

**MINUTES OF THE MEETING OF ODIHAM PARISH COUNCIL
HELD IN THE PARISH ROOM, THE BURY, ODIHAM ON
MONDAY 7 AUGUST 2017 COMMENCING AT 7.30PM**

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

In attendance: Mrs Weir (Clerk)

Also present: District Cllr Crookes: 4 members of the public

FULL COUNCIL

97/17 RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllrs David and Harris. District Cllrs Gorys and Kennett and County Cllr Glen also sent their apologies.

98/17 RECEIVE DECLARATIONS OF INTEREST RELATING TO ANY ITEM ON THE AGENDA

None.

99/17 PUBLIC SESSION

None.

100/17 APPROVAL OF THE FOLLOWING MINUTES:

Monday 3 July 75/17 - 96/17
The above minutes were approved.

101/17 RECEIVE AND NOTE THE FOLLOWING MINUTES:

Amenity 12 June	08/17 - 16/17
Community 12 June	11/17 - 20/17
Planning 6 June	14/17 - 27/17
Planning 26 June	28/17 - 38/17

The above minutes were received and noted.

102/17 CHAIRMAN'S ANNOUNCEMENTS

None.

103/17 CLERK'S REPORT

The clerk advised that the Odiham War Memorial has now been added to the list of buildings of special architectural or historical interest and is now listed as Grade II.

The clerk also advised that PC Franks had given her a verbal update regarding some of the problems that have occurred recently with some of the children from the Mead. He has been visiting the Mead regularly and working with the home to solve the issues. Two children will now have been moved elsewhere. He will be writing a more detailed report for Cllrs to receive at the September meeting.

Finally the clerk advised that the Monitoring Officer at Hart DC has advised her that Cllr Stewart had submitted a Code of Conduct complaint against Cllrs Hale and Worboys regarding the internal staff related grievance issue. After considering the matter, he advised that he has no power to review internal administrative matters of a parish council, but notes that OPC reviewed its Grievance and Disciplinary procedure during the meeting of May 2017, which would have been the correct forum for Cllr Stewart to secure changes to the policy.

He has advised that it is not therefore his gift to deliver the redress that has been asked for; - to have the investigating committees report altered and the grievance procedure altered. Finally, he advised that he is perturbed to learn that Cllrs remained in the meeting when they quite clearly had a conflict of interest and their presence may well have prevented the free and frank exchange of views. He has written separately to me to recommend a review of our Standing Orders advising that it is recognised practice for Cllrs to leave the room when Cllrs have a pecuniary, personal or prejudicial interest in the matter under discussion. I will be looking at this shortly.

In summary, the Monitoring Officer believes that Cllr Stewart simply disagrees with the views of the two mentioned Cllrs and the appointed sub-committee. He notes that advice was taken from HALC and does not criticise this approach. He advised that there has been no breach of the Code of Conduct and he will not be taking the matter further.

A copy of the letter from the Monitoring Officer was available for all Cllrs (Appendix 1). Cllr Stewart advised that the situation is not closed and that he has contacted the Information Commissioners Office to find out exactly what information he is entitled to and will take the process further. He is unhappy that allegations about him are in the public domain, having no idea what he has done wrong. He commented that HALC's process for dealing with grievances is wrong - they protect staff but not elected representatives. Cllr Stewart believes that both should be treated equally and he will consider making contact with the local MP regarding this.

The chairman commented that whilst Cllr Stewart has the right to complain, the Monitoring Officer has looked at his complaint and has advised that there had been no breach in the Code of Conduct. He asked Cllr Stewart if he had asked the chair of the sub-committee for any of the details that he wanted, which the chair of the sub-committee confirmed he hadn't and suggested that this may be a more expedient way of obtaining the information he requires, if he is allowed to see it.

104/17 APPROVAL OF THE SIGNING OF JUNE'S BANK RECONCILIATION BY THE CHAIRMAN

It was resolved to approve the signing of June's bank reconciliation by the chairman (Appendix 2).

