

**MINUTES OF THE MEETING OF ODIHAM PARISH COUNCIL'S
COMMUNITY COMMITTEE
HELD IN THE OLD SCHOOL, LONDON ROAD ON
MONDAY 4 DECEMBER 2017 COMMENCING AT 7.30PM**

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

In attendance: Mrs Weir (Clerk)

Also present: District Cllr Crookes; 25 members of the public

81/17 RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

Cllr Faulkner had advised that he would be late to the meeting. District Cllr Gorys sent his apologies.

82/17 RECEIVE DECLARATIONS OF INTEREST RELATING TO ANY ITEM ON THE AGENDA

None.

83/17 APPROVAL OF THE FOLLOWING MINUTES

14 November

63/17 - 80/17

The above minutes were accepted as an accurate record.

84/17 AGREEMENT ON THE NEXT INFORMATION TO BE ADDED TO THE FACEBOOK PAGE

There were no further suggestions of information to be added to the Facebook page.

85/17 RECEIVE AN UPDATE ON THE PA SYSTEM

Cllr Hale advised that the PA system will be used for announcements during Carols in The Bury and may possibly be used by the Hart Male Voice Choir if it is suitable.

Cllr Bell will be supporting Carols in The Bury and will be meeting with a representative from the Hart Male Voice Choir to see if the system is suitable shortly.

86/17 RECEIVE AN UPDATE FROM THE WORKING PARTY SET UP TO COMMEMORATE THE 100TH ANNIVERSARY OF WW1

There was no update from the working party but the chair did advise that The Odiham Society have an idea to use the south chapel for the commemoration of the 100th anniversary of WW1 which will be considered by the amenity committee at the next meeting.

87/17 RECEIVE AN UPDATE FROM THE WORKING PARTY SET UP TO PROGRESS THE INITIATIVES FOR MARKING THE 100TH ANNIVERSARY OF THE RAF

The chair advised that the working party have split into two groups; one to work on the street party, the other to progress the cart race. Notes from the recent meeting had been sent to the clerk who was asked to circulate them to the committee (Appendix 1).

The working party are aiming to have 200 tables for the street party, all dependant on the loan of the tables and 400 benches from the RAF. There is the possibility of a fly past and possible sponsorship. The group is also looking at parking, traffic and a funding strategy.

OPC's insurance company have confirmed that the whole event will be covered by the policy but will need further details on the cart race and a risk assessment. The group is looking at the number of teams that will be able to enter and timings.

88/17 RECEIVE AN UPDATE REGARDING THE FORMATION OF A SUB-COMMITTEE FOR THE COMMUNITY AWARDS INITIATIVE

The chair advised that there was no update at the moment. The invite to join the sub-committee for the community awards initiative has been sent to various organisations and it is intended that details will be included in the spring newsletter.

89/17 RESOLUTION TO APPROVE THE COMMITTEE'S BUDGET REQUESTS TO BE PUT FORWARD FOR FULL COUNCIL APPROVAL FOR 2018/19

A draft proposal for the budget for the community committee had been circulated to all prior to the meeting (Appendix 2). It was noted that the budget of £1000 for Battles Over was included in the promotion of the village heading and therefore the WW1 anniversary line should be removed.

It was resolved to approve the committee's budget requests to be put forward for full council approval for 2018/19.

There being no further business the meeting closed at 7.42pm.

Signed.....

Date.....

**MINUTES OF THE MEETING OF ODIHAM PARISH COUNCIL
HELD IN THE OLD SCHOOL, LONDON ROAD, ODIHAM ON
MONDAY 4 DECEMBER 2017 COMMENCING AT 7.45PM**

Present: Cllrs Hale (Chair), Bell, David, Faulkner (7.53pm), Fellows, Fleming, Harris, Robinson-Giannasi, Stewart (7.53pm) and Worboys

In attendance: Mrs Weir (Clerk)

Also present: District Cllr Crookes; County Cllr Glen (8.30pm); 25 members of the public

FULL COUNCIL

172/17 RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

Cllr Faulkner and County Cllr Glen advised that they would be late to the meeting. District Cllr Gorys sent his apologies.

