



MINUTES OF THE MEETING OF ODIHAM PARISH COUNCIL'S AMENITIES AREAS COMMITTEE HELD AT THE BRIDEWELL, THE BURY, RG29 1NB ON MONDAY 20th MAY 2024 at 9pm

Present: Cllrs D Sanger (chair), A McFarlane, P Verdon, C Seabrook and M Tate.
In attendance: Andrea Mann (Parish Clerk) and Bridie Tate (Deputy Clerk).
Cllr Bell observed the meeting online.

- AA01/24 To receive apologies for absence**
Apologies for absence were received and accepted from Cllr Bell.
- AA02/24 To receive declarations of interests and requests for dispensation relating to any item on the agenda**
None.
- AA03/24 Approval of Minutes**
RESOLVED
The minutes of the Amenities Areas Committee meeting held on 20th February 2024 (AA46/23–AA59/23) were agreed as a true record of the meeting and signed by the Chair.
(Proposed by Cllr McFarlane, seconded by Cllr Verdon, 4 in favour).
- AA04/24 Chairs Announcements**
None.
- AA05/24 Public Session**
There were no members of the public present.
- AA06/24 Meeting Action Points**
Progress on the meeting action points list were noted, as presented with the agenda.
- AA07/24 Amenities contract decisions take under the Clerk's delegated authority**
Noted, as presented with the agenda.
- AA08/24 To consider new contract awards**
RESOLVED
The following proposed contract awards were agreed:
- i) Cemetery – to seek a second quote from the grave digger to remove spoil from the bank running parallel with grave plots in the new lawn and level the ground and delegated authority was given to the Clerk to spend up to £750. Members asked for this matter to be researched to ensure this wouldn't be an ongoing costs.
 - ii) A contract to SFK Consulting in the value of £1,585 to carry out structural surveys of The Parish Room, car park wall, North Chapel, South Chapel and Chapel Cottage.
 - iii) Not to proceed with a repair to the zip wire and to seek a quote for removing the remaining equipment.
- (Proposed by Cllr Sanger, seconded by Cllr Verdon, all in favour).



AA09/24 Councillors' review of playgrounds and proposed equipment priorities for future repairs and maintenance

RESOLVED

The report was reviewed and accepted, as presented with the agenda. It was noted that the Chamberlain Gardens play area would be the most suited for external grant funding due to its close proximity to the schools and high footfall. Chapel Pond play area required replacement equipment to bring the site to current standards and Section 106 developer funds would be requested from the Hook Road Neighbourhood Plan development site.

AA10/24 Accessible public toilet provision in Odiham

Cllr McFarlane reported from a meeting with two local residents regarding accessible toilet provision in the village centre during the evening hours, a project which is listed in OPC's Business Plan. The feasibility of installing an accessible toilet cubicle in the King St public toilets was discussed and it was

RESOLVED

Members supported the principle of reconfiguring the gents toilets to provide a unisex accessible cubicle with a RADAR key and changing the two ladies cubicles to unisex facilities. It was agreed that the Clerk should make further enquiries before a final decision could be made.

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

AA11/24 Noticeboard at the Hook Road allotment site

RESOLVED

To delegate authority to the Clerk to arrange the supply and installation of a new, timber noticeboard close to the inner gate to the allotment site.

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

AA12/24 Energy Reduction Opportunity reports

Reports from the recent energy reduction audits were presented for consideration. The reports covered two properties; The Bridewell and King St toilets and recommended actions for reducing energy costs. The consultant has also offered to meet to discuss the recommendations further. Following discussion, it was

RESOLVED

To accept the reports and Cllr Tate would review the reports and speak to the consultant with the view of actioning the smaller, quick win proposed actions.

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

AA13/24 Laser Gas & Electricity Framework 2025-2029

RESOLVED

To accept the Laser Gas and Electricity Framework contract for 2025-29. The contracts were then signed by Cllr McFarlane.

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

AA14/24 To note the dates of the next meeting

20th August 2024.



AA15/24

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 matters which meet the criteria of Schedule 12A of the Local Government Act 1972 Part 1

RESOLVED

AA16/24

Issues relating to plots in Odiham Cemetery

- i) Grass cutting – the Clerk and Deputy Clerk reported complaints to the office regarding the grass cutting regime in Odiham Cemetery. The complaints had been followed up which confirmed the grass cutting had taken place in accordance with the contract specification. The office would make further enquiries to agree whether further cuts could be afforded within budget.
- ii) Ornaments and memorabilia on plots – the Deputy Clerk reported the progress of writing to plot holders regarding unauthorised ornaments and memorabilia on plots.
- iii) Chippings on plot – members were shown photos of unauthorised stone chippings on two grave plots and agreed the office should progress enquiries to have them removed.

Being no further business the meeting closed at 9.55pm.

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