



**MINUTES OF THE COUNCIL MEETING OF ODIHAM PARISH COUNCIL HELD  
IN THE LIBRARY ROOM, THE BRIDEWELL, THE BURY, ODIHAM, RG29 1NB  
ON WEDNESDAY 26<sup>th</sup> FEBRUARY 2025 COMMENCING AT 7.30pm**

**Present:** Cllrs A McFarlane (Chair), S Bell, L Cornall, C Greensides (from 265/24),  
D Sanger, C Seabrook, M Tate, P Verdon and H Woods.

**In attendance:** A Mann (Parish Clerk), B Tate (Deputy Clerk), S Hobbs (Amenity Officer),  
Hampshire County Council (HCC) Cllr Glen, Hart District Council (HDC)  
Cllrs Dorn and four members of the public.

**261/24 Apologies for absence**

Received and accepted from Cllr Tyler.

**262/24 Declarations of interests and requests for dispensation relating to any item on the agenda**

None.

**263/24 Approval of minutes**

**RESOLVED**

The minutes of the previous meeting held on 21<sup>st</sup> January 2025 (235-260/24) were agreed as true records of the meeting and signed by the Chair.

(Proposed by Cllr Verdon, seconded by Cllr Tate, 5 in favour).

**264/24 Chair's announcements**

- i) The Chair congratulated Cllr Tate for competing in the 2025 Invictus Games held in Vancouver earlier that month and for winning a silver medal in the wheelchair rugby event.
- ii) The Chair introduced Shaun Hobbs to the meeting who had recently taken up post as Amenity Officer.

**265/24 Public session**

- i) A resident spoke on behalf of the 20mph on King Street campaign group (agenda item 271/24). He thanked OPC for adding this matter back on the agenda and hoped there would be sufficient support to form a working group. The resident explained the research and consultation with residents which had already taken place and offered support to the working group to ensure the workload wouldn't burden the Council.
- ii) A resident spoke on behalf of the "In Stiches" group in support of a partnership project proposal to decorate Odiham War Memorial with crocheted and knitted poppies (agenda item 276/24). A model of the war memorial with a proposed frame and knitted poppy were shared with everyone present.

**Councillor Reports**

**266/24 Meeting reports from councillors**

None.

**267/24 Reports from other councils**

HCC Cllr Glen had provided a written report prior to the meeting (Appendix 1) and further reported:

- i) Devolution in Hampshire and local government reorganisation – since the previous meeting, a deferment of the 2025 county elections was confirmed and it was



expected that elections for a new Hampshire Mayor would be held in 2026.

Cllr Glen explained there were no clear plans on the re-organisation of local government in Hampshire yet or devolution of powers and a lot of work was required by a task and finish group to shape a future vision. Cllr Glen estimated the new authority would reduce councillors from approximately 800 currently to 100-150.

Cllr Glen said it was an honour to continue serving the local area and looked forward to taking up a new role in May which would be working to define future arrangements. Cllr Glen reported that the county councillors' devolved budgets had now ended and he hoped to set up a new, personal grant fund later in the year.

Cllr Glen encouraged everyone to respond to the Government's consultation on Devolution in Hampshire.

- ii) Cllr Glen reported that HCC had no plans to extend the double yellow lines in Palace Gate, as previously reported to members.
- iii) Cllr Glen had received an email asking HCC to consider reducing the number of parking bays next to the former Post Office. The Clerk was asked to refer this to a future agenda.

HDC Cllr Dorn reported:

- i) The HDC Overview and Scrutiny Committee would be considering their response to the Government's consultation on Devolution in Hampshire at their meeting on 18<sup>th</sup> March. The meeting was expected to consider a complex set of questions and the decision would be referred to Hart's full Council for final agreement.
- ii) HDC had set its 2025-26 budget, a decision not supported by Cllr Dorn due to two issues; an increase in parking charges and an uncoded allocation of budget required to see the Council through a period of local government re-organisation. Capital budgets were minimal.
- iii) The HDC planning enforcement team and conservation officer were working with The Bell public house community interest company to draw up a list of permitted and likely works plus a list of works requiring planning consent.
- iv) Cllr Dorn referred to a planning appeal case in South Warnborough which had been dismissed earlier that week to re-iterate the need to follow legal planning processes.
- v) A recent HDC meeting had confirmed the need for a multi-agency flood form but explained there were outstanding questions about who would chair the meetings and questions on the minimal proposed actions in the recent report.
- vi) Cllr Dorn wished OPC well in the forthcoming Referendum for the revised Odiham & North Warnborough Neighbourhood Plan.

It was agreed to consider items 271/24 then 276/24 as the next items of business.

## **General**

### **268/24 Meeting action points**

Progress on the meeting action points was noted, as reported with the agenda.



## **269/24 Policies**

- i) The schedule of policies and recommendations was reviewed, as presented with the agenda. It was suggested that OPC should look at adopting the NALC model complaints procedure in order to strengthen OPC's current policy and as proposed by the Internal Auditor.

