



**MINUTES OF THE ODIHAM PARISH COUNCIL (OPC) MEETING HELD  
AT THE BRIDEWELL, THE BURY, ODIHAM, RG29 1NB  
ON TUESDAY 16<sup>th</sup> APRIL 2024 AT 7.30pm**

Present: Cllrs A McFarlane (Chair), S Bell, L Cornall, C Seabrook, D Sanger, M Tate, H Tyler, P Verdon and H Woods.  
Cllr Greensides observed the meeting via Zoom.

In attendance: A Mann (Clerk), B Tate (Deputy Clerk) and 2 members of the public.

**311/23 Apologies for absence**

Apologies for absence were received and accepted from Cllr Greensides.  
Apologies were also received from Hampshire County Council (HCC) Cllr Glen and Hart District Council (HDC) Cllr Dorn.

**312/23 To receive declarations of interests and requests for dispensation relating to any item on the agenda**

None.

**313/23 Approval of minutes**

The minutes of the meeting held on 19<sup>th</sup> March 2024 (284-310/23) were agreed as a true record of the meeting and signed by the Chair.  
(Proposed by Cllr Bell, seconded by Cllr McFarlane, 7 in favour).

**314/23 Chair's announcements**

None.

**315/23 Public Session**

None.

***Councillor Reports***

**316/23 Meeting reports from councillors**

- i) The Chair reported from two meetings with the head teachers of Robert May's School and Mayhill Junior School. Both schools were interested in working with OPC on shared projects to promote biodiversity including siting bird and bat boxes on their premises.
- ii) The Chair reported a further meeting with Buryfields Infant School was scheduled the same week.

**317/23 Reports from other councils**

HCC Cllr Glen's written report was noted (Appendix 1). The Chair reported that Cllr Glen had provided a written response relating to the B3349/RAF Odiham junction and bus shelter on B3349 and both items would be covered later in the agenda.

***General***

**318/23 Meeting action points**

The meeting actions points reported with the agenda were reviewed and noted. Cllr Bell reported that action 273/23 was complete.



**319/23 Communications – Social Media and Electronic Communications Policy**

The draft policy presented with the agenda was reviewed.

RESOLVED

To adopt the revised Policy subject to revisions shown in Appendix 2.

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

**320/23 Rural Electric Vehicle (EV) Charging**

Following presentation from Rural EV Charging at the previous meeting, members considered whether OPC could offer any suitable sites. It was agreed that OPC had no current suitable sites but this could be promoted to the community, subject to consent from Rural EV Charging.

**322/23 Community Emergency Plan**

Cllr Bell introduced his draft Community Emergency Plan which had been prepared based on the Hart District Council template. The Clerk read a response to OPC's previously raised questions from the responsible HDC officer. It was noted that the draft Plan was dependant on support from the local community. The draft Plan was reviewed and members agreed that the work to develop a final plan should be progressed.

**323/23 Tree planting in the Hart District – “Shoots Along the Routes”**

Members considered draft promotional material prepared by Cllr Bell and whether OPC was ready to start promoting the project.

RESOLVED

i) It was agreed that OPC should be involved with the project but not take the lead.

ii) Draft promotional material was approved for publication.

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

**324/23 Future management of The Basingstoke Canal**

Papers relating to the future management of The Basingstoke Canal, which were already in the public domain, were reviewed and discussed. Members were disappointed that the joint management committee had been disbanded on 1<sup>st</sup> April and expressed concerns about the future management of the canal. Concerns included the annual contribution of £4,293 paid by OPC considering other authorities had stopped paying a contribution and OPC had no voice on spending priorities. The Chair reported that the Hart District Association of Parish and Town Councils (HDAPTC) would be considering the same subject at their meeting that evening. Following discussion, it was

RESOLVED

i) To write to HCC Cllr Glen (as Chair of the Canal Management Committee) expressing concerns.

ii) Cllr McFarlane would find out the conclusion of the HDAPTC meeting.

iii) All members should note the findings when considering the 2025/26 budget setting.

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

**Community Committee**

**325/23 Business Forum**

The Clerk's agenda report was reviewed which suggested organising a business forum meeting and asked whether the group should set clear aims and objectives. Following debate it was



RESOLVED

- i) To arrange a Business Forum meeting as soon as possible at The Bridewell, ideally before the May Council meeting and spending no more than £100 in costs.
- ii) That the purpose of the meeting was to listen and offer moral support before OPC could determine whether it could offer further support.

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

**326/23 All Saints Church fete**

RESOLVED

It was agreed that OPC would not have a stall at the 2024 event on 13<sup>th</sup> July due to there being insufficient interest from the public last year who were enjoying the activities at the fete.

**327/23 New defibrillator**

RESOLVED

North Warnborough Village Hall was agreed as the preferred location for the new defibrillator, subject to agreement by the North Warnborough Village Hall Committee and electrical installation being feasible.

