



**MINUTES OF THE MEETING OF ODIHAM PARISH COUNCIL'S
AMENITY AREA COMMITTEE
HELD ONLINE VIA ZOOM ON
16th FEBRUARY 2021 COMMENCING AT 8.30PM**

Present: Cllr J Raw (Chair), J Coffey, R Coleman, A McFarlane,
W MacPhee and D Stewart (to AA51/20).

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

Also present: None.

AA39/20 To receive and accept apologies for absence
Apologies were received and accepted from Cllr Ball.

AA40/20 To receive declarations of interests and requests for dispensation relating to any item on the agenda
Cllr McFarlane declared an interest in agenda items AA51 arising from her allotment tenancy agreement and did not take part in the discussion or vote.

AA41/20 Public Session
There were no members of the public present.

AA42/20 Approval of minutes
RESOLVED
The minutes of the previous meeting held on 17th November were agreed as a true record of the meeting, to be signed by the Chair at a later date.
(Proposed by Cllr McFarlane, seconded by Cllr Coleman, ALL in favour)

AA43/20 Matters Arising from the Minutes not elsewhere on the agenda and Amenity Area Action Points List
The progress of each action was noted, as presented with the agenda. The Clerk further reported that a contractor was due to inspect the fault in the King Street toilets later in the week.

AA44/20 Amenity Area Committee Strategic Projects
The status of the Strategic Plan projects were reviewed and further discussion was noted on the following matters:

- i) Community Orchard at the Cemetery Meadow – initial research indicated this land was dedicated as burial space, however, it may be some time before this land is required. It was agreed to further research the source and terms of this designation and report back to the next meeting.
- ii) The poor state of flooring in the North Chapel posed a H&S risk. The Clerk was asked to follow this up as a priority and, at the very least,



arrange for a warning notice to be displayed. The front door was also in a poor state of repair and considered to be a priority issue.

AA45/20 Broad Oak Commons Management

The progress report from the Hart DC Senior Ranger was noted. The Clerk was asked to include details of this OPC funded work in the next newsletter.

AA46/20 Odiham Cemetery Update

The Admin Officer's report on Odiham Cemetery was noted as presented with the agenda.

AA47/20 Cemetery Rules

Members discussed proposed revisions which had been included following discussion with an undertaker. Councillors did not agree that the revisions were necessary and suggested further research was needed to find a solution which permitted multiple interments in the lawned burial area garden of remembrance and new garden of remembrance.

RESOLVED

Cllr Coleman agreed to make further enquiries in consultation with the Admin Officer and refer suggestions back to the following meeting.

AA48/20 Annual Review of Cemetery Fees

Members discussed the proposed increases of approximately 2%. Councillors were not in favour of increasing charges, partly due to the rise in 2021/22 precept.

RESOLVED

To apply no increase to the 2021/22 Cemetery Fees.

(Proposed by Cllr Coleman, seconded by Cllr Stewart, ALL in favour).

AA49/20 Annual Review of Allotment Fees

RESOLVED

To apply no increase to the 2021/22 annual allotment fees.

(Proposed by Cllr Raw, seconded by Cllr Stewart, 4 in favour)

AA50/20 Parish Lengthsman

A discussion took place on the history of the Parish Lengthsman, how it was funded and how the work schedule was generated. The list of tasks presented with the agenda was discussed to agree which should be carried out on the next scheduled workday. Further to discussion it was

RESOLVED

- i) To move "cleaning street signs" into the current list of tasks. Cllr Coffey agreed to provide photos of the signs in North Warnborough which required attention.
- ii) To add "removal of weeds in the High Street" to the current schedule.
- iii) To repeat the tasks completed during 2020, omitting any overlap with the new grounds maintenance contract.



AA51/20

Parking at the Allotment Site

Members considered the feasibility of assigning part of the allotment car park to residents and whether this should be progressed. The proposal generated different views both supporting and against the proposal due to:

- An opportunity to stop cars from parking on the nearby pavements.
- The complexities of managing the administration and policing parking.
- Whether this would ultimately reduce parking.
- Whether the ground surfacing was designed as a high traffic area.
- The potential to generate income.
- Parking on the road acts as a natural traffic calming measure.

Councillors suggested referring this matter to the Traffic Partnership meeting and also public consultation but **RESOLVED** not to progress this idea.
(Proposed by Cllr MacPhee, seconded by Cllr Coffey, ALL in favour).

AA52/20

Play Equipment Repairs

Following approval at the previous meeting to delegate financial responsibility to the Clerk to rectify issues raised in the play inspection report, a quote had been received higher than the level of delegated financial responsibility. The full quotation had been circulated to Councillors prior to the meeting. It was **RESOLVED**

To agree an additional £545.35 expenditure from the Play Area budget to rectify the issues raised.

(Proposed by Cllr McFarlane, seconded by Cllr MacPhee, ALL in favour).

AA53/20

To note the date of the next meeting:

The date of the next meeting was noted as 18th May 2021.

AA54/20

To exclude the press and public 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 MacPhee, ALL in favour).

AA55/20

Fencing Repairs

RESOLVED

- i) Odiham Cemetery - to award contract to Premier Grounds to replace timer bollards in the value of £1,155.00 funded from the Cemetery Maintenance earmarked reserve.
- ii) Odiham Peace Garden - to award contract to Premier Grounds to replace broken fencing at the Peace Garden removing the requirement to replace the fencing line running parallel with the Yew hedge. A revised quote would be sourced and work would be funded from the Grounds Maintenance earmarked reserve.

(Proposed by Cllr McFarlane, seconded by Cllr MacPhee, ALL agreed).



AA56/20 Arrangements for Bin Emptying

RESOLVED

- i) To rescind the previous decision made to accept Hart DC's proposed charges for bin emptying during 2021/22.
- ii) Subject to Hart DC accepting the above notification, to award contract to Larkstel Ltd for bin emptying during 2021/22 as an extension to the main grounds contract. @ £2,184 per annum.

(Proposed by Cllr Coleman, seconded by Cllr MacPhee, ALL in favour).

There being no further business the meeting closed at 21.56pm.

Signed.....

Date.....