



**MINUTES OF THE COUNCIL MEETING OF ODIHAM PARISH COUNCIL HELD IN  
THE LIBRARY ROOM, THE BRIDEWELL, THE BURY, ODIHAM, RG29 1NB  
ON TUESDAY 17<sup>th</sup> JUNE 2025 COMMENCING AT 7.30pm**

Present: Cllrs A McFarlane (Chair), S Bell, L Cornall, D Sanger, C Seabrook,  
M Tate and P Verdon.

In attendance: Andrea Mann (Parish Clerk), Bridie Tate (Deputy Clerk)  
and two members of the public.

**34/25 Apologies for absence**

Received and accepted from Cllrs Greensides, Tyler and Woods.  
Apologies were also noted from Hants CC Cllr Glen.

**35/25 To receive declarations of interests and requests for dispensation relating to any item on the agenda**

None.

**36/25 Approval of minutes**

RESOLVED

The minutes of the Council meeting held on 20<sup>th</sup> May 2025 (1-33/25) were approved as a true record of the meeting and signed by the Chair.

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

**37/25 Chair's announcements**

The chair congratulated Jon Hale on his recent pillar of the community award from RAF Odiham which had been awarded at the RAF Odiham Promise and Fulfil Awards ceremony.

**38/25 Public session**

- i) A member of the public asked whether there was any update on their concerns that parking on the High Street close to Palace Gate was creating a hazard to motorists and pedestrians, a matter previously raised to the Council. HCC Cllr Glen was already included in written communication but there appeared to be no update.
- ii) A member of the public also raised serious concerns about the traffic through the village, specifically the High Street section between the B3349 mini/roundabout and the Palace Gate junction, having witnessed a near-miss the same day. The resident suggested traffic calming signage and other measures such as a 20mph scheme through the village centre.

The chair responded to both residents showing support for traffic calming measures to encourage slower traffic speeds through the village centre and explained how the Council had been working with HCC, the responsible highways authority. The chair reported that some improvement measures had been implemented with a new layout for parking in The Bury due in the Summer and a pilot project for a 20mph scheme on King Street was being researched. The Council had requested a review of parking in the Parish and HCC had agreed in principle but there was no way for OPC to influence the speed of this review.

It was agreed that OPC would promote its work with HCC and campaigns on highways related matters in the next newsletter and advertise for more Speedwatch volunteers. OPC would also promote The Bury line-markings when HCC had notified OPC of the work day.



## **Councillor Reports**

**39/25 Meeting reports from councillors**  
Nothing to report.

**40/25 Reports from other councils**  
None.

## **General**

**41/25 Meeting action points**  
Noted, as presented with the agenda. No comments were recorded.

**42/25 New walking map project proposal**  
Cllr Bell presented his project proposal for a new local walking map which proposed different walk themes and would be developed in partnership with other community groups. The map would be downloadable from OPC's website, printed on map boards with the potential of developing a new app.

Further to questions it was

RESOLVED

- i) The project was agreed in principle and further research would take place.
- ii) Members noted there was capacity to spend from the Supporting The High Street and Environment earmarked reserves.

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

**43/25 Flagpole at the War Memorial**  
Members considered a second quote received for a flagpole at the War Memorial, as previously requested by Council.

Further to a review of the specification, confirmation that listed building consent would be required and that OPC had promised to consult the community, it was

RESOLVED

- i) To include an article in OPC's Summer newsletter and Cllr Bell offered to write the article.
- ii) To source a quote for a shorter pole which could be easily removed from the socket and stored elsewhere.

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

## **Community Matters**

**44/25 Summer newsletter**  
RESOLVED

- i) To accept an offer from the Hook & Odiham Lions to hand deliver a Summer edition of OPC's newsletter.
- ii) The following articles were suggested: OPC's campaigns and work on local highways projects, the Freedom Parade, Local Government Re-organisation, a request for Speedwatch volunteers, and an article on OPC's assets.  
(Proposed by Cllr McFarlane, seconded by Cllr Verdon, all in favour).



**45/25 Speed Indicator Device**

The Deputy Clerk briefed members on ongoing issues with the newer SID. Further to debate, it was

RESOLVED

To send the SID back to the supplier requesting further investigation under its warranty.  
(Proposed by Cllr McFarlane, seconded by Cllr Verdon, all in favour).

**Finance Matters**

**46/25 Payments Listing**

RESOLVED

The payments listing for the period 21<sup>st</sup> May-17<sup>th</sup> June 2025 was approved and Cllrs Cornall and Verdon were appointed to complete the payment approval process for outstanding payments.

