



**MINUTES OF THE MEETING OF ODIHAM PARISH COUNCIL
HELD IN THE LIBRARY ROOM, THE BRIDEWELL, THE BURY, ODIHAM, RG29 1NB
ON 5th APRIL 2022 AT 7.30PM**

Present: Cllrs McFarlane (Chair), K Ball, R Coleman, L Cornall, D Sanger and P Verdon.

In attendance: Andrea Mann (Parish Clerk) and Sara Jones (Deputy Clerk).

Also present: Hart DC Cllr Crookes.

237/21 To receive and accept apologies for absence

Apologies were received and accepted from Cllrs Fraser and Tyler.

238/21 Declarations of interests and requests for dispensation

Cllr McFarlane declared an interest in agenda item 258/21 and it was agreed that Cllr Verdon would chair this item.

239/21 Approval of minutes

RESOLVED

The minutes of the full Council meeting held on 15th March 2022 (208/21-236/21) were agreed as a true record of the meeting and signed by the Chair.
(Proposed by Cllr McFarlane, seconded by Cllr Ball, 4 in favour).

240/21 Chair's Announcements

The Chair informed the meeting that full Council would not normally consider planning applications but it was necessary on this occasion in order to meet the Hart DC consultation deadline.

The Chair reported that Charlie Brown had resigned as a Councillor and wished him well.

241/21 Public Session

None.

Councillor Reports

242/21 Meeting reports from Councillors

The Chair reported from the following meetings and correspondence:

- i) Email correspondence from Derek Prior who had received a grant to set up a mobile repair café in the area.
- ii) A Hart voluntary sector forum meeting where it was reported that the local Lions were running initiatives to support Ukraine and the Hart Citizens Advice were offering training which may be useful to OPC and its projects.
- iii) The community orchard event had been a very successful and well attended event, dedicating the orchard to the Queen's Green Canopy.
- iv) A meeting with the Hart Parking Manager had looked at the possibility of changing the High St parking bays to a herringbone (chevron) style layout.



Following the meeting the Hart Officer had provided a comprehensive report concluding the change would result in the loss of 11 parking spaces and do nothing to improve safety. As a result, the recommendation was to retain the existing layout. The report would be circulated to Councillors and appended to the minutes. The meeting also noted that Hants CC would be taking back on-street parking enforcement responsibility from April 2023.

- v) A Hants CC briefing in Winchester for parish and town councils had focussed on two main points; highways and devolution.
- vi) A meeting with representatives from InOdiham had discussed various projects including InOdiham's plan to re-instate their hanging baskets project in 2023. The Chair had raised concerns that hanging baskets were not environmentally friendly and both organisations were now looking at more sustainable options.

Cllr Verdon reported from a meeting with the Hart DC Head of Place:

- i) Hart apologised for the delay in responding to the draft Conservation Appraisal and hoped to provide a response within 2 weeks.
- ii) Hart would make enquiries about OPC's questions on the Crownfields draft S106 agreement and respond by the end of the week.
- iii) There were examples of self-build homes as part of a Rural Exception Site in Hartley Wintney and Cllr Verdon is exploring this with the Chair of the Parish Council.

243/21 Reports from other Councils

Hart DC Cllr Crookes reported on behalf of Hart DC:

- i) Hart DC was in the process of compiling an updated management plan for Odiham Common, utilising dedicated funding. It was hoped that the draft would be published soon and the intention was to approve the final plan in July.
- ii) There had been a number of concerns raised by residents about the burger van at Colt Hill which had been granted a temporary trading licence from Hart DC. Cllr Crookes had met with a senior Licensing Officer and corresponded with residents. The meeting highlighted different authorities' policies on consulting with nearby properties. The matter was being kept under review.
- iii) The Hart DC S151 Officer would be leaving Hart DC. Cllr Crookes said this was a great loss to Hart DC.
- iv) Hart's Jubilee grant fund had not been fully awarded in each parish due to insufficient applications. OPC had received an award for Odiham but some areas had not received any applications at all.

The Chair took the opportunity of thanking Cllr Crookes on behalf of OPC for all his support to the Parish. Cllr Crookes said he was still working on a number of local issues which he would see through and report back to OPC in due course.

244/21 Previous Committee Minutes

The following minutes, previously circulated to Members, were received and noted:

- Planning & Development Committee held on 7th March 2022.



245/21 To consider Matters Arising from the Minutes not elsewhere on the agenda
No further matters were raised.

