

**MINUTES OF THE MEETING OF ODIHAM PARISH COUNCIL
HELD IN THE PARISH ROOM, THE BURY, ODIHAM ON
TUESDAY 14 JANUARY 2020 COMMENCING AT 7.30PM**

Present: Cllrs J Raw (Chair), K Ball, R Coleman, W MacPhee, C Seabrook, D Stewart and P Verdon.

In attendance: Andrea Mann – Parish Clerk

Also present: Hampshire County Cllr J Glen and twelve members of the public.

211/19 Apologies for Absence

Apologies were received from Cllrs J Coffey, M Killick and A McFarlane.

212/19 Declarations of Interest

Cllr P Verdon declared an interest in agenda Item 225/19 and one grant application in agenda item 226//19 and left the room for the entire debates and decisions.

Cllr W MacPhee declared an interest in one grant application in agenda Item 226/19 and left the room for the entire debate and discussion.

Cllr R Coleman declared an interest in two grant applications in agenda Item 226/19.

213/19 Public session

A representative from Positive Action Against Transport Cuts (PAATC) raised concerns on Hampshire County Council's (HCC) proposed Safe Walking Route to Robert Mays School as part of HCC's consideration to cutting the Hook school bus service.

The proposed route had been developed by HCC over an eighteen month period and was proposed as a Safe Walking Route. PAATC had evaluated the proposed route and submitted a report to HCC in May 2019 outlining objections to the route - many parents did not consider the route to be safe due to the volume of traffic and, in some cases, children would need to walk three miles each way. Parents had indicated they would drive their children to school if the bus service was cut.

A mock walk of the route in 2019 led to a long backlog of traffic in Odiham which also impacted on other traffic such as emergency vehicles and raised CO₂ emissions.

Cllr Raw said that the matter would be raised at the next Traffic and Transport Committee meeting on 18th February.

Action
Refer to T&T
Committee
18.02.20.

A resident spoke on agenda item 225/19 – Mildmay Boundary Agreement – the resident asked why OPC was considering reversing the decision made in November to defer an agreement on the Mildmay boundary?

Cllr Raw explained that Mildmay representatives, on behalf of Medalstable Ltd, had since notified OPC of their decision to agree to the proposed Heads of Terms. The resident urged OPC to stand by the decision.

Cllr Raw said that OPC did not intend to rush a decision and strived to reach an agreement which satisfied all parties.

A representative of Medalstable Ltd, reported that he would be recording the meeting but had nothing further to add to agenda item 225/19.

Members agreed to move and consider agenda item 228/19 as the next item.

228/19 Reports from other Councils

Hampshire County Councillor J Glen reported on the following two matters:

- i) The proposed Safe Walking Route to Robert Mays School – a considerable amount of work had been carried out over a 3 year period to reach a position where HCC could consider withdrawing funding for the school bus. HCC was now back into discussions and the Executive were hoping to make a decision in March. The Executive were keen to bring HCC's Scrutiny Group into the decision and intended to set up a sub-committee on this one subject. Cllr Glen urged Odiham to share their concerns and hoped the sub-committee would review the comprehensive, technical evidence submitted by PAATC.
- ii) Library consultation – Cllr Glen explained that HCC was in a position where it was necessary to cut back in all areas and the proposals set out in HCC's consultation were part of this drive to make savings. The full proposals were set out in factsheet available on HCC's website, these included two options; to close 10 libraries or to cut back on services in all Hampshire libraries. Views may be expressed there until midday on 18th March 2020.

Cllr Glen was pleased to see communities working together to retain their local libraries and stated that HCC would extend the consultation response time if parishes expressed an interest in working to keep their library opened.

214/19 APPROVAL of minutes:

- i) The minutes of the full Council meeting held on 10th December 2019 were unanimously approved as a true record of the meeting then signed by the Vice Chairman.
- ii) The public and exempt minutes of the extraordinary general meeting held on 6th January 2020 were unanimously approved as a true record of the meeting then signed by the Vice Chairman.

215/19 Matters Arising from the Minutes not elsewhere on the Agenda and to review the Full Council Action Points list

None.

216/19 Chairman's Announcements

The Vice Chairman thanked the Parish Clerk for preparing the draft budget and presenting the Council's financial records using the new finance program.

The Vice Chairman referred to HCC's consultation on changes to library

provision which could threaten the future of the Odiham library. The Vice Chairman noted that the consultation timings were challenging as OPC was due to set its precept at the same meeting. He reported that the consultation may be referred to later in the agenda but OPC would be discussing the matter in full at the next full Council meeting on 11th February.