173/17 RECEIVE DECLARATIONS OF INTEREST RELATING TO ANY ITEM ON THE AGENDA

Cllr Bell advised that he is a member of the Vyne Church with reference to item 182/17.

174/17 PUBLIC SESSION

A resident addressed the council regarding the proposed new facilities for teenagers on the recreation ground (Appendix 3).

A resident addressed the council asking Cllrs to show more professionalism, greater respect for one another and to be more even-handed in their conduct (Appendix 4).

The chairman thanked both residents for their addresses and advised them that their comments had been noted.

175/17 APPROVAL OF THE FOLLOWING MINUTES

Monday 6 November 162/17 - 171/17

The above minutes were approved by the majority vote.

176/17 RECEIVE AND NOTE THE FOLLOWING MINUTES

Community 2 October 49/17 - 62/17

Planning 8 August 50/17 - 62/17

Planning 9 October 89/17 - 101/17

Planning 30 October 102/17 - 114/17

Traffic and Transport 18 September 48/17 - 58/17

The above minutes were received and noted.

177/17 CHAIRMAN'S ANNOUNCEMENTS

The chairman wished to thank InOdiham for arranging the Extravaganza which appears to have been enjoyed by all and for the festive lights on the High Street. He thanked All Saints Church for partnering OPC with the village calendar which will hopefully fund the purchase of a first responder bag. Particular thanks were given to Steve Brown for his efforts in selling the calendars and to Mark Kelly for setting up the website for the sale of the calendars free of charge.

The chairman read out a letter he had received on behalf of the council from Shining Lights Sunday School, thanking everyone for their hard work and special thanks for the parks (Appendix 5).

Thanks were also expressed to Cllr Harris and Paul Turrell for their work in installing the Christmas trees on the High Street.

178/17 CLERK'S 6 MONTH SUMMARY

The clerk had circulated her 6 months summary to all prior to the meeting (Appendix 6) which Cllrs commented was very informative and appreciated.

The clerk also advised that CAB are undertaking a review of their self-help kiosks and as part of the review will be removing all equipment and any related publicity from all locations. They are now offering confidential, free, impartial advice at the Cottage Hospital every first Tuesday of the month, from 9.30am to 1pm, no appointment is necessary.

The Basingstoke Canal News and Countryside Voice were available for Cllrs to take home to read and then return to the office.

179/17 APPROVAL OF THE SIGNING OF OCTOBER'S BANK RECONCILIATION BY THE CHAIRMAN

It was resolved to approve the signing of October's bank reconciliation by the chairman (Appendix 7).

180/17 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 8 P&C). Cllrs Fellows and Hale were appointed to finish the payment process.

The below item was moved to the end of the agenda and Cllr Fellows left the table whilst it was being considered.

181/17 RECEIVE CORRESPONDENCE RECEIVED BY THE COUNCIL AND AGREEMENT ON ANY REQUIRED RESPONSE:

- **CORRESPONDENCE ON CLLR FELLOWS' INTERESTS**
- **CORRESPONDENCE ON TEENAGE RECREATION AND CONFLICT OF INTERESTS**

The clerk had circulated draft responses for both items of correspondence to all prior to the meeting (Appendix 25).

It was agreed by the majority vote to accept the clerk's draft responses for both items of correspondence which she would send to the residents on behalf of the council.

Cllr Bell left the table prior to consideration of the below item.

182/17 CONSIDERATION AND APPROVAL OF THE LIST OF ASSETS TO NOMINATE TO HART DC AS ASSETS OF A COMMUNITY VALUE

A report detailing the history of this item and a proposed list of assets to nominate to Hart DC as assets of a community value had been circulated to all prior to the meeting (Appendix 9).

It was agreed by the majority vote to nominate the Baker Hall, the Cross Barn, NW Village Hall, The Bridewell, The Old School, London Road and the cricket ground as assets of a community value to Hart DC. The clerk would start the required forms and then ask for input from Cllrs to complete them.

It was also agreed that the clerk would circulate the form to nominate the Deer Park as an asset of a community value (which had previously been agreed) to all Cllrs to assist with.

183/17 REVIEW OF THE ACTUAL TO BUDGET FOR THE HALF YEAR TO 30 SEPTEMBER 2017 INCLUDING THE STATEMENT OF VARIANTS

The actual to budget for the half year to 30 September 2017 and the statement of variants had been circulated to all prior to the meeting (Appendix 10).

