



**MINUTES OF THE COUNCIL MEETING OF ODIHAM PARISH COUNCIL HELD
IN THE LIBRARY ROOM, THE BRIDEWELL, THE BURY, ODIHAM, RG29 1NB
ON TUESDAY 19th AUGUST 2025 COMMENCING AT 7.30pm**

Present: Odiham Parish Council (OPC) Cllrs P Verdon (Vice Chair and meeting chair), S Bell, L Cornall, C Greensides, C Seabrook and M Tate.

In attendance: Andrea Mann (Clerk), Bridie Tate (Deputy Clerk), Hart District Council (HDC) Cllrs Hale and Highley and one member of the public.
Five representatives from McCarthy Stone and two members of the public joined online.

79/25 Apologies for absence

Received and accepted from Cllrs McFarlane, Sanger, Tyler and Woods.
Apologies were also noted from Hampshire County Council (HCC) Cllr Glen and HDC Cllr Dorn.

80/25 To receive declarations of interests and requests for dispensation relating to any item on the agenda

None.

81/25 Approval of minutes

RESOLVED

The minutes of the Council meeting held on 15th July 2025 (51-78/25) were approved as a true record of the meeting and signed by the meeting Chair.
(Proposed by Cllr Tate, seconded by Cllr Bell, all in favour).

82/25 Chair's announcements

None.

83/25 Public session

i) The meeting received a presentation from McCarthy Stone on proposals for a retirement living development on land north of West Street, known as Longwood.

The proposals included:

- A mix of 30 x 1 and 2 bed apartments.
- Extensive landscaped gardens.
- A communal lounge.
- House manager.
- 22 parking spaces, all with electric charging points.
- A mix of 2-2.5 storeys.
- Plans to move the entrance to the northern boundary.
- A design fitting to the area – eg a mix of bricks and light render.
- High energy standards.

The original design had been revised following meetings with the Hart DC planning officers and the plan was to submit the revised scheme within a couple of months.

Questions:

- What was the price of the new properties? – the cost was unknown at the present time but the prices were expected to be comparable to similar schemes in Hook and Fleet. The average annual charge was approximately £35,000.



- Had a traffic scheme been considered in relation to site traffic? – A construction management plan would be drawn up and submitted as part of the planning application.
- How had McCarthy Stone responded to feedback on the original scheme at the pre-application stage? – The main changes were that the number of units had been reduced and the storeys reduced from 3 to 2-2.5. McCarthy Stone acknowledged that Policy 2 in the Neighbourhood Plan had envisaged the existing house would be retained but stressed that circumstances had changed and a further plot of land had become available, enabling a new access onto West Street.
- Will rentals be available? – McCarthy Stone did offer rentals on some developments but it was unknown whether this scheme would be included.
- Traffic on Western Lane was already challenged, would 22 parking spaces be adequate and where would the employees park? The number of spaces reflected the target market for the new units which assumed the demographic of purchasers would be downsizing and a moderate percentage without a car.

The chair thanked McCarthy Stone representatives and said OPC would look out for the application in due course.

- ii) No members of the public wished to raise a question.

Councillor Reports

84/25 Meeting reports from councillors

- i) Cllr Bell reported that he had attended an InOdiham meeting.
- ii) Cllr Seabrook reported that she had attended the Basingstoke Canal Summer boat trip on behalf of OPC.

85/25 Reports from other councils

- i) HDC Cllr Highley reported on future changes to national policy which would make separation of food waste from general waste compulsory in 2026. Cllr Highley showed an example of the bin which all Hart residents were due to receive.
- ii) HDC Cllr Hale gave thanks to OPC for continued financial support to InOdiham to help fund their programme of community events.

General

86/25 Meeting action points

The meetings action points list presented with the agenda was noted and the following comments received:

- i) Cllr Bell reported that he would be re-looking into options to support a walking app following the new display boards provided by HDC as part of the 100 years of flight at RAF Odiham celebrations.

