

**MINUTES OF THE ODIHAM PARISH COUNCIL MEETING HELD IN THE LIBRARY ROOM,  
THE BRIDEWELL, THE BURY, ODIHAM, RG29 1NB  
ON 11<sup>th</sup> OCTOBER 2022 COMMENCING AT 7.30pm**

Present: Cllrs McFarlane (Chair), R Coleman, L Cornall, T Griffith,  
C Seabrook and P Verdon.

In attendance: Andrea Mann (Parish Clerk) and Hampshire CC Cllr Glen.

**111/22 Apologies for absence**

Apologies were received and accepted from Cllrs Bell, Sanger and Tyler.

**112/22 Declarations of interests and requests for dispensation**

None.

**113/22 Approval of minutes**

RESOLVED

The minutes of the meeting held on 16<sup>th</sup> August 2022 (84-110/22) were agreed as a true record of the meeting and signed by the Chair.

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

**114/22 Chair's Announcements**

- i) The Chair congratulated all community groups and volunteers involved in helping to win the Hampshire Association Hampshire & IoW Village of the Year award. Thanks were also given to the Clerk for nominating Odiham and the former Deputy Clerk, for her work with Odiham Book Exchange.
- ii) Following previous discussion by full Council, the Chair reporting that she had written to Clearstone Energy again on behalf of OPC expressing an interest in environmental funding and explaining OPC's Biodiversity Action Plan. The letter had been sent to the advertised business address and asked to start discussions. The letter is attached at Appendix 1.
- iii) The Chair reported that the section 106 agreement for the Crownfields Neighbourhood Plan development site had been signed by all parties. It was noted that the developer was still required to submit a landscaping planning application which complied with a pre-commencement condition.
- iv) Notice of the 2022 Remembrance Service was given. All Councillors were encouraged to attend the service at Odiham War Memorial on Sunday 13<sup>th</sup> November followed by a service at All Saints Church. The Chair hoped OPC could offer refreshments after the service but it was unlikely this would be possible this year.
- v) The Staffing Committee had agreed to re-advertise the Deputy Parish Clerk/ Admin Officer vacancy. The advert would be posted at the end of the week and the Chair thanked Wendy Penfold for covering the role until Christmas.

**115/22 Public Session**

Jenny Pateman spoke on behalf of the Wild at Hart Forest School and thanked the Council for OPC's agreement to use land at Colt Hill for the Wild at Hart Forest School sessions. The Leaders had noted that the agreement precluded permission to light camp fires. Jenny explained that the fire circle was the hub of the Forest School, how safety was risk assessed and controlled and asked

whether this clause could be reconsidered? The Clerk was asked to follow this up by email to gauge opinion on granting permission with conditions:

- i) That a fire bowl be used
- ii) Notices be displayed
- iii) The arrangements be regularly reviewed.

### **Councillor Reports**

#### **116/22 Meeting reports from Councillors**

Cllr Verdon reported on several telephone conversations with Hart DC Planning relating to the new Conservation Area Appraisal which was due for consideration by the Hart DC Cabinet in November. The Chair thanked Cllr Verdon for her work in developing the new Appraisal document.

#### **117/22 Reports from other Councils**

Hants CC Cllr Glen reported:

- i) Cllr Glen congratulated Odiham for winning the Hampshire Association of Local Councils Hampshire & IoW Village of the Year competition.
- ii) Cllr Glen reported he was keeping up to date with the Lodge Farm development proposals and working with Hampshire CC Officers by passing on local concerns and insight. He said that early research and dialogue would generate the best outcome for local residents should the application be approved and urged OPC to copy him in on any related correspondence received.
- iii) Cllr Glen had attended the recent multi-agency Flood Forum meeting where he had asked for the Lodge Farm flood plain to be added to the next agenda. Cllr McFarlane asked for clarity on whether the Flood Assessment Map calculations took into account plans to stop abstraction from the Whitewater in Greywell in 2023.
- iv) The 20mph project work had not been discussed at the last Cabinet meeting but was due to be included on the 18<sup>th</sup> November agenda.
- v) Cllr Glen acknowledged that Hants CC had achieved major savings over the last couple of years but warned that further significant service changes were on the horizon.

#### **118/22 Matters Arising from the Minutes not elsewhere on the agenda**

Councillors asked for future agenda items to clarify the future process for determining Community Committee and Traffic Partnership matters. No further matters were raised.

