



**MINUTES OF THE COUNCIL MEETING OF ODIHAM PARISH COUNCIL
HELD IN THE LIBRARY ROOM, THE BRIDEWELL, THE BURY, ODIHAM, RG29 1NB
ON TUESDAY 16th JUNE 2026, COMMENCING AT 7.30pm**

Present: Odiham Parish Council (OPC) Cllrs A McFarlane (chair), L Cornall, H Tyler, A Cooper and H Woods.

In attendance: B Tate (Deputy Clerk) S Hobbs (Amenity Officer) and HCC and HDC Cllr Dorn.

35/26 Apologies for absence

Received and accepted from Cllrs Bell, Greensides, Tate, and Verdon.

36/26 Declarations of interests and requests for dispensation relating to any item on the agenda

None

37/26 Approval of minutes

The minutes of the Council meeting held on 26.05.2026 (1/26-34/26) were approved as a true record of the meeting and signed by the Chair.

(Proposed by Cllr McFarlane seconded by Cllr Cooper all in favour).

38/26 Chair's announcements

- i) The Chair thanked Cllr Bell and the Conservation volunteers for the work that was completed at the weekend clearing two rights of way. There were only three volunteers this time and they managed to complete a huge amount in a short space of time.
- ii) The Chair reminded Cllrs to check that the details on their DPI forms are up to date and that from 29th June that their addressed will be redacted from the forms published on the website.

39/26 Public session

None.

40/26 Councillor co-option

No applications were received

Councillor Reports

41/26 Meeting reports from councillors

There were no reports from other Cllrs, but the chair reminded Cllrs to look at the report that the Clerk had produced from the Local Government Reorganisation briefing meeting that they had attended.

42/26 Reports from other councils

- i) Hampshire County and Hart District Councillor C Dorn reported that he was successfully elected as the new Cllr to represent Odiham and Hook. He encouraged Cllrs and members of the public to use the correct email for Hampshire matters, but also reminded everyone that the Hart email address was still in use for Hart matters, but to make use of the fellow Hart Cllrs to spread the workload .
- ii) There is now a combined authority website which covers Hampshire and the Solent which lists the roles and responsibilities that they will be covering following devolution.
- iii) Hampshire County Council are rolling out new electric charging points directly through a third party provider.



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- iv) The roadworks at Western Cross are still in progress but still look to be completed on time.

General

43/26 Meeting action points

Progress was noted, as presented with the agenda.

44/26 Policies

RESOLVED

Three new policies were approved and adopted that had been proposed by the Staffing Committee to ensure compliance with recent employment legislation. These were: Preventing Sexual Harassment, Whistleblowing Policy and a Wellbeing Policy Statement.

(proposed by Cllr McFarlane seconded by Cllr Cornall all in favour)

45/26 2026/27 Meeting Calendar

RESOLVED

The 2026/27 meeting calendar was agreed and was approved.

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

Amenity Areas Matters

46/26 The Firs project

RESOLVED

It was agreed to allow the Clerk delegated authority to spend the £6000 in earmarked reserves on the Firs Project in line with the budget outlined for the Hart Community Conservation Grant.

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

47/26 Cemetery waste collection

RESOLVED

Agreed to award the Cemetery contractors Scandor Ltd an extra bin emptying per week making it twice a week instead of once totalling £1,230.71 per annum.

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

48/26 Land at Colt Hill

RESOLVED

It was agreed that as the Clerk had been in communication with the relevant Local Council and Police contacts about the issues raised by a resident that there was no further action that could be taken by the council at this point. The land is currently still managed as a biodiversity site and that at this time there is no planned work that would be in scope for a further Hart Community Conservation Grant.

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



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- 49/26 **Request from RMD Adventure Learning CIC to use Beacon Field for a Holiday Activity Fund (HAF) project in Odiham over the Summer holidays.**
RESOLVED
To accept the request to use Beacon Field but to negotiate terms with RMD about the expected standards the field must be left in and check that they have no intentions of digging or churning up the field. It was also suggested that the clerk checks with RMD that they have the necessary insurance in place.
- (Proposed by Cllr McFarlane, seconded by Cllr Cooper all in favour).