87/25 Policies

- i) The rolling list of OPC's policies was reviewed and agreed, as presented with the agenda.
- ii) A revised Communications Strategy was presented with the agenda for review.
RESOLVED
To add X/Twitter as an additional method of communication for replicating posts on



Facebook and signposting users to the website and Facebook pages.
(Proposed by Cllr Verdon, seconded by Cllr Bell, all in favour).

88/25 Council nomination to the National Association of Local Councils Star Council awards

RESOLVED

Following a few minor revisions, Cllr Bell's draft nomination was agreed. A vote of thanks was recorded for Cllr Bell.

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

Amenity Areas Matters

89/25 War Memorial works required

Cllr Bell introduced the agenda report, explaining the work and efforts involved in taking a grant application to the War Memorials Trust to its current stage and cited challenges of obtaining three comparable quotes. Multiple companies had been approached but had either not responded or declined to quote.

In order to progress the required works in time for Remembrance, it was proposed that OPC look to fund the work directly and one quote and one estimate was presented to councillors for consideration.

RESOLVED

To award contract to MSF Historical to steam clean the memorial then restore the brick facades, wheel cross, main pillar, and coping stones totalling £9,990.65, subject to Cllr Tyler (Finance Committee chair) agreeing to the expenditure being split across multiple budget codes.

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

90/25 Quotes for works

RESOLVED

The following expenditure and contracts were approved.

- i) Replacement seat in the Alton Road bus shelter – contract awarded to Externiture Ltd in the value of £1,188.89.
- ii) 3 replacement bins at the Recreation Ground – contract awarded to Larkstel Ltd in the value of £1,500.
- iii) 1 replacement bin in Chamberlain Gardens next to the tennis courts – contract awarded to Larkstel Ltd in the value of £500.
- iv) Additional goal post at the Recreation Ground and re-seeding of existing – contract awarded to Larkstel Ltd in the value of £1,450.

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

91/25 Annual Play Inspection Reports

- i) Members noted that all high priority matters reported on the annual independent play inspection reports were completed thanks was given to the Amenity Officer.
- ii) The independent play inspector had advised that the tower play unit at Chamberlain Gardens and fencing were near end of life and members were asked to agree a mandate for officers to research.

RESOLVED

To research options and costs for replacing equipment like-for-like, excluding the two swing units.



92/25 Birdbath memorial

RESOLVED

Members approved a personal request to reserve a plaque next to an existing one.
(Proposed by Cllr Bell, seconded by Cllr Cornall, all in favour).

93/25 Tree planting at the Recreation Ground

RESOLVED

- i) To support Cllr Sanger's suggestion to plant an area of young trees at the Recreation Ground taking advantage of a free tree packs offered by the Woodland Trust:
https://woodlandtrust.org.uk/plant-trees/schools-and-communities/?utm_source=%2ffreetrees&utm_medium=furl
- ii) The Clerk was granted delegated authority to progress the project within available budget, in consultation with the Amenity Areas Committee members.
- iii) Cllr Cornall offered to draw up a planting plan.
(Proposed by Cllr Verdon, seconded by Cllr Cornall, all in favour).

Community Matters

94/25 New OPC e-newsletter

Arrangements for a new e-newsletter were noted, as set out in the Clerk's agenda report.

95/25 End of Summer event proposal

Members were asked to consider an end of Summer, band stand style event on Beacon Field but resolved not to go ahead this year due to a feast of other community events having already taken place during the year. It was agreed that Council should look at this again at the end of the year for budgeting purposes for the following year.

Finance Matters

96/25 2025-26 Internal Auditor appointment

Three options had been circulated to members with the agenda.

RESOLVED

- i) To re-appoint Do the Numbers Ltd as OPC's Internal Auditor for the 2025-26 financial year.
- ii) Confirmation of their independence as set out in sections 4.9-11 of the Joint Panel on Accountability and Governance Practitioners Guide was agreed.
(Proposed by Cllr Verdon, seconded by Cllr Greensides, all in favour).

97/25 Payments Listing

RESOLVED

The payments listing for the period 16th July 2025-19th August (Appendix 1) was approved and Cllrs Cornall and Greensides were appointed to complete the payment approval process for outstanding payments.
(Proposed by Cllr Verdon, seconded by Cllr Cornall, all in favour).

