND FOR FOOTBALL AND MULTI SPORTS COACHING

The chair has tried on a number of occasions to contact this person but has been unable to reach him. It was agreed not to persue this any further unless the person contacted OPC again.

37/16 RECEIVE AN UPDATE ON THE REGENERATION PROJECTS IN THE PARISH

It was noted that Hart DC have been planting near the Farnham Road roundabout which has improved the area.

The clerk is still trying to find out information from other councils regarding gates to the parish. Once this information has been received; Cllr Robinson-Giannasi will make contact with Cllr Morris to discuss further.

38/16 RECEIVE THE ANNUAL INSPECTION REPORT FROM THE REGISTERED INSPECTOR AND APPROVAL OF THE QUOTE FOR RECOMMENDED WORKS

A report from the office including the annual inspection report from the registered inspector, a summary prepared by the office and a quote for repairs had been circulated to all prior to the meeting (Appendix 14). After all the works carried out last year on the play areas there are far fewer items raised this year and the report notes the improvements.

It was agreed to accept the quote for £3280 ex VAT for the works required on the play areas. It was also agreed that Cllr Robinson-Giannasi would meet with the deputy clerk at a mutually agreeable time to go through the report to gauge any works that may be required to the play areas in the future.

39/16 CONSIDERATION OF THE REQUEST FOR THE INSTALLATION OF A BENCH AT THE END OF FOOTPATH 21 ON THE FARNHAM ROAD

A request to install a bench at the end of footpath 21 on the highway verge along the Farnham Road between Coronation Close and the Spectra building along with permission to do this from Hampshire Highways had been circulated prior to the meeting (Appendix 15).

The committee were informed that the last bench that OPC purchased and installed in June 2014, across from The Firs was a Bexley seat and cost £880 for supply and installation.

It was resolved to agree by the majority vote to allow the resident to install the bench at the stated location.

There being no further business the meeting closed at 8.20pm.

Signed.....

Date.....

**MINUTES OF THE MEETING OF ODIHAM PARISH COUNCIL
COMMUNITY COMMITTEE
HELD IN THE PARISH ROOM, THE BURY, ODIHAM ON
MONDAY 1 AUGUST 2016 COMMENCING AT 8.20PM**

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

In attendance: Mrs Weir (Clerk)

Also present: Cllr Fellows; District Cllr Crookes (left at 8.25pm) and County Cllr Glen; 1 member of the public

43/16 RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllrs Bell, David and Hale.

44/16 DECLARATIONS OF INTEREST RELATING TO ANY ITEM ON THE AGENDA

None

45/16 APPROVAL OF THE FOLLOWING MINUTES

4 July 29/15 - 42/16
The approval of the above minutes was deferred.

46/16 AGREEMENT ON THE NEXT INFORMATION TO BE ADDED TO THE FACEBOOK PAGE

It was agreed to add the circulated proposals to the Facebook page (Appendix 16).

47/16 RECEIVE A REPORT ON THE EXPENDITURE FOR THE HIGH STREET PARTY HELD ON 12 JUNE

The expenditure for the High Street party had been circulated prior to the meeting (Appendix 17). The event had cost just over £3100, made up of funding from OPC and event income and had made a surplus of £24. Thanks were expressed to the volunteers who organised the party - some of which have now joined InOdiham.

48/16 RECEIVE AN UPDATE ON THE TESCO GREEN SPACE GRANT

The grant should now have been paid into OPC's bank account. Cllr Hale is waiting for supplier costs from the Canal Authority for the proposed works and he is also compiling the draft layouts for the information panels as per his proposal document.

49/16 RECEIVE A REPORT REGARDING THE FLAG POLES PROJECT AND LIVING HISTORY PROJECTS AND AGREEMENT ON THE ACTIONS

The flag pole project is proving quite difficult to deliver due to planning restraints and legislation and the budgeted expenditure may not get spent this financial year. The committee had budgeted to support the Living History event but as this event took place on a much smaller scale, financial help from OPC was not required.