Community Committee Matters

- 50/26 **2027 Dimanche Tour of Hampshire**
RESOLVED
To ask the Clerk to submit the same response to the permit application for a Special Stage Rally on 11th April 2027 that was previously submitted for the time trial.
- (Proposed by Cllr McFarlane, seconded by Cllr Cooper all in favour)
- 51/26 **In Odiham's plans to apply to convert from limited Community Interest Company to a registered charity**
RESOLVED
Support in principle, but to ask InOdiham to clarify whether Odiham in this case refers to the Village, Parish or Ward. Grants awarded to inOdiham by OPC are for the Parish. If this does not align this matter may need to revert to Council.
- (Proposed by Cllr McFarlane, seconded by Cllr Cornall all in favour)
- 52/26 **Poppy displays**
REFUSED
It was agreed not to approve the request to add purple poppies to the red poppy display that was created last year for the war memorial. The Odiham War Memorial is dedicated to specific humans with local connections to the area. The addition of purple poppies to this memorial was not seen as appropriate. Cllrs are sympathetic to the use of purple poppies elsewhere.
- (Proposed by Cllr McFarlane, seconded by Cllr Cornall, all in favour)

Financial Matters

- 53/26 **Payments Listing**
RESOLVED
The payments listing for the period 13th May –16th June 2026 (Appendix 1) was approved and Cllrs Cornall and Greensides were appointed to complete the payment approval process for outstanding payments
- (Proposed by Cllr Tyler, seconded by Cllr Cooper, all in favour)
- 54/26 **Mileage rate**
Noted and accepted the new HMRC approved mileage rates for the 2026/27 tax year
(Proposed by Cllr Tyler, seconded by Cllr McFarlane, all In favour)



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Planning Matters

- 55/26 **Planning & Development Committee**
i) Previous planning applications -
 RESOLVED
 The decisions of the Planning & Development Committee meetings held on 19th May and 9th June and submitted to Hart under the Clerk's delegated authority were ratified.
 (Proposed by Cllr Cornall, seconded by Cllr Tyler, all in favour)
- ii) Pending planning application -
 RESOLVED
 Address: The Cat Hook Road North Warnborough Hook Hampshire RG29 1EU
 Details: 26/00821/LBC | Install closed board timber fence on top of the existing brick boundary wall
 Decision: No objection subject to the decision of the Conservation Officer.
 (Proposed by Cllr Cornall, seconded by Cllr Cooper, all in favour)
- 56/26 **Hart Local Plan- Scoping consultation**
 RESOLVED
 There were no further comments, so it was proposed to submit the comments from the planning committee meeting from 9th June 2026 (Appendix 2).

 (proposed by Cllr Cornall, seconded by Cllr McFarlane, all in favour)
- 57/26 **Assets of Community Value nomination for The Bridewell**
 RESOLVED
 To accept the Clerks nomination and submit to Hart.

 (Proposed by Cllr Tyler, seconded by Cllr Woods, all in favour)
- 58/26 **Date of next meetings**
 Tuesday 21st July 2026

Confidential Matters

- 59/26 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 Woods, all in favour).
- 60/26 **Chapel Cottage**
 Verbal update from the Amenity Officer. The cottage has had 28 viewings and interested parties. It was decided to include the land that the septic tank is on in the sale. A new plan should be drawn up and that the buyer would be expected to register this at the point of sale.

 It was agreed to lower the asking price to £595,000

 (Proposed by Cllr Tyler, seconded by Cllr McFarlane, all in favour)



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61/26 **HALC Village of the Year nomination**
RESOLVED

It was decided that if the Clerk felt there was enough evidence to put forward an application for 2026 then to go ahead and start to draft the application.

(Proposed by Cllr McFarlane, seconded by Cllr Woods, all in favour)

There being no further business the meeting closed at 8.52pm.

signed..... **Date**.....

