



**MINUTES OF THE MEETING OF ODIHAM PARISH COUNCIL'S
AMENITIES AREAS COMMITTEE HELD AT
THE BRIDEWELL, THE BURY, ODIHAM, RG29 1NB
ON TUESDAY 19th SEPTEMBER 2023 at 9.20pm**

Present: Cllrs D Sanger (Chair), A McFarlane and C Seabrook.
In attendance: Andrea Mann (Parish Clerk).

- AA17/23 To receive apologies for absence**
Received and accepted from Cllrs Bell and Verdon.
- AA18/23 To receive declarations of interests and requests for dispensation relating to any item on the agenda**
None.
- AA19/23 Approval of Minutes**
The minutes of the Amenities Areas Committee meeting held on 20th June 2023 (AA01/23–AA16/23) were agreed as a true record of the meeting and signed by the chair.
(Proposed by Cllr Sanger, seconded by Cllr Seabrook, 2 in favour).
- AA20/23 Chairs Announcements**
None.
- AA21/23 Public Session**
There were no members of the public present.
- AA22/23 Meeting Action Points**
The progress on the meeting actions points were noted, as presented with the agenda. It was noted there had been no further communication regarding residential access through the allotment site.
- AA23/23 Report from the annual, independent play inspections**
A report from the annual, independent play area inspections were noted with progress on the matters raised.

Concerns were raised about pieces of play equipment which were listed as “limited life”. These were largely the timber pieces but there were other pieces which failed to meet current standards. It was noted that, despite OPC budgeting for replacements, this budget was being spent on repair costs. Councillors questioned whether OPC may need to consider removing equipment in the future.

It was agreed that Cllr Sanger would conduct another playground assessment against the inspection reports and report back to the next meeting. The Clerk was asked to start sourcing quotes for the highest priorities and refer this matter to the 2024/25 budget workshop.
- AA24/23 Condition report from the management agent on Chapel Cottage**
The condition report was noted. It was also noted that damp was likely to be a result of there being no damp course in the property which would be difficult to resolve due to the age and Grade II listed status of the property.

**AA25/23****Amenities contract decisions take under the Clerk's delegated authority**

Expenditure totalling £4,857.07 was noted, as per the agenda report. Members agreed this was a useful report and the Clerk said they would use it as a template for each meeting.

AA26/23**Amenities maintenance contracts for decision**

The Clerk's agenda report was considered, including required and proposed expenditure.

It was RESOLVED to award contracts as follows:

- i) Removal of yew tree in the cemetery Garden of Remembrance – NP Tree Management in the value of £95.
- ii) To replace a section of chain link fencing mesh at Chapel Pond Play Area – Larkstel Ltd in the value of £1,250.
- iii) To arrange for the gap between the grass and safety surfacing, around the flat swing unit at Chapel Pond play area, to be infilled with topsoil, compacted and seeded.
- iv) To replace the wooden ramp on the "up & over net climber" play equipment at the Recreation Ground – Larkstel in the value of £1,700.
- v) To supply and install a pair of new goal sockets at the Recreation Ground, infill the old area and overseed – Larkstel Ltd in the value of £600.
- vi) To speak to the grounds contractor during their annual contract review meeting regarding zoning the cemetery into 3 zones and carrying out additional works.

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

AA27/23**Biodiversity Action Plan**

The Clerk's agenda report detailing a review of the Biodiversity Action Plan was received. Members considered the proposed next steps, as set out in the report and it was

RESOLVED

- i) Cllr Sanger agreed to make enquiries for purchasing 10 bird and 10 bat boxes.
- ii) To progress The Greening Campaign Phase II by:
 - continuing to promote "make space for nature". This included a crocus corm planting day on 21st October using the bulbs donated by the Rotary Club of Hook & Odiham
 - recognising other OPC health & wellbeing projects which align to The Greening Campaign objectives, where appropriate
 - continuing to engage with The Green Campaign for new opportunities.
- iii) To discuss any further improvements with the grounds contractor at the annual review meeting in the Autumn.

AA28/23**New area of reflection, Odiham Cemetery**

Members considered proposed actions to progress the project previously agreed by the Committee.

RESOLVED

- i) To prepare the agreed area by moving the bench and carrying out a tree removal and vegetation maintenance, preferably by landscaping the shrubs to the same height.



- ii) To inspect the area again once the yew tree has been removed to assess whether the space is suitable for a memorial column.
- iii) To refer costs for a sculptured artwork to a future meeting.

AA29/23 Business request to use Beacon Field for dog training

Members considered the enquiry and

RESOLVED

To refer the enquirer to OPC's policy for hiring open spaces which states that commercial use which doesn't promote the health and wellbeing of residents is not permitted.

AA30/23 Main grounds maintenance contract

Members agreed to propose to full Council that the main grounds maintenance contract is extended by one year from 1st April 2024 to 31st March 2025 on the basis that a 10% price increase is applied.

AA31/23 Date of the next meeting

21st November 2023.

Being no further business the meeting closed at 10.20pm.

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