105/17 AUTHORISATION OF THE LIST OF PAYMENTS AND APPOINTMENT OF TWO CLLRS TO FINISH THE PAYMENT PROCESS

It was resolved to authorise the list of payments circulated to all prior to the meeting (Appendix 3 P&C). Cllrs Fellows and Hale were appointed to finish the payment process.

106/17 APPOINTMENT OF CLLR HARRIS TO COMMITTEES

It was agreed to defer this item until Cllr Harris advises the clerk of the committees which he wishes to be appointed to.

107/17 RESOLUTION TO PURCHASE A REPLACEMENT PC AT A MAXIMUM COST OF £500 OUT OF RESERVES

A report advising Cllrs that one of the PCs in the office has stopped working had been circulated to all prior to the meeting (Appendix 4).

It was resolved by the majority vote to purchase a replacement PC at a maximum cost of £500 out of reserves.

108/17 REVIEW OF THE FIRST QUARTER ACTUAL TO BUDGET FOR 2017/18 INCLUDING THE STATEMENT OF VARIANTS

The first quarter actual to budget for 2017/18 including the statement of variants had been circulated to all prior to the meeting (Appendix 5). There were no queries raised.

109/17 AGREEMENT ON OPC'S COMMENTS TO THE "GROWING A RURAL COMMUNITY SURVEY FOR HAMPSHIRE" PREPARED BY RURAL SERVICE NETWORK

Details of the Growing a Rural Community Survey for Hampshire prepared by Rural Service Network had been circulated to all prior to the meeting (Appendix 6).

It was agreed that OPC had no comments on the survey.

110/17 RESOLUTION TO APPROVE THE USE OF RESERVES BY THE TRAFFIC AND TRANSPORT COMMITTEE TO PURCHASE 2 CYCLE RACKS WHICH WILL BE INSTALLED OUTSIDE OF FOUNTAINS MALL UP TO A TOTAL COST OF £260

At the traffic and transport committee's last meeting it was agreed to ask the full council to use reserves to purchase two cycle racks to be installed outside of Fountains Mall.

It was resolved to allow the use of reserves up to a total cost of £260 for the purchase of 2 cycle racks to be installed outside of Fountains Mall.

Cllr Crookes advised Cllrs that Hart DC will be getting £80k for the Highways contribution in the s106 agreement for Hatchwood and have no plans to spend it. He suggested that OPC's T&T committee may like to consider ideas to put forward to Hart DC for this expenditure.

111/17 NOTE THE FREEDOM OF INFORMATION REQUEST TO RECEIVE CLLR HALE'S DISCUSSION PAPER ON JUNIOR RECREATION

The Freedom of Information request to receive Cllr Hale's discussion paper on junior recreation was noted and Cllrs were informed that the paper had been forwarded to the resident.

112/17 RECEIVE AN UPDATE ON THE HATCHWOOD OPEN SPACE AREA

A report on the Hatchwood open space area had been circulated to all prior to the meeting (Appendix 7). The report included the answers to OPC's questions to Cllr Crookes and the advice from Cllr Crookes that nothing needs to be done in the short term.

Concern was expressed that some of the earlier planting had now failed. Cllr Crookes advised that the developer is aware of this and will be carrying out further planting in the autumn, including the replanting of the hedge that was removed. Once the planting is completed, there will be a 2 year settling in period before OPC could take over the land.

Cllr Crookes also advised that Hart DC have signed off the planting schedule, which the developer will now need to implement. They will also need to provide an estimated cost for future maintenance, which will be handed over with the open space in the form of a dowry.

113/17 AGREEMENT ON OPC'S COMMENTS TO HAMPSHIRE COUNTY COUNCIL'S: SERVING HAMPSHIRE - BALANCING THE BUDGET CONSULTATION

Details on Hampshire County Council's: Serving Hampshire - balancing the budget consultation had been circulated to all prior to the meeting (Appendix 8).

It was agreed that residents needed to be made aware of this consultation to allow them to submit their comments on HCC's proposals to reduce its budget for 2019/20. Details of the consultation will

be added to OPC's website, Facebook page and noticeboards. It was also agreed that the clerk would contact HCC and ask if they will be considering comments received after the closing date of 21 August as residents may be on holiday.

