

**MINUTES OF THE MEETING OF ODIHAM PARISH COUNCIL
HELD IN THE PARISH ROOM, THE BURY, ODIHAM ON
TUESDAY 10th MARCH 2020 COMMENCING AT 7.30PM**

Present: Cllrs A McFarlane (Chair), J Coffey, R Coleman, M Killick, W MacPhee, J Raw, C Seabrook, D Stewart and P Verdon.

In attendance: Andrea Mann – Parish Clerk.

Also present: Hants County Cllr J Glen, 3 Members of the Basingstoke Canal Society and 3 members of the public.

261/19 Apologies for Absence

Apologies were received from Hart DC Cllr Ken Crookes.

262/19 Declarations of Interest

None.

263/19 Presentation from The Basingstoke Canal Society

The meeting received a presentation from the Basingstoke Canal Society on the proposal to construct a boat basin at Colt Hill/Montford Place. A paper copy of the full presentation was made available to Councillors.

The Society asked OPC:

1. To consider the proposals.
2. Subject to the successful land transfer stated in the S106 agreement, to consider releasing a 10m strip of land for the purposes of constructing the boat basin.
3. To show support for the boat basin by supporting the planning application.
4. To join a working group to develop the boat basin proposals.

The Chair thanked the Society for their presentation, noting that OPC may need more information before reaching a decision and confirming that OPC would respond in due course suggesting a way forward.

264/19 Public session

A resident representing Montford Place residents addressed the Council raising objections to the proposed boat basin at Colt Hill/Montford Place citing the following reasons:

1. Was there a proven need for additional moorings?
2. Concerns were raised that the proposed construction method involved volunteers carrying out civil engineering works. Residents questioned whether this was a robust proposal and raised concerns that inadequate works could potentially cause harm to nearby properties.
3. Residents foresaw access issues post installation with users having to use the Montford Place access roads to reach the boat basin.
4. Where would users park? Would visitors to the basin use Montford Place visitor parking bays taking away spaces for residents?
5. Environmental factors – residents had already noticed an increase in road noise from tree and shrub clearance works and an increase in anti-social behaviour. Residents were unhappy that the Society had

responded by installing Heras fencing and questioned how long the fencing would be in place?

6. Residents considered the business case to be weak as it was dependant on OPC agreeing the land transfer, Hart DC agreeing the planning application and securing funding. The proposed budget was considered to be too low and there were concerns that the project would rely on OPC funding from the precept.

265/19 APPROVAL of minutes:

The public and exempt minutes of the full Council meeting held on 11th February were unanimously approved as a true record of the meeting then signed by the Chairman.

266/19 Previous Committee Minutes

The following draft committee minutes were received and noted:

- Minutes of the Planning and Development Committee meeting held on 18th February 2020.
- Minutes of the Traffic and Transport Committee meetings held on 18th February 2020.
- Minutes of the Amenity Area Committee meeting held on 11th February 2020.
- Minutes of the Community Committee meeting held on 11th February 2020.

267/19 Matters Arising from the Minutes not elsewhere on the Agenda and a review of the Full Council Action Points list

202/19 – Members noted the letter of thanks received from the Open Spaces Society for renewing the subscription and donating to the society.

213/19 – Members noted that since submitting an objection to the proposed Safe Walking Route to Robert Mays School, Hampshire County Council had issued a press release on 27th stating “We have concluded that, at this time, it would not be the right thing to do to pursue the proposals especially given the potential cost to the public purse in fighting a legal action. However, we must ensure that the savings required of the County Council can still be met to fulfil our legal obligation to deliver a balanced budget by 2021. This means that, across Children’s Services, savings still need to be found and the approximate £250,000 per year savings, that could have been generated by replacing the Local Authority funded home to school transport with a walking route, will now, regrettably, have to be found from other areas, including services for the county’s most vulnerable children.”

The Chair expressed disappointment that the statement referred to a reduction in Child Services’ funding, a comment supported by Members.

226/19 – Members noted the letter of thanks received from Life Education Wessex and Thames Valley.

252/19 – Members were encouraged to send their suggestions on investments to the Clerk.

258/19 – Cllr MacPhee agreed to research phone and broadband upgrade options the following week.

Action
Councillors to send investment suggestions to Clerk.
Cllr MacPhee to send phone and broadband suggestions to Clerk.

