

**MINUTES OF THE ODIHAM PARISH COUNCIL MEETING HELD IN THE LIBRARY ROOM,
THE BRIDEWELL, THE BURY, ODIHAM, RG29 1NB
ON 21st MARCH 2023 COMMENCING AT 7.30pm**

Present: Cllrs P Verdon (Vice chair and meeting chair), R Coleman, L Cornall, D Sanger, T Griffith and H Tyler.

In attendance: Cllr S Bell joined by Zoom.
Andrea Mann (Parish Clerk) and Bridie Tate (Deputy Clerk).

256/22 Apologies for absence

Apologies were received and accepted from Cllrs Ball, Bell, McFarlane and Seabrook.

257/22 Declarations of interests and requests for dispensation

Cllr Verdon declared an interest in agenda item 272/22 as a member of the tennis club.
Cllr Coleman declared an interest in planning application 123/22 as the proposals related to a development close to her property.

258/22 Approval of minutes

RESOLVED

The minutes of the meeting held on 21st February 2023 (229-256/22) were agreed as a true record of the meeting and signed by the Chair.

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

259/22 Chair's Announcements

Cllr Verdon thanked everyone for attending the Annual Parish Assembly and reported that the meeting had gone well. Thanks were extended to Councillors who had presented at the meeting and to staff for the organisation.

260/22 Public Session

There were no members of the public present.

Councillor Reports

261/22 Meeting reports from Councillors

- i) Cllr Verdon reported that Cllr McFarlane had been unable to access the online Hampshire Association of Local Councils (HALC) AGM meeting. The proposed new Articles of Associations, which OPC had previously voted on, did not receive a majority vote and HALC would be considering their next steps before reporting back to councils later in the year.
- ii) Cllr Verdon had attended a working group meeting organised by Hart District Council (HDC) officers looking at the process of developing and adopting conservation area appraisals and how the process might be improved.
- iii) Cllrs McFarlane and Verdon had attended a meeting with the Hook & Odiham Lions which discussed ways of increasing attendance for the 2023 Spooktacula event. Councillors noted the banner frames had not been displayed in 2022 and felt this was likely to have had an impact.
- iv) An annual review meeting of the Odiham Book Exchange (OBE) Licence had taken place with the OBE CIC where it was agreed to circulate the Clerk's newsletter updating on The Bridewell project to the book exchange volunteers.
- v) Cllr McFarlane had attended an election candidate workshop run by HDC Electoral Services.

262/22 Reports from other Councils

- i) HCC Cllr Glen's written report had been circulated to Councillors prior to the meeting (Appendix 1).

263/22 Matters Arising from the Minutes not elsewhere on the agenda

The list was reviewed as presented with the agenda.

264/22 Greening Campaign – thermal imaging

Cllr Verdon read a project report provided by Cllr McFarlane on the thermal imaging project:

"Over the two weeks when we had the Greening Campaign cameras, 30 volunteers were able to image 122 homes (one more cluster was completed since the APA). Having the Hart camera also helped as we lost a few nights due to snow or rain. We have had a lot of excellent feedback from residents. The most common sources of easily rectified heat loss are doors and windows which show clearly as hot spots on images. There is a free online session tomorrow evening for anyone interested in reducing heat loss (you don't have to have been involved previously - details in Newsletter and on OPC website). This will give advice on quick wins and sources of funds for those who wish to explore the more expensive options to make their home more energy efficient.

We will have the Hart camera until the end of April and plans are in place to assist as many of those who missed the cut off date for the first phase or have expressed interest since. Cllr Sanger is also trying to image the 19th and final cluster from the first batch that we have missed due to adverse weather. That would take us to 130.

This has been a remarkable joint effort from the community and well worth the time it has taken to organise. Thanks to all involved particularly Cllrs Verdon, Coleman and Sanger.

Also a reminder to Cllrs to look at the slides I circulated from the candidate information session run by Hart which has information on how to get your forms checked before handing them in - which can be done by scanning and emailing to the given address."

265/22 Annual review of OPC's subscriptions and contracts

RESOLVED

The list of OPC's subscriptions and contracts was reviewed and noted. The Clerk was asked to:

- Ensure the security alarm service was coded to Chapel Cottage
- Research low energy lighting for King St toilet
- Check the timer of the King St toilets lighting.
- Cancel the previous website hosting contract.

