

**MINUTES OF THE MEETING OF ODIHAM PARISH COUNCIL
HELD IN THE PARISH ROOM, THE BURY, ODIHAM ON
MONDAY 8 JANUARY 2018 COMMENCING AT 7.30PM**

Present: Cllrs Hale (Chair), Bell (7.37pm), David, Faulkner, Fellows, Fleming, Harris, Robinson-Giannasi, Stewart and Worboys

In attendance: Mrs Weir (Clerk)

Also present: District Cllrs Crookes and Gorys; 9 members of the public

FULL COUNCIL

198/17 RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

County Cllr Glen sent his apologies.

199/17 RECEIVE DECLARATIONS OF INTEREST RELATING TO ANY ITEM ON THE AGENDA

None.

200/17 PUBLIC SESSION

A resident addressed the council regarding unattended horses in Odiham Deer Park and the bailiff's notice (Appendix 1). He also thanked the clerk and council for introducing draft minutes to the website, which he believes is both professional and very welcome.

The chairman thanked the resident for his address and confirmed that any updates received by the council regarding the horses would be passed onto him.

201/17 APPROVAL OF THE FOLLOWING MINUTES

Monday 4 December 172/17 - 197/17

The above minutes were approved by the majority vote.

202/17 RECEIVE AND NOTE THE FOLLOWING MINUTES

Amenity 25 September 47/17 - 60/17

Community 14 November 63/17 - 80/17

Traffic and Transport 30 October 59/17 - 73/17

The above minutes were received and noted.

203/17 CHAIRMAN'S ANNOUNCEMENTS

The chairman wished to thank Paul Turrell for his assistance with the installation and removal of the Christmas trees, Jim Coombes for installing the Christmas lights on the High Street and Mr Rob Janaway for his assistance with the removal of the ponies on the Deer Park.

204/17 CLERK'S REPORT

The clerk advised that the office has received a number of thanks for the grant issued to the RAF Service Fund for families of RAF personnel deployed over Christmas.

The clerk advised Cllrs that whilst residents are encouraged to raise questions and issues with the council during the public session and are of course entitled to their own opinions on matters - and some good points have been made, she believed the following needed to be clarified:

The council had been advised that the recreation ground was a viable site for a skate park, which was why it was considered. It is unfortunate that some residents felt that OPC was not listening to them, even though Cllrs had met with them on more than one occasion. The clerk's most important observation however is that although Cllr Faulkner did state that the residents' concerns will become part of what the council considers, remember that he spoke as an individual and not on behalf of the council. Whilst the clerk was sure that the residents' concerns will be considered by the committee, all council decisions need to be voted on. Once available, the plans for the MUGA will be considered during a meeting of the amenity committee which will be open to the public which will allow all interested residents to attend and listen to the progress.

The clerk believed that some residents have shown a lack of understanding of council process in their addresses. As you are aware, councils must adopt a Code of Conduct, Standing Orders and Financial Regulations which are the rules that councils follow. OPC has also adopted other policies which can be found on our website. There may be aspects of some of them that residents don't like, but they have been adopted for a reason.

The clerk reminded Cllrs that one of the roles of a council is to listen to developers plans for various sites in the parish and if it contains commercially sensitive information, then this can be in private.

As advised earlier, the clerk reminded Cllrs that they may express their opinions, but the council makes decisions, not the chairman. She believed that the comment made by the resident at the previous meeting with reference to Cllr Stewart to hold Q and A sessions may have been during a conversation that he had with the resident. If this is something that Cllrs wish to consider then it will need to be an agenda item at a future meeting.

205/17 APPROVAL OF THE SIGNING OF NOVEMBER'S BANK RECONCILIATION BY THE CHAIRMAN

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

206/17 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.

207/17 MEET THE YOUTH PASTOR FROM THE NORTH HAMPSHIRE DOWNS BENEFICE AND TO RECEIVE A REPORT ON THEIR AIMS AND OBJECTIVES FOR ODIHAM

The Youth Pastor for the North Hampshire Downs Benefice, having being appointed to the new role in November 2017 introduced herself to the council. During her presentation (Appendix 4) she advised that she will be looking after 12 villages, mainly working with youths between 11-18 years old, but dropping down to look after those as young as 8 years old. She is working with the local schools and has already set up a survey on Survey Monkey to find out how the youth spends their time, what facilities they would like to be available and when and how she can meet the needs of the families. She is concerned to learn that many youths require a quiet space to complete homework, help with it, wi-fi and a place to feel safe. She is looking into finding a suitable space to offer this along with snacks. She has been at RMS over lunch time and offered snacks, crafts and the availability of an adult to talk to and they are holding cinema evenings which seem to be popular.