#### **119/22 Previous Committee Minutes**

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

- Planning & Development Committees held on 2<sup>nd</sup> August 2022.

#### **120/22 Special motions from the Hampshire Association of Local Councils (HALC)**

Members considered OPC's response to the proposed changes in the HALC Articles of Associations as circulated with the agenda.

RESOLVED

The proposed changes in the HALC Articles of Associations were agreed. Cllr Tyler would vote to this effect at the HALC AGM on 20<sup>th</sup> October.

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

**121/22 North Hampshire Downs Area of Outstanding Natural Beauty (AONB)**

Members considered correspondence from Stand Up for The North Downs (STaNHd) asking OPC to write to the MP and County Councillor declaring OPC's support for the principle of an AONB covering the North Hampshire Downs.

RESOLVED

OPC supported the campaign and agreed to write to the MP and County Councillor declaring support for the principle of an AONB covering the North Hampshire Downs.

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

**122/22 Odiham Common Management Plan**

Hart DC's decision to adopt the draft plan was noted, including a resolution for a suitable engagement plan to ensure Parish Councils' and local residents' views were accommodated to help deliver the Odiham Common Management Plan. Concerns were raised that OPC could become the go between the residents' group and Hart District Council. It was agreed to wait to see the draft engagement plan.

**123/22 Odiham Consolidated Charities**

The following requests from the Odiham Consolidated Charities were considered and resolved:

i) Trustee appointment:

RESOLVED

That John Champion is re-appointed as one of four OPC nominated trustees for a further four years from 1<sup>st</sup> October.

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

ii) Defibrillator:

RESOLVED

To accept future management of the defibrillator located outside Cottage Hospital, subject to affordability, and add it to OPC's inspection regime.

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

iii) Affordable homes:

Councillors considered the request from the Odiham Consolidated Charities to set up a joint working party to establish whether there was any scope to build further affordable houses similar to the 6 OCC owned houses in Buftons Field, North Warnborough. It was agreed that Cllr Verdon would respond to the correspondence but a working group was not necessary at this stage.

**124/22 "More changes to airspace and aircraft noise"**

Correspondence from The Farnborough Noise Group was noted, as presented with the agenda.

**125/22 Update on The Greening Campaign**

The Chair reported from the launch event on 8<sup>th</sup> October and said that it had been a very successful day. Thanks were given to the community groups and Cllrs Bell and Sanger for supporting the event. There had been a real buzz around the launch and the campaign was now dependent on the community getting behind the campaign and displaying The Greening Campaign cards. The Chair reported she would be presenting to Mayhill School and Robert Mays School in the next few days.

**126/22 Civility and Respect Pledge**

Councillors considered the National Association of Local Councils (NALC) invitation to all local councils to take the Civility and Respect Pledge. Following debate which expressed differing views, it was

**RESOLVED**

To sign the Pledge, thus agreeing that the Council will treat councillors, clerks, employees, members of the public, and representatives of partner organisations and volunteers with civility and respect in their roles and that OPC has:

- Has put in place a training programme for councillors and staff
  - Has signed up to the Code of Conduct for councillors
  - Has good governance arrangements in place including staff contracts and a dignity at work policy
  - Will seek professional help at the early stages should civility and respect issues arise
  - Will commit to calling out bullying and harassment if and when it happens
  - Will continue to learn from best practices in the sector and aspire to be a role model/champion council through for example the Local Council Award Scheme
  - Supports the continued lobbying for change in legislation to support the Civility and Respect Pledge including sanctions for elected members where appropriate
- (Proposed by Cllr McFarlane, seconded by Cllr Griffith, 6 in favour, 1 against).

**127/22 Hampshire Countryside Conservation Volunteer Work Group**

Councillors considered the recommendation from Cllr McFarlane for a new volunteer work group to assist the Hampshire Countryside Service in keeping the rights of way running through the Parish clear from vegetation. The recommendation had arisen from concerns about insufficient resources to effectively manage the rights of way and a recommendation from the Hampshire Countryside Service. A local rambler's group and Cllr Bell had already expressed an interest in supporting the group.

**RESOLVED**

- i) To set up a volunteer work group to support the Hampshire Countryside Service in maintaining Hampshire's Rights of Way within the Parish.
- ii) The Conservation Volunteer Work Group terms of reference presented with the agenda were agreed.

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

**128/22 Recreation Ground**

Councillors noted correspondence from a resident suggesting that the Recreation Ground be renamed and concluded there wasn't enough interest at the current time.