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

266/22 OPC logo/badge

RESOLVED

- i) The draft OPC logo designs from the design agency were agreed.
- ii) The draft Bridewell logo designs were presented and it was agreed to ask the design agency to revise as follows:
 - Change the outer ring to green, the same as the OPC logo.
 - Change the text on the outer ring to read "Odiham Community Hub".
 - Add a Chinook, if possible.

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

267/22 The Bridewell

- i) The Bridewell Working Group reported on current work and timescales. Further details were discussed and minuted later in the agenda.
- ii) The new toilet works were scheduled to take place between 11th-23rd April and building users had been notified.
- iii) Councillors noted correspondence from the HDC Planning Team which was circulated to Councillors prior to the meeting and agreed to hold the building works start date, noting that an extraordinary general meeting could be called if necessary.
- iv) The meeting noted a £10,000 grant award from the HCC Leaders Grant for repairs to the north facing wall and general grounds maintenance on the south eastern boundary.
- v) Correspondence from OPC's Solicitor regarding the Land Registry title and asset of community value transfer was noted. The conclusion of the transfer would be reported back to a future meeting.
- vi) Concept plans for developing the upstairs space into an informal hot desking area were noted and agreed as part of The Bridewell Business Plan in the next agenda item.

268/22 The Bridewell Business Plan

RESOLVED

The second Bridewell Business Plan covering short to medium term priorities for developing The Bridewell into a thriving community hub was agreed. Thanks was given to the Clerk for their work on this.

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

269/22 Funding for floral displays

As agreed at the previous meeting (Item 238/22 refers), members considered InOdiham's proposals for hanging baskets to ensure planting methods were in line with OPC's environmental policies. Following debate it was

RESOLVED

To award a one off grant to InOdiham in the value of £800 from the floral displays earmarked reserve. The grant was made on the condition that the planting includes bee friendly plants and more sustainable planting methods are researched for the following year. (Proposed by Cllr Verdon, seconded by Cllr Tyler, 4 in favour, 2 against).

270/22 Proposed road names for the Crownfields NP development site

RESOLVED

Councillors accepted Hawthorn Rise as the developer's proposed road name for the Crownfields development site.

(Proposed by Cllr Verdon, seconded by Cllr Cornall, 5 in favour, 1 abstention).

271/22 Parking in The Bury

Councillors considered correspondence from a resident requesting improved parking enforcement in The Bury. The enquiry had also been sent to HDC and HCC and Cllr Glen had asked OPC to support the referral to HCC. Following debate it was

RESOLVED

That OPC acknowledges crowded parking in The Bury is an issue but the solution needs a parish wide strategic assessment of parking. It was agreed to wait until HCC had taken back responsibility for on-street parking enforcement and carried out their inspection.

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

272/22 Tennis Club floodlighting

RESOLVED

OPC gives permission to Odiham Tennis Club's to apply to vary the planning consent for floodlighting to switch to LED bulbs.

(Proposed by Cllr Sanger, seconded by Cllr Cornall, 5 in favour, 1 abstention).

273/22 Coronation Events Working Group

The Deputy Clerk reported on behalf of the working group on the street party and picnic events planned for 7th May. Plans were progressing well and the street party tickets would go on sale on 1st April.

Planning & Development Committee

274/22 To ratify the responses proposed by the Planning & Development Committee held by Zoom on 6th March <https://odihamparishcouncil.gov.uk/wp-content/uploads/2023/03/Notes-230306-draft.pdf>

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

275/22 To consider new applications received which are due to be determined before the next Planning & Development meeting

OPC ref: 122/22

Hart ref: 23/00534/HOU

Address: St Helens King Street Odiham Hook Hampshire RG29 1NF

Details: Insertion of double french doors within the existing ground floor rear elevation bay window

OPC decision: No objection.

OPC ref: 123/22

Hart ref: 23/00506/HOU

Details: Replacement front door

Address: 1 Fleurs Cottages, Broad Oak, Odiham, Hook, Hampshire RG29 1AH

OPC decision: No objection

Financial Matters

276/22 Payments Listing

RESOLVED

i) The payments listing for the period 22nd February to 21st March was approved as per Appendix 2.

ii) Cllrs Coleman and Verdon were appointed to complete the payment approval process.

iii) The Clerk would transfer £5,000 from the Lloyds Treasurers Account to the Unity Trust account to cover payments until the first 2023/24 precept payment is received, then credited back to the Lloyds Treasurers Account.

