



**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> MARCH 2026, COMMENCING AT 7.30pm**

**Present:** Odiham Parish Council (OPC) Cllrs A McFarlane (chair), L Cornall, C Seabrook, M Tate, H Tyler and P Verdon.

**In attendance:** A Mann (Clerk) and B Tate (Deputy Clerk).  
Hampshire County Council (HCC) Cllr J Glen.  
Hart District Council (HDC) Cllrs C Dorn.  
Three members of the public.

**274/25 Apologies for absence**

Received and accepted from Cllrs Bell, Cooper, Greensides and Woods.

**275/25 Declarations of interests and requests for dispensation**

None.

**276/25 Approval of minutes**

RESOLVED

The minutes of the Council meeting held on 17<sup>th</sup> February 2026 (244-273/25) were approved as a true record of the meeting and signed by the meeting Chair.  
(Proposed by Cllr McFarlane, seconded by Cllr Verdon, all in favour).

**277/25 Chair's announcements**

The Chair reported:

- i) The re-laying of the SSE cabling works in The Bury and King Street areas was due to finish the same week, earlier than originally advised. Members agreed there had been very positive feedback from residents and it was agreed to write a letter of thanks to the contractor Durkin and Sons.
- ii) A traffic regulation order (TRO) proposal to reduce the speed limit on B3349 at the Golden Pot junction, from 60 to 40mph, had been forwarded to OPC via district councillors. Members strongly supported the proposal.

**278/25 Public session**

A representative from Odiham U3A's Environment and Climate Change Group spoke to introduce the National Emergency Briefing relating to Climate Change. It was explained that an initial briefing had been made to Government in November 2025 and phase two was the production of a 45 minute film which could be shown in local communities. The film was designed to be accompanied by a facilitated discussion.

The U3A planned two showings of the film at The Cross Barn; one end of April and another end of May. OPC was asked to consider supporting the showings through promotion and funding.

Cllr McFarlane explained that there was no mechanism to award a community grant outside of the two application rounds. Also, that the request to speak was made after the meeting agenda had been published. It was agreed to add the item to the next agenda and attempt to arrange a viewing of the film for councillors to enable an informed decision.

**Councillor Reports**

**279/25 Meeting reports from councillors**

- i) Cllr McFarlane reported from a meeting with Leapfrogs, also attended by Cllrs Cornall and Verdon, which had briefed Leapfrogs on the future transfer of pre-school land to OPC. The land was expected to be available for use after 2 years. The meeting



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concluded that Leapfrogs were now informed about the land which would give time to make their own plans and arrange any necessary fundraising.

- ii) The Chair and Clerk had attended a meeting with a HCC Highways engineer. This would be reported in more detail under item £292/25.
- iii) Cllrs McFarlane, Cornall and Verdon had attended a meeting with Vivid Homes which explained plans to demolish and rebuild properties at St John's Road. The Chair thanked HDC Cllr Dorn for joining the meeting.
- iv) The Chair had joined a Buryfields School assembly the previous day which focussed on the anti-engine idling campaign. The Chair thanked both Buryfields and Mayhill schools for their support and enthusiasm.

**280/25 Reports from other councils**

- a HCC Cllr Glen reported:
  - i) A resident had asked for an update on the removal of a disabled parking bay outside the former Post Office. Cllr Glen had previously supported the request and didn't know why the works had not been carried out yet.
  - ii) The last meeting of the civic calendar had taken place at HCC.
  - iii) HCC was officially £1.3m in debt.
  - iv) PURDAH would start on 24<sup>th</sup> March. On the same day, an announcement on the Local Government Organisation (LGR) in Hampshire was expected.
- b HDC Cllr Dorn reported:
  - i) Cllr Dorn also referred to the consultation for TRO which proposed to reduce the speed limit from 60-40mph at the Golden Pot junction. Cllr Dorn added that some responses considered the northern extension to be too long and others questioned why a roundabout could not be considered? It was understood that the infrastructure would not support a roundabout in this location.
  - ii) Hart District Council, Basingstoke & Deane District Council and Rushmoor Borough Council had hosted a positive and well attended Armed Forces Community Covenant conference.
  - v) Cllr Dorn was pleased to see that Hart District Council had approved RAF Odiham's planning application for a padel court.
  - vi) A Hart District Council planning officer had visited Farnham Lodge and confirmed that site works aligned with planning consent. Fly tipping had also been cleared. Planning consent had been granted for two caravan pitches on the site.
  - vii) The Hart planning team had carried out a site inspection following reports of building materials on a highways verge.
  - viii) Cllr Dorn drew attention to a permission in principal application for eight park homes on land north of Farnham Road and noted this application was on the agenda.

