



**MINUTES OF THE MEETING OF ODIHAM PARISH COUNCIL
HELD ONLINE VIA ZOOM ON
19th JANUARY 2021 COMMENCING AT 8PM**

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

In attendance: Andrea Mann, Parish Clerk and Sara Jones, Interim Deputy Parish Clerk.

Also present: Hants CC Cllr J Glen, Hart DC Cllr J Kennett and 1 members of the public.

189/20 To receive and accept apologies for absence

Apologies were received from Hart Cllrs Crookes and Dorn.

190/20 To receive declarations of interests and requests for dispensation relating to any item on the agenda

None.

191/20 Approval of minutes

RESOLVED

The minutes of the previous full Council meeting held on 15th December were agreed as a true record of the meeting, to be signed by the Chair at a later date.

(Proposed by Cllr Verdon, seconded by Cllr Raw, 7 in favour).

192//20 Chair's announcements

The Chair reported the following:

1. The Odiham Lions Tree of Light project had raised £100. The Odiham Foodbank had been suggested as a worthy recipient for the funds.
2. The OPC led Covid response was still assisting several residents but it had not been necessary to re-open the full prescription delivery service. OPC was in touch with Hart Voluntary Action who were helping to run the Yately vaccination centre.

193/20 Public Session

No members of the public requested to speak.

194/20 Previous Committee Minutes

RESOLVED

The minutes following minutes of committee meetings were noted and accepted:

- Planning & Development Committee held on 5th January.

195/20 Matters Arising from the Minutes not elsewhere on the agenda and full Council Action Points List

The action list presented with the agenda was noted.



198/20

Odiham Consolidated Charities

RESOLVED

To appoint Cllr Ball as OPC's nominated trustee of the Odiham Consolidated Charities.

(Proposed by Cllr McFarlane, seconded by Cllr Coleman, 9 in favour, Cllr Ball abstained from voting).

199/20

Claiming Expenses by Councillors Policy

RESOLVED

To adopt the Claiming Expenses by Councillors Policy, as presented with the agenda.

(Proposed by Cllr McFarlane, seconded by Cllr Stewart, all in favour).

200/20

Community Led Book Exchange

The Chair updated members on the progress of the community led book exchange.

HCC had granted a £10,000 transitional grant to cover the costs of setting up the Book Exchange during the first year. The next steps were for the Working Group to meet at the end of January to agree a timeline of actions leading up to the opening and to divide the work into workstreams. Twelve volunteers had already registered their interest.

There were two variables potentially impacting the establishment phase:

- i) Covid restrictions impacting on working processes and preventing the Book Exchange from opening.
- ii) Access to a suitable venue – OPC was in dialogue with HCC regarding The Bridewell and a direct User Agreement between HCC and the Book Exchange was also an option.

It was hoped the Book Exchange could open by Easter.

Hants CC Cllr Glen reported that he had attended HCC's decision meeting and supported Odiham's grant application.

201/20

Community Grants

Members reviewed the Clerk's report as presented with the agenda including the recommendation that the two applications received receive the full grants requested in their applications.

Councillors noted the low number of applicants this time which the Clerk believed was due to Covid impacting on community groups' operations.

Further to discussion it was



RESOLVED

- i) To award £300 to Homestart towards running costs. (Proposed by Cllr Killick, seconded by Cllr Raw, 9 in favour. Cllr Verdon abstained from voting).
- ii) £300 to Victim Support toward the costs of providing free-of-charge security equipment to local families. (Proposed by Cllr Raw, seconded by Cllr Verdon, 8 in favour, 1 objection, 1 abstained).

202/20

Village Centre Strategy/Action Plan

Councillors considered a proposal from Hart DC that OPC develop a Village Centre Strategy/Action Plan. This proposal had previously been discussed and proposed by the Strategy Working Group meeting on 11th January.