### **RESOLVED**

- ii) The Business Continuity Plan was approved, as presented with the agenda and revision of the dates on the final page.  
(Proposed by Cllr McFarlane, seconded by Cllr Sanger, all in favour).

## **270/24 The Bridewell Community Hub future vision**

Members considered a report from The Bridewell working group meeting 04.02.25 which detailed a re-assessment of the future visions plans.

Further to debate, it was

### **RESOLVED**

That, in light of the review, OPC should not pursue the expansion of available space at this time, not least due to the challenges of servicing the needs of more than 30 people in the building at one time and the lack of parking in the immediate vicinity. Instead, OPC should focus on the following short to medium term goals which consolidates and improves existing space at The Bridewell and continues to meet the original project aims:

Re-decoration, flooring and window dressings.

- i) Upgrading lighting to energy efficient lighting.
- ii) Improved energy efficient heating.
- iii) Updating shelving in the Library Room to maximise floor space and enable improved heating.
- iv) Improvements and possible re-configuration of the corridors surrounding the courtyard.
- v) Additional toilet provision.
- vi) Repairing the building fabric including removal of render on the external walls.
- vii) Ownership of the block paving area at front of building.
- viii) Research for an alternative solution to provide access to the first floor that offers a more affordable solution.

Next steps will include:

- iii) Prioritising the list with particular regard to community benefit and the likelihood of external funding.
- iv) Sourcing a revised professional services fee proposal for some of the agreed actions.
- v) Reporting of the above thus providing the opportunity for community feedback.

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

It was noted that the first floor office would be used for storage for the foreseeable future.

## **271/24 Project to research a 20mph scheme on King Street**

Further to a previous resolution, members considered setting up a new working group to research a 20mph scheme on King Street and heard from a representative of a local campaign group.



Members questioned whether further schemes should be considered and stated in the terms of reference? Further to debate, it was

RESOLVED

- i) To set up a new working group to research a 20mph scheme on King Street under the terms of reference presented with the agenda.
- ii) Cllrs Bell, McFarlane and Tate were appointed to the working group.

RESOLVED

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

**272/24 2025/26 meeting calendar**

RESOLVED

OPC's 2025/26 meeting calendar was revised to replace 16<sup>th</sup> September with 23<sup>rd</sup> September, then agreed for the civic year running from May 2025 to May 2026 (Appendix 2).

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

**273/24 Basingstoke Canal Partnership**

- i) The presentation from the Basingstoke Canal's annual stakeholder meeting was received and noted plus the Clerk's notes from the meeting.
- ii) Members considered the future management and funding arrangements and a draft service level agreement provided by the Basingstoke Canal Manager. The agreement proposed a model agreement which contributed towards the cost of the Ranger service and left schedule 2 open to input from the contributing authorities, thus giving the opportunity to request works within each authority's area.

RESOLVED

To respond to the Basingstoke Canal partnership as follows:

- a) That OPC will contribute £4,036 to the Canal in 2024-25.
- b) That OPC will make the same contribution from the 2025-26 budget.
- c) That OPC accepts the model service level agreement, on the basis of the following:
  - 1. That the service level agreement is for one year.
  - 2. With the inclusion of the Swan Bridge cutting being listed as major required works.

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

**274/24 Open Consultation – Hampshire and the Solent devolution consultation**

[Hampshire and the Solent devolution consultation - GOV.UK](https://www.gov.uk/government/consultations/hampshire-and-the-solent-devolution-consultation)

Members reviewed the consultation questions and questioned how the Council could provide meaningful responses with limited explanation of the questions and using a scale of 7 opinions, ranging from strongly agree to prefer not to say.

HCC Cllr Glen was invited to offer advice and suggested that OPC should raise their concerns directly to the consultation.

Further to discussion, it was agreed to defer a response to the next meeting and all members were asked to refer their views to the Clerk prior to the meeting.



## **Community Committee Matters**

### **275/24 Community Grant request from the Hook & Odiham Lions**

A grant request from the Hook & Odiham Lions was considered to support two prostate screening events, one in May and another in November. Further to debate it was

#### **RESOLVED**

That, whilst OPC strongly supports the initiative, a grant award should not be made outside of the normal grant application process as this would set an unfair precedent on other applicants. Members said they would be happy to consider an application in July when other applications received before the 30<sup>th</sup> June closing date would also be considered. (Proposed by Cllr Bell, seconded by Cllr Greensides, all in favour).

### **276/24 Remembrance poppies**

Members considered a new project as set out in the Deputy Clerk's report with further detail provided by a member of "In Stitches" during public participation at the start of the meeting.

#### **RESOLVED**

To support the initiative with thanks to "In Stitches" and offering a grant of £250. (Proposed by Cllr Greensides, seconded by Cllr Tate, all in favour).