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

**328/23 Grant request from the Hook & Odiham Lions**

Correspondence from the Hook & Odiham Lions requesting a contribution towards the cost of running a PSA blood screening event was concerned. It was noted that the request fell outside of the community grant application process and members were reminded they could agree to defer their decision to the July meeting, as part of the 6 monthly review of applications.

RESOLVED

To award £500 from the upsent Spooktacula grant budget.

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

**329/23 Community Award Sub-Committee Terms of Reference**

RESOLVED

To adopt the revised Terms of Reference, as presented with the agenda.

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

**Financial Matters**

**330/23 Payments Listing**

RESOLVED

The payments listing for the period 1<sup>st</sup> April – 16<sup>th</sup> April 2024 (Appendix 3) was approved and Cllrs Cornall and Verdon were appointed to complete the payment approval process for outstanding payments. The Clerk reported that payments for the period 20<sup>th</sup>-31<sup>st</sup> March were reported with the Finance Committee agenda.

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

**331/23 Subscriptions – Institute of Cemetery and Crematorium Management**

RESOLVED

To apply for membership @ £100 per annum for the purposes of accessing training and advice

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



### **332/23 Water heater in public toilets**

Following correspondence by email, members considered a quote to replace the broken water heater in the public toilets and whether it was a legal requirement to provide a hot water supply in the public toilets. It was noted that it was not a legal requirement to provide hot water but it was preferable.

RESOLVED

To award contract to Astral Ltd to replace the water heater in the value of £1,249.28. (Proposed by Cllr McFarlane, seconded by Cllr Bell, 7 in favour, 1 against, 1 abstention).

### **Planning Matters**

#### **333/23 Applications due for consideration before the next Planning & Development Committee meeting**

99/23 – 24/00517/OUT

101-102 Bel & Dragon at The George High Street Odiham Hook Hampshire RG29 1LP  
Outline Planning permission with appearance and landscaping reserved for the erection of 4 two bed and 2 one bed dwellings and associated works

<https://publicaccess.hart.gov.uk/online-applications/applicationDetails.do?activeTab=relatedCases&keyVal=SA121IHZI9L00>

Decision: OBJECTION

1. This is one of the last remaining undeveloped burbage plots in Odiham. Introducing development here will impinge upon the open character of the space. The development would introduce an unbroken line of hard urban form along virtually its entire western edge. The proposed development would harm the significance of the Conservation Area and the Grade II\* and Grade II listed buildings.
2. The height of some of the buildings are the same as the coach house and will affect the living conditions of occupiers of Red Lion Mews.
3. There are concerns about parking provision and access for emergency vehicles through the Coach House. Is there sufficient provision for the new properties and customers/residents of the Bel & Dragon? Also can the site safely accommodate the turning of vehicles.

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

#### **334/23 Neighbourhood Plan review**

- i) Cllr Verdon, as Chair of Planning & Development Committee reported on behalf of the Neighbourhood Plan review group who had been working hard since the previous meeting; a draft methodology statement had been drafted and a new spreadsheet of greenspace sites had been prepared which included 13 new proposed greenspace sites. It was noted that the final draft Plan would be referred back to Council for final approval.

- ii) Members considered draft aims and proposals which would be included in the final Plan and

RESOLVED

To accept the aims and proposals shown in (Appendix 4) with the addition of a sub-paragraph relating to traffic management.

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



## **Traffic & Transport**

### **335/23 Bus shelter, Alton Road**

Members reviewed information received relating to the proposal to install a bus shelter at the new bus stop location, close to the former Crown Public House and as per the granted planning consent from Hart DC. Since the previous meeting, HCC had confirmed that developers' contributions held would cover the cost of a purchasing a timber shelter and installation on a tarmac base.

RESOLVED

- i) To proceed with a new shelter showing preference for the Littlethorpe Cropston shelter.
- ii) The Clerk would draft a letter to the adjacent property notifying them of the Council's decision and explaining that the resident's previous objections had been taken into consideration when selecting the preferred design.

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

### **336/23 RAF Odiham/B3349 junction**

- i) The Chair, Clerk and Cllr Tate reported on correspondence since the previous meeting. A meeting had taken place at RAF Odiham but not attended by external representatives due to the agenda covering only internal roads on the base. HCC Cllr Glen had referred the matter to HCC Highways officers who had agreed to carry out a site visit.
- ii) It was RESOLVED to appoint the Clerk and OPC's representatives to attend related meetings (Cllr Verdon, Cllr Tate or Cllr Woods).

### **337/23 To confirm date of next meeting**

Monday 20<sup>th</sup> May 2024.

## **Confidential Matters**

### **338/23 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**

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

### **339/23 2024 Community Award winners**

RESOLVED

The 2024 winners were agreed, as proposed by the Community Awards sub-committee.  
(Proposed by Cllr McFarlane, seconded by Cllr Verdon, all in favour).

There being no further business, the meeting closed at 9pm

Signed .....

Date .....