268/19 Chairman's Announcements

1. OPC would be taking part in the Great British Spring Clean on Saturday 28th March from 10am to noon, meeting at the Parish Room and North Warnborough Village Hall.
Councillors suggested focussing on the Recreation Ground, Hook Road highway verges, the High Street (including the alley way next to the old Co-op).
All Councillors were encouraged to take part.
2. The draft newsletter would be forwarded to Councillors by the end of the week for comment.

269/19 High Street Business Meeting

The Chair reported that the High Street Business meeting held on 27th February was attended by approximately 27 representatives from High St businesses and 6 Councillors and two officers from Hart. The meeting had generated a good discussion and a number of suggestions for research.

The Chair had circulated a draft meeting report to Councillors for comment by the end of the week so it could be shared with all attendees next week and the office would be compiling a database of contact details and researching a High St business WhatsApp group as requested.

The project was seen to be an excellent opportunity to work with the community and communicate OPC's long and short term business plans.

270/19 Committee Structure

The recommendations in the Parish Clerk's report were reviewed and discussed and it was

RESOLVED

To adopt the new committee structure from May 2020, as presented with the agenda which included a new Finance Committee.

Action

Clerk to add details on website and draft Finance Committee terms of reference.

271/19 2020/21 Meeting Calendar

Following decision of the new committee structure in 270/19, it was

RESOLVED

To revise the September full Council & Community meetings to 15th September and Planning meeting to 16th then adopt the meeting calendar presented with the agenda for May 2020 to May 2021.

Action

Clerk to add dates to website.

272/19 Flooding in North Warnborough

The Chair presented her report from a meeting with Hart DC on flooding and raw sewage pollution into the River Whitewater arising from the pumping station being overwhelmed following excessive rainfall. Following the meeting, the Hart DC Flood Alleviation Officer had agreed to present to full Council, likely to be at the June full Council meeting.

Residents had reported that the inundation of the pumping station results in sewage contamination of the River Whitewater and the fields and gardens adjacent to the pumping station. The Chair proposed that OPC supports residents by also lodging a report with the Environment Agency.

RESOLVED

That the Chair and Clerk draft a letter to the Environment Agency as stated above, copying Thames Water, Hart DC and Hampshire CC.

Action

Chair and Clerk to prepare and issue letter.

273/19 Odiham and North Warnborough Conservation Area Character Appraisal Reviews

RESOLVED

To accept Hart DC's proposal and appoint Alan Baxter Associates to carry out a review of the Odiham and North Warnborough Conservation Area Character Appraisals and produce one appraisal covering the two areas.

This work would be funded from the £5,000 earmarked budget and £3,000 from general reserves.

Action

Clerk to notify Hart DC.

274/19 Office Printer Replacement

NOTED

The emergency expenditure, made by the Clerk in consultation with the Chair, to replace the office printer which was essential to maintain Council services: Three-year lease as part of the Hampshire Services framework for a Ricoh printer @ £32 per quarter rental plus 1.37p mono and 6.31p colour copy. All toners, parts and services are included.

275/19 VE Day in Odiham

Cllr P Verdon briefed the meeting on the progress of event plans for the VE Day community event in The Bury on Friday 8th May 2020. Cllr Verdon reported that plans were progressing well and a recent meeting with community organisations confirmed their support.

The Chair shared the draft event poster which would soon be promoted to the community. Cllr Killick agreed to share the poster within RAF Odiham.

Cllr Killick felt that the RAF would like to be involved but was unlikely to be able to commit in advance due to other commitments.

Action

All to promote event through sharing the poster.

276/19 Mildmay Court Heads of Terms Boundary Agreement

The Chair introduced the report presented with the agenda explaining that the Land Registry had rejected the application (in its current format) to register the Heads of Terms agreement on the Land Titles. Medalstable had been asked how they would like to proceed and a provisional meeting date had been arranged with them the following day.

RESOLVED

To proceed with the meeting between Medalstable and Cllrs Coleman and McFarlane on 11th March to discuss a way forward.

