



Odiham
Parish Council

The Bridewell
The Bury
Odiham
Hampshire
RG29 1NB

**MEMBERS OF ODIHAM PARISH COUNCIL AMENITY AREAS COMMITTEE ARE SUMMONED TO
ATTEND THE AMENITY AREAS COMMITTEE MEETING
WHICH WILL BE HELD IN THE PARISH ROOM, THE BURY, ODIHAM
ON TUESDAY 10th MARCH 2020 FOLLOWING THE CONCLUSION OF THE FULL COUNCIL
MEETING COMMENCING AT 7:30PM
MEMBERS OF THE PRESS AND PUBLIC ARE WELCOME TO ATTEND**

4th March 2020

Andrea Mann Parish Clerk

<u>Agenda Number</u>	<u>Agenda Item</u>	<u>Page Number</u>
AA86/19	To receive and accept apologies for absence.	
AA87/19	To receive declarations of interests and requests for dispensation relating to any item on the agenda.	
AA88/19	Public Session An opportunity for residents to raise questions and issues with the Parish in accordance with Standing Orders. Please view details at http://www.odiham.org.uk/your-council/policies/ or contact the Parish Office for further advice.	
AA89/19	Approval of Minutes To APPROVE the following minutes: 11 January – AA74/19 – AA85/19	
AA90/19	To consider Matters Arising from the Minutes not elsewhere on the Agenda and to review the Full Council Action Points list (attached)	3
	AA79/19 – damp walls in the King St toilets – a contractor has inspected the walls and will be carrying out a full damp test before making suggestions.	
	AA81/19 – revised cemetery fees – Officers are still reviewing the full implications of this decision before implementing an office procedure to fulfil this decision.	
AA91/19	General Amenity Area Report For review and discussion.	4

AA92/19 **Chapel Cottage Tenancy**

Further to the decisions made by OPC in January and February, the prospective tenants have decided not to proceed with the rental of Chapel Cottage. Following this decision, the lettings agency then re-marketed the Cottage at the original price of £1,150 per calendar month and a further offer has been received.

Members are required to consider a new offer of £1,050 per calendar month from a couple who are looking to move within the next two months.

AA93/19 **To note the date of the next meeting**

Tuesday 14th April 2020 following the full Council and Community Committee meetings.

AA94/19 To pass a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press to consider confidential contractual matters which meet the criteria of Schedule 12A of the Local Government Act 1972 Part 1.

AA95/19 **Amenity Areas Maintenance Contract with Lotus Landscapes**

To consider increased charges from 1st April 2020 as requested by the contractor.

5

AGENDA ITEM: AA90/19

Nov-19	59/19	Office	Zip wire modification work to be carried out	Complete
	60/19	Office	Playground repair works to be carried out	Complete
	61/19	Office	Research planning requirements in relation to sheds and toolboxes on allotments	Underway
	61/19	Office	Remove redundant "playground" sign	Complete
	62/19	AO	Provide update on bus shelter	Traffic Partnership
Dec-19	71/19	Clerk and AO	Review new cemetery regulations	Complete
		Clerk and AO	Review cemetery charges	Complete
Feb-20	79/19	Clerk/Cllr Raw	Follow up damp toilet walls with contractor and report back to Amenity Committee.	Quote requested
		Clerk/AO	Ensure electrical and fire extinguisher testing is completed.	Complete
		Clerk/AO	Arrange for contractor to replace broken timber post outside Parish Room.	In progress
		Clerk	Report back to Amenity Committee where neighbouring parish can assist with memorial testing.	
	80/19	Clerk/AO	Instruct Lotus Landscapes to carry out hedge works at rec.	Complete
	81/19	Clerk/AO	Add Child Funeral Fund link to OPC website.	In progress
		Clerk/AO	Revise OPC classification for child burials to aged 18 and under.	In progress
		Clerk/AO	Fully review rules for reclaiming costs of child funeral and discuss internal process.	In progress
		Clerk/AO	Add revised fees to website and implement new fees.	In progress
	82/19	Cllr Raw	Respond to Oak Tree Close resident with decision that OPC will not install a bin.	Complete
		All	Councillors to feedback to Cllr Raw on bin suggestions in their area.	
		Clerk	Add bin recommendations to June agenda.	
	85/19	Clerk	Respond to McCarthy Holden: agree to replace stair carpets, empty cesspit once p/a,	Complete
			revised offer declined.	
		Clerk/AO	Arrange for stair carpet to be replaced (subject to proposed tenants accepting lease).	

REPORT ON: General Amenity Area Report

WRITTEN BY: Parish Clerk/Admin Officer

MEETING DATE: 10th March 2020

AGENDA ITEM: AA91/19

For review and discussion:

Allotments

- All allotment plots are currently let.
- An Allotment Tenants meeting will take place on 10 March at 2 pm. Any future meetings could be held at a different time which may suit the tenants who are unable to attend on this occasion.
- Invoices will be sent early March. The Admin Officer plans to email them out so that tenants who come to the meeting on 10 March will have them in advance.
- The office is not aware of any issues over recent months (apart from the rain!). We would expect activity to pick up as Spring approaches so there may be issues arising for the next meeting.
- The car park was used when canal works were undertaken - one comment was received from a tenant but this has been responded to.
- The grass cutting will start shortly – first cut is due in March and will then be done more regularly through the main season.

Play Areas

Quotations have been requested to carry out the annual, independent inspections which are due in May and required as part of OPC's insurance policy.

There was one report that the zip wire was in need of re-tensioning but a contractor inspected the equipment and found no fault.

The Admin Officer's inspections have raised no issues recently.

Low level timber posts in cemetery

Many of the low level timber posts on the grassed areas are broken or missing and will be inspected over the next couple of months before recommending action.