It was agreed that the actual to budget had been reviewed.

184/17 NOTE THE PRESENTATION RECEIVED DURING THE RECENT DATA PROTECTION COURSE AND CONSIDERATION OF THE CHANGES THAT OPC WILL NEED TO IMPLEMENT TO COMPLY WITH THE NEW GENERAL DATA PROTECTION REGULATIONS (GDPR)

The presentation received during the recent data protection course, a report and details from the ICO "Preparing for the General Data Protection Regulation (GDPR)" had been circulated to all prior to the meeting (Appendix 11).

The presentation was noted by Cllrs as was the requirement for OPC to appoint a Data Protection Officer (DPO) under the new GDPR. It was commented that there may be a cost involved in this required appointment if the clerk was not appointed to the role.

It was agreed that the clerk would contact other local parish councils and explore the suggestion of the possibility of sharing a DPO with them or with Hart DC.

The clerk advised that HALC are intending to offer the necessary training for DPO's and that the local forum of clerks will be discussing the GDPR at a meeting shortly.

It was also agreed to request an agenda item at a future HDAPTC meeting on the GDPR and DPO's.

185/17 CONSIDERATION AND AGREEMENT ON FUNDING OPTIONS FOR THE PURCHASE OF A SECOND RESPONDER BAG

As advised in the chairman's announcement, it is the full expectation that a second responder bag will be purchased from the sale of the village calendar.

186/17 RECEIPT AND CONSIDERATION OF THE SPECIAL MOTION PUT FORWARD BY 2 CLLRS "TO RESOLVE TO AMEND THE COUNCIL'S PERSISTENT, VEXATIOUS AND UNREASONABLE CUSTOMER BEHAVIOUR POLICY TO GRANT THE RIGHT OF APPEAL BY A RESIDENT TO A THIRD PARTY TO BE MUTUALLY AGREED BETWEEN THE RESIDENT AND OPC"

In the report circulated by the clerk prior to the meeting Cllrs were reminded that the Persistent, Vexatious and Unreasonable Customer Behaviour policy was approved by the majority vote at the meeting in June 2017. As per Standing Orders, the reversal of a decision within 6 months is only by a special motion (Appendix 12).

Cllr Fellows had also circulated a paper regarding this agenda item (Appendix 13) and during the meeting suggested a simple addition to 6.8 of the policy to include the right of appeal by a resident to a third party to be mutually agreed between the resident and OPC.

After much discussion, it was agreed that a number of Cllrs would be happy with the principle of including the right to appeal by the resident in the policy but believed that it could be a problem agreeing on the third party.

It was agreed that this item would be deferred to allow the clerk to contact HALC to ask if they would

be prepared to take on the role of arbitrator should it be required and what the cost implication would be. Once this information had been received by the clerk, the item would be added to a future agenda for Cllrs to consider.

187/17 RECEIVE THE NOTES FROM THE HART MULTI AGENCY FLOODING MEETING HELD ON 25 SEPTEMBER

The notes from the Hart Multi Agency Flooding meeting held on 25 September had been circulated to all prior to the meeting (Appendix 14) and were noted.

188/17 CONSIDERATION AND APPROVAL OF THE NOMINATED TRUSTEES OF ODIHAM CONSOLIDATED CHARITIES AS PER THEIR CONSTITUTION

A report detailing the request from the Odiham Consolidated Charities to approve the nominated trustees as per their constitution had been circulated to all prior to the meeting (Appendix 15).

It was resolved by the majority vote to approve the nominated trustees of Odiham Consolidated Charities as per their constitution. It was suggested that in the future perhaps a Cllr would be interested in being nominated as a trustee.

189/17 RECEIVE THE INTERNAL AUDITOR'S REPORT FOR THE HALF YEAR FROM APRIL TO SEPTEMBER 2017

The half year report from April to September 2017 from the internal auditor had been circulated to all prior to the meeting (Appendix 16).

The clerk brought the suggestion from the internal auditor that a representative from HSBC be invited to discuss the best options when opening an account for investment purposed to address the council to Cllrs attention.