Her dream is to offer space for youths to come to, a place where they can feel secure, safe and loved and offering them support in recreational activities. This is happening on an irregular basis in the church.

The Youth Pastor was thanked for her most informative presentation and Cllrs asked various questions and suggested that maybe Robert May's School may be able to offer space or the other schools. Cllrs were shocked to learn that there is a safe and secure issue and commented that safe guarding is used constantly in schools and she needs to be aware of this. As a former teacher she confirmed that she is aware of this and is also aware that this could be just perception.

208/17 CONSIDERATION AND AGREEMENT ON THE PRINCIPLES FOR AN INVESTMENT STRATEGY FOR OPC

It was agreed to defer this item until the next meeting.

209/17 CONSIDERATION AND AGREEMENT ON FUNDING OPTIONS FOR THE PURCHASE OF A SECOND RESPONDER BAG

The chairman advised that the second responder bag had been purchased from the sales of the village calendar that OPC partnered with All Saints Church to produce. Thanks were expressed to Steve Brown for all of his efforts in the production and sales of the calendar and it was noted that he will be providing further details shortly.

210/17 REVIEW OF THE 5 YEAR BUSINESS PLAN FOR THE GENERAL ACCOUNT

The 5 year business plan for the general account had been circulated to all prior to the meeting (Appendix 5). The clerk was thanked for her work on this document.

Cllr Fleming commented that as this document is now in the public domain, do we know what the public think of it? He also spoke about the Whitewater River which flows through The Ford (a popular place in the summer), which unfortunately fails to meet the required standards for protection. He advised that the Whitewater Preservation Society have recently paid for analysis of the water at Deptford Lane and the Mill and that the results should be back in a few weeks. He was suggesting that perhaps the council may want to get involved in the problem as many people enjoy The Ford. It was suggested that he submits the report once available to the amenity committee to consider at a future meeting.

It was agreed to add the adoption of land at Montfort Place in 2019/20 to the business plan as a reminder for the council.

211/17 APPOINTMENT OF 2 CLLRS TO CARRY OUT THE CLERK'S ANNUAL APPRAISAL

Cllrs Faulkner and Hale were appointed to carry out the clerk's annual appraisal by the majority vote.

212/17 CONSIDERATION OF THE ARRANGEMENTS FOR THE ANNUAL PARISH ASSEMBLY

It was agreed to look at holding the annual parish assembly on either the 22 or 23 May at All Saints Church or the Old School.

It was agreed that the clerk would contact the Station Commander to invite him to address the assembly. It was suggested that more time be allowed than usual for questions to the council, possibly achieved by only having one speaker. The need for microphones was suggested as was the possibility of an open forum where Cllrs could stay for discussions with residents. Not requesting questions in advance and providing some responses after the meeting if needed was also suggested along with a paper presentation from the council on each seat.

213/17 RESOLUTION TO APPROVE THE BUDGET REQUESTS FROM ALL COMMITTEES FOR THE FINANCIAL YEAR 2018/19

The budget requests for all committees for the financial year 2018/19 had been circulated to all prior to

the meeting (Appendix 6).

Cllr Fellows suggested the need to update the Odiham CA Appraisal and queried where the contribution to the canal was. He was advised that the planning committee were looking into the CA Appraisal and that the amenity committee have agreed a contribution of £4100 in the budget towards the canal. District Cllr Gorys advised that it is unlikely that Hart DC would fund the CA Appraisal and that Crondall PC had refreshed their CA Appraisal with the help of volunteers who had taken up to date photos of the listed buildings and updated the policies. Hart DC had then rubber stamped it. The clerk advised that all parishes who have the canal running through them contribute yearly to the Canal Authority. The calculation is believed to be based on how much of the canal runs through the parish and the number of registered electors.

It was suggested that the update of the CA Appraisal would be considered at a future meeting and that a representative from the Canal Authority would be invited to update the council on how OPC's contribution is spent.

It was resolved by the majority vote to approve the circulated budget requests from all committees for the financial year 2018/19 which totalled £174,150.

214/17 CONSIDERATION AND RESOLUTION TO APPROVE THE PRECEPT FOR 2018/19

A report on the precept for 2018/19 including details on the tax base, Band D equivalent charges and how OPC's reserves will be affected had been circulated to all prior to the meeting (Appendix 7).

