

# ANNUAL ACTION PLAN 2026-27

This annual action plan should be read in conjunction with the Odiham Parish Council Business Plan 2023-27 <https://odihamparishcouncil.gov.uk/wp-content/uploads/2024/03/OPC-business-plan-adopted-March-2024-2.pdf> and follows on from the Annual Action Plan 2025-26, available for inspection at <https://odihamparishcouncil.gov.uk/council-business/council/council-strategies/annual-action-plan>

Actions will be monitored and reported in an annual report presented to residents at the Annual Parish Assembly.

## I. Providing high quality community facilities

| Project priority   | Agreed action   | By when  | By whom  | Project outcome   |
|--|---|--|--|---|
| <b>The Bridewell</b><br>To transform The Bridewell into a thriving community hub.                  | <ul style="list-style-type: none"> <li>i) Continue promotion.</li> <li>ii) Complete redecoration of corridors area.</li> <li>iii) Complete upgrade to LED lighting.</li> <li>iv) Complete office refurb.</li> <li>v) Ensure courtyard tidy up for Summer months.</li> <li>vi) Draw up action plan detailing Council's agreed change in direction and new priorities</li> <li>vii) Progress the actions identified in iii).</li> <li>viii) Progress listed building application with FlowerKittle.</li> <li>ix) Continue watching brief on relevant funding opportunities and submit applications where possible.</li> <li>x) Ensure 27-28 budget provision for replacing fire panel.</li> </ul> | <ul style="list-style-type: none"> <li>Ongoing</li> <li>May '26</li> <li>April '26</li> <li>Summer '26</li> <li>May '26</li> <li>Summer '26</li> <li>Mar '27</li> <li>Mar '27</li> <li>Ongoing</li> <li>Nov '26</li> </ul> | The Capital Projects Steering Group and office | To improve facilities for all and increase income to a level where income supports running costs. |
| <b>The Firs</b><br>To improve accessibility and amenity value.                                     | <ul style="list-style-type: none"> <li>i) Complete project works to improve accessibility and amenity value.</li> <li>ii) Arrange small scale open event.</li> <li>iii) Promote.</li> <li>iv) Include route and benches on the Welcome to Odiham map.</li> <li>v) Watching brief on improving pedestrian access to site.</li> </ul>   | <ul style="list-style-type: none"> <li>Summer '26</li> <li>“ “</li> <li>“ “</li> <li>Autumn '26</li> <li>Ongoing</li> </ul>  | Amenities Committee<br><br>Planning Committee  | To improve accessibility and amenity value.   |
| <b>Benches</b><br>To continuing improving bench provision and interpretation boards in the Parish. | <ul style="list-style-type: none"> <li>i) Consider further picnic benches.</li> <li>ii) Review full map of benches and consider further provision.</li> </ul>   | <ul style="list-style-type: none"> <li>Apr '26</li> <li>Before '27 budget setting</li> </ul>   | Amenities Committee                            | To improve accessibility and amenity value.   |
| <b>War memorial</b><br>To improve the condition and protect the heritage.                          | <ul style="list-style-type: none"> <li>i) Complete next 2 phases of refurb works.</li> <li>ii) Prepare war memorial in time for Remembrance 2025.</li> </ul>  | <ul style="list-style-type: none"> <li>Before Nov '26</li> </ul>   | War memorial working group                     | To improve the condition and protect the heritage.  |

## 2026-27 PRIORITIES

| Project priority  | Agreed action   | By when  | By whom   | Project outcome  |
|---|---|--|---|--|
| <b>Future provision</b><br>Keeping all assets under review.                                     | <ul style="list-style-type: none"> <li>i) Review full asset portfolio following successful sale of Chapel Cottage to identify highest priority projects.</li> <li>ii) Develop schedule of repairs &amp; maintenance for all properties, starting with The Bridewell.</li> <li>iii) Keep watching brief on re-organisation of local government in Hampshire and act quickly to agree OPC's strategy on ownership and management of local public assets.</li> <li>iv) Review asset portfolio before '27-'28 budget setting process and identify highest priority projects.</li> </ul>   | <ul style="list-style-type: none"> <li>Subject to sale</li> <li>Autumn '26</li> <li>Ongoing</li> <li>Oct '26</li> </ul>  | Capital Projects Steering Group and Amenities Committee | To ensure community assets are useful to the community and maintained in a safe condition. |
|   | i) Draw up a plan of action to prepare OPC for taking on pre-school land within the Crownfields NP development site, west of Alton Rd.  | Review position end '26  | Council   | To fulfil planning obligation and manage proper use.                                       |
| <b>Play Equipment</b><br>To maintain a rolling programme of maintenance and future replacement. | <ul style="list-style-type: none"> <li>i) Independent annual play inspections.</li> <li>ii) Complete actions from annual play inspections.</li> <li>iii) Source plans for refurbishment of Chapel Pond play area.</li> <li>iv) Consult on concept plans iii) once date of section 106 agreement is known.</li> <li>v) Deliver project to upgrade Chapel Pond play area.</li> <li>vi) Present scaled down concept plan to upgrade Chamberlain Gardens play area. Poss re-assess if Chapel Cottage sells.</li> <li>vii) Carry out a site visit to assess for new pathways running through Chamberlain Gardens.</li> <li>viii) Keep watching brief on funding to deliver vi) and vii.</li> <li>ix) Identify highest priority repairs and replacements before '26-27 budget setting.</li> </ul> | <ul style="list-style-type: none"> <li>Jun '26</li> <li>Sep '26</li> <li>Summer '26</li> <li>Autumn '26</li> <li>Spring '27</li> <li>Summer '26</li> <li>Autumn '26</li> <li>Ongoing</li> <li>Oct '26</li> </ul> | Amenities Committee                                     | To ensure community assets are attractive and safe for community use.                      |
| <b>The Parish Room</b>  | <ul style="list-style-type: none"> <li>i) Continue to build earmarked reserve for repair to east facing wall.</li> <li>ii) Estimate likely project delivery.</li> </ul>   | Ongoing  | Amenities Committee                                     | To improve the condition and protect the heritage.   |