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
90	Postage and consumables	13/05/2026		Unity Trust	90	Stationery and bathroom suppl	Viking	S	68.16	13.64	81.80
92	Caretaking Equipment	13/05/2026		Unity Trust	92	Bridewell painting	FS Cleaning & Maintenance	Z	81.09		81.09
90	The Bridewell - cleaning & mat	13/05/2026		Unity Trust	90	Stationery and bathroom suppl	Viking	S	51.87	10.38	62.25
91	The Bridewell - cleaning & mat	13/05/2026		Unity Trust	91	Bridewell cleaning	FS Cleaning & Maintenance	Z	500.00		500.00
92	The Bridewell - maintenance	13/05/2026		Unity Trust	92	Bridewell painting	FS Cleaning & Maintenance	Z	625.00		625.00
97	Training	26/05/2026		Unity Trust	97	GDPR course for Clerk	SLCC	S	38.50	7.70	46.20
95	IT Support and Back up	26/05/2026		Unity Trust	95	IT support	BV Computer Solutions Ltd	Z	135.00		135.00
98	Cemetery electricity	26/05/2026		Unity Trust	98	Electricity South Chapel	SSE	L	287.86	14.39	302.25
94	The Bridewell - electricity	26/05/2026		Unity Trust	94	Bridewell Electricity	nPower	S	355.94	71.19	427.13
96	The Bridewell - H&S checks	26/05/2026		Unity Trust	96	Fire extinguishers replacement	KBO Fire & Security	S	447.00	89.40	536.40
93	The Bridewell	26/05/2026		Unity Trust	93	Professional services for The Bi	LL Surveys LLP	S	1,480.00	296.00	1,776.00
99	Bank Charges	28/05/2026		Unity Trust	99	Bank charges	Unity Trust	Z	17.35		17.35
101	The Bridewell - general lettings	01/06/2026		Unity Trust		Stripe Transaction Fee	Stripe	X	0.35		0.35
102	The Bridewell - general lettings	01/06/2026		Unity Trust		Stripe Transaction Fee	Stripe	X	0.35		0.35
136	Telephone and internet	10/06/2026		Unity Trust	136	Phones & broadband	BT	S	282.47	56.49	338.96
137	Cemetery rates and water	12/06/2026		Unity Trust	137	Cemetery water	Castle water	S	9.74	1.95	11.69
103	Staff Salaries	16/06/2026		Unity Trust	103	Staff Salaries - June 26	Staff Salaries - June 26	Z	5,344.55		5,344.55
104	Staff Salaries	16/06/2026		Unity Trust	104	Staff PAYE & NI - June 26	HMRC	Z	1,141.10		1,141.10
105	Staff Salaries	16/06/2026		Unity Trust	105	Staff Pension Cont - June 26	Hampshire Pension Fund	Z	440.88		440.88
106	Employers' NI	16/06/2026		Unity Trust	106	Employer NI - June 26	HMRC	Z	851.32		851.32
107	Pension Contribution	16/06/2026		Unity Trust	107	Employer Pension - June 26	Hampshire Pension Fund	Z	1,068.29		1,068.29
112	Training	16/06/2026		Unity Trust	112	Planning training Cllr Cooper	HALC	S	59.00	11.80	70.80
109	Rates	16/06/2026		Unity Trust	109	Parish Office business rates Jul	Hart DC	Z	251.00		251.00
110	Rates	16/06/2026		Unity Trust	110	Bridewell GF LHS rates July	Hart DC	Z	141.00		141.00
111	Rates	16/06/2026		Unity Trust	111	Library business rates July	Hart DC	Z	456.00		456.00
114	IT Support and Back up	16/06/2026		Unity Trust	114	Office 365 accounts	Microsoft Ireland	Z	48.00		48.00
127	Travel	16/06/2026		Unity Trust	127	Lavenders and mileage	S Hobbs	Z	11.00		11.00
124	Training	16/06/2026		Unity Trust	124	Martyn's Law training for Depu	SLCC	S	58.50	11.70	70.20
126	Subscriptions	16/06/2026		Unity Trust	126	ICCM Membership	Institute of Cemetery and	Z	110.00		110.00
135	Postage and consumables	16/06/2026		Unity Trust	135	Bathroom supplies, stationery &	Viking	S	26.54	5.31	31.85
132	Postage and consumables	16/06/2026		Unity Trust	132	Milk	Co-op	Z	5.95		5.95
133	Subscriptions	16/06/2026		Unity Trust	133	Canva subscription	Canva	S	10.83	2.17	13.00
117	Chamberlain Gardens (SC Trus	16/06/2026		Unity Trust	117	Grounds maintenance - May 20	Larkstel Ltd	S	322.50	64.50	387.00