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

**Planning Matters**

**47/25 Ratification of Planning & Development Committee decisions**

The decisions agreed by email and submitted to Hart under delegated authority were ratified, as shown on the agenda.

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

**48/25 Neighbourhood Plan Monitoring Report**

RESOLVED

Members reviewed the draft 2024/25 Annual Monitoring Report prepared by Cllr Verdon and presented with the agenda. A revision was suggested which updated the position with regard to the Dunley's Hill site. Following the update of the Neighbourhood Plan the Examiner had removed this site from the Plan. Whilst the Plan was being reviewed an Appeal was ongoing regarding this site which was subsequently dismissed by the Planning Inspectorate. Further to this revision, the report was adopted and agreed for publication. The Council gave a vote of thanks to Cllr Verdon for her work.

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

**49/25 Free Parish Housing Profile**

RESOLVED

- i) To express interest in an offer from Action Hampshire to undertake a free housing profile.
- ii) To research cost and either agree delegation to the Clerk should the profile be free of charge, as indicated, or establish the cost and report back to Council

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

**50/25 Date of next meeting – scheduled Tuesday 15<sup>th</sup> July 2025**

Cllr Verdon submitted apologies for the meeting.

There being no further business the meeting closed at 8.30pm.

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

PAYMENTS LIST

APPENDIX 1

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
95	Promotion of village	02/06/2025		Unity Trust	95	VAT payment for the MPC ltd I	IC Printing Services	S	21.00	4.20	25.20
97	The Bridewell - general lettings	29/05/2025		Unity Trust		Stripe Transaction Fee	Stripe	X	0.39		0.39
99	The Bridewell - general lettings	30/05/2025		Unity Trust		Stripe Transaction Fee	Stripe	X	0.35		0.35
100	Bank Charges	31/05/2025		Unity Trust	100	Bank charges	Unity Trust	Z	16.20		16.20
101	Bank Charges	31/05/2025		Unity Trust	101	Fee for Multipay card (Apr)	Lloyds Bank	Z	3.00		3.00
104	Estate Agent Fees	23/05/2025		Unity Trust	104	Chapel cottage management fe	McCarthy Holden	S	149.15	29.83	178.98
105	Chapel Cottage Maintenance	23/05/2025		Unity Trust	105	Heating repair	Ultimate Heating	Z	250.00		250.00
106	The Bridewell - waste disposal	30/05/2025		Unity Trust	106	Bridewell waste collection	Suez	S	88.60	17.72	106.32
110	Rates	17/06/2025		Unity Trust	110	Parish Office Rates	Hart DC	Z	240.00		240.00
111	Cemetery rates and water	17/06/2025		Unity Trust	111	Cemetery rates	Hart DC	Z	200.00		200.00
112	Rates	17/06/2025		Unity Trust	112	Bridewell rates	Hart DC	Z	434.00		434.00
113	The Bridewell - cleaning & mat	17/06/2025		Unity Trust	113	Bridewell cleaning	YBC	S	617.56	123.51	741.07
114	Bridewell works	17/06/2025		Unity Trust		ILOQ	Croma Locksmiths	S	1,381.06	276.21	1,657.27
115	The Bridewell - water	17/06/2025		Unity Trust	115	Bridewell water	Business Stream	Z	15.38		15.38
116	Cemetery rates and water	17/06/2025		Unity Trust	116	Cemetery water	Castle water	S	1.98	0.39	2.37
117	Chamberlain Gardens (SC Trus	17/06/2025		Unity Trust	117	Grounds maintenance - May 20	Larkstel Ltd	S	322.50	64.50	387.00
117	Other amenity areas maintenar	17/06/2025		Unity Trust	117	Grounds maintenance - May 20	Larkstel Ltd	S	401.67	80.33	482.00
117	Play Areas	17/06/2025		Unity Trust	117	Grounds maintenance - May 20	Larkstel Ltd	S	585.42	117.08	702.50
117	Allotments - maintenance	17/06/2025		Unity Trust	117	Grounds maintenance - May 20	Larkstel Ltd	S	33.33	6.67	40.00
117	Bin emptying	17/06/2025		Unity Trust	117	Grounds maintenance - May 20	Larkstel Ltd	S	538.33	107.67	646.00
117	Speed Indicator Devices	17/06/2025		Unity Trust	117	Grounds maintenance - May 20	Larkstel Ltd	S	79.16	15.83	94.99
118	Postage and consumables	17/06/2025		Unity Trust	118	Cllr and staff name badges	fattorini badges	S	115.68	23.14	138.82
118	Postage and consumables	17/06/2025		Unity Trust	118	Cllr and staff name badges	fattorini badges	S	7.20	1.44	8.64
119	Toilets - cleaning	17/06/2025		Unity Trust	119	King St Toilets cleaning	CJH Cleaning Services Ltd	S	491.37	98.27	589.64
120	Insurance	17/06/2025		Unity Trust	120	Additional sum invoiced	Access Insurance	Z	125.00		125.00
121	The Bridewell - waste disposal	17/06/2025		Unity Trust	121	Bridewell waste collection	Suez	S	81.43	16.29	97.72
122	Telephone and internet	17/06/2025		Unity Trust	122	Phones & broadband	BT	S	238.52	47.70	286.22
123	Basingstoke Canal	17/06/2025		Unity Trust	123	Basingstoke Canal Cont 24/25	HCC	Z	4,036.00		4,036.00
124	IT Support and Back up	17/06/2025		Unity Trust	124	IT support - July	BV Computer Solutions Ltd	Z			
125	Rates	17/06/2025		Unity Trust	125	Bridewell GF LHS rates	Hart DC	Z	1,330.65		1,330.65
126	Rates	17/06/2025		Unity Trust	126	Bridewell GF LHS rates July	Hart DC	Z	341.80		341.80
127	Room hire	17/06/2025		Unity Trust	127	Room hire for Freedom Parade	Vine Church	Z	54.00		54.00
128	Bridewell works	17/06/2025		Unity Trust	128	Water heater for The Bridewell	Alecta Technical sololutions	S	921.00	184.20	1,105.20
129	Parish Room Maintenance	17/06/2025		Unity Trust	129	Repairs to wall	Three Counties Roofing	S	2,200.00	440.00	2,640.00

## PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
130	IT Support and Back up	17/06/2025		Unity Trust	130	Office 365 accounts	Microsoft Ireland	Z	48.00		48.00
131	Postage and consumables	17/06/2025		Unity Trust	131	Seal stickers	Stamps Direct	S	11.24	2.25	13.49
132	Postage and consumables	17/06/2025		Unity Trust	132	OPC stamp	Stamps4u.co.uk	S	37.39	7.48	44.87
133	Postage and consumables	01/06/2025		Unity Trust	133	Milk	Co-op	Z	1.80		1.80
134	Postage and consumables	17/06/2025		Unity Trust	134	Postage Police lease	Post Office Counter	Z	5.60		5.60
135	Postage and consumables	17/06/2025		Unity Trust	135	Milk	Co-op	Z	0.90		0.90
136	The Bridewell - maintenance	17/06/2025		Unity Trust	136	Bridewell security keys	Timpsons	Z	164.00		164.00
137	The Bridewell - maintenance	17/06/2025		Unity Trust	137	ILOQ fobs	Croma Locksmiths	S	169.60	33.92	203.52
138	Bank Charges	17/06/2025		Unity Trust	138	Fee for Multipay card	Lloyds Bank	Z	3.00		3.00
139	Staff Salaries	17/06/2025		Unity Trust	139	Staff Salaries - June 25	Staff Salaries - June 25	Z	5,017.85		5,017.85
140	Staff Salaries	17/06/2025		Unity Trust	140	Staff PAYE & NI - June 25	HMRC	Z	1,077.29		1,077.29
141	Pension Contribution	17/06/2025		Unity Trust	141	Staff Pension Cont - June 25	Hampshire Pension Fund	Z	415.42		415.42
142	Employers' NI	17/06/2025		Unity Trust	142	Employer NI - June 25	HMRC	Z	788.93		788.93
143	Pension Contribution	17/06/2025		Unity Trust	143	Employer Pension - June 25	Hampshire Pension Fund	Z	1,393.26		1,393.26
144	Lighting - Maint and admin	17/06/2025		Unity Trust	144	Street lighting	HCC	S	2,128.60	425.72	2,554.32
144	Lighting - Maint and admin	17/06/2025		Unity Trust	144	Street lighting	HCC	S	170.29	34.06	204.35
144	Lighting - energy costs	17/06/2025		Unity Trust	144	Street lighting	HCC	S	2,961.32	592.26	3,553.58
144	Lighting - energy costs	17/06/2025		Unity Trust	144	Street lighting	HCC	S	88.84	17.77	106.61
145	The Bridewell - gas	17/06/2025		Unity Trust	145	Bridewell gas (Apr)	Total Energies Gas & Powe	S	612.95	122.59	735.54
146	The Bridewell - gas	17/06/2025		Unity Trust	146	Bridewell gas (May)	nPower	L	221.49	11.08	232.57
<b>Total</b>									<b>30,639.50</b>	<b>2,902.11</b>	<b>33,541.61</b>