It was agreed that the RAF would be asked to cost out the purchase of a similar PA system to the one that they have, with the intention that if OPC purchased one they would loan it to community groups.

A representative from All Saints had been invited to attend the meeting to talk about their grant applications for funding for Carols in The Bury and the Christmas tree festival, which were not approved at the last meeting. Cllrs were advised that the church expect over 600 people to attend Carols in The Bury this year and 1000 people to attend the Christmas tree festival. Last year's events were funded by generous donations from both businesses and individuals, the largest costs being the printing and the priority for this year being the PA system for the carols.

Cllr Glen gave the representative contact details for the church to apply for a grant from his devolved budget allowance and the committee encouraged him to talk to InOdiham asking for their assistance with the events.

It was agreed that it is the committees intention to scope the possibility of diverting funds to the purchase of a PA system and to support All Saints Church with these two events, pending permission from the full council to vire the funds to do this.

50/16 RECEIVE A REPORT ON THE RECENT BANDS AND BLUES EVENT HELD ON 25 JUNE INCLUDING A REPORT ON THE EXPENDITURE

Details of the finances from the bands and blues event had been circulated to all prior to the meeting which showed a loss of £113.45 (Appendix 18). Since the circulation of these finances, the clerk has been informed that there was an anticipated further £300 of income to be added, which would put the event into making a profit.

51/16 RECEIVE AN UPDATE ON THE LEADER GRANT APPLICATION TO SUPPORT TOURISM

This item was deferred.

52/16 RECEIVE AN UPDATE ON THE FIREWORKS EVENING

A meeting had been held mid-July with the Lions. The event will take place in the same field as last year, with ticket distribution at Fountains Café and Newlyn's Farm. The ticket sales from last year will cover the cost of the fireworks as planned. OPC will support the promotion of the event via the newsletter, Facebook and the website.

53/16 RECEIVE AN UPDATE ON THE VILLAGE CALENDAR INITIATIVE

There have been lots of photos submitted so far for this initiative to the church. The printing costs of the calendar are being sourced and everything is on track as per the initial proposal.

A date will need to be set for the planned photography exhibition in the church to select the winning photos. Judges will be drawn from the community/public.

54/16 RECEIVE AND NOTE THE END OF YEAR ACCOUNTS FOR INODIHAM CIC FOR THE YEAR ENDED MARCH 2016

The end of year accounts for the period ended 31 March 2016 had been circulated to all prior to the meeting (Appendix 19). It was noted that they show a net profit of £1627 and that InOdiham received an income of £6505 from the market.

55/16 RECEIVE CORRESPONDENCE FROM THE JUBILEE CHOIR AND CONSIDERATION IF OPC CAN ASSIST THEM

Correspondence from the Jubilee Choir had been circulated prior to the meeting regarding a request for funding for a visit to France that took place in April (Appendix 20). It was agreed that it was unfortunate that the original letter had not been received from them and that the choir should be advised that the council only considers grant requests in January and July as advertised on the website. It was also agreed that a retrospective request for money could not be considered by the

committee.

56/16 CONSIDERATION ON THE RESPONSE FROM HALC REGARDING PARISH COUNCILS GRANTING MONEY TO CHURCHES WITH REGARDS TO THE RECENT APPLICATION FROM THE VINE CHURCH AND AGREEMENT TO TAKE THEIR ADVICE

OPC received a grant request from the Vine Church requesting a contribution to the re-tarmacking of their car park at the last meeting. The clerk brought an article to the committee's attention that she had read which stated that parish councils cannot contribute towards the maintenance or improvements of church premises or property. It was agreed at the meeting that this would be need to be clarified by HALC.

The advice from HALC confirmed that OPC should err on the side of caution and not make the grant in view of the governmental guidance that it is doubtful that the grant can be made (Appendix 21).

It was agreed that unfortunately OPC could not make a grant to the Vine Church towards tarmacking their car park.

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

Signed.....

Date.....