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

277/22 Date of next meeting

18th April at The Vine Church.

Confidential Matters

278/22 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.

RESOLVED

279/22 The Bridewell proposed contract awards

RESOLVED

- i) Proposals for the new storage area were considered and it was agreed to research the cost of installing a heavy curtain as an alternative. This was likely to reduce cost and create a usable space in the Library ante-room if the equipment was in use in the main Library room.
(Proposed by Cllr Verdon, seconded by Cllr Cornall, all in favour).
- ii) Two quotations were considered for repairing the north facing wall. The work involved removing non-porous paint, repairing and repointing the wall and re-painting with a lime based product, in accordance with the listed building consent.
It was agreed to award contract to MSF Historical Restoration Ltd in the value of £11,175 which would be funded from the HCC Leader's grant and Bridewell earmarked reserve . MSF Historical would be required to provide a method statement to comply with a condition on the listed building consent.
(Proposed by Cllr Verdon, seconded by Cllr Cornall, all in favour).
- iii) Councillors agreed the working group's recommendation to focus on informal hot desking for the upstairs space, as listed in The Bridewell Business Plan, and not pursue a business related opportunity at the current time.
- iv) The Clerk's financial summary detailing the implications of awarding the above contracts was noted.

280/22 Cemetery Chapels' gates

As previously requested by Councillors, three quotations were presented for consideration for installing gates at the porches of the North and South Chapels to deter unauthorised access. Councillors were also presented with alternative options available to the Council. Following discussion, it was agreed to defer the decision until the structural surveyor's report for the chapels was received.

There being no further business the meeting closed at 8.57pm.

Signed..... Date.....

Hampshire County Councillor report

March 2023

1. 2023/24 budget approved

Hampshire County Council's £2.6bn spending plans for 2023/24 have been approved. I outlined these plans in my report last month. Its council tax precept for the financial year beginning 1 April 2023, will increase by a total of 4.99%, of which 2% will go specifically towards adults' social care, in line with Government policy. This equates to an annual charge of £1,460.25 for a Band D property – an increase of £69.45 per year or approximately £1.34 a week.

Leader of the County Council, Councillor Rob Humby, said: "Each year, the County Council is tested to the limits in continuing to deliver a balanced budget, which is required by law. Planning for this upcoming financial year has been no different, and we have had to navigate further intense pressures resulting from the cost-of-living crisis, inflation and workforce pressures which are pushing up costs, and growing demand in key areas such as social care for the most vulnerable children and adults in our communities – which far outweighs available Government funding.

"We are also acutely aware of the very difficult decisions Hampshire residents face in their own household budgets to make ends meet, but reluctantly, in order to help deliver a balanced budget for 2023/24, we have no other choice but to increase the council tax precept. This is a decision we have not taken lightly. But even after this increase, we are still left with a £50.8 million shortfall in our revenue budget which we will have to fill using our reserves – built to buffer this and next year's anticipated budget shortfalls."

The increase will generate £37m of vital extra income towards the delivery of crucial, high performing services to the people of Hampshire in 2023/24, and still means that Hampshire has one of the lowest council tax precepts of any county in England.

2. Schools

More than 97 per cent of parents in Hampshire have been offered a place for their child at one of their three preferences for a secondary school in September 2023, with 90 per cent offered a place at their first preference school. The County Council received 15,400 on-time applications this year – an increase of 418 applications compared to the number received for places in September 2022 (14,982).

Parents and carers who have not secured a place at one of their preferred secondary schools this year are urged to please visit HCC's [website](#) for advice and guidance on their options. The Admissions Team is busy processing primary school applications with school place offers due to go out to parents on 17 April 2023.

An interesting point to note - at the time of the implementation of the SEN Reforms in 2014, Hampshire County Council was supporting around 5,000 children with special educational needs. Since the reforms, this figure has risen to over 15,000 children. Such increases do place significant pressure on local authorities' ability to provide support.

3. Parish lengthsman scheme

The County Council's parish lengthsman scheme has been maintained for the coming financial year. The term 'lengthsman' dates back to the 1800s, referring to workers who were responsible for keeping a particular length of road neat and tidy. The modern role of Parish Lengthsman was reintroduced in Hampshire in 2010, in order to give communities more say in how their local area is maintained.