***Financial Matters***

**129/22 Smaller Authorities' Audit Appointment (SAAA)**

Correspondence from the SAAA was considered which included whether to opt out of the SAAA sector led auditor appointment regime. Full details were provided with the agenda.

RESOLVED

To remain as part of the SAAA sector led appointment scheme thus accepting the SAAA appointed External Auditor.

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

**130/22 Expenditure from the Community Grants budget – Speedwatch equipment**

Councillors considered a request from the Speedwatch volunteers to purchase new, light weight, speed recording equipment which would be easier to transport and set up. The Clerk's agenda report recommended expenditure of £2,030 from the Community Grants budget.

Following debate it was

RESOLVED

- i) To agree in principle new Speedwatch equipment.
- ii) To ask the Finance Committee to look at other budgets and earmarked reserves to cover the purchase cost.

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

**131/22 September-October 2022 Payments**

RESOLVED

The payments listings 17<sup>th</sup> August to 11<sup>th</sup> October 2022 circulated to Councillors before the meeting was approved, including two further invoices presented to the meeting.

Cllrs Coleman and Verdon were appointed to complete the payment process (Proposed by Cllr McFarlane, seconded by Cllr Coleman, all in favour).

**132/22 Response from HCC Cllr Adams-King regarding funding for village gateway**

Councillors noted the response included with the agenda from HCC Cllr Adams-King in response to OPC's plea for supporting the highest priority highways issues in the Parish. The Clerk was asked to copy Cllr Glen into this correspondence.

***Planning & Development Committee***

**133/22 Ratification of the responses proposed by the Planning & Development Committee held by Zoom**

RESOLVED

The responses proposed by the Planning & Development Committee from their informal meetings on 30<sup>th</sup> August and 20<sup>th</sup> September were approved.  
(Proposed by Cllr McFarlane, seconded by Cllr Coleman, all in favour).

**Confidential Matters**

- 134/22 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**  
**RESOLVED**  
(Proposed by Cllr McFarlane, seconded by Cllr Verdon, all in favour).
- 135/22 All Saints Church hiring agreement for the Library Room, The Bridewell**  
**RESOLVED**  
The short term hiring agreement agreed by full Council in February was extended until further notice.  
(Proposed by Cllr McFarlane, seconded by Cllr Cornall, all in favour).
- 136/22 Chapel Cottage**  
Councillors agreed for McCarthy Holden to act as managing agent for Chapel Cottage and a monthly rent, giving delegation to the Clerk, in consultation with the Chair of Amenities. Refer to filenote.  
(Proposed by Cllr McFarlane, seconded by Cllr Verdon, all in favour).
- 137/22 Staff annual reviews**  
The Clerk left the meeting during this agenda item.  
  
The Staffing Committee reported the outcome of the staff appraisals and proposed salary increases were agreed. Refer to filenote.  
**RESOLVED**  
To accept the recommendations from the Staffing Committee.  
The Council gave their thanks and recognition to the Clerk.  
(Proposed by Cllr McFarlane, seconded by Cllr Coleman, all in favour).

There being no further business the meeting closed at 9.14pm.

**Signed**.....

**Date**.....

## **APPENDIX 1**

Mr Tony Kilduff  
Clearstone Energy Ltd  
8 DEVONSHIRE SQUARE LONDON  
UNITED KINGDOM  
EC2M 4PL

Cc The Old Rectory,  
Church Street,  
Weybridge,  
Surrey,  
England, KT13 8DE

Dear Mr Kilduff

### **Solar Farm Chosley Farm Odiham**

As you will be aware, Clearstone Energy was recently granted planning permission for a 49.9 kWatt solar farm in the south of the Parish of Odiham. During that process there was a helpful dialogue between the Parish Council and your agents at DLP Planning. We understand that Clearstone Energy Ltd has a commitment to the environment and to enhancing biodiversity in particular.

You may therefore be interested to hear that the Parish Council has committed to an extensive Biodiversity Action Plan, devised on our behalf by the Hampshire and Isle of Wight Wildlife Trust. We would like to reopen communication with Clearstone Energy to investigate how we might work together to address the degradation of habitat locally, the subsequent effects on climate change and how these can be mitigated. I believe that working together we can make a significant positive impact on the local environment.

I look forward to hearing from you.

Yours sincerely

Cllr Dr Angela McFarlane, Chair  
Odiham Parish Council

HALC local council of the year 2021