246/21 Councillor Vacancies

Two Councillor vacancies were noted:

1. A vacancy for the North Warnborough ward following the resignation of David Stewart.
2. A vacancy for the Odiham ward following the resignation of Charlie Brown.

Both resignations had been reported to Hart and the Clerk was waiting to hear whether by-elections would be necessary. Councillors agreed it was preferable to co-opt both positions at the same time, if possible.

247/21 Appointments to committees and working groups

The following Councillor appointments to committees and working groups were agreed:

- i) Cllr Sanger – Amenity Areas Committee, Community Committee and The Bridewell Working Group.
- ii) Cllr Tyler was appointed to the Finance Committee. It was noted that Cllr Tyler could refuse or change this appointment if she wished.
- iii) Cllr Coleman was appointed as Chair of the Amenity Areas Committee.
- iv) Cllr Cornall was appointed as Vice Chair of the Planning & Development Committee

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

248/21 Update on the status of changes in OPC's Property Portfolio

The following updates were reported and noted:

- OPC's listed building planning application had been validated by Hart DC and put out for consultation: <https://publicaccess.hart.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=R85SPBHZHY000> . This included removing rendering and the installation of a new toilet.
- Chapel Cottage land had been registered with the Land Registry, HP864953.

249/21 Odiham Consolidated Charities Trustee

RESOLVED

It was agreed to support Odiham Consolidated Charities recommendation that Lynda Lancaster fill one of the OPC trustee positions.

(Proposed by Cllr Verdon, seconded by Cllr Ball, 5 in favour, 1 abstained).

250/21 Picnic Benches

RESOLVED

Picnic benches funded by the Welcome Back grant would be located:

- 1 at Chapel Pond play area
- 1 at the Recreation Ground, close to the play area
- 1 in the Community Orchard
- 3 at Beacon Field
- 4 at Chamberlain Gardens



251/21

Building Energy Audit

Councillors considered a fee proposal for a Building Energy Audit for The Bridewell, as detailed in the email correspondence circulated to the Councillors before the meeting.

It was agreed to first seek clarity on what the Phase II Green Campaign could provide.

252/21

Planning Applications

The following applications were considered at the meeting, in order to meet the Hart DC consultation deadlines:

121/21 - Application reference: 22/00356/LBC

Address: Hunting Lodge Bagwell Lane Odiham Hook Hampshire RG29 1JG

Internal alterations to the dwelling and extension of the link extension between the garden room and the green house

OPC decision: No objection, subject to the decision of the Hart DC Conservation Officer.

122/21 - Application reference: 22/00491/HOU

Address: Hockleys House The Street North Warnborough Hook Hampshire RG29 1BE

Details: Erection of a porch

OPC decision: No objection.

123/21 - Application reference: 22/00607/LBC

Address: Hockleys House The Street North Warnborough Hampshire RG29 1BE

Details: Erection of a porch

OPC decision: No objection.

124/21 - Application reference: 22/00355/HOU

Address: Hunting Lodge Bagwell Lane Odiham Hook Hampshire RG29 1JG

Details: Internal alterations to the dwelling and extension of the link extension between the garden room and the green house

OPC decision: No objection, subject to the decision of the Hart DC Conservation Officer.

125/21 - Application reference: 22/00481/LBC

Address: The Bridewell, The Bury Odiham Hook Hampshire RG29 1NB

Details: Removal of masonry paint system (external) and addition of toilet and opening up of original brew room door (internal).

OPC decision: No comment.

126/21 - Application reference: 22/00499/HOU

Address: 47 Palace Gate, Odiham, Hook, Hampshire, RG29 1JZ

Details: Extension of existing gravel driveway and the erection of a new gate and brick wall separating the driveway from the grass lawn.

OPC decision: No objection.



127/21 - Application reference: 21/03250/FUL
Address: Street Record Alton Road Odiham Hook Hampshire
Details: Underground cable route and associated works between Alton Road (B3349) and the Fleet Sub-station
OPC decision: No comment.

128/21 - Application reference: 22/00457/HOU
Address: Willowbrook House Rye Common Odiham Hook Hampshire RG29 1HU
Details: Erection of a detached garage and workshop
OPC decision: No objection

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

253/21 Re-surfacing works in Odiham

Members considered a suggestion from Cllr Cornall, asking OPC to research coloured road surfaces in the Odiham High Street area, as a psychological traffic calming measure. Examples of similar schemes had been circulated to Councillors before the meeting.