### **277/24 Verbal progress report from Cllr Bell on behalf of the War Memorial Working Group**

Cllr Bell reported that an expression of interest application had been compiled to support an application for funding to support the repairs and maintenance proposal.

#### **RESOLVED**

Members agreed to submit an expression of interest with a letter of support from the Chair to support the application submission. (Proposed by Cllr Bell, seconded by Cllr Verdon, all in favour).

### **278/24 2025 events**

- i) Event to commemorate 100 years of flight at RAF Odiham - Cllr Greensides reported that RAF Odiham's response granting agreement to support the event in principle was anticipated any day. This would enable OPC to progress plans and promote the event.
- ii) 80<sup>th</sup> anniversaries of VE-Day and VJ-Day - members clarified OPC's position which unfortunately meant it would not be possible to hold dedicated events due to OPC's minimal resources other events taking place this year.
- iii) 800<sup>th</sup> anniversary of Magna Carta (re-issued) – members reviewed correspondence to the Council asking OPC to acknowledge the 800<sup>th</sup> anniversary of the Magna Carta.

#### **RESOLVED**

It would not be possible to run a dedicated event due to the reasons listed in 278/24ii and due to there not being an allocated budget. It was agreed that the enquirer should be invited to speak at the Annual Parish Assembly and OPC would promote the anniversary on OPC's news channels.

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



## **Financial Matters**

### **279/24 Asset Register**

The annual review of the Asset Register was carried out and it was

RESOLVED

To add bus shelters to the Register then approve the revisions presented with the agenda. (Appendix 3).

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

### **280/24 Payments Listing**

RESOLVED

The payments listing for the period 22<sup>nd</sup> January-26<sup>th</sup> February 2025 (Appendix 4) was agreed and Cllrs Cornall and McFarlane were appointed to complete the payment approval process for outstanding payments.

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

## **Planning Matters**

### **281/24 Ratification of Planning & Development Committee decisions**

RESOLVED

The comments agreed by the Planning & Development Committee 18.02.25 were agreed and ratified.

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

### **282/24 Verbal update from Cllr Verdon on the Odiham & North Warnborough Neighbourhood Plan Referendum**

Cllr Verdon reported that the Notice of a Referendum on Tuesday 25<sup>th</sup> March had been published and polling cards issued. Everyone was encouraged to vote.

### **283/24 Date of next meeting - Tuesday 18<sup>th</sup> March 2025**

### **284/24 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 and staffing matters which meet the criteria of Schedule 12A of the Local Government Act 1972 Part 1**

RESOLVED

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

### **285/24 Review of OPC's Asset Portfolio**

Members carried out a review of OPC's asset portfolio and

RESOLVED

- i) To compile a programme of repair and maintenance works for all properties, starting with The Bridewell.
- ii) Intention to dispose of one property subject to the conclusion of research.
- iii) To note potential future concerns on local public assets arising from a reorganisation of local government in Hampshire.

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



**286/24**

### **The Bridewell contracts and fees**

Various contractual matters were considered relating to the management of activities at The Bridewell.

#### **RESOLVED**

**i) RESOLVED**

To renew a 3 year lease with the Police & Crime Commissioner's office for the PCSO's office and store from 1<sup>st</sup> July 2025 with a 10% uplift on the annual rent.  
(Proposed by Cllr McFarlane, seconded by Cllr Verdon, all in favour).

**ii) Proposed heads of terms for a new lease for vacant office space on the ground floor were not considered due to feedback from the interested party.**

**iii) A proposed new contract arrangement for cleaning and building maintenance was considered and it was**

#### **RESOLVED**

To accept the Clerk's suggestion, subject to HALC clarifying TUPE rules, on the basis that the change would not impact OPC's budgets.  
(Proposed by Cllr McFarlane, seconded by Cllr Verdon, all in favour).

**iv) Bridewell fees were reviewed and it was**

#### **RESOLVED**

To increase fees from 1<sup>st</sup> April 2025, as follows

	<b>Area</b>	<b>Agreed price and terms</b>
1.	The Library Room	From £24 to £26 per 3 hour session
2.	The Book Exchange user agreement for the Library Room, shelving and book stock	From £500 to £550 per annum
3.	All Saints Sunday School use of the Library Room	£24 per 2 hour session
4.	Hot desk, first floor co-working hub	No change. £10 per day (£8.33 plus VAT) 9am-5pm
5.	Small meeting room, first floor co-working hub	£24 (£20 plus VAT) for 2 hour session

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

There being no further business the meeting closed at 9.29pm.

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



*"As flies to wanton boys/are we to the gods..."*

*- 'King Lear, Act 4, Scene 1*

**Modern Translation:**

**Prepare for Local Government Reorganisation!**

I am sure you have heard a few things about mayors, devolution of power, local government reorganisation and the fact that the May county council elections have been postponed.

I thought you might like to know what's going on, from the horse's mouth.