It was resolved to request a precept of £136,711.66 from Hart DC which would mean the use of £17,128.34 from reserves. Due to the increase in the tax base, this increased request will mean that the Band D equivalent property charge will remain the same as last year at £60.32. The required forms were signed by two Cllrs and the clerk.

215/17 NOTE THE FREEDOM OF INFORMATION REQUESTS RECEIVED BY THE OFFICE AND CONSIDERATION IF THE REQUESTED PRIVATE AND CONFIDENTIAL APPENDICES SHOULD BE RELEASED

Details of the various Freedom of Information requests received by the office had been circulated to all prior to the meeting which included a request for two private and confidential appendices (Appendix 8).

It was resolved to refuse the request for the private and confidential appendix 4 from the minutes of 4 September 2017. This appendix contains details of staff salaries which HALC have confirmed can be kept as private and confidential. The requester will be advised that non private and confidential payments are added to the website on a quarterly basis which they can view.

It was resolved to release the private and confidential appendix 16 to the minutes of 4 September 2017 as the matter is now in the public domain as advised by Daryl Philips at Hart DC.

216/17 RECEIVE THE CORRESPONDENCE FROM THE PREVIOUS TENANT AT CHAPEL COTTAGE AND AGREEMENT ON THE NEXT STEPS

A report (Appendix 9) and the correspondence (Appendix 10 P&C) from the previous tenant at Chapel Cottage had been circulated to all prior to the meeting. The previous tenant has advised that his claim is not for compensation, rather a claim arising in contract for a refund of the payments made by him in consideration of the council agreeing to perform certain obligations. He has advised that if the council is unwilling to meet his claim of £610 in full, then his only recourse will be to commence proceedings in the County Court.

It was agreed to refuse the previous tenants claim for £610 as the council had paid for the garden to be maintained at various times throughout the year and has invoices from the contractor to prove this, therefore performing its obligation.

217/17 APPROVAL OF THE S106 FUNDING STRATEGY PROPOSED AND AGREED BY THE AMENITY COMMITTEE

Details of the s106 funding strategy proposed and agreed by the amenity committee had been circulated to all prior to the meeting (Appendix 11).

It was clarified to Cllr Fellows that OPC has allocated £32,281 in reserves for the allotment project, which was approved by full council in July 2017. He was also called to a point of order by the chairman.

It was resolved by the majority vote to approve the s106 funding strategy proposed and agreed by the amenity committee. This strategy allocates £60,000 from the s106 funds that Hart DC are holding to enhance equipment for junior recreation on the rec. It also sets a maximum budget of £44,539 for the allotment project - using the £32,281 from OPC's allocated reserves and the balance being drawn from the s106 funds that Hart DC are holding on OPC's behalf.

218/17 RECEIVE DETAILS FROM HART DC ON THE PREMISES LICENCE APPLICATION FROM EL CASTELLO, 83 HIGH STREET, ODIHAM AND AGREEMENT IF OPC HAS ANY COMMENTS

Details of the premises license application from El Castello, 83 High Street, Odiham had been circulated to all prior to the meeting (Appendix 12).

It was agreed that OPC had no comment to offer.

219/17 RESOLUTION TO ALLOW NICKY ANDERSON TO JOIN THE LOCAL GOVERNMENT PENSION SCHEME

It was resolved to allow Nicky Anderson to join the Local Government Pension Scheme.

220/17 RESOLUTION TO APPROVE THE EXPENDITURE FOR THE COUNCIL AS AN EMPLOYER TRAINING COURSE

Details on the training budget and The Council as an Employer course had been circulated to all prior to the meeting (Appendix 13).

The clerk advised that HALC have informed her that they will look to put a course together in April and are unable to offer anything on an evening at the moment as they are busy with GDPR training.

It was agreed to re-consider this item once HALC have arranged the course and the cost is available.

221/17 RESOLUTION TO APPOINT CLLR STEWART TO THE PLANNING COMMITTEE

Cllr Faulkner as chair of the planning committee wished it to be noted that members need to be prepared to attend meetings, review applications and make decisions, all an obligation of the committee.

It was resolved to appoint Cllr Stewart to the planning committee.

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

Signed.....

Date.....