114/17 RESOLUTION TO APPOINT A SECOND CLLR ALONGSIDE CLLR FAULKNER TO REPRESENT OPC IN DISCUSSIONS WITH HART DC ON THE SUBJECT OF PARKING AT THE EX-SPECTRO OFFICES

Cllr Faulkner advised that Daryl Philips at Hart DC has requested a meeting to discuss the parking situation at the ex-Spectro offices. It was commented that the parking for the Crossbarn is getting extremely difficult and that the Crossbarn is in deadlock with the developer who is enforcing the legal agreement. It is hoped that their representatives have also been invited to the meeting.

It was resolved to re-appoint Cllr Faulkner and to appoint Cllr Hale to represent OPC in discussions with Hart DC on the subject of parking at the ex-Spectro offices.

There being no further business the meeting closed at 8.05pm.

Signed.....

Date.....

**MINUTES OF THE MEETING OF ODIHAM PARISH COUNCIL
AMENITY COMMITTEE
HELD IN THE PARISH ROOM, THE BURY, ODIHAM ON
MONDAY 7 AUGUST 2017 COMMENCING AT 8.05PM**

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

In attendance: Mrs Weir (Clerk)

Also present: Cllr Fleming; District Cllr Crookes; 4 members of the public

24/17 RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr David.

25/17 RECEIVE DECLARATIONS OF INTEREST RELATING TO ANY ITEM ON THE AGENDA

None.

26/17 APPROVAL OF THE FOLLOWING MINUTES

3 July

17/17 - 23/17

The above minutes were accepted as an accurate record.

27/17 AGREEMENT ON OPC'S FEEDBACK TO THE TENNIS CLUB REGARDING THE PROPOSED HEADS OF TERMS AND AGREEMENT ON THE NEXT STEPS

A report detailing the tennis clubs queries from the previous meeting had been circulated to all prior to the meeting (Appendix 9).

In answer to OTC's questions, the following was agreed:-

1. OPC will be happy for OTC to bank future public court hire fees.
2. In principle OPC is happy with the booking system that allows anyone to book the public court on a first come first served basis but would want to see an annual report on the public bookings. It is understood that the 3rd court will still be dedicated for public use, but this will need clarifying with OTC.
3. The courts will be inspected prior to the lease by the chair of the tennis club and the chair of this committee, with photos being taken. Concern was expressed about the whereabouts of the sinking fund to pay for the court refurbishment.
4. In principle OPC is happy with a right to renew clause in the lease but will take legal advice as to the implications of this as there is a need to protect OPC's assets.
5. As the bowls club paid for their lease, it was agreed that OTC should pay for this lease. OPC is prepared to contribute £405 which is the balance from this year's maintenance fee (not yet received) and last years after the requested tree works have been paid for.
6. OTC will need to insure the courts, fence, floodlights and pavilion. Currently OPC only insures the pavilion.
7. OPC will take legal advice on who should issue the lease, but it was noted that the lease with the bowls club is with OPC and not the Sports Centre Trust.

It was agreed that the chair would relay these answers to OTC and advise them that there is no point in them receiving a copy of the bowls club lease to make amendments to as requested.

It was agreed that the solicitor would be asked to draft the lease based on the bowls club lease, with the previously agreed heads of terms incorporated into it for OTC. The draft will then be reviewed by the committee before sending it to OTC. The situation regarding the assets will have to be resolved by the solicitor.

28/17 CONSIDERATION AND AGREEMENT ON THE WORKS FOR THE LENGTHSMAN FOR THIS FINANCIAL YEAR

It was agreed to forward the chair's circulated suggestions to the Lengthsman to start with and to include the removal of the weeds around the lamp post opposite The Cat and tidying up around the jubilee bench on Dunleys Hill (Appendix 10). Additions will be made later in the year.