Since 11th January, OPC Officers had met with Hart DC Officers to understand further details on the plan's purpose and development process and these details had been forwarded to Councillors before the meeting. It was understood that the plan was intended as a Vision Statement and OPC would lead on the work with support from Hart DC. Councillors commented that, in order for the plan to reflect the needs of all residents, it should cover the village centre and not just the High Street.

Further to discussion it was

RESOLVED

To develop a Village Centre Strategy/Action Plan with support from Hart DC which enhances and builds on OPC's own Strategic Plan.
(Proposed by Cllr McFarlane, seconded by Cllr Seabrook, 9 in favour, 1 abstention).

The Clerk was asked to prepare a project timeline for the next meeting.

203/20

Hampshire County Council 2019-23 Rural Update

HCC's update on their future vision for working more closely with Parish & Town Councils was noted, including the plans to create a dedicated 'Parish Pages' section. In response to HCC's questionnaire asking what should be included on the webpage, it was

RESOLVED

To delegate the completion of Hants CC's related questionnaire to the Clerk.
(Proposed by Cllr McFarlane, seconded by Cllr Verdon, all in favour).

Financial Matters

204/20

2021/22 Budget

Cllr Coleman introduced the draft budget as Chair of the Finance Committee. The Clerk's agenda report provided details of the process followed in



developing the draft budget and justification for increases. Cllr Coleman read an extract from the recent Internal Auditor's report which advised OPC to consider increasing the precept in order to sustain its current level of service provision.

Councillors expressed differing views on the draft budget including:

- Whether OPC should be taking additional funds from residents who were already impacted by the Covid pandemic?
- Whether OPC was spending funds wisely?
- Whether events would go ahead in 2021 and whether funds for this purpose should be collected?
- OPC should be supporting community organisations and continue to build working relationships.
- The main increase was due to increased staffing which was very low compared to principal authorities.
- OPC would need to acknowledge financial increases when accepting additional services devolved from principal authorities.
- The potential decision to restrict or cease services would be a difficult one, especially during the Covid pandemic when public open spaces were more important than ever.

RESOLVED

Odiham Parish Council's 2021/22 budget was set at:

Expenditure	£225,542.33
Income	£213,542.33

(Proposed by Cllr McFarlane, seconded by Cllr Coleman, 8 in favour, 1 objection, 1 abstention).

205/20

2021/22 Precept

Following the decision made in 204/20, Councillors further

RESOLVED

That the agreed budget be funded by:

Income	£23,199.50
General Reserves	£12,000.00

Resulting in a 2021/22 precept of £190,342.83, equating to a charge of £81.86 per Band D property and representing an increase of £10.40 per annum.

(Proposed by Cllr McFarlane, seconded by Cllr Verdon, 8 in favour, 1 objection, 1 abstention).

206/20

Meeting reports from Councillors

- i) Cllr McFarlane reported she had been unable to join the Shapley Heath's stakeholders forum meeting due to technical issues but had been promised a recording of the meeting. The project would involve extensive consultation and everyone was encouraged to be involved.



An email sent to Councillors earlier in the day had listed various workstreams and the Chair asked Councillors to review the email and respond showing interest in the various workstreams. The Clerk suggested two workstreams which appeared to be the most relevant to Odiham outside of the development area.

- ii) The Chair further reported from the InOdiham committee meeting which Cllr Verdon had also attended. The meeting noted the successful Christmas events which were very popular with local residents. There were no immediate plans to run events in 2021 but there were current plans to run Flavourfest in August.
- iii) Cllr Coleman reported from a North Warnborough Village Hall committee meeting held on Zoom. The hall was currently closed but committee members were busy trying to plan and progress building improvement works.

The Clerk was asked to ensure the next OPC grants round was promoted to the community in June. This included the Community Grants and G Rotherby grant which had not received any applications.