For years, successive governments have offered unitary status to any councils who were prepared to apply. The time had come for Hampshire to make its bid. Why? In a nutshell, our country can no longer financially sustain two-tier local government.

Currently, at Hampshire County Council, 85% of our TOTAL budget provides support for our most vulnerable residents, specifically special needs children and the elderly. This is a statutory obligation, enshrined in law.

Therefore the remaining 15% of our budget pays for everything else, such as roads, pavements, potholes, street lights, libraries, etc.

Despite these figures, it is generally



acknowledged that Hampshire County Council is still one of the best-run authorities in the country. We are not bankrupt but are using up our reserves. We know we cannot continue as we are and changes must take place.

Just before Christmas, the Government produced a White Paper offering a fast-track opportunity to all councils to apply for elected mayors, devolution and re-organisation.

All bids had to be in by January 10<sup>th</sup>.

Immediately the Leader of Hampshire County Council had meetings with the leaders of all the Hampshire district and borough councils, including the Isle of Wight. Across the board there was unanimous approval, to keep control of our future, and apply for the fast-track approach.

An emergency county council meeting took place on the 9<sup>th</sup> of January, and this was all agreed. On the morning of the 10<sup>th</sup> the Cabinet ratified the County Council decision and our bid was sent in to the Secretary of State for Housing & Local Government. This included a request for 1 year's postponement of the county elections.

In the first week of February a phone call from Westminster came in during our Cabinet meeting, agreeing to all aspects of our proposal.

In addition to Hampshire, 17 other English county councils had applied for the election postponement. We were not alone.

All existing county councillors will now be intimately involved with planning the re-organisation of Hampshire's local government structure. A report will be sent to Westminster by the end of Autumn 2025.

What does this mean for all of us?

In two years' time there will no longer be district, borough or county councils. In their place will be a Pan-Hampshire Unity Authority. This will mean a huge reduction in councillor representation and most of the current local government work will be organised from Winchester.

Therefore, in this brave new world we are now entering, I would like to hear from anybody who would be interested in becoming a Pan-Hampshire representative. We are going to need lots of new blood and fresh ideas to make this work.

Please contact me at  
[jonathan.glen@hants.gov.uk](mailto:jonathan.glen@hants.gov.uk).

It continues to be my great honour and privilege to represent our area during this exciting period of transition.

Councillor Jonathan K. Glen

Hampshire County Council

Member for Hook, Odiham & The Western Parishes

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

## 2025/26 Meeting dates

### APPENDIX 2

All meetings, unless otherwise stated, are held on a Tuesday in The Library Room, The Bridwell, The Bury, Odiham, at 7.30pm.  
The agenda for each meeting will be posted on the council's noticeboards and the website giving the required 3 clear days' notices before each meeting.  
Members of the press and public are invited to attend all meetings, unless stated on the agenda.

	Apr '25	May '25	Jun '25	Jul '25	Aug '25	Sep '25	Oct '25	Nov '25	Dec '25	Jan '26	Feb '26	Mar '26	Apr '26	May '26
Full Council	15 <sup>th</sup>	20 <sup>th</sup> Annual	17 <sup>th</sup>	15 <sup>th</sup>	19 <sup>th</sup>	23 <sup>rd</sup>	21 <sup>st</sup>	18 <sup>th</sup>	16 <sup>th</sup>	20 <sup>th</sup>	17 <sup>th</sup>	17 <sup>th</sup>	21 <sup>st</sup>	19 <sup>th</sup> (Annual)
Planning & Development Committee (Zoom)	1 <sup>st</sup> 22 <sup>nd</sup>	13 <sup>th</sup>	3 <sup>rd</sup> 24 <sup>th</sup>	14 <sup>th</sup> , 16 <sup>th</sup> or at Full Council	5 <sup>th</sup> 26 <sup>th</sup>	15 <sup>th</sup> , 17 <sup>th</sup> , or at Full Council	7 <sup>th</sup> 28 <sup>th</sup>	17 <sup>th</sup> or 19 <sup>th</sup> or at Full Council	9 <sup>th</sup>	6 <sup>th</sup> 27 <sup>th</sup>	16 <sup>th</sup> or 18 <sup>th</sup> or at Full Council	10 <sup>th</sup> 31 <sup>st</sup>	21 <sup>st</sup>	12 <sup>th</sup>
Finance Committee	15 <sup>th</sup> (After full Council)			15 <sup>th</sup> (After full Council)			21 <sup>st</sup> (After full Council)			20 <sup>th</sup> (Before full Council)			21 <sup>st</sup> (After full Council)	
Amenity Area Committee		20 <sup>th</sup> (After full Council)			19 <sup>th</sup> (After full Council)			18 <sup>th</sup> (After full Council)			17 <sup>th</sup> (After full Council)			19 <sup>th</sup> (After full Council)
Staffing Committee		22 <sup>nd</sup> 11am					23 <sup>rd</sup> 11am							27 <sup>th</sup> 11am
Budget Workshop (councillors only)								11 <sup>th</sup> (Zoom available)						
OPC Community events	8 <sup>th</sup> Annual Parish Assembly	-	27 <sup>th</sup> Freedom Parade					9 <sup>th</sup> Remembrance  27 <sup>th</sup> Christmas tree lighting and thank you reception					14 <sup>th</sup> Annual Parish Assembly	