190/17 RECEIVE A REPORT FROM CLLR FELLOWS FROM THE CROSS BARN'S AGM HELD ON 18 OCTOBER 2017

Cllr Fellows had circulated the unaudited financial statements for the year ended 31 March 2017, the notes from their annual general meeting held on 25 October 2016 and details of the 2017 AGM to all prior to the meeting (Appendix 17). He advised that he had not spoken at the meeting and had not been asked any questions. He also commented that they are an impressive organisation.

191/17 CONSIDERATION AND AGREEMENT ON OPC'S COMMENTS ON THE REVISED PROPOSALS FOR NEW CONSTITUENCY BOUNDARIES FROM THE BOUNDARY COMMISSION FOR ENGLAND

Details of the revised proposals for new constituency boundaries from the boundary commission for England had been circulated to all prior to the meeting (Appendix 18). The consultation closes on 11 December 2017.

It was noted that the proposed changes do not directly affect Odiham so the council had no comments to offer.

192/17 CONSIDERATION OF THE REQUEST FROM A MEMBER OF THE FORMER NH PLAN STEERING GROUP TO BE REIMBURSED FOR THE STORAGE COST OF THE DATA THAT THEY WITHHELD

A report detailing the request to be reimbursed for £79 for the year's subscription for Dropbox by a member of the former NH Plan Steering group and the fact that since the former SG was disbanded, OPC has also been paying £6.99 per month for Dropbox to access the Plans documents

had been circulated to all prior to the meeting (Appendix 19). The report also advised that there is not enough funds in the budget allocated for ongoing costs of the NH Plan for this reimbursement.

It was commented by the chairman that he would not want a precedent to be set by members of the public incurring costs without OPC's authorisation but he also acknowledged the fact that a lot of hard work had been put into the Plan by members of the former NH Plan SG.

It was resolved to reimburse the requested £79 in respect of the hard work put in by the individual but the duplication in costs was noted.

193/17 RECEIVE THE NOTES FROM THE HART DISTRICT ASSOCIATION OF PARISH AND TOWN COUNCILS MEETING ON 17 OCTOBER 2017

The notes from the HDAPTC meeting held on 17 October 2017 had been circulated to all prior to the meeting and were duly noted (Appendix 20).

194/17 RESOLUTION TO APPROVE THE REQUEST FROM THE COMMUNITY COMMITTEE TO TRANSFER THE RESIDUAL MONEY FROM THE STAGE HEADING TO THE GRANT HEADING FOR THE RAF GRANT

A report outlining the request from the community committee to transfer the residual money from the stage heading to the grant heading for the RAF grant had been circulated to all prior to the meeting (Appendix 21).

It was resolved to approve the request from the community committee to transfer the residual money from the stage heading to the grant heading for the RAF grant. As an employee of the RAF, Cllr David abstained from the vote.

195/17 RESOLUTION TO APPROVE THE TREE MANAGEMENT POLICY

A proposed tree management policy had been circulated to all prior to the meeting (Appendix 22).

It was resolved by the majority vote to approve the circulated tree management policy.

196/17 RECEIVE THE WEBSITE STATISTICS AND CONSIDERATION IF DRAFT MINUTES SHOULD BE ADDED TO THE WEBSITE PRIOR TO APPROVAL

A report including the statistics from the website had been circulated to all prior to the meeting (Appendix 23).

Whilst the statistics showed the website was well used and there was a modest interest in the agenda and minutes pages from the public, the tracking of the agendas and minutes pages was not a perfect analysis.

It was agreed that all draft minutes would be added to the website with a draft watermark over them once circulated to Cllrs with the agenda for the meeting that they will be approved at, from this meeting onwards. Once minutes have been approved, the draft minutes will be replaced with the approved ones.

197/17 RESOLUTION TO APPROVE THE BUDGET PROPOSALS FOR THE GENERAL ACCOUNT

The draft proposal for the budget for the general account for 2018/19 had been circulated to all prior to the meeting (Appendix 24).

Cllr Fleming queried the hours worked by the office but was advised by both Cllr Faulkner and Hale that that was an inappropriate question to ask in a public meeting. The clerk commented that all

office staff are working to their maximum capacity.

It was resolved to approve the circulated budget for the general account for the year 2018/19.

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

Signed.....

Date.....