The scheme funds a local 'lengthsman' to carry out straightforward and low risk maintenance activities on footways, highways, and rights of way. The work mainly involves jobs that can have a big impact, such as ditch clearing, hedge cutting and sign cleaning. The scheme has since been successful in giving 186 local parish and town councils an opportunity to prioritise and deliver their own small scale highway maintenance works that will be of high value locally.

4. Grants to fight rural crime

The Police and Crime Commissioner for Hampshire and the Isle of Wight, Donna Jones, has announced a fund to award grants to help tackle rural crime, supporting initiatives to reduce rural crime or support victims. The application window closes at 2pm on Friday 21 April 2023 and successful applications will be announced in mid to late May 2023. Applications can be made at <https://www.hampshire-pcc.gov.uk/safer-together/funding/apply-for-funding>.

5. Consultation on post-16 transport policy

The County Council has launched its annual consultation on the Post-16 Transport Policy. This policy outlines the provision of transport for young people over the age of 16 with special needs or disabilities, who require additional support to access education or training suitable to their needs.

The consultation includes an opportunity to comment on the proposed increase in the parental contribution by 27.1%, in line with the increased costs of running the service. This increase is being driven by national driver shortages, a limited number of transport operators on the market, and an increase in fuel prices. Families in receipt of income-based free school meals and certain means-tested benefits will not be required to pay an annual charge.

The consultation will run for a period of six weeks until 11:59pm on Sunday 2 April, please visit the [Hampshire County Council website](#) for details.

6. Coronation grants

A new grant window for Hampshire County Councillors will open from 1st to 21st April. 'Member's Grants for the Coronation' will offer grants up to £1k to support local events. You can see details at <https://www.hants.gov.uk/community/grants/grants-list/county-councillor>