**MINUTES OF THE MEETING OF ODIHAM PARISH COUNCIL'S
COMMUNITY COMMITTEE
HELD IN THE PARISH ROOM, THE BURY, ODIHAM ON
MONDAY 8 JANUARY 2018 COMMENCING AT 9.05PM**

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

In attendance: Mrs Weir (Clerk)

Also present: District Cllr Crookes; 6 members of the public

90/17 RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

None.

91/17 RECEIVE DECLARATIONS OF INTEREST RELATING TO ANY ITEM ON THE AGENDA

None.

92/17 APPROVAL OF THE FOLLOWING MINUTES

4 December 81/17 - 89/17
The above minutes were accepted as an accurate record.

93/17 AGREEMENT ON THE NEXT INFORMATION TO BE ADDED TO THE FACEBOOK PAGE

Suggestions of information to be added to the Facebook page had been circulated to all prior to the meeting (Appendix 14).

It was agreed to add these suggestions to the Facebook page along with the suggestion from Cllr Worboys to raise awareness of RAF 100.

94/17 RECEIVE AN UPDATE ON THE PA SYSTEM

The chair advised that the PA system was used for Carols in The Bury and Cllr Bell was thanked for setting it up with his sons.

Cllr Bell advised that there are a few items that are still required for the system which he will source and that he is also working on the instructions which will allow the use by others.

95/17 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 met once since the last meeting. They are counting on the support of the RAF for the event and have made contact with the Police regarding security. They will be asking the office to send out a few invites to various organisations to enter the box cart race before it is opened up to the public. OPC's stage will be used for the event which requires some maintenance works. Cllr Harris has offered to assist with this and the road closure form. The chair also advised that Taylor Wimpey have offered to provide some funding, which he will investigate further. It was noted that parking may be required on both the rec and the beacon field. Details of the terms and conditions for the box cart race will be sent to the clerk to seek approval from the insurance company.

96/17 CONSIDERATION AND APPROVAL OF GRANT APPLICATIONS

Details of the grant applications that the council had received had been circulated to all prior to the meeting (Appendix 15).

It was resolved to issue the requested £150 to Victim Support for the purchase of security items that they provide FOC to victims and their families; the requested £649.20 to Little Wings Nursery for the purchase of 6 tablets and software and the remains of the budget (£1800.80) to NW Village Hall towards the re-decoration of the small hall.

It was agreed that Victim Support would be asked to provide further details of the support that they have given to residents of the parish.

97/17 RECEIVE THE ACCOUNTS FROM THE CHRISTMAS EXTRAVAGANZA FROM INODIHAM

The accounts from the Christmas Extravaganza from InOdiham had been circulated to all prior to the meeting (Appendix 16). The high expenditure for professional marshalls, staging and PA equipment was noted and it was commented that hopefully InOdiham will be able to make use of OPC’s stage and PA system in the future. The accounts were received by the council.

The chair advised that Francis Howard has now stepped down from the role as chairman of InOdiham. Thanks were expressed for all of his work in this role and for supporting the High Street businesses. Jan Baker is now the chairman for InOdiham.

98/17 RECEIVE THE RECEIPTS FROM INODIHAM FOR THE £1000 RELEASED TO THEM FOR LIVE MUSIC DURING HAMPSHIRE FARMER’S MARKETS

The receipts requested from InOdiham for the £1000 released to them for live music during Hampshire Farmer’s markets had been circulated to all prior to the meeting minus the £570 that went to FlavourFest which has been requested separately (Appendix 17). They show an under spend of £100.

It was agreed to accept the offer to return the under spend of £100.

99/17 REVIEW OF THE 5 YEAR PLAN FOR THE COMMITTEE

The 5 year plan for the committee had been circulated to all prior to the meeting (Appendix 5) which was reviewed by the committee.

100/17 AGREEMENT TO REFRESH THE GRAPHICS IN THE CO-OP WINDOW OUT OF THE PROMOTION OF THE VILLAGE HEADING

It was agreed to refresh the graphics in the Co-op window out of the promotion of the village heading providing that the shop will not be occupied in the near future. The printer has agreed to hold the price of £245 for printing and £50 for the artwork.

There being no further business the meeting closed at 9.30pm.

Signed.....

Date.....

**MINUTES OF THE MEETING OF ODIHAM PARISH COUNCIL'S
AMENITY COMMITTEE
HELD IN THE PARISH ROOM, THE BURY ON
MONDAY 8 JANUARY 2018 COMMENCING AT 9.30PM**

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

In attendance: Mrs Weir (Clerk)

Also present: District Cllr Crookes; 3 members of the public

75/17 RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

None.