**General**

**281/25 Meeting action points**

Noted, as presented with the agenda. Members asked that the outstanding action for the additional High St flagpoles application to be completed as soon as possible.

**Amenity Areas Matters**

**282/25 Cemetery Memorial Topple Tests**

- i) Memorial Testing Policy –  
RESOLVED  
The revisions were accepted, as presented with the agenda.



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- ii) Memorial topple testing -  
RESOLVED  
To award contract to Scandor Landscapes to topple test all relevant memorials in Odiham Cemetery, in the value of £630, after 1<sup>st</sup> April.  
(Proposed by Cllr Verdon, seconded by Cllr Tyler, all in favour).

**283/25 The Bridewell**

Members were asked to consider revised concept plans, prepared by Cllr Cornall, to re-configure the ground floor space plus associated expenditure for professional fees, as set out in the Clerk's agenda report.

RESOLVED

- i) To accept the concept design proposed by The Bridewell Working Group, to re-configure the ground floor space to provide a more welcoming hire space and increasing toilet provision to meet the additional footfall.  
(Proposed by Cllr McFarlane, seconded by Cllr Verdon, all in favour).
- ii) To accept a fee proposal from Flower Kittle Architects for professional services to support the Council in securing listed building consent. The contract included a fixed fee of £2,950 and up to £4,000 for the listed building application plus approximately £6,000 for other professional services which would be awarded if necessary to complete the project.  
(Proposed by Cllr McFarlane, seconded by Cllr Verdon, all in favour).
- iii) To purchase 15 stackable chairs to support the Library Room as a hiring space, replacing the older, heavier chairs and up to £200 to clean the existing 15 chairs.  
(Proposed by Cllr Tyler, seconded by Cllr McFarlane, all in favour).

**284/25 Annual Report from the HDC Countryside Ranger for Broad Oak and Odiham Common**  
The annual report was received and noted, as presented with the agenda.

**Community Matters**

**285/25 OPC led events in 2026**

OPC agreed to organise and host the following events throughout 2026:

- i) Armed Forces flag raising event – Monday 22<sup>nd</sup> June at 11am.  
ii) Remembrance – Sunday 9<sup>th</sup> November at 10am.  
iii) Christmas tree decorating – Wednesday 25<sup>th</sup> November, am.  
iv) Christmas tree lighting and drinks reception for volunteers – Thursday 26<sup>th</sup> November from 5pm.

**Finance Matters**

**286/25 Annual review of OPC's contracts and subscriptions**

RESOLVED

The Council's contracts and subscriptions were reviewed and accepted, as presented with the agenda with agreement to cancel the contract with SSE for electricity in South Chapel.  
(Proposed by Cllr McFarlane, seconded by Cllr Cornall, all in favour).

**287/25 Insurance**

RESOLVED

To accept the 3 year offer from Clear Councils in the value of £5,608.35 per annum.  
(Proposed by Cllr McFarlane, seconded by Cllr Tyler, all in favour).



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**288/25 Payments Listing**

RESOLVED

The payments listing for the period 18<sup>th</sup> February-17<sup>th</sup> March 2026 was approved and Cllrs McFarlane and Verdon were appointed to complete the payment approval process for outstanding payments.

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

**Planning Matters**

**289/25 Ratification of Planning & Development Committee decisions**

RESOLVED

The following responses agreed with councillors and submitted to HDC under delegated authority were ratified:

- i) The decisions agreed by the Planning & Development Committee on Zoom 24.02.26.
- ii) Objection to pre-application 25/02559/PREAPP, as presented with the agenda - For the development of the site for up to 100 retirement houses (Use Class C3) for people aged 55 and over comprising a range of cottages/houses and apartments together with associated landscaping, public open space, drainage features, and pedestrian and vehicular access. It is proposed to submit an application in outline with all matters reserved apart from access.

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

**290/25 Government consultation on Planning Reforms**

<https://www.gov.uk/government/consultations/national-planning-policy-framework-proposed-reforms-and-other-changes-to-the-planning-system>

RESOLVED

The response submitted to the above consultation, drawn up by Cllr Verdon and Mr S Neate and presented with the agenda, was ratified.