# COUNTY MATTERS – May 2024

Councillor Jonathan Glen

Hampshire County Council Member for  
Hook, Odiham & The Western Parishes

Email: [jonathan.glen@hants.gov.uk](mailto:jonathan.glen@hants.gov.uk)

## Highways Information

**\*\*Additional road repairs funded by HS2\*\***

The Government's cancellation of HS2 resulted in local councils being given additional funding to bring forward road repairs in this financial year and in each of the next 11 years.

Hampshire was awarded £4.22 million last year, which has meant we will be able to bring forward additional road improvement schemes into this year's programme.

You can read the full list here:

<https://www.hants.gov.uk/.../20241903NetworkNorthHampshir...>

I don't have dates for further work in our area as yet but it will undoubtedly be before the autumn.

## Reporting Highway Problems

Links to report road issues are here:

Potholes: <https://www.hants.gov.uk/transport/roadmaintenance/roadproblems/potholes>

Tree/hedge problems:

<https://www.hants.gov.uk/transport/roadmaintenance/roadproblems/treehedge>

Flooding/drainage issues:

<https://www.hants.gov.uk/transport/roadmaintenance/roadproblems/flooding>

Pavement problems:

<https://www.hants.gov.uk/transport/roadmaintenance/roadproblems/paving>

Problems with rights of way:

<https://www.hants.gov.uk/landplanningandenvironment/rightsofway/reportaproblem>

**When reporting an issue, you'll be sent an email confirming a reference number for the report. If you would like me to follow this up for you then do please forward that message to me and I will chase for you. Please include written permission to use and send on your email to the relevant department, as this will speed things up considerably.**

# COUNTY MATTERS – May 2024

Councillor Jonathan Glen

Hampshire County Council Member for  
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Email: [jonathan.glen@hants.gov.uk](mailto:jonathan.glen@hants.gov.uk)

## **Food Waste collections**

Most district and borough councils in Hampshire have been given a grant of over £1.33 million to pay for the new infrastructure needed to introduce separate food waste collections - kitchen caddies, roadside ones and the lorries to collect the food waste on a weekly basis.

The challenge is that while the government has provided money for the equipment needed to collect food waste, there is no funding provided to allow for its useful disposal.

In Hampshire the district, borough and city councils collect your waste (the collection authorities), while the county council has the responsibility for disposing of it. Currently Hampshire's food waste is mixed with the general waste and is taken to the energy recovery facilities at Portsmouth, Matchwood and Chineham to be turned into electricity. The ideal route for treatment of separated food waste would be to take it to an anaerobic digester, where the gas created could be used for energy production, leaving behind a fertiliser to be used in agriculture.

Plans have been approved to turn one of the Material Recycling Facilities (MRF), near Alton, into an anaerobic digestion site - but, until such time as the Government provide clarity on how they anticipate the national 'Simpler Recycling' scheme will work it is impossible to know whether we will be able to do without the Alton MRF as part of the general recycling infrastructure and therefore build the anaerobic digester which would be needed to enable the food waste collection process.

Affording that change, without any additional funding from Government, is also a huge challenge.

It's very frustrating. We know residents of Hampshire want to be able to recycle more, as we do on the councils. Having insisted on instructing councils how to proceed with recycling in the autumn, we are left waiting on the Government to tell us how we can do that. And as time passes, so does the opportunity to introduce the system as quickly as we would like, and in time for the target the Government have themselves set in April 2026.

You can read the BBC story here: <https://www.bbc.co.uk/news/uk-england-hampshire-68665029>

**Big News for Hampshire Bus Travelers!** ✨🚌

🌿 More Routes, More Buses, More Possibilities! 🌿

Great news for Hampshire residents! 🎉 Prepare to embark on a journey like never before as Hampshire County steps up its game in public transportation. Thanks to a whopping £4.2 million boost from the Government's Bus Service Improvement Partnership, our local bus operators are supercharging their services! 🚌💡


# COUNTY MATTERS – May 2024


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Hampshire County Council Member for  
Hook, Odiham & The Western Parishes



Email: [jonathan.glen@hants.gov.uk](mailto:jonathan.glen@hants.gov.uk)

## ◆ What's New? ◆



 Enhanced Services: 15 Hampshire bus routes are set to enjoy more day and evening services.


 Sunny Sunday Specials: Welcome three new services making your Sundays brighter and better connected.


 Extended Hours: Enjoy late-night escapades and early morning rides with improved timings.

This funding magic stems from Hampshire's £7.2 million slice of the DfT's Bus Service Improvement Plan Plus treasure. It's our ticket to not just saving existing routes from cuts but also adding more frequent services across the board.  

## Why This Matters?

Imagine cleaner air, less traffic, and more smiles per mile as we opt for the convenience and eco-friendliness of bus travel. Plus, with fares capped at £2 a trip, there's never been a better time to hop on a bus and discover what's beyond your doorstep. Let's give our cars a rest and embrace a greener, more connected Hampshire.  