Planning Matters

98/25 Ratification of Planning & Development Committee decisions

RESOLVED

The decisions agreed by the Planning & Development Committee held on 5th August and submitted to Hart under delegated authority were validated.
(Proposed by Cllr Verdon, seconded by Cllr Greensides, all in favour).



- 99/25 Planning correspondence relating to Topsoil UK Lawful Development (2014)**
Correspondence between a resident and HCC officers was noted. Cllr Verdon reported that advice received from HCC confirmed the matter had been picked up by HCC and HDC for action. No further comments were made.

Traffic and Transport

- 100/25 Odiham footpath 55**
RESOLVED
Members considered correspondence received from HCC asking for OPC's view on extinguishing footpath rights on part of FP55 and raised no objection.
(Proposed by Cllr Verdon, seconded by Cllr Seabrook, all in favour).
- 101/25 Application process to extinguish highway rights – The Bridewell**
The Clerk introduced the agenda report which detailed the research undertaken and advice from HCC.

RESOLVED
To take legal advice surrounding the process of registering the land on The Bridewell freehold Title Plan without extinguishing highways rights.
(Proposed by Cllr Verdon, seconded by Cllr Cornall, all in favour).
- 102/25 20mph schemes**
i) Email correspondence from Robert Mays School to HCC Cllr Glen requesting traffic calming measures in West Street was noted.
ii) As agreed at the July meeting, a revised terms of reference for the 20mph on King Street Working Group was presented.
RESOLVED
To adopt the revised terms of reference to widen the project's area of benefit and increase membership to include representatives from interested organisations, up to a maximum of ten.
(Proposed by Cllr Verdon, seconded by Cllr Cornall, all in favour).
- 103/25 Accident data for M3**
RESOLVED
To support Cllr McFarlane's request to National Highways for recent comparative statistics between junctions 4 and 5 and 5 and 6 on the M3.
- 104/25 Possible re-routing of the number 13 bus to travel down Odiham High Street turn at Broad Oak Roundabout and return to original route**
i) Members noted email correspondence from Cllr McFarlane reporting that, following a further request from a resident, Alex Brewer MP has expressed a willingness to support the request.
ii) RESOLVED
OPC supports the campaign.
(Proposed by Cllr Cornall, seconded by Cllr Tate, all in favour).
- 105/25 Date of next meetings**
i) Next full Council meeting Tuesday 23rd September 2025. Cllr Bell gave apologies.
ii) To agree a new date for the October Finance meeting currently scheduled for 21st October 2025 – decisions deferred to the next meeting.



- iii) Cllrs Bell and Greensides gave prior apologies for future meetings due to work related commitments.

Confidential Matters

- 106/25 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 Greensides, seconded by Cllr Verdon, all in favour).
- 107/25 Response to final offer to take over management of public open space on land formerly known as Montford Place**
The response from Persimmons was noted, rejecting OPC's final offer and stating that Persimmons would retain the land and use their own contractor to manage it indefinitely. It was agreed that OPC would notify all residents living within the development by letter before sharing the news online.
- 108/25 Expression of interest for vacant offices at The Bridewell**
RESOLVED
A lease to RMD Adventure Learning CIC was agreed.
The terms of the lease would be circulated to members.
(Proposed by Cllr Verdon, seconded by Cllr Cornall, all in favour).
- 109/25 Research on council owned assets**
 - i) The Clerk introduced a draft report on the potential disposal of one asset and received feedback and suggestions for further research. It was agreed to refer the final decision to the September meeting.
 - ii) A list of HDC Council owned assets was noted.

There being no further business the meeting closed at 9.09pm.

