



Odiham
Parish Council

The Bridewell
The Bury
Odiham
Hampshire
RG29 1NB

MEMBERS OF ODIHAM PARISH COUNCIL ARE SUMMONED TO ATTEND THE MEETING OF THE FULL COUNCIL AND COMMITTEES WHICH WILL BE HELD IN THE PARISH ROOM, THE BURY, ODIHAM ON TUESDAY 10 SEPTEMBER 2019 COMMENCING AT 7:30 PM MEMBERS OF THE PRESS AND PUBLIC ARE WELCOME TO ATTEND

Admin Officer
3 September 2019

FULL COUNCIL

- 136/19 To receive and accept apologies for absence
- 137/19 To receive declarations of interests and requests for dispensation relating to any item on the agenda
- 138/19 Public session - An opportunity for residents to raise questions and issues with the parish council. Please contact the Executive Officer for details or check the website
- 139/19 To approve the following minutes:
- | | |
|--------------------|-----------------|
| Tuesday 13 August | 101/19 - 125/19 |
| Thursday 29 August | 126/19 - 135/19 |
- 140/19 To receive and note the following minutes:-
- | | |
|--------------------|---------------|
| Amenity 9 July | 10/19 - 15/19 |
| Amenity 26 July | 16/19 - 20/19 |
| Community 11 June | 01/19 - 13/19 |
| Staffing 19 July | 01/19 - 08/19 |
| Planning 4 June | 16/19 - 31/19 |
| Planning 25 June | 32/19 - 48/19 |
| Planning 25 July | 49/19 - 54/19 |
| Planning 6 August | 55/19 - 73/19 |
| T&T 8 January | 73/18 - 85/18 |
| T&T 18 February | 86/18 - 99/18 |
| T&T 16 July | 01/19 - 21/19 |
| Staffing 14 August | 09/19 - 23/19 |
- 141/19 Chairman's announcements
- 142/19 Executive Officer's report
- 143/19 To approve the signing of August's bank reconciliation by the Chairman
- 144/19 To authorise the list of payments and appointment of two Cllrs to finish the payment process
- 145/19 To receive details of requests from members of the public for information
- 146/19 To review the meeting action points list for the full council
- 147/19 To appoint Cllr Coffey to the Community Committee
- 148/19 To agree on the renewal period for Worry-Free Business Security
- 149/19 To approve the risk assessment for the public toilets

150/19 To receive and approve updated Terms of Reference for the Staffing Committee as proposed by the Staffing Committee on 19 July 2019 under Standing Order 7a

These ToRs have been updated in line with advice from HALC to put in place a proper process for the line management of the Proper Officer on behalf of the Full Council

151/19 To nominate two councillors to work on building a proposed budget for OPC for FY20/21

The budget building process will take place during a period of interim staffing. It is therefore proposed that two councillors be nominated to work with the staff to prepare a budget for FY20/21 on behalf of the Full Council for approval by Full Council

152/19 To pass a resolution in accordance with The Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press due to the following items being about staff

153/19 To receive a report on recent staff appraisals and approval of the recommendation in the report

COMMUNITY COMMITTEE

24/19 To receive and accept apologies for absence

25/19 To receive declarations of interests and requests for dispensation relating to any item on the agenda

26/19 Public session - An opportunity for residents to raise questions and issues with the community committee. Please contact the Executive Officer for details or check the website

27/19 To approve the following minutes:
13 August 14/19 - 23/19

28/19 To agree on the next information to be added to the Facebook page

29/19 To review the 5-year business plan for the committee

30/19 To review the meeting action points list for the committee

31/19 To consider and agree on the arrangements for the autumn newsletter

32/19 To consider and agree on the arrangements for the Tree of Light

33/19 To receive feedback from local organisations regarding VE Day 75 celebrations and consider any further actions

34/19 To receive a report from the councillors who attended the meeting on 22 August with the organisers of the Spooktacula event regarding preparation for the event on 26 October 2019

35/19 To consider and agree to request the Office to organise to cut back the hedge along the Beacon Field track in order for the Spooktacula event on 26 October 2019 to gain access to the Beacon Field

36/19 To nominate at least two councillors to have editing rights to add content to social media and web content owned by OPC

This updates the situation as agreed in June to leave editing access to online sources of communication for OPC with the Office Staff while the new councillors settled in. This situation is likely to impede progress of business while the Council is short-staffed. The immediate need will be to load information relating to vacancies and update information relating to the Council

AMENITY COMMITTEE

- 32/19 To receive and accept apologies for absence
- 33/19 To receive declarations of interests and requests for dispensation relating to any item on the agenda
- 34/19 Public session - An opportunity for residents to raise questions and issues with the amenity committee. Please contact the Executive Officer for details or check the website.
- 35/19 To approve the following minutes:
13 August 21/19 - 31/19
- 36/19 To consider and agree on works to be added to the list for the Lengthsman
- 37/19 To review the meeting action points list for committee
- 38/19 To consider a request from a resident to install a bin adjacent to the gate to Oak Tree Close on the footpath at Farnham Road