207/20

Reports from other Councillors

Hants CC Cllr Glen reported:

- Two Covid vaccination centres had been opened the previous day including one in a Hants Fire & Rescue centre. A number of Fire and Rescue personnel were now supporting ambulance crew.
- A letter had been received from the MP in response to concerns raised from County Councillors on the Government's Planning Reform consultation and the potential impact on rural communities such as Odiham.
- It was hoped the financial impact of Covid on HCC's budget would be lower than the £84m loss originally anticipated.
- Cllr Glen was regularly briefed by a senior Education Minister on Covid cases in the educational sector.
- The Hampshire County Council elections were still scheduled to be held on 6th May but this was under discussion by HCC's Cabinet to establish whether the elections were feasible during Covid restrictions.
- Free school meals would continue throughout the school holidays and County Councillors had contributed remaining funds from their devolved grants.
- Cllr Glen had stood down as Chair of the Basingstoke Canal Joint Management Committee but would now act as Vice Chair for 2 years. The Committee's main objective was to raise sufficient funds in order for the Basingstoke Canal Society to eventually take over the canal management.

Cllr Glen asked OPC to consider moving the Councillor reports further up the agenda.



Hart DC Cllr Kennett reported:

- 120 organisations had been invited to the Shapley Heath forum meeting but attendance was lower, partly due to a reluctance to share the purpose of the meeting beforehand. However, it was evident the scheme was now gathering pace.
- The Government's reduction in housing targets was good news as it reduces the Hart targets from 483 to 286 per annum.
- As part of HDC's Covid response, some employees were working as Covid marshals, others were supporting residents in partnership with Hart Voluntary Action. Further Covid advice for residents was available on HDC's website.

208/20 Date of the next meeting:

The date of the next meeting was noted as 16th February at 7.30pm.

Confidential Matters

209/20 To exclude the public and press to consider confidential matters

ALL Members unanimously AGREED to pass a resolution to exclude the public and press to consider confidential contractual matters.

(Public Bodies (Admission to Meetings) Act 1960).

(Proposed by Cllr McFarlane, seconded by Cllr Coffey, all in favour).

Non-OPC members then left the meeting.

210/20 The Bridewell Freehold

The Chair introduced two exempt reports concerning ongoing discussions with HCC on the future of the Bridewell and the suggestion a Community Interest Company (CIC) could be set up to accept The Bridewell freehold and future management. Both were reviewed in terms of how discussions should proceed in light of the HCC grant deadline.

A discussion took place on the potential risks associated with a Grade II listed property and the pros and cons of social enterprises. Following debate it was

RESOLVED

- To notify HCC that OPC was not in a position to make a decision on The Bridewell freehold at the current time and would not be able to meet the grant deadline.
- For OPC to take legal advice on social enterprises including how the CIC's governance would work for this scenario.
- The Working Group would meet as soon as possible to review the legal advice received and to review the structural survey report which was expected at the end of January.

(Proposed by Cllr McFarlane, seconded by Cllr Verdon, all in favour).



210/20

Grounds Contract 2021-24

The Clerk introduced the report summarising the tenders returned for the three year Grounds Maintenance contract commencing 1st April 2021. Due to the high level of returned tenders, Amenity Area Committee members had been consulted on the initial shortlisting criteria.

It was RESOLVED to accept the recommendations made in the Clerk's report:

- A shortlist was agreed of contactors 5, 6, 7, 9 and 13.
- The shortlist would be asked to provide evidence of £10m public liability insurance and two referees.
- The Clerk and Chair of the Amenity Committee would evaluate the documentation received and hold Zoom meetings with the remaining contractors to gauge resilience/scale of operations.
- The preferred contractor would be recommended to the next meeting on 16th February.

(Proposed by Cllr McFarlane, seconded by Cllr Coleman, all in favour).

Cllr Ball left the meeting due to technical issues.

212/20

Staff Related Matter

Councillors were updated on an ongoing staff related matter and Council representatives were appointed.

Exempt details are recorded on an internal file note for information.

There being no further business the meeting closed at 9.59pm.

Signed.....

Date.....