Financial Matters

277/19 Financial Reports to 29th February 2020

i) Balances at 29th February 2020 were received and noted as:

Petty Cash	£6.44
Lloyds 30 days' notice account	£3,522.52
Unity Trust	£107,895.14
Lloyds Treasurer account	£39,170.80
Lloyds Money Market	<u>£61,990.64</u>
Unrepresented cheques	<u>£6,943.32</u>
Net position	<u>£205,642.22</u>

- ii) RESOLVED
Cllrs Coleman and Stewart were appointed to complete the bank reconciliation for February 2020 before being signed by the Chairman of the Council.
- iii) The position of the budget at 29th February was noted, as presented with the agenda.

278/19 March 2020 Payments

RESOLVED

Cllrs Coleman and Stewart were appointed to authorise the list of payments presented to Councillors before the meeting and to finish the payment process.

Action
Councillors to visit office to approve payments.

279/19 Grants to InOdiham

The Chair introduced the Parish Clerk's report outlining proposals to award funding for InOdiham events funded from the 2020/21 budget.

A discussion followed where Councillors raised their concerns that it was not evident from the InOdiham accounts where past grants had been received and spent. Councillors felt that the past process of awarding grants was unclear and noted their obligation to demonstrate accountability for public funds and award funding in a transparent manner, including offering a process which was assessable to other applicants.

In conclusion, Members showed their support to InOdiham by agreeing to award funding and adding conditions to the grant funding which provided more detail on how public funds had been utilised.

RESOLVED

- i) To reserve the following grants totalling £5,200 from 2020/21 budget and inform InOdiham of this fact:

Bands in the Bury	£1,500
Extravaganza	£2,500
Flavourfest	£1,200 (funded from the grants budget)

Action
Clerk to notify InOdiham.

- ii) To request a breakdown of each event budget before releasing funds.
- iii) To request an event report following each event which includes a record of income and expenditure to be provided following each event before funding for the next event is released.
- iv) To progress the outstanding action to review the process in which grant funding is awarded to InOdiham to make the process simpler and more transparent whilst not impacting on InOdiham's ability to continue their valuable work in the community.
- v) To ask InOdiham to copy the Clerk into meeting decisions to help the two organisations work together in the future.

Clerk to develop grant process for 2021/22.

No proposal was made to award funding for the flower baskets at this time.

280/19 Internal Auditor Appointment

RESOLVED

To appoint Lightatouch as OPC's internal auditor for 2020/21 in the value of £775.

Action
Clerk to notify
Lightatouch.

Consultations

281/19 Hampshire County Council Consultation on Proposed Changes to Hampshire's Library Service

The Chair introduced her report including the proposed response to the Library consultation which had been drafted following discussion with Hampshire CC and taken account of residents' comments.

The meeting agreed for Hampshire County Cllr Glen to provide his County Councillor report at this point in the agenda. Cllr Glen said there had been a lot of objection to the proposals to either close libraries or reduce hours throughout Hampshire but said that funding cuts were necessary. Hants CC recognised that libraries provided important community hubs as well as library services. Hants CC had indicated a willingness to defer final decisions for libraries where parishes had expressed an interest in community led libraries. Cllr Glen suggested that OPC speak with neighbouring parishes.

The Chair reported that a further meeting with Hants CC Officers was scheduled on 12th March and agreed to report back to Cllr Glen.

RESOLVED

To object to the proposed closure of Odiham Library and respond to the consultation using the full text presented in the agenda report. In summary, OPC believes the loss of Odiham library would have an adverse impact on the Odiham Community. OPC's strong preference is for the library to remain as it is in order to provide an important service at the heart of our community. OPC would argue that if savings must be made, the reduction in opening hours would be less detrimental to the local community. However the savings made will be very small compared to the impact on users.

Action
Clerk to submit
decision to
HCC.

Councillor Reports

282/19 Meeting reports from Councillors

None.

283/19 Reports from other Councils

Cllr Coleman reported that she had attended a meeting discussing the proposed walking route to Robert Mays School and welcomed Hants CC's decision not to progress the proposals.

284/19 Date of the next meeting

Tuesday 14th April at 7.30pm.

Confidential Matters

285/19 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.

286/19 Exempt Staff Related Correspondence

The Council agreed a response to Staff related correspondence.

287/19 Staff Salaries

RESOLVED

To award the Admin Officer one incremental pay point, to be backdated to 1st April 2019.

288/19 Insurance Contract

To enter into a 3 year contract with Zurich to provide OPC's insurance cover in the value of £3,014.43 per annum.

There being no further business the meeting closed at 9.40pm.

Signed..... **Date**.....