



**MINUTES OF THE MEETING OF ODIHAM PARISH COUNCIL'S
AMENITIES AREAS COMMITTEE HELD IN THE LIBRARY ROOM, THE
BRIDEWELL, THE BURY, ODIHAM, RG29 1NB ON 16th AUGUST AT 9.01PM**

Present: Cllrs R Coleman (Chair), K Ball, A McFarlane, D Sanger, C Seabrook and P Verdon.

In attendance: Andrea Mann (Parish Clerk).

AA17/22 To receive and accept apologies for absence

Apologies were received and accepted from Cllrs Griffith.

AA18/22 To receive declarations of interests and requests for dispensation relating to any item on the agenda

Cllr McFarlane declared an interest in agenda item AA29/22 and did not take part in the discussion or vote.

AA19/22 Approval of minutes

The minutes of the meeting held on 31st May were approved as a true record of the meetings and signed by the Chair.

(Proposed by Cllr Coleman, seconded by Cllr McFarlane, 4 in favour).

AA20/22 Chairs Announcements

The Chair announced that the Chapel Cottage tenants had given notice on the tenancy which was due to end at the of October 2022. The Chair suggested a working group to review options and the Clerk would add this recommendation to the next full Council agenda.

AA21/22 Public Session

There were no members of the public present.

AA22/22 Meeting Action Points

The meeting action notes presented with the agenda were noted, with one correction. No further questions were raised.

AA23/22 Amenities Areas Committee Strategic Projects

Members reviewed the latest update on the Amenities Areas Committee pages of the Strategic Plan. No revisions were proposed.

AA24/22 Jubilee Benches

The Clerk reported that the two Jubilee benches were on order and delivery was expected early September. Following a site visit with Councillors where it was suggested that one bench be located at Beacon Field, the Odiham Society had confirmed their agreement. The Rotary's bench would be located in the community orchard along the boundary bordering Chapel Cottage.



AA25/22

Policy on community use of OPC's open spaces and event equipment

Councillors considered the new draft, Policy on hiring OPC's open spaces. Following review and minor revisions it was

RESOLVED

- i) To adopt the Policy on the proviso it aligns with OPC's Health & Safety Policy.
- ii) Not to list charges in the Policy. The text should read "OPC reserves the right to apply charges, subject to agreement by Councillors". The Clerk would present a full Schedule of Charges for approval later in the year, as part of the 2023-24 budget setting process.
- iii) The application form was revised to include a tick box for confirming the applicant had read OPC's Health & Safety Policy, then agreed.

AA26/22

Play Areas repairs and maintenance

- i) Members reviewed the summary from the annual independent play area inspections, actions taken and proposed actions. Councillors considered the proposals and quotes provided and

RESOLVED

Work totalling £3,723.02 were approved from the combined playground budget codes and earmarked reserves:

- £2,738.02 to Playscene to repair the zip wire at the Recreation Ground and rub down and re-paint play equipment at Bufton Field and Chapel Pond.
- £750 to Larkstel Ltd to replace 2 cradle swings and chains at the Recreation Ground.
- £235 to Premier Grounds to remove trip hazards around the recreation ground path edges.

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

- ii) Councillors considered the proposal from Cllr Cornall to remove fencing from Bufton Field Play area and relocate at Chapel Pond Drive play area, estimated to cost up to £8,000. Councillors suggested it would be necessary to consult the properties overlooking the play area before making a decision. The Clerk was asked to source quotes for new fencing at Chapel Pond Drive for different height fencing. It was also agreed that the Chapel Pond Drive gate remained a priority whether or not new fencing was installed.

AA27/22

Draft Licence Agreement to the Forest School for use of Colt Hill land

The draft Licence Agreement allowing the Forest School use of land at Colt Hill was reviewed and it was

RESOLVED

The draft lease presented with the agenda was approved and would be issued to the Wild at Heart Forest School.

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



AA28/22

Independent tree inspection survey report of trees on OPC land and required works

The tree inspection survey report carried out by Alderwood Consulting Ltd in March was reviewed and noted.

RESOLVED

Expenditure totalling £1,650 was approved for NP Tree Management to rectify the highest priorities identified in the inspection report including delegation to the Clerk to authorise any further emergency works which are identified by the contractors when carrying out these works.

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

AA29/22

Proposed change to Allotment Rules

Proposed changes to the Allotment Rules were considered which included removing the deposit fee for new tenants. Following debate and minor revision it was

RESOLVED

Accept the revised Allotment Rules removing the £50 deposit for new tenants. Current tenants who paid the deposit would be reimbursed as long as the plot it returned in a satisfactory condition. The £10 key deposit would remain.

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

During the debate, Councillors mentioned the number of large structures on the allotment plots and asked the Clerk to refer the matter of enforcement to the next agenda.

AA30/22

Parish Lengthsman's Work Schedule

Members reviewed the updated Parish Lengthsman's work schedule for their next works day in September. The following areas were added:

- Overhanging trees/brambles and verges on the stretch of Farnham Road leading into the village from Broad Oak roundabout, starting at the brow of the hill just past Oak Tree Close (on the other side of the road) and going down the hill towards Archery Fields (other side of the road)
- Alton Road footpath leading from Alton Road to the Recreation Ground - the western half of footpath 31

AA31/22

Date of the next meeting

15th November 2022.

Being no further business the meeting closed at 9.57pm.

Signed.....

Date.....