The Clerk reported feedback from the relevant Hants CC officer

“Whilst coloured surfacing has been used in a limited number of locations in the past, it is not current practice to use them. This is due to their very high initial cost and the problems of obtaining small quantities with which to undertake repairs to highway defects, or utility openings, that inevitably become necessary.

Therefore, whilst acknowledging that the surface of the High Street does currently have reddish appearance, deriving mainly from the colour of the aggregate used in the mix, the proposed new surface will not be similarly coloured. The highways team also advise that the proposed new surface will be a surface treatment, which is a preventative technique used to extend the lifespan of the existing road beneath by sealing the surface from water ingress, a major cause of potholes, and to restore any lost skid resistance. This follows on from the crack sealing and patching work which has already been completed.”

No further action was noted.

254/21 Parking in West Street

Following several enquiries and complaints made directly to OPC regarding parking in West Street and Western Lane, Councillors considered whether OPC should take the matter further. Correspondence had been circulated to Councillors before the meeting which suggested workers from the nearby building site were parking on the pavements and blocking pedestrian routes.

Cllr Cornall referred to the Construction Method Statement and Management Plan in the relevant planning application which was listed as a condition in the planning consent:



“Section 4.9 below: 4.9 Traffic Routes; Segregation of Vehicles and Pedestrians
Traffic routes will follow the route of the temporary access road. Pedestrian routes will also follow alongside the new access road to the compound and then cross the road to the building as show on the traffic plan.

Parking for the construction team will be made available on site (see logistics plan), these areas will be adapted as site works progress, teams will be encouraged to car/van share to reduce the number of vehicles required. Parking details/ arrangements will be discussed at the site induction.”

Cllr Crookes offered to refer the matter to Hart DC Planning Enforcement.

Financial Matters

255/21 Payments Listings

RESOLVED

- i) To hold the invoice for the Cemetery business rates and query charges before making payment.
- ii) All other payments in the payments listing to 5.04.22 were approved. Councillors Coleman and McFarlane were appointed to complete the payment process.

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

256/21 Date of next meeting

Annual Council meeting – 17th May 2022.

Councillors were also encouraged to attend the Annual Parish Assembly on 26th April and The Bridewell consultation evening on 3rd May.

Confidential Matters

257/21 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 and staffing matters which meet the criteria of Schedule 12A of the Local Government Act 1972 Part 1.

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

Cllr McFarlane left the room for the following item and Cllr Verdon took over as Chair.

258/21 Friends of Odiham Book Exchange Licence for use of the Library room and associated equipment in The Bridewell

- i) The final Licence agreement had been approved by the Friends of Odiham Book Exchange CIC, subject to the Clerk’s email being appended to the Licence stating OPC, as the Licensor, OPC would always strive to consult with the Book Exchange before making changes in the Library Room. It was agreed that Cllr Verdon and The Clerk would sign the agreement on behalf of OPC.



- ii) The following assets, funded by the Hants CC grant, would be transferred to the Book Exchange.

<u>Item</u>	<u>Purchase Cost</u>
Odiham Book Exchange logos	£1,000
Editable Book Exchange poster	£100
Book Exchange adhesive, sign	£115
Book plates, stickers and book marks	£847.43
Membership card printer, cards and ribbons	£777.10
Handheld card scanner	£49.49
Laptop and licences	£846.06
Printer and toners	<u>£160.45</u>
	£3,895.53

- iii) To transfer £501.28 to the Book Exchange CIC, remaining from the Hart's CC grant.

(Proposed by Cllr Verdon, seconded by Cllr Cornall, 5 in favour).

259/21 The Crownfields development S106 agreement

Cllr Verdon reported from her meeting with the Hart DC Head of Place who had promised to make enquiries on the two main points of concern below and respond by the of the week.

- i) The sustainable drainage system (SUD) under the land to be transferred.
- ii) The cost of maintaining the access road to the site.

Cllr Verdon had passed on OPC's concerns that OPC had not been included in all related discussions on the agreement even though OPC was a signatory. Cllr Verdon informed the Hart DC Head of Place that OPC would need to push for indemnity from the developer to cover costs.

The Clerk reported that OPC's Solicitor was reviewing the draft S106 Agreement before offering advice.

There being no further business the meeting closed at 8.35pm.

Signed.....

Date.....