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

**291/25 Planning applications**

The following responses to pending applications were agreed:

OPC ref	HDC ref	Address	Proposal	OPC response
64/25	25/01712/CON	3 Farnham Road Odiham Hook Hampshire RG29 1AA	Discharge of condition 3 (roof tiles) pursuant to 25/01712/HOU - Replacement windows, re-tiling of roof and repair of chimney	No objection
65/25	26/00329/PIP	Pennycum Farnham Road Odiham Hook Hampshire RG29 1HR	Erection of up to 8 x Park Homes to provide specialist and supported accommodation (including potential for separate access off Farnham Road)	See below

OBJECT

This proposal goes against national and Neighbourhood Plan policies:  
NP policy 5 Design Policies

ii Development shall complement and be well integrated with neighbouring properties in the immediate locality in terms of scale, density, massing, separation, layout, materials and access;



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The proposed density is wholly out of keeping with the existing surrounding spacious gardens, and it is close to the listed park and garden of Dogmersfield Park.

The introduction of a number of mobile homes would alter and harm the rural landscape and character.

The access to the A287 would be dangerous and be unsafe for both residents and users of the main road.

iii Architectural design shall reflect high quality local design references in both the natural and built environment and reflect and reinforce local distinctiveness;

Mobile homes would not be in character with any other nearby properties.

Policy H4 b) Specialist and Supported Accommodation:

It has not been demonstrated that there are no viable alternatives, and the site is not well related to an existing settlement.

Other reasons for objection are:

Access for elderly residents to local amenities – the proposal states a mini-bus will be provided but this cannot be guaranteed to meet the needs of a variety of residents.

If an alternative access is proposed it would have serious impact on ancient trees.

There is no mains drainage so the disposal of foul water needs to be specified to ensure that it does not have an adverse impact on neighbouring properties.

<b>OPC ref</b>	<b>HDC ref</b>	<b>Address</b>	<b>Proposal</b>	<b>OPC response</b>
66/25	26/00283/LDC	Wycliffe House Hook Road North Warnborough Hook Hampshire RG29 1EU	Application for a certificate of lawful development for a proposed single storey extension to the rear following demolition of existing conservatory	No objection
67/25	26/00200/HOU	Heron House Tunnel Lane North Warnborough Hook Hampshire RG29 1JT	Erection of a two storey infill front extension with stone portico	No objection
68/25	26/00184/HOU	3 Whitewater Road North Warnborough Hook Hampshire RG29 1EB	Erection of a single storey side and rear extension	No objection
69/25	26/00192/ADV	MFG Esso Petrol Station Hook Road North Warnborough Hook RG29 1EU	Erection of an illuminated small format advertising display	Objection - due to its location within the Conservation Area and light nuisance.



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<b>OPC ref</b>	<b>HDC ref</b>	<b>Address</b>	<b>Proposal</b>	<b>OPC response</b>
70/25	26/00363/CON	Living Accommodation Martins Newsagents 108 High Street Odiham Hook Hampshire RG29 1LP	Discharge of conditions no.5 - Floorboards pre-commencement, condition no.7 - Floor levelling treatment, condition no.11 - Lime mortar details pursuant to planning permission (ref: 25/00774/LBC) for the proposal to repair and redecorate windows, remove existing floor finish, relay floorboards to provide level surface, replace door furniture with brass ironmongery, new hardwood front door to flat, rewiring, including new ceiling roses, wall lights, switches and sockets, installation of heating system, retiling roof, replace upvc guttering with cast iron.	No objection, subject to the decision of the Conservation Officer.
22/25T	26/00338/CA	Buryfields Infant School Buryfields Odiham Hook Hampshire RG29 1NE	T1 - Maple – Fell	Objection due to the location and amenity value in the Conservation Area. The tree provides shading and problems with mistletoe can be mitigated.
3/25T	26/00359/TPO	124 High Street Odiham Hook Hampshire RG29 1LS	T1 - Horse Chestnut - Crown lift to 7 m from ground level, Crown thin by 20%, Crown reduce excess growth by 2 m all round, reduce and leave radius of tree at 3 m and reduce height to leave finished height of 10 m. Remove one limb from the of five limbs of main trunk and two branches as shown in photo.	No objection

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

**Traffic and Transport**

**292/25 Road Safety**

- i) The Chair and Clerk reported from a meeting with HCC Highways on 11.03.26 when initial proposals for road safety improvements in the Parish were discussed. There was genuine agreement and support from HCC who said that a lot of the suggestions were feasible and reported that some of the re-lining works had already been carried out. There were a few outstanding enquiries which would be reported back and the next step was to update the working group before presenting proposals to the Annual Parish



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Assembly.

- ii) The Deputy Clerk gave a verbal update on the local Speedwatch group. Several new volunteers were signed up to take part in the Speed watch training on 19<sup>th</sup> March and Cllr Verdon would be supporting the training and sharing experiences as a current volunteer.