## Odiham Parish Council

## APPENDIX 3

## Fixed Assets and Long Term Investments

Asset Description	Date Acquired	Purchase Value	Current Value	Location /Responsibility	Estimated Life	Usage/Capacity	Charges
<b>1000 - General Account</b>							
3 office chairs	17.12.24	1,061.56		The Bridewell		Parish Office	
4 x Gopak tables	02.03.22	684.66		The Bridewell	10 years	The Library Room	
5 desks, 5 office chairs, 5 privacy screens, mee	29.12.24	6,067.50		The Bridewell		The Bridewell co-working h	
5 x Gopak tables	01.01.21	1.00		The Bridewell	10 years	The Library Room	
Chapel Cottage & 2 sheds	1860	279,258.00	587,000.00	Cemetery		Private tenancy	
Chapel of Rest (North)	1860	232,714.00	329,000.00	Cemetery		Equipment store	
Chapel of Rest (South)	1860	232,714.00	335,000.00	Cemetery		Unused	
Dell laptop	19.09.23	772.36		Parish Office	3 years	Shared	
General Contents (The Bridewell)	2022	7,030.00		The Bridewell		General usage	
Gopak table trolley	17.01.23	249.81		The Bridewell	10 years	The Library Room	
Logitech Meetup camera	27.02.22	550.00		The Bridewell	5 years	The Library Room	
Microwave	21.11.23	78.94		The Bridewell	5 years	Shared	
Office Equipment	2015	4,780.00		The Bridewell	10 years	Parish Office	
Parish Room	09.07.1901	232,714.00	193,000.00	LR Title HP629711		Licence to Odiham Society	
Power drill	03.04.24	41.68		The Bridewell	5 years	Parish Office	
Raybit conference mic	21.11.23	83.22		The Bridewell	5 years	Library Room	
Ring doorbell x 2	05.04.24	183.32		The Bridewell	3 years	Parish Office	
Server	29.11.22	2,400.00		The Bridewell	5 years	Server room, Library Room	
The Bridewell	01.03.22	1.00	1,545,000.00	The Bury		Offices & community hub	
Town crier bell	29.11.24	60.00		The Bridewell	10 years	Town Crier	
Viewsonic CDE6250 & mobile stand	27.02.22	1,350.00		The Bridewell	5 years	Library room	
Wall mounted display screen	15.11.24	620.00		The Bridewell	5 years	The Bridewell co-working h	
		<b>1,003,415.05</b>	<b>2,989,000.00</b>				
<b>2000 - Amenity Areas</b>							
4 x new interment beds	06.02.23	2,621.00		Cemetery		Garden of Remembrance	
Beacon Field (part of Sports Centre Trust)	18.10.1962			LR Title HP633716		Public open space	

**Odiham Parish Council**  
**Fixed Assets and Long Term Investments**

Asset Description	Date Acquired	Purchase Value	Current Value	Location /Responsibility	Estimated Life	Usage/Capacity	Charges
Buften Field Play Area	01.05.2013			LR Title HP620834		Play area	
Cemetery (extension)	October 1913			LR Title HP646774		Current burial land	
Cemetery (old section)	1860			LR Title HP678718		Older section of burial grou	
Chamberlain Gardens (bowling green/tennis cc	09.01.1948		1.00	LR Title HP633716		Tennis courts, bowls club, t	
Chapel Pond Drive Play Area	2013	1.00		LR Title HP35700		Play area	
Colt Hill Amenity Area	09.03.1988	2,000.00		LR Title HP633740		Public woodland	
Defibrillator	30.03.21	1,390.00		Leapfrogs, Recreation Gr	5 years	Public	
Fridge	19.04.24	229.50		Chapel Cottage	5 years	Tenants	
Fruit trees	30.11.21	1,435.00		Community Orchard	20-50 years	Community orchard	
Interment marker stones	21.01.25	85.00		Cemetery	3 years		
Interpretation boards	04.03.22	1,293.94		Community Orchard	10 years		
Land adjacent to Cemetery (orchard)	13.03.1995			LR Title HP499517		Community orchard	
Land off Hook Rd (allotment)	17.10.2013			LR Title HP765526		Allotment entrance	
Lockable bollard	01.10.21	165.00		Cemetery			
Metal y-pins	16.07.24	33.31		North Chapel	5 years		
NW Rec Ground (Allotments)	1927			LR Title HP646510		Allotment site	
Odiham Recreation Ground	20th May 1921			LR Title HP629711		Public open space, play are	
Outdoor wooden furniture	19.09.23	248.33		The Bridewell courtyard	3 years	Shared	
Picnic benches	18.04.23	625.00		Open Spaces	4 years	Public use	
Play Equipment, MUGA & Trim Tr		197,956.00					
Public toilets, King Street	2012	1.00	183,000.00	LR Title HP671284		Public	
Site signage	11.02.25	335.00		Allotments, King St toilets	5 years		
Street Furniture		43,319.00		Refer to bench audit			
Tarmac paths to play areas, Re	17.11.20	4,880.00		Recreation Ground	15 years		
The Firs Amenity Area	06.08.2004	1.00		LR Title HP646774		Public woodland	
		<b>256,619.08</b>	<b>183,001.00</b>				