 Together for Better: This is a story of partnership and ambition. We've joined forces with local bus companies to pump up passenger numbers and keep these improvements rolling way past the initial two-year support period.

 And There's More! To further fuel our bus travel passion, additional funding will spotlight bus travel benefits, encouraging even more Hampshire folks to join the bus brigade for their everyday journeys.

## Service Boosts Coming Your Way:

From the 14 April by Bluestar:

- The Bluestar 1 between Winchester and Southampton will run every 15 minutes on weekdays and Saturdays (current frequency is: every 20 minutes).
- Bluestar 2 linking Southampton, Eastleigh and Fair Oak will run every 15 minutes during the day on Saturdays (current frequency is every 20 minutes) to match the current weekday frequency on this busy route. The Bluestar 2 will also get evening service improvements on Mondays to Saturdays from the same date.
- On the Bluestar 1 between Winchester and Southampton there will be additional evening weekday services and new late-night services in each direction on Friday and Saturday evenings. Additional evening services will operate on the Bluestar 4 between Romsey and Southampton. Bluestar are also set introduce an earlier outbound journey on the Bluestar 4 from Southampton to Romsey on weekdays.



# COUNTY MATTERS – May 2024

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- From May onwards by Stagecoach:
- In Farnborough, buses will run more frequently to and from the Prospect Estate throughout the daytime, and earlier in the morning and later in the evening on Sundays. Extra evening buses will also run to Pinewood Park and Hawley Lane.
- Buses between Newbury, Kingsclere and Basingstoke will run later into the evening and on Sundays for the first time, as well as more frequently at weekday peak times. These changes are in partnership with West Berkshire Council.
- Service 66 between Romsey and Winchester will improve to every 30 minutes, Monday to Saturday daytime.
- In Andover, more buses will run to and from East Anton throughout the week, with extra trips during the day as well as into the evening and on Sundays. Service 76 between Andover, Whitchurch and Basingstoke will improve to every 30 minutes, Monday to Saturday daytime.
- In partnership with Surrey County Council, service 65 between Alton, Farnham and Guildford will move to a new hourly timetable, running seven days a week.

These changes will be delivered alongside other planned commercial improvements to Stagecoach bus services across Hampshire over the coming months.

For full details on the route improvements and to start planning your next journey, glide over to [hants.gov.uk/transport/publictransport/timetables](https://hants.gov.uk/transport/publictransport/timetables) and [myjourneyhampshire.com](https://myjourneyhampshire.com).

# COUNTY MATTERS – May 2024


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Email: [jonathan.glen@hants.gov.uk](mailto:jonathan.glen@hants.gov.uk)



## **Footpaths/Rights of Way and bluebells**


I thought it might be helpful therefore to share this with you. The [Hampshire County Council](#) website has a copy of the definitive map, which shows you in detail all of the byways, bridleways and public footpaths in the county.


The map can be accessed here: <https://maps.hants.gov.uk/rightsofwaydefinitivemap/>  
Click on this link and enter 'Hook and Odiham'.

## **Big Changes Coming to Hampshire County Council Offices**

Hampshire County Council is set to review proposals this week aimed at reducing office accommodation across the county. This move is all about consolidating staff into fewer buildings and saving those precious pennies on running costs. 

What's the plan?  The strategy will roll out over the coming years, focusing on adapting to changing work patterns and making sure the council's facilities are up to snuff. With many staff working remotely or directly in the community (think local services like social care for our vulnerable neighbours), it's clear that the way we work is evolving. 

This isn't just about cutting costs. It's about ensuring access to public services remains robust for everyone in Hampshire. From libraries to register offices, no public service closures are on the table—just smarter use of the space we have. 

This is all about staying efficient, effective, and, most importantly, close to the community's heart. While some staff might see changes in their work locations, the goal is to keep everything running smoothly without a hitch to services or the public. 

You can read more here: <https://www.hants.gov.uk/News/20240603Officeaccommodation#Hampshire#LocalGov#Sustainability#CommunityServices#OfficeConsolidation#PublicServices>

As ever if you have any queries, thoughts or comments on any of the above issues, or indeed anything else on your mind, just email me on [jonathan.glen@hants.gov.uk](mailto:jonathan.glen@hants.gov.uk) (and please again, give me written permission to use your contact details).

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**Councillor Jonathan Glen**  
**Member for Odiham, Hook & The Western Parishes**



# **SOCIAL MEDIA AND ELECTRONIC COMMUNICATION POLICY**

**Adopted on 16<sup>th</sup> June 2020**

**Reviewed and adopted on 16<sup>th</sup> April 2024**

## **Social Media and Electronic Communication Policy**

The use of digital and social media and electronic communication enables Odiham Parish Council to interact in a way that improves the communications both within the Council and between the Council and the people, businesses and agencies it works with and serves.