A second speed gun had been purchased which would provide a second kit bag for the Speedwatch sessions.

It was hoped that the additional volunteers would enable additional Speedwatch sessions and it was suggested that the new volunteers should co-ordinate sessions in their own areas to suit availability.

**293/25 Date of next meetings**

Full Council - Tuesday 21<sup>st</sup> April 2026 at 7.30pm. HCC Cllr Glen gave his apologies.  
Annual Parish Assembly – Tuesday 28<sup>th</sup> April,

**Confidential Matters**

- 294/25 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 Verdon, all in favour).

**295/25 Chapel Cottage**

The Clerk read a report from the Amenities Officer which explained there had been a positive number of initial viewings within the first week of marketing.

**296/25 Request from a tenant of offices at The Bridewell**

RESOLVED

Permission was granted to RMD Adventure Learning to state The Bridewell as the registered office for Youth Focus South East (YFSE).

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

**297/25 2026 Community Award nominations**

RESOLVED

The proposed award recipients, proposed by Community Awards working group, was agreed. Awards would be made at the Annual Parish Assembly on 28<sup>th</sup> April.

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

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

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

## PAYMENTS LIST

## APPENDIX 1

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
551	The Bridewell - maintenance	19/02/2026		Unity Trust	551	Repairs to Library Room heater	Servio Building Services Me	S	264.00	52.80	316.80
552	Bank Charges	28/02/2026		Unity Trust	552	Bank charges	Unity Trust	Z	11.85		11.85
553	Bank Charges	04/03/2026		Lloyds Treasurer's Ac	553	Bank charges	Lloyds Bank	Z	0.03		0.03
554	Promotion of village	17/03/2026		Unity Trust	554	Welcome to Odiham leaflet	IC Printing Services	Z	150.00		150.00
555	Professional Costs	17/03/2026		Unity Trust	555	Chapel Cottage photography	Wilde Property Marketing	S	70.00	14.00	84.00
556	Toilets - Power and rates	17/03/2026		Unity Trust	556	Electricity - King St Toilets	nPower	L	52.06	2.60	54.66
557	Civic Hospitality	17/03/2026		Unity Trust	557	Badge for Cllr Cooper	Thomas Fattorini Ltd	S	25.97	5.19	31.16
558	Climate Action Plan	17/03/2026		Unity Trust	558	idling engine campaign signs	Alphabet Signs	S	531.00	106.20	637.20
559	Broad Oak Maintenance	17/03/2026		Unity Trust	559	Odiham & Broad Oak Common:	Hart DC	Z	1,000.00		1,000.00
559	Commons Ranger	17/03/2026		Unity Trust	559	Odiham & Broad Oak Common:	Hart DC	Z	500.00		500.00
560	Toilets - cleaning	17/03/2026		Unity Trust	560	King St Toilets cleaning	CJH Cleaning Services Ltd	S	491.37	98.27	589.64
561	IT Support and Back up	17/03/2026		Unity Trust	561	Website hosting and support	Somerset Web Services Ltc	S	650.00	130.00	780.00
562	The Bridewell - maintenance	17/03/2026		Unity Trust	562	Bridewell painting & maint	FS Cleaning & Maintenance	Z	400.00		400.00
563	IT Support and Back up	17/03/2026		Unity Trust	563	Office 365	Microsoft Ireland	Z	48.00		48.00
564	The Bridewell - water	17/03/2026		Unity Trust	564	Bridewell water	Business Stream	Z	23.32		23.32
565	Community Grants	17/03/2026		Unity Trust	565	install defibrillator	DTE Electrical & Property	S	275.00	55.00	330.00
566	Cemetery Maintenance	17/03/2026		Unity Trust	566	Cemetery maintenance	Scandor Landscape contrac	S	1,040.53	208.11	1,248.64
567	Chapel Cottage Maintenance	17/03/2026		Unity Trust	567	Chapel Cottage water	South East Water	Z	8.50		8.50
568	The Bridewell - waste disposal	17/03/2026		Unity Trust	568	Bridewell waste collection	Suez	S	109.73	21.95	131.68
569	Chamberlain Gardens (SC Tru	17/03/2026		Unity Trust	569	Grounds maintenance Feb	Larkstel Ltd	S	322.50	64.50	387.00
569	Other amenity areas maintenar	17/03/2026		Unity Trust	569	Grounds maintenance Feb	Larkstel Ltd	S	401.67	80.33	482.00
569	Play Areas	17/03/2026		Unity Trust	569	Grounds maintenance Feb	Larkstel Ltd	S	585.42	117.08	702.50
569	Allotments - maintenance	17/03/2026		Unity Trust	569	Grounds maintenance Feb	Larkstel Ltd	S	33.33	6.67	40.00
569	Bin emptying	17/03/2026		Unity Trust	569	Grounds maintenance Feb	Larkstel Ltd	S	238.33	47.67	286.00
569	Speed Indicator Devices	17/03/2026		Unity Trust	569	Grounds maintenance Feb	Larkstel Ltd	S	79.16	15.83	94.99
570	Cemetery electricity	17/03/2026		Unity Trust	570	South Chapel Electricity	SSE	L	244.68	12.23	256.91
571	IT Support and Back up	17/03/2026		Unity Trust	571	IT Backup	Safe Data Storage	S	475.20	95.04	570.24
572	Telephone and internet	17/03/2026		Unity Trust	572	Phones & broadband	BT	S	264.00	52.80	316.80
573	Annual Parish Assembly	17/03/2026		Unity Trust	573	Refreshments APA	B Tate expenses	Z	97.00		97.00
574	Toilets - Power and rates	17/03/2026		Unity Trust	575	King St toilets water	Castle water	Z	30.17		30.17
575	Chapel Cottage Maintenance	17/03/2026		Unity Trust	575	Chapel Cottage gas and elec	Octopus Energy Ltd	L	107.61	5.38	112.99
575	Chapel Cottage Maintenance	17/03/2026		Unity Trust	575	Chapel Cottage gas and elec	Octopus Energy Ltd	L	213.49	10.67	224.16
576	The Bridewell - H&S checks	17/03/2026		Unity Trust	576	Fire alarm repair	KBO Fire & Security	S	24.57	4.91	29.48
577	The Bridewell - maintenance	17/03/2026		Unity Trust	577	Bridewell heating repair	Servio Building Services Me	S	264.00	52.80	316.80

## PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
578	The Bridewell - electricity	17/03/2026		Unity Trust	578	Bridewell Electricity	nPower	S	424.40	84.88	509.28
579	Speed Indicator Devices	17/03/2026		Unity Trust	579	Speed gun & batteries	Amazon (A Mann expenses	S	24.13	4.83	28.96
579	Speed Indicator Devices	17/03/2026		Unity Trust	579	Speed gun & batteries	Amazon (A Mann expenses	Z	144.11		144.11
580	Postage and consumables	17/03/2026		Unity Trust	580	Milk	Co-op	Z	1.35		1.35
581	Civic Hospitality	17/03/2026		Unity Trust	581	Prize for anti-ei campaign post	Amazon	S	15.73	1.26	16.99
582	Other amenity areas maintenar	17/03/2026		Unity Trust	582	Defib pads	TheDefibPad	S	112.83	22.57	135.40
583	Civic Hospitality	17/03/2026		Unity Trust	583	Refreshments InOdiham mtg	Bel & Dragon	Z	11.25		11.25
584	Caretaking Equipment	17/03/2026		Unity Trust	584	Paint and equipment	Toolstation	S	42.22	8.45	50.67
585	Postage and consumables	17/03/2026		Unity Trust	585	Milk	Co-op	Z	2.30		2.30
586	Bank Charges	17/03/2026		Unity Trust	586	Fee for Multipay card	Lloyds Bank	Z	3.00		3.00
587	The Bridewell - cleaning & mat	17/03/2026		Unity Trust	587	Bridewell cleaning	FS Cleaning & Maintenance	Z	500.00		500.00
588	Telephone and internet	17/03/2026		Unity Trust	588	Phones & broadband	BT	S	263.58	52.72	316.30
589	The Bridewell - gas	17/03/2026		Unity Trust	589	Bridewell gas	Total Energies Gas & Powe	S	289.42	57.88	347.30
590	Staff Salaries	17/03/2026		Unity Trust	590	Staff salaries - March 2026	Staff salaries - March 2026	Z	5,292.35		5,292.35
591	Staff Salaries	17/03/2026		Unity Trust	591	Staff PAYE & NI - March 2026	HMRC	Z	1,155.50		1,155.50
592	Staff Salaries	17/03/2026		Unity Trust	592	Staff Pensions - March 2026	Hampshire Pension Fund	Z	438.68		438.68
593	Employers' NI	17/03/2026		Unity Trust	593	Employer NI - March 2026	HMRC	Z	845.32		845.32
594	Pension Contribution	17/03/2026		Unity Trust	594	Employers Pension - March 2026	Hampshire Pension Fund	Z	1,473.72		1,473.72
<b>Total</b>									<b>20,072.38</b>	<b>1,492.62</b>	<b>21,565.00</b>