**3000 - Community**

**Odiham Parish Council**  
**Fixed Assets and Long Term Investments**

Asset Description	Date Acquired	Purchase Value	Current Value	Location /Responsibility	Estimated Life	Usage/Capacity	Charges
16 flagpoles	19.11.24	220.33		The Bridewell	5 years		
3 x noticeboards	01.01.21	2,070.87		2 High St, 1 NW verge	10 years		
4 Armed Forces Day flags	16.07.24	24.83		The Bridewell	5 years		
Book shelves	01.03.22	1.00		The Bridewell		Licence to OBE	
D-Day flags	16.04.24	177.11		The Bridewell	5 years		
D-Day lamp of peace	03.04.24	55.00		The Bridewell	5 years		
Defibilirator	2015	1,382.00		Co-op, High St	2 years	Public	
Defibrillator	01.07.22	1.00	1,390.00	Esso Garage, Hook Roac	5 years	Public	
Flags	16.09.22	581.86		The Bridewell	3 years		
Library stock	24.05.21	1.00	37,500.00	The Bridewell, Library Ro		Licence to OBE	
Public access PC	25.02.22	735.00		The Bridewell	3 years	The Library Room public u	
Remembrance flags	19.11.24	178.43		The Bridewell	5 years		
		<b>5,428.43</b>	<b>38,890.00</b>				

**5000 - Traffic and Transport**

2 x SID brackets	15.10.24	705.00		Alton Rd lamp posts	10 years		
Battery Brushcutter	15.02.24	393.58		The Bridewell		Conservation Volunteers w	
Battery charger and battery	15.02.24	260.15		The Bridewell		Conservation Volunteers w	
Battery charger and battery	04.08.24	206.40		The Bridewell	3 years	Conservation Volunteers w	
Broxap shackles	18.02.21	3,504.00		High Street parking bays	10 years	Community events	
Bus shelter	01.03.25	1.00	6,795.00	Alton Rd s/b carriageway	15 years		
Bus shelter	01.04.24	1.00		Alton Rd n/b carriageway	20		
Hand tools	01.11.24	227.51		The Bridewell	3 years	Conservation Volunteers w	
Hand tools	30.08.23	336.54		The Bridewell	3 years	Conservation Volunteers	
Long reach hedge trimmer	15.02.24	261.63		The Bridewell		Conservation Volunteers w	
Road closure signs	07.06.22	400.00		North Chapel	5 years	Equipment store	
SID	30.08.23	3,014.00		Local roads/stored at The	5 years	Traffic calming	
Speed Indicator Device (SID)	2015	3,290.00		Bridewell/community	2 years	Traffic calming	

Odiham Parish Council  
Fixed Assets and Long Term Investments

Asset Description	Date Acquired	Purchase Value	Current Value	Location /Responsibility	Estimated Life	Usage/Capacity	Charges
Velocity speed gun	15.08.23	182.69		The Bridewell	3 years	Speedwatch	
		12,783.50	6,795.00				
Grand Total:		1,278,246.06	3,217,686.00				