29/17 RECEIVE AN UPDATE ON THE ALLOTMENT PROJECT

A report advising that the office had updated the previous specification for the allotment project to only include items agreed as Phase 1 had been circulated to all prior to the meeting (Appendix 11). The trench for the water for the site will be dug by a relative of the owner of the field at the rear of the site and the new owner of the garden adjacent to the site will sort the garden area falling into the site which the chair agreed to chase.

The office will be sending out the revised specification to contractors and will bring the quotes to the committee for consideration hopefully at the October meeting. The chair volunteered to mark out the site when required.

30/17 RECEIVE AN UPDATE ON THE TEENAGE FACILITIES PROJECT

A report advising that the office will be meeting a contractor later this month to obtain ideas for the three agreed sites;- Hatchwood, the Beacon Field and the Recreation Ground was circulated to all prior to the meeting (Appendix 12). Equipment being considered is: a pump track, updating of the basketball court to a MUGA, a skateboard bowl and fitness equipment.

Once ideas on what is possible and costings have been received, it is the committee's intention to consult with residents.

31/17 RECEIVE THE ANNUAL PLAY AREAS REPORT FROM THE REGISTERED PLAY AREAS INSPECTOR AND APPROVAL OF THE QUOTES FOR THE REQUIRED WORKS

A report, the annual play areas report, a summary by the office and the quotes for the required works had been circulated to all prior to the meeting (Appendix 13).

It was agreed to accept the quotes for the required repairs to all of the play areas. Although the contractor has strongly recommended the replacement of the gates at the recreation ground due to the repairs and alterations made over the past few years, the committee agreed to carry out the required repairs to them only rather than replacement at this time.

32/17 AGREEMENT TO ALLOW THAMES VALLEY POLICE TO HOLD MEETINGS IN THE PARISH ROOM

It was agreed to allow the use of the parish room by Thames Valley Police for meetings free of charge.

33/17 AGREEMENT TO PURCHASE A NEW BIN WITH A LID FOR THE RECREATION GROUND TO REPLACE THE EXISTING ONE THAT IS IN POOR CONDITION

A report advising that the bin on the open space area at Recreation Road is in poor condition and has rusted out at its base and could be liable to fall over with photos had been circulated to all prior to the meeting (Appendix 14).

It was agreed to purchase a new bin from County Supplies at the cost of £153.00 out of the heading equipment repairs.

34/17 AGREEMENT TO RELOCATE THE BIN FROM THE LAYBY IN NORTH WARNBOROUGH BY THE MILL TO THE BUS STOP OUTSIDE OF THE CHILLI PAD

It was agreed to relocate the bin from the layby in North Warnborough by the Mill to the bus stop outside of the Chilli Pad. The clerk would ask if the cleansing team could do this next time they empty the bin.

35/17 RECEIVE A REPORT FROM CLLR STEWART REGARDING THE KING STREET TOILETS INCLUDING THE PROPOSAL TO PURCHASE A COUNTER TO OBTAIN DATA ON THE PRESENT USE OF THE TOILETS

Cllr Stewart had circulated a report to all advising that the Red Lion and the Bel and Dragon have indicated a willingness to allow the public to use their toilet facilities if the public toilets are closed (Appendix 15). He advised that they have asked how much extra use they could expect, which Cllr Stewart advised he would look into. He had also circulated details of a webpage that contained various automatic footfall counters.

A number of Cllrs expressed their disappointment in the brief report (despite a clear steer on the expectations), expecting it to have contained much more detail for 8 months of work including contact with all establishments in the High Street, the financial implications, disabled access and opinions on displaying the necessary signage. Cllr Fellows advised that the basic question is are the toilets used?

Cllr Faulkner advised that prior to OPC taking over the toilets from Hart DC, the usage was looked into without a counter but by contacting the cleaning company. It was concluded then that keeping the toilets opened provided a useful facility.

The chair reminded the committee about the straw poll that was undertaken at the APA, with the majority of votes being to refurbish the toilets not to close them.

Concern was expressed about the counter; - how does it work, how is it mounted and where would it go? Cllr Worboys pointed out that until an asbestos survey is carried out on the building (which is budgeted for this year) nothing should be attached to the walls or ceiling.