Action
Refer to full Council meeting 11.02.20.

217/19 Standing Orders

RESOLVED

Members agreed unanimously to ADOPT the revised Standing Orders, as proposed by the Standing Orders Working Party.

Action
Publish on website.

218/19 AUTHORISATION OF THE LIST OF PAYMENTS and APPOINTMENT OF TWO CLLRS TO FINISH THE PAYMENT PROCESS

RESOLVED

The list of payment circulated prior to the meeting was unanimously APPROVED. Cllrs R Coleman and D Stewart were appointed to finish the payment process.

219/19 Quarter 3 Financial Reports to 31st December 2019

Members reviewed the Clerk's report on the Quarter 3 Financial Statements. The following financial records were received and agreed:

i) Balances at 31st December 2019:

Petty Cash	£19.32
Lloyds 30 days' notice account	£3,522.22
Unity Trust	£120,096.25
Lloyds Treasurer account	£39,170.80
Lloyds Money Market	<u>£61,948.57</u>
Unrepresented cheques	<u>£2,574.93</u>
Net position	<u><u>£222,182.23</u></u>

ii) Budget position at 31st December 2019:

Receipts:	
Budget	£187,221.00
Actual	£198,273.05
Expenditure:	
Budget to 31.03.20	£197,221.00
Actual to 31.12.19	£166,432.81
Budget balance	£41,804.24
Less expenditure from earmarked reserves	£49,678.75
Net budget position	£91,482.99

iii) Explanation of reserves held.

3/12 months running costs	£39,000.00
6/12 months held as general reserves	£78,000.00
Earmarked reserves @ 31.12.19	<u>£80,867.25</u>
	£197,867.25

220/19 Bank Reconciliations

RESOLVED

Members unanimously agreed to appoint Cllrs R Coleman and D Stewart to complete the bank reconciliations for September to December 2019. The reconciliations would also be signed by the Chairman of the Council.

221/19 2019-23 Strategic Priorities

Councillors considered the recommendations from the Strategy Working Group as circulated with the agenda, seeking:

- i) Agreement of OPC's Strategic priorities for Odiham Parish Council 2019-23.
- ii) Agreement of the projects to be progressed early 2020 utilising the 2019/20 budget.
- iii) Acknowledgement of requests for 2020/21 budget provision and earmarked reserves – formal agreement would be sought under separate agenda items.

Before voting on these proposals, Cllr Raw proposed that the motion be revised to include Odiham Library under the "Re-energising the High Street" priority. The revised motion was not seconded or voted upon. The Clerk confirmed that the Odiham Library consultation would be included in the next meeting agenda on 11th February.

RESOLVED

The proposals were unanimously approved:

Project Priorities for 2019-23	Priority (low/medium/high) reflecting survey results, where appropriate	Projects to be progressed in 2019/20 (2019/20 budget)	Budget or Earmarked Reserves Request 2020/21
Re-energising the High Street.	High	£10,000	EMR £10,000
Development of sustainable transport eg cycle ways, footpaths, electric vehicle charging).	High	0	EMR £5,000 Annual budget £4,000
Increasing biodiversity through 'meadow' or tree planting.	Medium	£1,000	EMR £1,000
Enhancement of and access to sporting and leisure facilities.	Low	0	EMR already held
Protection, enhancement of and access to local heritage.	Medium	£1,000	0
Canal Basin Project.	Medium	0	External funding possible
Land at Hatchwood/ Montford Place.	Dependent on land being passed to OPC.	0	0
Land at Dunley's Hill Field.	Dependent on development going ahead & land being passed to OPC.	0	0

Actions

Working Group to develop plan.
Office to progress early projects.
Consider EMR requests in March.

Expansion of nursery/preschool as part of Crownfields development.	Medium Dependant on development proceeding and funding.	0	0
Update the Odiham Conservation Area Character Appraisal 2008.	High	Budget provision already made.	£2,500

222/19 2020/21 Budget

Members considered the proposals set out in the full report circulated with the agenda prior to the meeting.

- i) The 2019/20 end of year forecast was noted as £163,594.
- ii) **RESOLVED**
The 2020/21 Budget was approved as:

Expenditure	£187,502
Income	£23,300

Action
Publish online.

223/19 2020/21 Precept

RESOLVED

Members agreed to fund the 2020/21 budget through the precept resulting in total precept request of £164,202, equating to £71.46 per Band D property, as per the summary below:

	2019/20	2020/21	Variance
Precept	165,656.00	164,202.00	0.00
Tax Base	2,286.15	2,297.91	11.76
Precept per Band D Property	72.46	71.46	-1.00
Funded from reserves	10,000	0	

Action
Notify Hart DC.
Publish online.