# Odiham Parish Council

25 February 2025 (2024-2025)

## PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
478	Allotment Deposits	22/01/2025		Unity Trust		Refund for allotment deposit ar	Odiham Parish Council	Z	60.00		60.00
514	Community Grants	24/02/2025		Unity Trust	514	Mustard seed Community gran	The Mustard seed autism t	Z	250.00		250.00
515	Estate Agent Fees	24/01/2025		Unity Trust	515	Estate agent fee	McCarthy Holden	S	149.15	29.83	178.98
516	Chapel Cottage Maintenance	24/01/2025		Unity Trust	516	Chapel Cottage tenancy renew	McCarthy Holden	S	150.00	30.00	180.00
517	Chapel Cottage Maintenance	24/01/2025		Unity Trust	517	Chapel Cottage contract fee	FCC Paragon	Z	206.40		206.40
518	Chapel Cottage Maintenance	24/01/2025		Unity Trust	518	Gas safety certificate Chapel C	Ultimate Heating	Z	165.00		165.00
519	Bank Charges	31/01/2025		Unity Trust	519	Bank charges	Unity Trust	Z	11.55		11.55
520	Play Areas	22/01/2025		Unity Trust	520	Recreation Ground - large mult	Playscene Ltd	S	210.30	42.06	252.36
521	Postage and consumables	22/01/2025		Unity Trust	521	Stationery, supplies and stamp	Viking	S	69.92	13.98	83.90
521	Postage and consumables	22/01/2025		Unity Trust	521	Stationery, supplies and stamp	Viking	Z	127.50		127.50
522	IT Support and Back up	22/01/2025		Unity Trust	522	Office 365 accounts	Microsoft Ireland	Z	51.50		51.50
523	Staff Salaries	31/01/2025		Unity Trust	523	HMRC correction underpaymen	HMRC	Z	-5.00		-5.00
524	Bank Charges	31/01/2025		Unity Trust	524	Multipay outstanding balance	Lloyds Bank	Z	3.70		3.70
525	The Bridewell - general lettings	06/02/2025		Unity Trust		Stripe Transaction Fee	Stripe	X	0.39		0.39
526	The Bridewell - general lettings	06/02/2025		Unity Trust		Stripe Transaction Fee	Stripe	X	0.35		0.35
527	The Bridewell - general lettings	06/02/2025		Unity Trust		Stripe Transaction Fee	Stripe	X	0.66		0.66
528	The Bridewell - general lettings	06/02/2025		Unity Trust		Stripe Transaction Fee	Stripe	X	0.35		0.35
529	The Bridewell - general lettings	06/02/2025		Unity Trust		Stripe Transaction Fee	Stripe	X	0.35		0.35
530	The Bridewell - general lettings	11/02/2025		Unity Trust		Stripe Transaction Fee	Stripe	X	0.66		0.66
531	Staff Salaries	24/02/2025		Unity Trust	531	Staff Salaries - February 2025	Staff salaries - Feb 25	Z	4,747.12		4,747.12
532	Staff Salaries	24/02/2025		Unity Trust	532	Staff PAYE & NI - Feb '25	HMRC	Z	970.14		970.14
533	Staff Salaries	24/02/2025		Unity Trust	533	Staff Pension Cont - Feb '25	Hampshire Pension Fund	Z	393.94		393.94
534	Employers' NI	24/02/2025		Unity Trust	534	Employer NI - Feb '25	HMRC	Z	556.39		556.39
535	Pension Contribution	24/02/2025		Unity Trust	535	Employers Pension - Feb '25	Hampshire Pension Fund	Z	1,307.80		1,307.80
536	Accounts Package	24/02/2025		Unity Trust	536	Scribe 2025-26	Scribe	S	1,396.80	279.36	1,676.16
537	The Bridewell - water	24/02/2025		Unity Trust	537	Bridewell water	Business Stream	Z	15.09		15.09
538	Professional Costs	24/02/2025		Unity Trust	538	Odiham & North Warnborough	Troy Hayes Planning Ltd	S	600.00	120.00	720.00
539	Bridewell works	24/02/2025		Unity Trust	539	Bridewell co-working signs	Viking	S	134.00	26.80	160.80
540	Postage and consumables	24/02/2025		Unity Trust	540	Labels for newsletters	Viking	S	16.94	3.39	20.33
541	Cemetery maintenance and im	24/02/2025		Unity Trust	541	Odiham Cemetery	Larkstel Ltd	S	1,600.00	320.00	1,920.00
542	Chamberlain Gardens (SC Trus	24/02/2025		Unity Trust	542	Grounds maintenance - Jan '25	Larkstel Ltd	S	199.16	39.83	238.99
542	Cemetery Maintenance	24/02/2025		Unity Trust	542	Grounds maintenance - Jan '25	Larkstel Ltd	S	1,193.58	238.72	1,432.30
542	Other amenity areas maintenar	24/02/2025		Unity Trust	542	Grounds maintenance - Jan '25	Larkstel Ltd	S	254.24	50.85	305.09
542	Play Areas	24/02/2025		Unity Trust	542	Grounds maintenance - Jan '25	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
542	Allotments - maintenance	24/02/2025		Unity Trust	542	Grounds maintenance - Jan '25	Larkstel Ltd	S	60.00	12.00	72.00
542	Bin emptying	24/02/2025		Unity Trust	542	Grounds maintenance - Jan '25	Larkstel Ltd	S	392.90	78.58	471.48