76/17 RECEIVE DECLARATIONS OF INTEREST RELATING TO ANY ITEM ON THE AGENDA

None.

77/17 APPROVAL OF THE FOLLOWING MINUTES

29 November

61/17 - 74/17

The above minutes were approved by the majority vote.

78/17 RECEIVE AN UPDATE ON THE RE-LETTING OF CHAPEL COTTAGE

A report on the re-letting of Chapel Cottage had been circulated to all prior to the meeting (Appendix 18). The clerk advised the committee that the agent had shown someone round over the weekend who had enquired if the fireplace in the sitting room has a working fire place. She had advised that the chimney hasn't been checked/swept.

79/17 RECEIVE THE AUDIT OF THE LITTER BINS IN THE PARISH

The committee had been reminded prior to the meeting that there is a map of all the litter bins in the parish at <https://maps.hart.gov.uk/>.

It was agreed to defer this item.

80/17 RECEIVE AN UPDATE ON THE ALLOTMENT PROJECT

A report on the allotment project had been circulated to all prior to the meeting (Appendix 19). The report advised that the grass seed will be sowed in the spring and the water troughs will be installed when the water is connected. Quotes for Phase 2 will hopefully be ready for review at the next meeting along with the draft tenancy agreement.

The chair advised that he has a number of queries with the works in Phase 1 which he is discussing with the office.

81/17 RECEIVE A RECOMMENDATION FROM THE FOOTPATHS OFFICER ON RIGHTS OF WAY THAT REQUIRE WORKS THAT COULD BE CARRIED OUT BY THE LENGHTSMAN

After contacting the footpaths officer twice, he had advised the clerk prior to the meeting that he had said at previous meetings that he doesn't have any suggestions on rights of way that require works

that could be carried out by the Lengthsman.

The chair offered to contact the footpath officer and it was suggested that perhaps Cllr Harris could offer some suggestions.

82/17 REVIEW OF THE 5 YEAR PLAN FOR THE COMMITTEE

The 5 year plan for the committee had been circulated to all prior to the meeting (Appendix 5) which was reviewed by the committee.

83/17 CONSIDERATION OF THE PROPOSAL FROM THE ODIHAM SOCIETY REGARDING THE RESTORATION/MAINTENANCE TO THE STOCKS

Details of the proposal from the Odiham Society regarding the restoration/maintenance to the stocks had been circulated to all prior to the meeting (Appendix 20).

The clerk advised that the society have recently advised that the stocks are deteriorating in the atmosphere but that the "housing" is in good condition. They are now suggesting that OPC considers either letting the stocks dissolve away gently where they are, move the stocks inside somewhere and replace with a replica in The Bury or enclose the stocks themselves in glass to slow deterioration.

It was agreed to ask the Odiham Society for more information, i.e why are they deteriorating when they are made of oak and where do they suggest they get moved to and costs involved.

84/17 CONSIDERATION OF THE REQUEST FROM THE ODIHAM SOCIETY TO USE THE SOUTH CHAPEL AS A DISCOVERY CENTRE AS PART OF THEIR PLANS TO MARK THE 100TH ANNIVERSARY OF THE END OF WW1

Details of the request from the Odiham Society to use the south chapel as a discovery centre as part of their plans to mark the 100th anniversary of the end of WW1 had been circulated to all prior to the meeting (Appendix 21).

Concern was expressed that the cemetery is still in use and parking is a problem. The chair advised that he believes that there is heating in the chapel.

It was agreed that more information was needed from the Odiham Society and that the insurance situation would need to be looked into.

85/17 RECEIVE CORRESPONDENCE FROM OASIS GARDENS LTD AND AGREEMENT TO TRANSFER THEIR CONTRACT TO LOTUS LANDSCAPES LTD WHO TRADE AS VPS GROUNDS SERVICES

Details of the correspondence received from Oasis Gardens Ltd and their request to transfer their contract to Lotus Landscapes Ltd who trade as VPS Grounds Services had been circulated to all prior to the meeting (Appendix 22).

It was resolved to approve the transfer of the existing contract with Oasis Gardens Ltd to Lotus Landscapes Ltd who trade a VPS Grounds Services providing they continue to provide the same service. The clerk was authorised to sign the letter on behalf of the council.

There being no further business the meeting closed at 9.50pm.

Signed.....

Date.....