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

Odiham Parish Council

18 August 2025 (2025-2026)

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
195	The Bridewell - general lettings	17/07/2025		Unity Trust		Stripe Transaction Fee	Stripe	X	0.35		0.35
196	The Bridewell - general lettings	21/07/2025		Unity Trust		Stripe Transaction Fee	Stripe	X	0.59		0.59
197	Estate Agent Fees	25/07/2025		Unity Trust	197	Estate agent fee	McCarthy Holden	S	149.15	29.83	178.98
198	Community Grants	18/07/2025		Unity Trust	198	Grant	Hook and Odiham Lions	Z	500.00		500.00
199	Community Grants	18/07/2025		Unity Trust	199	Grant	Zero Hunger	Z	360.00		360.00
200	Tree works	18/07/2025		Unity Trust	200	Emergency tree works	NP Tree Management	S	65.00	13.00	78.00
201	Bank Charges	31/07/2025		Unity Trust	201	Bank charges	Unity Trust	Z	12.15		12.15
202	The Bridewell - general lettings	06/08/2025		Unity Trust		Stripe Transaction Fee	Stripe	X	0.35		0.35
203	The Bridewell - general lettings	12/08/2025		Unity Trust		Stripe Transaction Fee	Stripe	X	0.39		0.39
204	Bank Charges	18/07/2025		Lloyds Treasurer's Ac	204	Bank charges	Lloyds Bank	Z	4.25		4.25
205	Professional Costs	04/08/2025		Unity Trust	205	RICS Red Book market valuatic	Maison chartered surveyor:	S	620.83	124.17	745.00
206	Chamberlain Gardens (SC Trus	04/08/2025		Unity Trust	206	Grounds maintenance - July 20	Larkstel Ltd	S	322.50	64.50	387.00
206	Other amenity areas maintenar	04/08/2025		Unity Trust	206	Grounds maintenance - July 20	Larkstel Ltd	S	401.67	80.33	482.00
206	Play Areas	04/08/2025		Unity Trust	206	Grounds maintenance - July 20	Larkstel Ltd	S	585.42	117.08	702.50
206	Allotments - maintenance	04/08/2025		Unity Trust	206	Grounds maintenance - July 20	Larkstel Ltd	S	33.33	6.67	40.00
206	Bin emptying	04/08/2025		Unity Trust	206	Grounds maintenance - July 20	Larkstel Ltd	S	238.33	47.67	286.00
206	Speed Indicator Devices	04/08/2025		Unity Trust	206	Grounds maintenance - July 20	Larkstel Ltd	S	79.16	15.83	94.99
207	Play Areas	04/08/2025		Unity Trust	207	Safety repairs at Recreation pl	Larkstel Ltd	S	125.00	25.00	150.00
207	Play Areas	04/08/2025		Unity Trust	207	Safety repairs at Recreation pl	Larkstel Ltd	S	150.00	30.00	180.00
208	The Bridewell - maintenance	04/08/2025		Unity Trust	208	2 key fobs for the ILOQ (Police	Croma Locksmiths	S	173.60	34.72	208.32
209	IT Support and Back up	04/08/2025		Unity Trust	209	E-newsletter work	Somerset Web Services Ltc	S	150.00	30.00	180.00
210	Cemetery Maintenance	04/08/2025		Unity Trust	210	Cemetery maintenance (July)	Scandor Landscape contrac	S	1,040.53	208.11	1,248.64
211	Development of Sustainable Tr	04/08/2025		Unity Trust	211	Traffic speed survey, Odiham	HCC	S	596.00	119.20	715.20
212	PR & Pub inc newsletter	19/08/2025		Unity Trust	212	Summer Newsletter	IC Printing Services	Z	883.00		883.00
213	Office Equipment	19/08/2025		Unity Trust	213	Photocopier rental/copies	Ricoh	S	104.83	20.97	125.80
213	Postage and consumables	19/08/2025		Unity Trust	213	Photocopier rental/copies	Ricoh	S	37.90	7.58	45.48
214	The Bridewell - gas	19/08/2025		Unity Trust	214	Bridewell gas (June)	Total Energies Gas & Powe	L	161.58	8.08	169.66
215	The Bridewell - gas	19/08/2025		Unity Trust	215	Bridewell gas (July)	Total Energies Gas & Powe	L	154.86	7.74	162.60
216	Cemetery rates and water	19/08/2025		Unity Trust	216	Cemetery - Water	Castle water	S	28.52	5.71	34.23
217	Telephone and internet	19/08/2025		Unity Trust	217	Phones & broadband	BT	S	237.24	47.45	284.69
218	Toilets - Power and rates	19/08/2025		Unity Trust	218	King St Toilets - water	Castle water	Z	36.51		36.51
219	Toilets - Maintenance	19/08/2025		Unity Trust	219	Replacement of hand dryer in t	excelfse	S	483.44	96.69	580.13
220	The Bridewell - waste disposal	19/08/2025		Unity Trust	220	bridewell bins	Suez	S	88.60	17.72	106.32
221	Toilets - cleaning	19/08/2025		Unity Trust	221	King St Toilets cleaning	CJH Cleaning Services Ltd	S	491.37	98.27	589.64

