



**MINUTES OF THE MEETING OF ODIHAM PARISH COUNCIL'S
AMENITY AREA COMMITTEE HELD IN THE LIBRARY ROOM, THE BRIDEWELL,
THE BURY, ODIHAM, RG29 1NB ON 16th NOVEMBER AT 8.28PM**

Present: Cllr J Raw (Chair), C Brown, R Coleman, W MacPhee, A McFarlane and D Stewart.

In attendance: Andrea Mann, Parish Clerk and Cllr Verdon.

Also present: One member of the public.

AA17/21 To receive and accept apologies for absence
Apologies were received and accepted from Cllrs G Ball, K Ball and A Fraser.

AA18/21 To receive declarations of interests and requests for dispensation relating to any item on the agenda
None.

AA19/21 Approval of minutes
RESOLVED
The minutes of the previous meeting held on 4th May (AA01/21–AA16/21) were agreed as a true record of the meeting and signed by the Chair. (Proposed by Cllr McFarlane, seconded by Cllr Brown, 5 in favour).

The Chair asked for the Chair's Announcements to be moved to the exempt session and no objections were raised.

AA21/21 Public Session
Jenny Pateman spoke in relation to agenda item AA23/21 drawing attention to key information in the "Wild at Hart Forest School" fact sheet which had been circulated to Councillors before the meeting.

Jenny explained the aims, objectives and planned activities and asked OPC for support in finding a home for outdoor activities. Land at the Firs and Colt Hill was suggested. The space would be managed for ecological benefit and enhancing areas for wildlife. There would be no permanent fixtures or fittings. Activities included campfires but this was not essential if OPC considered this inappropriate.

The agreed site would need a formal tree survey for health and safety purposes.

Everyone agreed to consider agenda item AA23/21 next.

AA23/21 Forest School – land at The Firs
Councillors showed support in principle for the new Forest School and took the opportunity to ask questions for clarity. Standing Orders were suspended.



- Access to the site was a key consideration.
 - o The intention for The Firs was for pedestrian access only, walking from the Leapfrogs pre-school.
 - o It was noted that this route would be unavailable during construction of the new Crownfields development.
 - o It was also noted that the current access points to The Firs were overgrown and only accessible from private land.
 - o There was flytipping close to the access points.
- Tree surveys were overdue.
- Toilet provision could be a compost toilet and toilet tent.
- Insurance liability would need to be researched.
- Colt Hill land may be more suitable. A site visit was suggested.

Following debate, it was

RESOLVED

To support the use of The Firs land subject to satisfactory research. Actions were agreed as follows:

- Speak to the adjacent land owner to seek permission for access.
- Progress a formal tree survey.
- Request further written information outlining the type of activities the school plans to carry out.
- Arrange a site visit of both sites between J Pateman and OPC (Proposed by Cllr Raw, seconded by Cllr McFarlane, all in favour).

AA22/21 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. Further progress was noted on item 3/21, a new scheme to manage food waste. Cllr McFarlane reported she had spoken to R Goude to establish further details but found she had moved away from the area and the project had been referred to someone else.

AA24/21 Cleaning Bufton Field Play Area Safety Surfaces

RESOLVED

Expenditure totalling £450 was agreed from the Play Areas budget to cover the cost of power washing the safety surfacing in Bufton Field play area. (Proposed by Cllr Stewart, seconded by Cllr Raw, all in favour).

AA25/21 Cemetery Fees

RESOLVED

Proposed increases were agreed as presented with the agenda. The new charges would be published online and take effect from 1st April 2022. (Proposed by Cllr MacPhee, seconded by Cllr Stewart, all in favour).



AA26/21

Burial plots at Odiham Cemetery

RESOLVED

Further to a site visit by Councillors 10.11.21, the following work was agreed in principle and considered necessary to provide sufficient burial space for the next few years. The work would be forwarded to the Finance Committee for consideration when drafting the 2022-23 budget:

- i) Clearing scrub and vegetation to create 8m additional burial space at the rear of the current burial lawn to be turfed or seeded.
- ii) Installing four further interment planters in the new Garden of Remembrance.
- iii) Cutting back a large hedge at the rear of the cemetery bordering Reyntiens View, requesting budget provision of £3,000.

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

AA27/21

Memorial Testing

The meeting noted that the 5 year memorial tests were complete. Six memorials had failed the topple test and had been staked and banded by a contractor as a short term solution. Two further memorials required minor repairs. Staff were following up on the report outcomes by contacting the Exclusive Rights holders for each plot.

AA28/21

Picnic Benches

Councillors considered whether to request 2022 budget provision for picnic benches following hire of 10 benches during 2021 funded by a grant. The benches appeared to be well received by residents but a number of constraints were noted:

- The type of material was important because the benches were prone to vandalism and wear and tear.
- Ideally the benches should be fixed to a base but this would create additional work and cost during grass cutting.
- OPC should review the best sites, including North Warnborough.

RESOLVED

- i) To agree in principle to requesting 2022 budget provision for picnic benches.
- ii) The Clerk will research different options and products and refer this information to the 2022 budget setting process.

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

AA29/21

Cemetery Maintenance Grounds Contract – 01.04.22 to 31.03.25

RESOLVED

The draft tender pack and timeline was agreed with one small addition. The Clerk would manage the process in accordance with the agreed timeline.

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



AA30/21

Odiham and Broad Oak Common

Councillors noted the progress report from the Odiham and Broad Oak Commons' Ranger.

The Clerk was asked to contact the Ranger to see whether they were able and agreeable to carrying out tree surveys at OPC's sites.

AA31/21

Parking at allotment site

Further to discussion and decision in February, Cllr G Ball had previously asked that Councillors re-consider allowing residents' parking in the allotment parking area.

This item was deferred until Cllr Ball was present at the meeting.

AA32/21

Amenity Area Committee Strategic Projects

Councillors reviewed the Q3 position as presented with the agenda.

It was agreed that OPC's input on the Canal Basin project and Dunley's Hill open space was on hold because the progress on these projects were outside of OPC's control.

Councillors also noted that the Biodiversity Working Group (now Environment and Climate Change) work was currently under full Council.

AA33/21

Amenity Areas Budget

Members reviewed the 2021/22 Amenity Areas budget report, end of year estimated and suggested 2022/23 budget provision.

RESOLVED

The figures would be revised as shown below then forwarded to the Finance Committee for consideration in the 2022/23 budget.

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

AA34/21

To note the date of the next meeting

15th February 2022.

AA35/21

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.

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



AA36/21

Emergency Repairs to The Parish Room

A quote was considered for repairing brickwork on the Parish Room porch following reports that the building had been struck by a vehicle.

RESOLVED

To award Trust Property Services the contract to repair brickwork on the Parish Room porch in the value of £875.00.

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

AA20/21

Chair's Announcements

Cllr Raw tendered his resignation as a Councillor. He said he had enjoyed his time at Odiham Parish Council but had decided to resign as he no longer lived in the parish. He said he was still a Councillor having just been co-opted to Overton Parish Council. Councillors thanked him for his work.

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

Signed.....

Date.....