542	Speed Indicator Devices	24/02/2025		Unity Trust	542	Grounds maintenance - Jan '25	Larkstel Ltd	S	79.16	15.83	94.99
543	Toilets - cleaning	24/02/2025		Unity Trust	543	King St Toilets cleaning	CJH Cleaning Services Ltd	S	491.37	98.27	589.64
544	Toilets - cleaning	24/02/2025		Unity Trust	544	King St Toilets cleaning	CJH Cleaning Services Ltd	S	491.37	98.27	589.64
545	Toilets - cleaning	24/02/2025		Unity Trust	545	King St Toilets cleaning	CJH Cleaning Services Ltd	S	491.37	98.27	589.64
546	The Bridewell - maintenance	24/02/2025		Unity Trust	546	repairs to filter in boiler room	Servio Building Services Me	S	391.63	78.33	469.96
547	The Bridewell - maintenance	24/02/2025		Unity Trust	547	The Bridewell, The Bury, Odiha	Servio Building Services Me	S	564.80	112.96	677.76
548	Toilets - Power and rates	24/02/2025		Unity Trust	548	King St Toilets - water	Castle water	Z	90.64		90.64
549	Office Equipment	24/02/2025		Unity Trust	549	Washroom supplies & IT statio	Viking	S	22.98	4.59	27.57
549	The Bridewell - cleaning & mat	24/02/2025		Unity Trust	549	Washroom supplies & IT statio	Viking	S	135.98	27.20	163.18
550	Telephone and internet	24/02/2025		Unity Trust	550	Phones & broadband	BT	S	222.33	44.47	266.80
551	Office Equipment	24/02/2025		Unity Trust	551	Photocopier rental/copies	Ricoh	S	104.83	20.97	125.80
551	Postage and consumables	24/02/2025		Unity Trust	551	Photocopier rental/copies	Ricoh	S	61.74	12.35	74.09
552	Toilets - Power and rates	24/02/2025		Unity Trust	552	King St Toilets electricity	nPower	L	74.51	3.73	78.24
553	The Bridewell - electricity	24/02/2025		Unity Trust	553	Bridewell electricity (Jan)	nPower	S	362.20	72.44	434.64
554	IT Support and Back up	24/02/2025		Unity Trust	554	IT support Mar '25	BV Computer Solutions Ltd	Z	135.00		135.00
555	The Bridewell - gas	24/02/2025		Unity Trust	555	The Bridewell gas	Total Energies Gas & Powe	S	430.72	86.14	516.86
556	Office Equipment	24/02/2025		Unity Trust	556	Multipay Jan - see breakdown	Lloyds/Unity Multipay	S	43.98	8.79	52.77
556	Postage and consumables	24/02/2025		Unity Trust	556	Multipay Jan - see breakdown	Lloyds/Unity Multipay	Z	3.00		3.00
556	Postage and consumables	24/02/2025		Unity Trust	556	Multipay Jan - see breakdown	Lloyds/Unity Multipay	Z	3.90		3.90
556	Postage and consumables	24/02/2025		Unity Trust	556	Multipay Jan - see breakdown	Lloyds/Unity Multipay	Z	3.85		3.85
556	Bank Charges	24/02/2025		Unity Trust	556	Multipay Jan - see breakdown	Lloyds/Unity Multipay	Z	3.00		3.00
556	Civic Hospitality	24/02/2025		Unity Trust	556	Multipay Jan - see breakdown	Lloyds/Unity Multipay	Z	25.00		25.00
556	The Bridewell - maintenance	24/02/2025		Unity Trust	556	Multipay Jan - see breakdown	Lloyds/Unity Multipay	S	122.58	24.51	147.09
557	The Bridewell - waste disposal	24/02/2025		Unity Trust	557	bridewell bins	Suez	S	81.43	16.29	97.72
558	Staff Salaries	24/02/2025		Unity Trust	558	Correction from Jan	HMRC	Z	5.00		5.00
559	The Bridewell - general lettings	24/02/2025		Unity Trust		Stripe Transaction Fee	Stripe	X	0.35		0.35
560	IT Support and Back up	26/02/2025		Unity Trust	560	Office 365 accounts	Microsoft Ireland	Z	51.50		51.50
561	The Bridewell - cleaning & mat	26/02/2025		Unity Trust	561	Bridewell cleaning (Nov)	YBC	S	559.58	111.92	671.50
562	The Bridewell - cleaning & mat	26/02/2025		Unity Trust	562	Bridewell cleaning (Dec)	YBC	S	559.58	111.92	671.50
563	The Bridewell - cleaning & mat	26/02/2025		Unity Trust	563	Bridewell cleaning (Jan)	YBC	S	559.58	111.92	671.50
564	The Bridewell - cleaning & mat	26/02/2025		Unity Trust	564	Bridewell cleaning (Feb)	YBC	S	559.58	111.92	671.50
565	Cemetery electricity	26/02/2025		Unity Trust	565	Electricity - South Chapel	SSE	L	185.12	9.25	194.37
566	Professional Costs	26/02/2025		Unity Trust	566	Transfer of burial records	Scribe	S	48.00	9.60	57.60
567	Training	26/02/2025		Unity Trust	567	Clerk - end of year training	HALC	S	48.00	9.60	57.60

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
568	Subscriptions	26/02/2025		Unity Trust	568	Parish News Subscription (BT e	B Tate	Z	10.00		10.00
Total									22,793.70	2,680.77	25,474.47