Odiham Parish Council

PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
503	Bank Charges	02/03/2023		Unity Trust	503	Multipay card fee	Lloyds Bank	Z	3.00		3.00
504	IT Support and Back up	21/03/2023		Unity Trust	504	Microsoft 365	Microsoft Ireland	Z	37.60		37.60
505	The Bridewell - cleaning & m	21/03/2023		Unity Trust	505	Bridewell cleaning (Feb 23)	YBC	S	463.31	92.66	555.97
506	IT Support and Back up	21/03/2023		Unity Trust	506	Data storage for server back-u	Safe Data Storage	S	475.20	95.04	570.24
507	Toilets - cleaning	17/03/2023		Unity Trust	507	King St Toilets cleaning	CJH Cleaning Services Ltd	S	415.74	83.15	498.89
508	IT Support and Back up	21/03/2023		Unity Trust	508	IT support Apr 23	Connect Computer Consultan	S	135.00	27.00	162.00
509	Chamberlain Gardens (SC Tr	21/03/2023		Unity Trust	509	Grounds maintenance - Februa	Larkstel Ltd	S	199.16	39.83	238.99
509	Cemetery Maintenance	21/03/2023		Unity Trust	509	Grounds maintenance - Februa	Larkstel Ltd	S	1,109.74	221.95	1,331.69
509	Other amenity areas mainter	21/03/2023		Unity Trust	509	Grounds maintenance - Februa	Larkstel Ltd	S	281.91	56.38	338.29
509	Bin emptying	21/03/2023		Unity Trust	509	Grounds maintenance - Februa	Larkstel Ltd	S	256.39	51.28	307.67
509	Play Areas	21/03/2023		Unity Trust	509	Grounds maintenance - Februa	Larkstel Ltd	S	452.50	90.50	543.00
509	Allotments - maintenance	21/03/2023		Unity Trust	509	Grounds maintenance - Februa	Larkstel Ltd	S	56.00	11.20	67.20
510	IT Support and Back up	21/03/2023		Unity Trust	510	Website hosing 2022-23	Somerset Web Services Ltd	S	600.00	120.00	720.00
511	Other amenity areas mainter	21/03/2023		Unity Trust	511	Securing fencing South Chapel	Keith Dodd	Z	60.00		60.00
512	Postage and consumables	21/03/2023		Unity Trust	512	Toner delivery	Ricoh	S	25.00	5.00	30.00
513	Training	21/03/2023		Unity Trust	513	Training for Clerk	HALC	S	45.00	9.00	54.00
514	Telephone and internet	21/03/2023		Unity Trust	514	Phones & broadband	BT	S	167.50	33.50	201.00
515	Other amenity areas mainter	21/03/2023		Unity Trust	515	Securing fencing South Chapel	Keith Dodd	Z	35.00		35.00
516	Staff Salaries	21/03/2023		Unity Trust	516	Staff Salaries - March 2023	Staff Salaries Mar 23	Z	4,371.40		4,371.40
517	Staff Salaries	21/03/2023		Unity Trust	517	Staff PAYE & NI - March 2023	HMRC	Z	774.28		774.28
518	Staff Salaries	21/03/2023		Unity Trust	518	Staff Pensions - March 2023	Hampshire Pension Fund	Z	360.93		360.93
519	Employers' NI	21/03/2023		Unity Trust	519	Employer NI - March 2023	HMRC	Z	446.11		446.11
520	Pension Contribution	21/03/2023		Unity Trust	520	Employers Pension Cont - Mar	Hampshire Pension Fund	Z	1,278.55		1,278.55
521	PR & Pub inc newsletter	21/03/2023		Unity Trust	quote 48,535/ HD	Newsletter Printing	IC Printing Services	Z	869.00		869.00
522	PR & Pub inc newsletter	21/03/2023		Unity Trust	48,707	welcome to odiham leaflet	IC Printing Services	Z	103.00		103.00
523	The Bridewell - electricity	21/03/2023		Unity Trust	523	Bridewell electricity (Mar)	nPower	S	497.44	99.49	596.93
524	Parish room - maintenance	21/03/2023		Unity Trust	524	Fire extinguisher service	KBO Fire & Security	S	73.97	14.79	88.76
525	The Bridewell - maintenance	21/03/2023		Unity Trust	525	Fire Extinguishers	KBO Fire & Security	S	283.33	56.67	340.00
526	Travel	21/03/2023		Unity Trust	526	Local support for Bridewell	Mary Harris	Z	20.70		20.70
526	Staff Salaries	21/03/2023		Unity Trust	526	Local support for Bridewell	Mary Harris	Z	793.75		793.75
527	The Bridewell - waste dispos	21/03/2023		Unity Trust	527	Grounds maintenance - March	Larkstel Ltd	S	80.00	16.00	96.00
527	Promotion of village	21/03/2023		Unity Trust	527	Grounds maintenance - March	Larkstel Ltd	S	96.00	19.20	115.20
527	Bin emptying	21/03/2023		Unity Trust	527	Grounds maintenance - March	Larkstel Ltd	S	256.39	51.28	307.67

Odiham Parish Council

PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
527	Allotments - maintenance	21/03/2023		Unity Trust	527	Grounds maintenance - March	Larkstel Ltd	S	56.00	11.20	67.20
527	Other amenity areas mainter	21/03/2023		Unity Trust	527	Grounds maintenance - March	Larkstel Ltd	S	281.91	56.38	338.29
527	Play Areas	21/03/2023		Unity Trust	527	Grounds maintenance - March	Larkstel Ltd	S	452.50	90.50	543.00
527	Cemetery Maintenance	21/03/2023		Unity Trust	527	Grounds maintenance - March	Larkstel Ltd	S	959.74	191.95	1,151.69
527	Chamberlain Gardens (SC Tr	21/03/2023		Unity Trust	527	Grounds maintenance - March	Larkstel Ltd	S	199.16	39.83	238.99
528	Training	21/03/2023		Unity Trust	528	Cemetery training for Deputy C	Institute of Cemetery and Cr	S	140.00	28.00	168.00
529	APA	21/03/2023		Unity Trust	529	Hall hire for APA	Robert Mays School	Z	138.00		138.00
530	The Bridewell - maintenance	21/03/2023		Unity Trust	530	Bridewell gutter clearance	GopherOwen Services	Z	222.50		222.50
531	PR & Pub inc newsletter	21/03/2023		Unity Trust	531	Spring newsletter distribution	The Extra Mile Leaflet Distrib	Z	170.00		170.00
532	The Bridewell - cleaning & m	21/03/2023		Unity Trust	532	Supplies for Bridewell	Viking	S	151.47	30.29	181.76
Total									17,894.18	1,642.07	19,536.25