The Council has a website, Facebook page and uses email to communicate. The Council will always try to use the most effective channel for its communications. Over time the Council may add to the channels of communication that it uses as it seeks to improve and expand the services it delivers. When these changes occur this Policy will be updated to reflect the new arrangements.

The Council Facebook pages intends to provide information and updates regarding activities and opportunities within our Parish/Town and promote our community positively.

Communications from the Council will meet the following criteria:

- Be civil, tasteful and relevant;
- Not contain content that is knowingly unlawful, libellous, harassing, defamatory, abusive, threatening, harmful, obscene, profane, sexually oriented or racially offensive;
- Not contain content knowingly copied from elsewhere, for which we do not own the copyright;
- Not contain any personal information.
- If it is official Council business it will be moderated by either the Clerk or Deputy Clerk to the Council;
- Social media will not be used for the dissemination of any political advertising.

We ask users to ensure that all discussions on the Council page are productive, respectful and consistent with the Council's aims and objectives, we ask you to follow these guidelines:

- Be considerate and respectful of others. Vulgarity, threats or abuse of language will not be tolerated.
- Differing opinions and discussion of diverse ideas are encouraged, but personal attacks on anyone, including the Council members or staff, will not be permitted.
- Share freely and be generous with official Council posts, but be aware of copyright laws; be accurate and give credit where credit is due.
- Stay on topic.
- Refrain from using the Council's Facebook page for commercial purposes or to advertise market or sell products.
- The site is not monitored 24/7 and we will not always be able to reply individually to all messages or comments received. However, we will endeavour to ensure that any emerging themes or helpful suggestions are passed to the relevant people or authorities. Please do not include personal/private information in your social media posts to us.
- Sending a message/post via Facebook will not be considered as contacting the Council for official purposes and we will not be obliged to monitor or respond to requests for information through these channels. Instead, please make direct contact with the council's Clerk, Deputy Clerk and/or members of the council by emailing.
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We retain the right to remove comments or content that includes:

- Obscene or racist content
- Personal attacks, insults, or threatening language

- Potentially libellous statements
- Plagiarised material; any material in violation of any laws, including copyright
- Private, personal information published without consent
- Information or links unrelated to the content of the forum
- Commercial promotions or spam
- Alleges a breach of a Council's policy or the law

The Council's response to any communication received not meeting the above criteria will be to either ignore, inform the sender of our policy or send a brief response as appropriate. This will be at the Council's discretion based on the message received, given our limited resources available. Any information posted on the Facebook page not in line with the above criteria will be removed as quickly as practically possible. Repeat offenders will be blocked from the Facebook page. The Council may post a statement that 'A post breaching the Council's Social Media Policy has been removed'. If the post alleges a breach of a Council's policy or the law the person who posted it will be asked to submit a formal complaint to the Council or report the matter to the Police as soon as possible to allow due process.

### **Odiham Parish Council Website**

Where necessary, we may direct those contacting us to our website to see the required information, or we may forward their question to one of our Councillors for consideration and response. We may not respond to every comment we receive particularly if we are experiencing a heavy workload.

The Council may, at its discretion, allow and enable approved local groups to have and maintain a presence on its website for the purpose of presenting information about the group's activities. The local group would be responsible for maintaining the content and ensuring that it meets the Council's 'rules and expectation' for the web site. The Council reserves the right to remove any or all of a local group's information from the web site if it feels that the content does not meet the Council's 'rules and expectation' for its website. Where content on the website is maintained by a local group it should be clearly marked that such content is not the direct responsibility of the Council.

### **Odiham Parish Council email**

The Clerk and Deputy Clerk to the council have their own council email address (clerk@odihamparishcouncil.gov.uk) The email account is monitored mainly during office hours, Monday to Friday, and we aim to reply to all questions sent as soon as we can. An 'out of office' message should be used when appropriate. The Clerk is responsible for dealing with email received and passing on any relevant mail to members or external agencies for information and/or action. All communications on behalf of the Council will usually come from the Clerk or Deputy Clerk, and/or otherwise will always be copied to the Clerk. Individual Councillors are at liberty to communicate directly with residents in relation to Council matters, copying the Clerk. The only role with authority to issue and instruction or contract is the Clerk or through delegation, the Deputy Clerk.

Any emails copied to the Clerk or Deputy Clerk become official and will be subject to The Freedom of Information Act. These procedures will ensure that a complete and proper record of all correspondence is kept.

Emails containing personal data may be passed on within the Council where the processing is necessary for OPC to perform its tasks in compliance with its legal obligations, statutory powers and functions (refer to OPC's Data Protection Policy). OPC does not forward personal

information on to other people or groups outside the Council without prior consent (including names, addresses, email, IP addresses and cookie identifiers).

### **SMS (texting)**

Members, the Clerk and Deputy Clerk may use SMS as a convenient way to communicate at times. All are reminded that this policy also applies to such messages.

### **WhatsApp messaging**

The Council manages a WhatsApp group for councillors and the Clerk and Deputy Clerk. This groups is for important messages only and does not discuss council business. OPC is aware that this policy applies to WhatsApp messages.