The majority of Cllrs expressed no desire to see the toilets closed or progress with this scheme to use the High Street restaurant facilities.

It was resolved not to purchase a counter which would obtain data on the present use of the toilets.

36/17 NOTE THAT THE TENANT OF CHAPEL COTTAGE HAS GIVEN NOTICE TO TERMINATE THE TENANCY AS OF 30 SEPTEMBER AND AGREEMENT TO ALLOW THE CURRENT AGENT TO REMARKET THE PROPERTY

A report was circulated prior to the meeting advising Cllrs that the tenant of Chapel Cottage has given notice to terminate the tenancy as of 30 September (Appendix 16).

It was agreed to re-instruct the current agent to remarket Chapel Cottage at the suggested price of £1150 per calendar month.

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

Signed.....

Date.....

**MINUTES OF THE MEETING OF ODIHAM PARISH COUNCIL
COMMUNITY COMMITTEE
HELD IN THE PARISH ROOM, THE BURY, ODIHAM ON
MONDAY 7 AUGUST 2017 COMMENCING AT 8.50PM**

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

In attendance: Mrs Weir (Clerk)

Also present: 3 members of the public

30/17 RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr David.

31/17 RECEIVE DECLARATIONS OF INTEREST RELATING TO ANY ITEM ON THE AGENDA

None.

32/17 APPROVAL OF THE FOLLOWING MINUTES

3 July 21/17 - 29/17
The above minutes were accepted as an accurate record.

33/17 AGREEMENT ON THE NEXT INFORMATION TO BE ADDED TO THE FACEBOOK PAGE

The chair had circulated a list of proposals to be added to the Facebook page which were agreed by the committee (Appendix 17). He would also include links to the consultation on balancing the budget from HCC.

34/17 RECEIVE AN UPDATE ON THE SPOOKTACULA

The chair advised that the plans for the Spooktacula are progressing well. The committee may need to agree to the purchase of some banners for advertising of the event to fit the A frames at the next meeting.

35/17 RECEIVE AN UPDATE REGARDING THE FORMATION OF A SUB-COMMITTEE FOR THE COMMUNITY AWARDS INITIATIVE

The chair advised that he will progress the formation of a sub-committee for the community awards initiative after the school holidays and asked for it to be on the agenda for the October meeting.

36/17 RECEIVE AN UPDATE ON THE PA SYSTEM

This item was deferred as Cllr Bell was not present during the meeting.

37/17 RECEIVE AN UPDATE FROM THE WORKING PARTY SET UP TO COMMEMORATE THE 100TH ANNIVERSARY OF WW1

The chair advised that The Odiham Society, the British Legion and the schools have agreed to join the working party to commemorate the 100th anniversary of WW1. He requested that this item be an agenda item for the October meeting when he hoped to be able to give a full update on the initiative.

He also advised that he will be in touch with the new Station Commander at RAF Odiham when he arrives. It was suggested that perhaps the Canal Society would like to join the working party.

38/17 REVIEW THE STATISTICS FOR OPC'S FACEBOOK PAGE

The chair had circulated the statistics for OPC's Facebook page to all prior to the meeting (Appendix 18). He summarised that the page has seen a steady rise in followers and engagement over the 2 year's that it has been running. The results demonstrate the need for the balance between engaging and functional content to ensure OPC grows our base, keeping our audience engaged and informed.

39/17 RECEIVE THE EXPENDITURE FROM INODIHAM FOR BANDS AND BLUES

Details of the expenditure for the Bands and Blues from InOdiham had been circulated to all prior to the meeting (Appendix 19). The conditions of the MOD grant requires copies of all invoices, which the clerk will ask InOdiham to provide.

40/17 CONSIDERATION OF INITIATIVES FOR MARKING THE 100TH ANNIVERSARY OF THE RAF

It was agreed to consider ideas at the next meeting, but it was noted that a street party may be a way to mark the 100th anniversary of the RAF.

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

Signed.....

Date.....