



**MINUTES OF THE MEETING OF ODIHAM PARISH COUNCIL'S AMENITIES AREAS COMMITTEE HELD AT THE VINE CHURCH, LONDON ROAD, ODIHAM, RG29 1AJ ON TUESDAY 21<sup>st</sup> NOVEMBER 2023 at 9.20pm**

Present: Cllrs D Sanger (Chair), S Bell, A McFarlane, P Verdon and C Seabrook.  
In attendance: Andrea Mann (Parish Clerk) and Bridie Tate (Deputy Clerk).

**AA32/23 To receive apologies for absence**  
None.

**AA33/23 To receive declarations of interests and requests for dispensation relating to any item on the agenda**  
Cllr McFarlane declared an interest in agenda item AA41/23 as an allotment tenant.

**AA34a/23 Approval of Minutes**  
The minutes of the Amenities Areas Committee meeting held on 19<sup>th</sup> September 2023 (AA17/23–AA31/23) were agreed as a true record of the meeting and signed by the chair.

**AA34b/23 Chairs Announcements**  
None.

**AA35/23 Public Session**  
There were no members of the public present.

**AA36/23 Meeting Action Points**  
The progress on the meeting actions points were noted, as presented with the agenda.

**AA37/23 Amenities contracts decisions taken under the Clerk's delegated authority**  
The decisions taken in order to efficiently and safely manage OPC's assets were noted. Members asked for the allotment path not to be sprayed with weed killer as indicated in the report.

**AA38/23 New contract awards**  
Members considered quotes received for works to tidy up the cemetery old garden of remembrance beds. The works included removing weeds, laying a weed suppressant membrane, installing metal edging and top filling with shingle, slate or bark.  
  
Members were supportive of the proposals and the fee proposal from contractor 1 (with slate) and the Clerk was asked to research budgets further before referring contract award to a future Council meeting.

**AA39/23 New area of reflection, Odiham Cemetery**  
Members were asked to consider ways of progressing a previously agreed project for an area of reflection with current or new seating and a low wall/sculpture suitable for memorial plaques. It was agreed to hold a site visit to agree next steps.

**AA40/23 Storage in North Chapel**  
The Clerk passed on concerns raised by the Amenities Officer that North Chapel was becoming very cluttered and posing a safety concern to people accessing the Chapel, especially for lone workers. Members agreed to inspect the state of the Chapel during the site visit agreed in AA39/23.



**AA41/23**

**Allotment fees**

RESOLVED

It was agreed to increase allotment fees by 10% from 1<sup>st</sup> April 2024 in line with direct management cost increases in the same value. This would result in the annual plot fee rising from £55 to £60.50 plus a £10 refundable key deposit.

**AA42/23**

**Cemetery fees**

RESOLVED

It was agreed to increase cemetery fees by 10% from 1<sup>st</sup> April 2024 in line with direct management cost increases to the same amount.

**INTERMENT**

**First burial in any grave space**

Registered elector £907.50

Exclusive rights of 50 years – to include headstone approval

Non registered elector

Exclusive rights of 50 years – to include headstone approval £2,084.50

Subsequent burial in any grave space including ashes

Registered elector – to include permission to change inscription £231.00

Non registered elector - to include permission to change inscription £528.00

**Interment of ashes in the new garden of remembrance**

*Registered elector*

Exclusive rights of 50 years – to include memorial stone approval subject

to transfer of the exclusive rights £605.00

Non registered elector

Exclusive rights of 50 years – to include memorial stone approval subject

to transfer of the exclusive rights £1,210.00

**Subsequent interment of ashes in the new garden of remembrance**

Registered elector - to include permission to change inscription £159.50

Non registered elector - to include permission to change inscription £308.00

Subsequent additional inscription to a memorial for an interment £49.50

which took place before 31 March 2010 and approval of renovations or repairs to existing memorials

Transfer of Exclusive Rights £77.00

**AA43/23**

**Exempt session**

RESOLVED



**AA44/23**

**Cemetery enquiry**

Correspondence relating to the management of one burial plot was noted and members offered several suggestions for dealing with the correspondence.

**AA45/23**

**Date of the next meeting**

20<sup>th</sup> February 2024.

Being no further business the meeting closed at 9.50pm.

**Signed**..... **Date**.....