224/19 2020 Annual Parish Meeting

RESOLVED

The 2020 Annual Parish Meeting would be held on Tuesday 28th April 2020 at 7.30pm, venue to be confirmed.

Action
Confirm venue.
Publish online.

Cllr P Verdon left the room throughout agenda item 225/19.

225/19 Mildmay Boundary Agreement

OPC had made a decision on 12th November to defer progressing a formal Boundary Agreement with Mildmay/Medalstable until there was a decision on the DMMO or March, whichever was sooner. Following this decision, Mildmay/Medalstable had since shown their commitment to agreeing to the Heads of Terms which constituted a significant change in circumstances from the position held on 12th November.

Following debate, it was **RESOLVED**:

- i) To rescind the decision made by OPC on 12th November (proposed by Cllrs Coleman, McFarlane and Stewart).

- ii) To approve the Heads of Terms presented with the agenda which Cllr Raw would sign on behalf of OPC.
- iii) That following approval OPC shall, within seven days of approval, give Medalstable Ltd prior notice by email it is ready to submit the Heads of Terms as a boundary agreement to the Land Registry so that the necessary joint application can be made. Action
Complete process through Land Registry.

Councillors noted that following approval in ii) above, Medalstable Ltd would erect its gate and fence along the line BXY on the plan to the Heads of Terms.

Both Cllrs P Verdon and MacPhee left the room for the agenda item 226/19.

226/19 Grant Applications

Following notification from Members of the Community Committee that the meeting scheduled on 14th January would be inquorate, applications were presented to the full Council meeting for consideration. Full details of the applications were circulated to Councillors prior to the meeting.

The meeting was adjourned to allow representatives the Odiham Tennis Club and 2nd Odiham Town Scouts to speak, then reconvened to consider the applications totalling £8,235.

Members first discussed each application separately then concluded it would be necessary to take a single vote in order to give each applicant fair consideration of the £3,370 available funds.

The following grant awards were awarded under the General Power of Competence:

£1,500 to 2nd Odiham Town Scouts for noticeboards.

£550 to Life Education Wessex and Thames Valley as a contribution to providing health, wellbeing and drug prevention education to 2014 students from Mayhill Junior School.

£150 to Victim Support for security items for victims and families such as personal alarms.

£2,870 to Odiham Tennis Club as a contribution towards court resurfacing funded by £1,870 from the grants budget plus £1,000 from earmarked reserves.

No grants were made to All Saints Church to repair monuments or to Cross Barn to enhance a website.

Action
Subject to confirmation of budget allocation of proposed £700 overspend at next council meeting then notify applicants and arrange payments.

Develop grants evaluation policy.

227/19 Meeting reports from Councillors

Cllr Stewart provided a verbal report of the recent Flood Forum meeting where he was advised that small improvement works would be carried out at Mill Corner, North Warnborough.

Cllr Stewart had also attended a meeting with Hart District Council to research the value of income generated from the Odiham car parks.

Cllr Raw reported that OPC had submitted apologies to the Hart Association of Parish and Town Councils meeting due to the meetings coinciding with OPC's full Council meeting.

229/19 Date of the next meeting

Tuesday 11th February at 7.30pm.

230/19 Exclusion of the Public and Press

ALL Members unanimously AGREED to pass a resolution to exclude the public and press to consider confidential staffing and contractual matters. (Public Bodies (Admission to Meetings) Act 1960.

232/19 Proposed tenancy agreement for Chapel Cottage

The Council considered an offer to rent Chapel Cottage, received through the lettings agency, in the value of £1,100 per calendar month. Members raised differing points of views on the potential yield generated from renting or selling the premises.

RESOLVED

A one year rental term was agreed in the value of £1,100 per calendar month.

Action
Office to implement decision in conjunction with the lettings agency.

Subject to the approving the tenancy, the applicants had also enquired whether the carpets could be professionally cleaned before moving in? The Clerk reported there was a current budget of £1,500 to replace the carpets. The Clerk reported there was evidence of mice in the cottage and the office would make the necessary arrangements to rectify this.

RESOLVED

Members did not consider the carpets to be in a particularly poor state and agreed that a professional, deep clean would be adequate.

231/19 REFER TO EXEMPT MINUTES

There being no further business the meeting closed at 9.15pm.

Signed..... Date.....