



**MEMBERS OF ODIHAM PARISH COUNCIL ARE SUMMONED TO ATTEND THE
EXTRAORDINARY MEETING OF FULL COUNCIL TO BE HELD VIRTUALLY
THROUGH ZOOM ON 24th FEBRUARY 2021 COMMENCING AT 7PM**

18th February 2021

Cllr A McFarlane, Chair

Members of the press and public can join the meeting:

Join Zoom Meeting

<https://us02web.zoom.us/j/82540198214?pwd=WIpZRXZpUnJ0K1I3aHd3aTN6WXVPUT09>

Meeting ID: 825 4019 8214

Passcode: 330517

238/20 To receive apologies for absence

239/20 To receive declarations of interests and requests for dispensation relating to any item on the agenda.

240/20 Approval of Minutes

To approve the minutes of the full Council meeting held on 16th February 2021 (213/20-237/20).

241/20 Chair's Announcements

242/20 Public Session

An opportunity for residents to raise questions and issues within 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.

243/20 Casual Vacancy and Co-option Policy (pages 3-5)

To review and adopt the draft Casual Vacancy and Co-option Policy.

Confidential Matters

244/20 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 and staffing matters which meet the criteria of Schedule 12A of the Local Government Act 1972 Part 1.

245/20 Bus Shelters of B3349 (pages 6-11)

To review correspondence from residents relating to new bus shelters and agree OPC's position.



- 246/20 Community Grant Application (page 12-18)**
To consider a community grant application from Mayhill School for a replacement school sign. Full application details and HALC advice have been circulated to Councillors. Note the application papers include contractual and sensitive confidential to the applicant.
- 247/20 The Bridewell Freehold (report to follow)**
To receive a progress report on The Bridewell Freehold including further findings since the previous meeting and to agree the Council's way forward.



CASUAL VACANCY AND CO-OPTION POLICY

Reviewed and adopted on

Introduction

When a casual vacancy arises for a Councillor to the parish of Odiham and North Warnborough, more than six months from the date of the next normal elections, the procedure is to:

1. Notify Hart District Council about the vacancy.
2. Advertise the vacancy on the Council's notice board, website and Facebook page.
3. An election to fill the vacancy shall be held if within fourteen days (calculated as per Section 4 of the Act) after public notice of the vacancy has been given, notice in writing of a request for such an election has been given to the Returning Officer at Hart DC by ten persons who are registered as local government electors in the parish (Local Elections [Parishes and Communities] Rules 2006).
4. On receipt of notification by the Returning Officer that an election has not been called, to place a Casual Vacancy notice on the Council's notice boards, website and Facebook page requesting applications to fill the vacancy be returned to the Parish Office within 14 days of the publication, or by a specified date. (Candidates will be requested to confirm they meet the eligibility criteria (Local Government Act 1972, section 79).
5. Applicants should provide a summary of the reasons why they have applied and any skills and experience they consider relevant.
6. Following receipt of completed applications, candidates will be invited to attend the next Full Council meeting. The meeting agenda will state that a co-option is being considered but personal information will be withheld from publication to the public.
7. Where the number of applicants is equal or less than the number of available positions, they one resolution shall be taken to co-opt those applicants.
8. Where the number of applicants exceed the number of available positions, each candidate will be given five minutes to elaborate on their submission and to allow members to ask questions of them.
9. To allow councillors to discuss the candidate/s the meeting will be closed to the public and press.
10. When there are more applicants than vacancies, OPC will attempt to fill a vacancy by:
 - a. Favouring applicants which will fairly and reasonably represent the parish geographically and demographically.
 - b. Selecting skills and experience which will compliment and enhance those of current Members.
11. Once the meeting has been re-opened, voting will take place. Voting by means of a signed ballot may take place if requested and seconded by Councillors. If there are more candidates than vacancies, the candidate with the lowest number of votes will be excluded. If two candidates poll the same number of votes a separate vote to eliminate one of them will be held. Voting will continue with the lowest polling candidate being excluded until the number of candidates matches the number of vacancies.
12. This business to conclude by the Chairman of the meeting announcing the names of the successful candidate/s.
13. The Clerk will advise the Returning Officer of the District Council of the names of anyone co-opted to the Council.
14. Before the successful candidate can participate in Council business s/he must sign the Declaration of Acceptance of Office and deliver it to the Clerk.

15. All new councillors must, within 28 days of appointment to office, Register their Interests with the District Council Monitoring Officer.

Vacancy six months BEFORE Parish Elections: Where a vacancy occurs within six months before the day on which a councillor would regularly have retired at the next four yearly election, Parish Councils **may** co-opt to fill the vacancy and will make this decision by resolution at a full Council meeting. During that final six month period there will be no formal election to fill any vacancies.