## 2. Supporting the Parish as a pleasant, safe and enjoyable place to live and work

| Project priority                                | Agreed action   | By when   | By whom   | Project outcome  |
|---|---|---|---|--|
| Promoting community cohesion                    | i) Consider and award community Grants.   | Jul '26 and Jan '27   | Full Council  | To show regard to the valuable role community groups play in uniting the community.<br><br>To assume a leading role in civic events. |
|   | ii) Liaise with InOdiham and other event organisers before determining '27-'28 budget.  | Oct '26   | Office and OPC rep  |  |
|   | iii) To arrange and host OPC's own events:<br>a. Armed Forces Flag raising event.<br>b. Remembrance.<br>c. Christmas tree decorating.<br>d. Christmas tree lighting.  | 22.06.26<br>08.11.26<br>25.11.26<br>26.11.26  | All   |  |
|   | iv) To acknowledge and promote:<br>a. St George's Day.<br>b. Anniversary of VE-Day.<br>c. Volunteers week.<br>d. International Town Criers' week.<br>e. Armed Forces Day.<br>f. National Allotment week.<br>g. Anniversary of VJ-Day.<br>h. The Great British Spring Clean. | 23.04.26<br>26.05.26<br>01.06.26<br>13.06.26<br>27.06.26<br>10-16.08.26<br>15.08.26<br>13-19.03.27  | All   |  |
|   | v) To agree OPC's '27 events before setting '27-'28 process.  | Nov '26   | Community Committee   |  |
|   | Traffic and transport   | vi) Continue leading and supporting conservation volunteers group.<br>a. Keeping RoWs accessible, through regular community volunteering events throughout the year.<br>b. Advertise to find new project lead.<br>c. Deliver projects to improvement route through Bartley Heath.<br>d. Continue to advertise for more volunteers.<br>e. Increase training of volunteers.<br>f. Review budget before '27-28 budget setting process. | Ongoing throughout Spring, Summer and Autumn.<br><br>Asap<br><br>Summer '26<br><br>Ongoing "<br>"<br><br>Nov '26. |  |
| vii) Carry out annual review of Emergency Plan. |   | Nov '26   | Council   | Emergency planning   |
| Traffic and transport                           | i) Present Parish Wide review of road safety to Council.  | 21.04.26  | Road safety working group   | Road safety  |
|   | ii) Present plans to community APA.   | 28.04.26  |   |  |
|   | iii) Progress research for agreed projects.   | Summer '26  |   |  |
|   | iv) Watching brief on external funding opportunities.   | Ongoing   |   |  |
|   | v) Continue push for Speedwatch volunteers and additional sessions.   | Ongoing   |   |  |
|   | vi) Continue rota for SIDs with push to increase coverage where possible.   | Ongoing   |   |  |
|   | vii) Review budgets for SIDs and Speedwatch.  | Autumn '26  |   |  |