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Voucher	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
108	Cemetery rates and water	16/06/2026		Unity Trust	108	Cemetery business rates July	Hart DC	Z	203.00		203.00
117	Other amenity areas maintenar	16/06/2026		Unity Trust	117	Grounds maintenance - May 20	Larkstel Ltd	S	401.67	80.33	482.00
117	Play Areas	16/06/2026		Unity Trust	117	Grounds maintenance - May 20	Larkstel Ltd	S	635.42	127.08	762.50
117	Allotments - maintenance	16/06/2026		Unity Trust	117	Grounds maintenance - May 20	Larkstel Ltd	S	33.33	6.67	40.00
117	Bin emptying	16/06/2026		Unity Trust	117	Grounds maintenance - May 20	Larkstel Ltd	S	288.33	57.67	346.00
113	Toilets - Power and rates	16/06/2026		Unity Trust	113	King St Toilets electricity	nPower	L	65.37	3.27	68.64
115	The Bridewell - maintenance	16/06/2026		Unity Trust	115	Boiler temperature check	Servio Building Services M	S	150.00	30.00	180.00
120	Cemetery Maintenance	16/06/2026		Unity Trust	120	Cemetery maintenance	Scandor Landscape contr	S	1,066.55	213.31	1,279.86
127	Other amenity areas maintenar	16/06/2026		Unity Trust	127	Lavenders and mileage	S Hobbs	Z	27.94		27.94
139	Allotments - Water	16/06/2026		Unity Trust	139	Allotments water	Castle water	S	53.71	10.74	64.45
138	Toilets - Power and rates	16/06/2026		Unity Trust	138	King St toilets water	Castle water	Z	35.28		35.28
122	Toilets - cleaning	16/06/2026		Unity Trust	122	King St toilets cleaning May	CJH Cleaning Services Ltd	S	515.18	103.04	618.22
123	Toilets - cleaning	16/06/2026		Unity Trust	123	King St toilets cleaning June	CJH Cleaning Services Ltd	S	515.18	103.04	618.22
134	Chapel Cottage Maintenance	16/06/2026		Unity Trust	134	Chapel Cottage gas & elec	Octopus Energy Ltd	L	48.02	2.40	50.42
134	Chapel Cottage Maintenance	16/06/2026		Unity Trust	134	Chapel Cottage gas & elec	Octopus Energy Ltd	L	79.05	3.95	83.00
128	Chapel Cottage Maintenance	16/06/2026		Unity Trust	128	Chapel Cottage council tax Jan	Hart DC	Z	449.56		449.56
129	Chapel Cottage Maintenance	16/06/2026		Unity Trust	129	Chapel Cottage council tax July	Hart DC	Z	2,664.96		2,664.96
125	The Bridewell - gas	16/06/2026		Unity Trust	125	The Bridewell gas	Total Energies Gas & Powe	S	363.23	72.65	435.88
119	The Bridewell - water	16/06/2026		Unity Trust	119	Bridewell water	Business Stream	Z	23.89		23.89
135	The Bridewell - cleaning & mat	16/06/2026		Unity Trust	135	Bathroom supplies, stationery &	Viking	S	29.37	5.87	35.24
121	The Bridewell - waste disposal	16/06/2026		Unity Trust	121	Bridewell waste collection	Suez	S	94.87	18.97	113.84
135	The Bridewell - H&S checks	16/06/2026		Unity Trust	135	Bathroom supplies, stationery &	Viking	S	20.18	4.04	24.22
131	The Bridewell - maintenance	16/06/2026		Unity Trust	131	Fridge for co-working space	Nisbets	S	251.99	50.40	302.39
117	Speed Indicator Devices	16/06/2026		Unity Trust	117	Grounds maintenance - May 20	Larkstel Ltd	S	79.16	15.83	94.99
130	Lighting - Maint and admin	16/06/2026		Unity Trust	130	Street lighting	HCC	Z	-230.00		-230.00
130	Lighting - Maint and admin	16/06/2026		Unity Trust	130	Street lighting	HCC	S	2,509.93	501.99	3,011.92
130	Lighting - energy costs	16/06/2026		Unity Trust	130	Street lighting	HCC	S	1,560.91	312.17	1,873.08
118	Benches & Noticeboards	16/06/2026		Unity Trust	118	Picnic benches	NBB Recycled Furniture	S	2,075.00	415.00	2,490.00
116	Benches & Noticeboards	16/06/2026		Unity Trust		Picnic benches	Larkstel Ltd	S	625.00	125.00	750.00
Total									29,363.22	2,920.04	32,283.26