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
222	The Bridewell - water	19/08/2025		Unity Trust	222	Bridewell water	Business Stream	Z	11.54		11.54
223	Postage and consumables	19/08/2025		Unity Trust	223	Bathroom supplies & envelopes	Viking	S	26.49	5.30	31.79
223	Toilets - cleaning	19/08/2025		Unity Trust	223	Bathroom supplies & envelopes	Viking	S	67.77	13.55	81.32
224	Toilets - Power and rates	19/08/2025		Unity Trust	224	King St Toilets electricity	nPower	L	51.51	2.58	54.09
225	Cemetery rates and water	19/08/2025		Unity Trust	225	Cemetery business rates Sep	Hart DC	Z	200.00		200.00
226	Rates	19/08/2025		Unity Trust	226	Parish Office rates - Sep	Hart DC	Z	240.00		240.00
227	Rates	19/08/2025		Unity Trust	227	Bridewell rates - Sep	Hart DC	Z	434.00		434.00
228	Rates	19/08/2025		Unity Trust	228	Bridewell Rates vacant office	Hart DC	Z	344.00		344.00
229	The Bridewell - cleaning & mat	19/08/2025		Unity Trust	228	Bridewell cleaning (Jul)	YBC	S	617.56	123.51	741.07
230	Cemetery electricity	19/08/2025		Unity Trust	230	Cemetery electricity	SSE	L	264.59	13.23	277.82
231	IT Support and Back up	19/08/2025		Unity Trust	231	Office 365 accounts	Microsoft Ireland	Z	558.00		558.00
232	IT Support and Back up	19/08/2025		Unity Trust	232	Office 365 accounts	Microsoft Ireland	Z	48.00		48.00
233	Postage and consumables	19/08/2025		Unity Trust	233	Tea/coffee/milk	Co-op	S	8.60	1.72	10.32
234	Postage and consumables	19/08/2025		Unity Trust	234	Returnn SID	DHL	L	78.70	6.74	85.44
235	Other amenity areas maintenar	19/08/2025		Unity Trust	235	Defib batteries and pads	Direct Hygiene	S	319.92	63.98	383.90
236	Postage and consumables	19/08/2025		Unity Trust	236	Kitchen supplies	Co-op	Z	7.40		7.40
237	Bank Charges	19/08/2025		Unity Trust	237	Bank charges	Lloyds/Unity Multipay	Z	3.00		3.00
238	Staff Salaries	19/08/2025		Unity Trust	238	Staff Salaries - August 2025	Staff Salaries - August 202	Z	4,569.26		4,569.26
239	Staff Salaries	19/08/2025		Unity Trust	239	Staff PAYE & NI - August 2025	HMRC	Z	898.62		898.62
240	Staff Salaries	19/08/2025		Unity Trust	240	Staff Pension - August 2025	Hampshire Pension Fund	Z	376.80		376.80
241	Employers' NI	19/08/2025		Unity Trust	241	Employer NI - August 2025	HMRC	Z	689.05		689.05
242	Pension Contribution	19/08/2025		Unity Trust	242	Employer Pension - August 202	Hampshire Pension Fund	Z	1,250.76		1,250.76
243	IT Support and Back up	19/08/2025		Unity Trust	243	IT Support - Sept	BV Computer Solutions Ltd	Z	135.00		135.00
244	The Bridewell - maintenance	19/08/2025		Unity Trust	244	Fire alarm fault investigation	KBO Fire & Security	S	135.00	27.00	162.00
Total									19,652.02	1,513.93	21,165.95