## 2026-27 PRIORITIES

| Project priority                     | Agreed action   | By when   | By whom                              | Project outcome                                 |
|--------------------------------------|---|---|--------------------------------------|---|
|                                      | viii) To work with HCC on a Parish wide review of parking.  | Autumn  | Council                              | Road safety                                     |
|                                      | ix) Lobby other authorities for infrastructure improvements including in responses to planning applications, eg:<br>a. RAF Odiham/B3349 junction.<br>b. Pedestrian crossing points Dunley's Hill & Hook Rd.<br>c. Cycle/pedestrian route to M3 footbridge.  | Ongoing, subject to opportunities   | Council and Planning & Dev Committee | Road safety.                                    |
|                                      | x) Agree proposal for spending village gateway S106 contribution on Alton Rd.   | Towards end of completion of new development                                      | Full Council                         | Speed reduction.                                |
|                                      | xi) To continue lobbying HCC for bus services and shelters in the right places.   | Ongoing   | Partnership project with HCC         | To support residents in using public transport. |
| <b>Supporting the Village Centre</b> | i) Use High St WhatsApp group to keep in touch and support businesses..<br>ii) Respond to new opportunities & threats where OPC has a legitimate role.<br>iii) Hold business forum meeting.<br>iv) To lobby Hart to keep parking charges to a minimum.  | Ongoing, as opportunities arise.<br><br>Autumn '26                                | Council                              | To support economic sustainability.             |
|                                      | v) Continue to maintain King St public toilets.<br>vi) Continue to seek opportunities for further accessible toilet provision.  | Ongoing, as opportunities arise.  | Amenities Committee                  | Economic sustainability & accessibility         |
| <b>Planning matters</b>              | i) NP Monitoring Report.<br>ii) Seek to identify sites for housing development (eg rural exception sites for affordable homes).<br>iii) Listen and respond to local opinion for large developments.<br>iv) Campaign for developers' contributions which are necessary to make a development acceptable.<br>v) Follow Hart's Local Plan development and respond to consultations.<br>vi) Follow national changes to planning legislation and ensure staff and councillors are trained. | Apr '26 & '27<br><br>Ongoing<br>" "<br>" "<br>" "<br>Ongoing.<br>Key focus in '26 | Planning & Dev Committee             | To support local people in finding local homes. |

### 3. Action against Climate Change to protect our environment and the planet

| Project priority   | Agreed action   | By when   | By whom   | Project outcome  |
|--|---|---|---|--|
| <p><b>Controlling the Council's carbon footprint</b><br/>To follow the Council's adopted Environment and Climate Change Policy in all decisions.</p> | <ul style="list-style-type: none"> <li>i) Cllrs McFarlane &amp; Verdon to attend Hart's Climate Action Group and report to Council.</li> <li>ii) Progress smaller items identified on energy audit.</li> <li>iii) Draw up wish list for larger works identified on energy audit and apply for external funding.</li> <li>iv) Develop an action plan to reduce carbon emissions when carrying out Council activities.</li> <li>v) Research other projects before 2026-27 budget setting.</li> <li>vi) Report energy savings for new LED lighting at Bridewell to Hart.</li> </ul>  | <p>Ongoing</p> <p>Nov '27</p> <p>Autumn '26</p> <p>Autumn '26</p> <p>Nov '26</p> <p>Apr '27</p>                   | <p>Cllrs AMc and PV</p> <p>Office</p> <p>Amenities Committee</p> <p>Office in consultation with Cllrs " "</p> | <p>To reduce OPC's carbon footprint in support of OPC's Environment and Climate Action Plan.</p> |
| <p><b>Raising community awareness</b><br/>To support OPC's Environment and Climate Change Policy</p>   | <ul style="list-style-type: none"> <li>i) Continue supporting The Greening Campaign through regular promotion of related projects and initiatives.</li> <li>ii) Promote other local and national related projects.</li> <li>iii) Promote the National Emergency Briefing.</li> </ul>  | <p>Ongoing</p> <p>Spring '26</p>  | <p>All</p>  | <p>To raise awareness and encourage the community to make changes to slow climate change.</p>    |
| <p><b>Biodiversity gain</b><br/>To follow the Council's adopted Biodiversity Action Plan.</p>  | <ul style="list-style-type: none"> <li>i) Liaise with OPC's grounds contractors to discuss further biodiversity areas.</li> <li>ii) Consider 27/28 budget to repeat habitat checks (Biodiversity Action Plan 2022).</li> <li>iii) Annual review of OPC's Biodiversity Action Plan.</li> <li>iv) Participate in wider HCC initiatives as opportunities arise eg HCC's Pollinator Pledge.</li> <li>v) Consider improvements to the allotment car park and boundary to encourage biodiversity.</li> <li>vi) Consider improvements to land at Colt Hill, similar to The Firs project, and funding application to Hart.</li> <li>vii) Consider and promote further tree planting schemes. Re-consider small copse at Recreation Ground.</li> </ul> | <p>Mar '27</p> <p>Nov '26</p> <p>Oct '26</p> <p>Ongoing</p> <p>Summer '26</p> <p>Autumn '26</p> <p>Autumn '26</p> | <p>Office, Amenities Committee</p>  | <p>To encourage biodiversity gain in support of OPC's Biodiversity Action Plan.</p>              |
| <p><b>Sustainable transport</b></p>  | <ul style="list-style-type: none"> <li>i) Campaign for EVCPs.</li> </ul>  | <p>Ongoing, as opportunities arise.</p>   | <p>Council and Planning &amp; Dev Committee</p>   | <p>To support Climate Change declaration.</p>  |
| <p><b>Other transport matters</b></p>  | <ul style="list-style-type: none"> <li>i) Ongoing support for public transport provision.</li> <li>ii) Support projects in HDC/HCC's Local Cycling and Walking Infrastructure Plan (Z7 – Odiham core walking zone and cycling route 200 – Hook to Odiham</li> </ul>   | <p>Ongoing</p> <p>Ongoing – considered in Parish wide review of road safety.</p>                                  |   |  |