### **Video Conferencing e.g. Zoom**

OPC uses Zoom for full Council, the Planning & Development Committee and working groups. This policy applies to the use of video conferencing.

Internal communication and access to information within the Council. The Council is continually looking at ways to improve its working and the use of social media and electronic communications is a major factor in delivering improvement.

Councillors are expected to abide by the Code of Conduct and the Data Protection Act in all their work on behalf of the Council.

As more and more information becomes available at the press of a button, it is vital that all information is treated sensitively and securely. Councillors are expected to maintain an awareness of the confidentiality of information that they have access to and not to share confidential information with anyone. Failure to properly observe confidentiality may be seen as a breach of the Council's Code of Conduct and will be dealt with through its prescribed procedures (at the extreme it may also involve a criminal investigation). Members should also be careful only to cc essential recipients on emails i.e. to avoid use of the 'Reply to All' option if at all possible, but of course copying in all who need to know and ensuring that email trails have been removed.

# Odiham Parish Council

15 April 2024 (2024-2025)

## PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
1	Insurance	16/04/2024		Unity Trust	1	Insurance for Chapels	Access Insurance	Z	2,889.00		2,889.00
2	Cemetery rates and water	16/04/2024		Unity Trust	2	Cemetery business rates April	Hart DC	Z	196.00		196.00
3	Rates	16/04/2024		Unity Trust	3	Bridewell business rates April	Hart DC	Z	394.79		394.79
4	Civic Hospitality	16/04/2024		Unity Trust	4	Glasses and refreshments for e	Cllr Verdon	Z	163.12		163.12
4	Caretaking Equipment	16/04/2024		Unity Trust	4	Glasses and refreshments for e	Cllr Verdon	Z	15.00		15.00
5	Travel	16/04/2024		Unity Trust	5	Travel to HALC training	Cllr Woods	Z	26.10		26.10
6	Rates	16/04/2024		Unity Trust	6	Office business rates April	Hart DC	Z	237.20		237.20
7	The Bridewell - cleaning & mat	16/04/2024		Unity Trust	7	Bridewell cleaning	YBC	S	509.63	101.93	611.56
8	IT Support and Back up	16/04/2024		Unity Trust	8	Office 365 accounts	Microsoft Ireland	Z	56.40		56.40
9	Parish room - maintenance	16/04/2024		Unity Trust	9	Replace lock & key Parish Room	Croma Locksmiths	S	164.68	32.94	197.62
10	Travel	16/04/2024		Unity Trust	10	Travel to first aid course	Cllr Bell	Z	22.50		22.50
11	Toilets - cleaning	16/04/2024		Unity Trust	11	King St Toilets cleaning	CJH Cleaning Services Ltd	S	433.06	86.61	519.67
12	The Bridewell - waste disposal	16/04/2024		Unity Trust	12	Bridewell waste collection	Suez	S	76.08	15.22	91.30
13	The Bridewell - H&S checks	16/04/2024		Unity Trust	13	Fire extinguisher x2 plus test	KBO Fire & Security	S	224.32	44.86	269.18
14	PR & Pub inc newsletter	16/04/2024		Unity Trust	14	Newsletter delivery	The Extra Mile	Z	320.00		320.00
15	Subscriptions	16/04/2024		Unity Trust	15	Annual Subscription	HALC	Z	1,089.00		1,089.00
16	Telephone and internet	16/04/2024		Unity Trust	16	Phones & broadband	BT	S	212.05	42.41	254.46
17	PR & Pub inc newsletter	16/04/2024		Unity Trust	17	Delivery InOdiham newlsetter	The Extra Mile	Z	70.00		70.00
18	Cemetery rates and water	16/04/2024		Unity Trust	18	Cemetery - Water	Castle water	Z	326.85		326.85
19	Climate, biodiversity & environi	16/04/2024		Unity Trust	19	Donation to leaflet	Hedgehog Street	Z	25.00		25.00
20	Climate, biodiversity & environi	16/04/2024		Unity Trust	20	Bird and bat boxes	Melksham Shed	Z	120.00		120.00
21	The Bridewell - cleaning & mat	16/04/2024		Unity Trust	21	Bridewell cleaning	YBC	S	509.63	101.93	611.56
22	Rights of Way	16/04/2024		Unity Trust	22	Refreshments conservation vol	Cllr Bell	Z	9.25		9.25
23	IT Support and Back up	16/04/2024		Unity Trust	23	Tablet and flag poles	A Mann Expenses	S	74.17	14.83	89.00
23	Promotion of village	16/04/2024		Unity Trust	23	Tablet and flag poles	A Mann Expenses	S	30.72	6.15	36.87
24	D-Day	16/04/2024		Unity Trust	24	Flags	Newton Newton Flag Make	S	96.00	19.20	115.20
24	D-Day	16/04/2024		Unity Trust	24	Flags	Newton Newton Flag Make	S	-9.00	-1.80	-10.80
25	Subscriptions	16/04/2024		Unity Trust	25	Annual Subscription	Zoom	S	129.90	25.98	155.88
26	Bank Charges	16/04/2024		Unity Trust	26	Card fee	Lloyds Bank	Z	3.00		3.00
27	Rates	16/04/2024		Unity Trust	27	Office business rates May	Hart DC	Z	233.00		233.00
28	Rates	16/04/2024		Unity Trust	28	Bridewell business rates May	Hart DC	Z	398.00		398.00
29	Cemetery rates and water	16/04/2024		Unity Trust	29	Cemetery business rates May	Hart DC	Z	200.00		200.00
30	Other amenity areas maintenar	16/04/2024		Unity Trust	30	Grounds maintenance Mar 24	Larkstel Ltd	S	329.24	65.85	395.09
30	Play Areas	16/04/2024		Unity Trust	30	Grounds maintenance Mar 24	Larkstel Ltd	S	479.16	95.83	574.99

## PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
30	Allotments - maintenance	16/04/2024		Unity Trust	30	Grounds maintenance Mar 24	Larkstel Ltd	S	60.00	12.00	72.00
30	Bin emptying	16/04/2024		Unity Trust	30	Grounds maintenance Mar 24	Larkstel Ltd	S	392.90	78.58	471.48
30	Chamberlain Gardens (SC Trus	16/04/2024		Unity Trust	30	Grounds maintenance Mar 24	Larkstel Ltd	S	199.16	39.83	238.99
30	Cemetery Maintenance	16/04/2024		Unity Trust	30	Grounds maintenance Mar 24	Larkstel Ltd	S	1,279.58	255.92	1,535.50
31	The Bridewell - gas	16/04/2024		Unity Trust	31	The Bridewell gas	Total Energies Gas & Powe	S	2,312.85	462.57	2,775.42
32	Staff Salaries	16/04/2024		Unity Trust	32	Apr '24 salaries	April 2021 Salaries	Z	4,841.10		4,841.10
33	Staff Salaries	16/04/2024		Unity Trust	33	Staff PAYE & NI - Apr '24	HMRC	Z	900.39		900.39
34	Staff Salaries	16/04/2024		Unity Trust	34	Staff Pensions - April 24	Hampshire Pension Fund	Z	387.01		387.01
35	Employers' NI	16/04/2024		Unity Trust	35	Employer NI - April 24	HMRC	Z	531.92		531.92
36	Pension Contribution	16/04/2024		Unity Trust	36	Employer Pension - April 24	Hampshire Pension Fund	Z	1,311.50		1,311.50
37	IT Support and Back up	16/04/2024		Unity Trust	37	Office 365 accounts (Feb)	Microsoft Ireland	Z	56.40		56.40
<b>Total</b>									<b>22,326.66</b>	<b>1,500.84</b>	<b>23,827.50</b>



# 1.AIMS AND PROPOSALS

1.1 The Neighbourhood Plan can only contain land use policies that can be used by Hart District Council to determine planning applications. However, during its consultation process the Neighbourhood Plan may identify proposals that relate to other matters listed below that are not directly related to planning applications. The Neighbourhood Plan has no role in delivering these proposals but will make the Parish Council aware that these issues have been raised during the consultation process. Delivery of all or any such proposals will be a matter for the Parish Council to consider in due course through the democratic process governing its activities.

## Rural Exception Sites

1.2 Odiham Parish Council remains keen to identify another Rural Exception Site after the Neighbourhood Plan has been made. A Rural Exception Site allows construction of a small number of houses on land outside (but adjacent to) the settlement boundary in places that might not satisfy the normal planning requirement of sustainability. All such houses may be allocated using local connection criteria. The Neighbourhood Plan consultation process and the Housing Needs Survey of 2008, updated in 2015, have established that residents favour such local connection criteria.

1.3 In the event of another Rural Exception Site being identified by the Parish Council and the landowner's agreement secured, the opportunity will be given to Odiham Consolidated Charities to work with Action Hampshire, Hart District Council and the Rural Housing Enabler to take ownership of a proportion of the houses built, subject to the funds that the Charity can provide at the time. The mix of homes will be determined by the Housing Needs Survey of the Parish applicable at the time.

1.4 A rural exception scheme for 12 houses was completed in 2023 and is now fully occupied. Nine houses are for affordable social rent and 3 are for shared ownership. (Application 19/01749)

## Parking

1.5 Odiham Parish Council has worked with Hart District Council to deliver amendments to parking orders on Odiham High Street and is likely to continue to monitor parking capacity with a view to proposing to Hart District Council changes to the existing arrangements where they can be justified. Neighbourhood Plan consultation shows support for further work being undertaken to reflect ongoing concerns raised by the community.

1.6 Although a site for a new car park is not being proposed due to the current lack of evidence to provide a justification, the Neighbourhood Plan is nevertheless proposing additional parking capacity in conjunction with specific sites. New car parks within the selected sites are being proposed to serve the existing pre-school at Recreation Road, the proposed care home and the public open space at Dunleys Hill.

1.7 Odiham Parish Council monitors and addresses safety concerns relating to traffic management expressed by residents. A Speedwatch group has been formed with volunteers undertaking to monitor speeds at various locations within the Parish. Standalone speed indicator devices have been purchased and are used at different locations. Evidence from these devices can be used as

evidence of traffic problems and used to inform Hampshire Highways and planning decisions.

1.8 The Neighbourhood Plan consultation responses identified concerns raised by the community regarding speed and volumes of traffic.

1.9 Other locations of concern and opportunity identified during the 2015 Neighbourhood Planning consultations for further investigation include:

- Dunleys Hill – crossing near the top of West Street
- Odiham High Street – the possibility of a crossing near the Post Office and across to/from the Co-op
- Hook Road – section either side of the bridge over the canal
- The approaches to Robert May's School

1.10 The Neighbourhood Plan consultation responses included views that traffic management signage should be kept to a minimum and be located at the extremities/entrances to the villages to preserve the character and appearance of the villages.

### Pre-School Provision

1.11 Odiham Parish Council believes that there is a shortfall in the provision of pre- school places in the Parish and has indicated that it intends to give further consideration to its role in that regard.

1.12 There are currently two Pre-school providers in the Parish:

- Little Wings – based at RAF Odiham and open 51 weeks of the year
- Leapfrogs based at Recreation Road, Odiham during Hampshire school terms (38 weeks)

1.13 Between them they currently provide up to 125 daily places (number of children in the school at one time). Collectively, if demand increased this could be expanded to 157 places. Hampshire County Council's guideline for pre-school places is that there should be 80 per 1,000 houses. Recent legislative changes are also encouraging pre-school for 2 year olds that will require additional capacity from providers. In addition, from 2017 the government will introduce its new 30 hours pre- school policy for working parents.

1.14 To address any future shortage of pre-school places within the Parish, a 0.25 ha plot of land has been secured within Site vii (Land next to Crownfields) to improve and expand pre-school provision in the Parish.

### Infrastructure Projects

1.15 In addition, it is possible that Odiham Parish Council will secure funding from planning obligations and the Hart Community Infrastructure Levy once in place in order to make financial contributions to a number of infrastructure projects during the life of the Neighbourhood Plan. Projects suggested during the course of the Neighbourhood Plan's consultation process included:

- The provision of a Community Hub at the centre of the village following the closure of the Hampshire Library service at The Bridwell and the passing of the ownership of the building to Odiham Parish Council.

- The creation of cycleways to provide safe transit between Odiham and North Warnborough and access to key amenities such as the schools. This may also include the use of multipurpose pathways for pedestrians and cyclists. Where possible, pedestrians and cyclists should be segregated from main carriageways.
- The provision of cycle routes to the neighbouring villages of Hook and Hartley Wintney to provide safer cycle routes for commuters, school children and recreational cyclists and as an alternative to car use.
- The creation of a cycling initiative group, potentially composed of representatives from Odiham, Hook and Hartley Wintney Parish Councils, Hart District Council, Hampshire County Council and members of the local community in order to progress these cycle routes and any others.
- Ongoing maintenance of some of the most used public footpaths. It should be noted that as part of the designation of housing sites, additional public footpaths are created, either permissive or permanent, at Site v (Land at Dunleys Hill), Site vii (Land next to Crownfields) and Site iii (Land at Crumplins Yard).
- The canal is highly valued as a recreational amenity in addition to its status as a Conservation Area and SSSI. The Neighbourhood Plan's consultation process identified support for proposals to maintain and develop the canal's use for recreation, for example the adaptation of towpaths where feasible to accommodate the needs of both cyclists and walkers and proposals such as a boat basin at Hatchwood or a visitor centre.
- If land is made available for the provision of a public open space, CIL (Community Infrastructure Levy) money is likely to be needed to maintain and enhance the site.
- The public toilets in King Street, owned by Odiham Parish Council, were renovated in 2018 after the project was put forward by the 2017 adopted Neighbourhood Plan. The toilets provide an important amenity for both residents and visitors.

1.16 The Neighbourhood Plan consultation responses have indicated that improved, heritage-style signs highlighting historic features of the Parish would be welcomed by residents. Such signs should not however detract from the visual amenity of the Conservation Areas. Improved public footpath signage would also be welcomed, as would heritage style street furniture (e.g. litter bins, benches).

#### Sports & Recreation Facilities

1.17 The following sports clubs are also considered important to the quality of life in the Parish:

- North Warnborough Football Club
- Odiham & Greywell Cricket Club
- Odiham & North Warnborough Bowls Club
- Odiham Tennis Club

Odiham Parish Council will encourage and facilitate the operation and use of these assets and clubs.