## 4. Aspiring for excellence in the sector

| Project priority   | Agreed action   | By when  | By whom   | Project outcome   |
|--|---|--|---|---|
| <p><b>Providing value for money</b><br/>Managing budgets to provide value for money whilst allowing improvements and growth to support the future community.</p>   | <ul style="list-style-type: none"> <li>i) Budget workshop for all councillors which includes review of half year position.</li> <li>ii) Review of draft budget by the Finance Committee.</li> <li>iii) Agree annual budget, ensuring robust budget for new Council.</li> <li>iv) Review new Financial Regs.</li> <li>v) Apply for external funding for projects.</li> </ul>   | <p>Oct '26<br/>Dec '26<br/>Jan '27<br/>Dec '26.<br/>Ongoing. As opportunities arise.</p>                               | All   | Supporting the community.                                 |
|  | <p>Subject to the sale of Chapel Cottage:</p> <ul style="list-style-type: none"> <li>vi) To carry out a full review of strategic priorities for potential funding from the sale of Chapel Cottage.</li> <li>vii) To fully research investment opportunities before agreeing the allocation of sale income.</li> </ul>   | Subject to the sale of Chapel Cottage  | <p>Capital Projects Steering Group<br/><br/>Finance Committee</p> |   |
| <p><b>Communication</b><br/>Demonstrating transparency, community engagement and inclusivity through the development of plans based on community feedback and a comms strategy which strives to reach everyone in our community.</p> | <ul style="list-style-type: none"> <li>i) Publish Summer, Autumn and Spring newsletters.</li> <li>ii) Continue review of OPC's website and publications to further improve accessibility credentials.</li> <li>iii) Consult community on large project and spending opportunities.</li> <li>iv) Annual review of comms strategy and consideration of further projects to improve communications.</li> </ul>                               | <p>Jul &amp; Oct '26 and Apr '27<br/><br/>Summer '26<br/><br/>Ongoing, as opportunities arise<br/><br/>Autumn '26.</p> | Comms strategy working group.                                     | To aide community engagement which guides OPC's work.     |
| <p><b>People</b><br/>Setting high standards to retain and attract the best people to represent the interests of residents.</p>   | <ul style="list-style-type: none"> <li>i) Review of staff and councillor training by Staffing Committee.</li> <li>ii) Annual staff appraisals.</li> <li>iii) Promote training opportunities for all.</li> <li>iv) Review and provide training budget before '27-28 budget setting, ensuring budget provision for new Council in May '27.</li> <li>v) Prepare induction manual with training opportunities for new Councillors.</li> </ul> | <p>Oct '26<br/>Oct '26<br/><br/>Ongoing<br/><br/>Nov '26.<br/><br/>Apr '27</p>   | Clerk and Staffing Committee                                      | Continued professional development.                       |
| <p><b>Civility and respect</b><br/>Conducting all activities with civility and respect.</p>  | <ul style="list-style-type: none"> <li>i) Follow related work in the sector.</li> </ul>   | Ongoing  | Council   | Demonstrating commitment to ongoing civility and respect. |

## 2026-27 PRIORITIES

| Project priority  | Agreed action   | By when                                    | By whom                         | Project outcome                      |
|---|---|--|---------------------------------|--------------------------------------|
| <b>Supporting the sector</b><br>Respecting and supporting the work of NALC, HALC and other sector support organisations | i) Attend HALC annual conference.<br>ii) Attend HALC AGM.<br>iii) Attend meetings and support the Hart District Association of Parish and Town Councils.<br>iv) Attend meetings and support Hart Voluntary Action.<br>v) Respond to consultations and projects.<br>vi) Keep informed on LGR in Hampshire. | As opportunities arise.                    | Clerk<br>Clerk/Chair<br><br>All | Supporting and promoting the sector. |
| Working towards accreditations & awards which confirm best practice and commitment to continued development.            | i) Review suggestions made by NALC Quality Council award panel.<br>ii) Consider submitting nominations for sector awards, where appropriate.  | Autumn '26<br><br>As opportunities arise.. | Clerk, agreed by Council        | Evidence of best practice.           |