

These are the unadopted Crookham Village Parish Council Minutes of the Meeting of Monday, 7 October 2019 held at 7.45pm in the Zebon Community Centre, Danvers Drive, Crookham. Please refer to the Minutes of the October 2019 meeting for any amendments.

Present: Cllr. David Jackson (Chairman)
Cllr. Beverley Batt
Cllr. Andrew Friend
Mrs. Angela Sayers (RFO)
Mrs. Carol Leversha (Clerk)

In attendance: County Cllr. John Bennison and a resident of the parish.

MIN.144/19 APOLOGIES

Apologies received from Cllrs. Simon and Julia Ambler and Dr. Indra Sinka and Ward Cllr. Tony Clarke.

MIN.145/19 CHAIRMAN'S ANNOUNCEMENTS

None.

MIN.146/19 MINUTES OF THE MEETING OF 2 SEPTEMBER 2019

The Chairman referred to these page by page.

RESOLVED: Min. 129/19 to Min. 143/19 were agreed and signed by the Chairman.

MIN.147/19 DECLARATIONS OF INTEREST IN ANY MATTER ON THE AGENDA & DELEGATION OF DISPENSATION TO THE PROPER OFFICER (CLERK)

The Chairman advised Members to consider whether they had any disclosable interest in matters on the Agenda and if so to declare them now or at the appropriate point on the Agenda.

MIN.148/19 CONSIDER CRIME & DISORDER IMPLICATIONS

The Chairman reminded Members of their obligation to consider crime and disorder implications on any decision they might make at this meeting.

MIN.149/19 PUBLIC PARTICIPATION (maximum of 3 minutes per speaker).

The Chairman asked permission to adjourn the meeting for public participation. The resident asked if the would request a Survey of Crondall Road now that it has been resurfaced and line marked as it would be useful to see if the signage had resulted in any improvement in reducing speeds. Cllr. Bennison advised as follows: Hitches Lane – contractors have started on the roundabout and there should be no disruption to traffic until the work nears completion. The school catchment area for the new development should be Dogmersfield but they are proposing to move the area to Tavistock and All Saints. There is capacity within the schools to accommodate the new pupils. Cllr. Bennison confirmed that HCC have to save a further £80m in the next financial year. The Lengthsman scheme will phase out funding at some stage. Street lighting may also be further reduced overnight by an hour each end. There will be a dedicated police officer for rural crimes, poaching, fly tipping, egg thefts. The Chairman then resumed the meeting.

MIN.150/19 FLOOD FORUM – 25 NOVEMBER 2019

Cllr. Beverley Batt said she had attended the Flood forum meeting and had enjoyed it very much. There are some promised measures which will now be deferred to a later date. She had learned a great deal and mention had been made of storage tanks these are planters with a reservoir to collect water to service the plants in the unit, which is similar in size to a large waste bin. It was decided that there was nothing to bring up at the next Forum.

MIN.151/19 HDAPTC MEETING – 8 OCTOBER 2019

The Chairman said apologies had been sent due to the ongoing work dealing with the matters raised by the Inspector on the Neighbourhood Plan. He requested the Clerk to advise the Secretary that the information relating to the Cross Farm Inquiry was incorrect in that it is not closed but adjourned to 17/18 October.

MIN.152/19 DOG FOULING CONSULTATION

The Chairman asked for views and after a short debate support was voiced for the initiative.

RESOLVED: Support the proposals.

MIN.153/19 COUNCILLOR CO-OPTION (two vacancies)

The Chairman advised that there had been no expressions of interest for either the Netherhouse Moor or Village Wards.

MIN.154/19 UPDATE ON POSSESSORY TITLE TO CROSSWAYS ISLAND.

The Chairman advised that we await a reply from the Highways Search request but he did not hold out much hope that our claim would be validated.

MIN.155/19 UPDATE ON COMMUNITY RIGHT TO BID ON CROOKHAM VILLAGE STORES

The Chairman said that there had been a very good turnout for the Public Meeting – approximately 70 residents attended and of these approximately 43 tendered their email

addresses so as to be keep updated with any developments. As of today's date no "expression of interest" had been forthcoming.

RESOLVED; If no bid comes to CVPC by close of business on the 9th October then on the 10th Clerk to advise HDC.

MIN.156/19 UPDATE ON NEIGHBOURHOOD PLAN

The Chairman advised that the Plan had been before the Inspector and there were a few minor issues being resolved before re-submission. There was ongoing work about gaps and the team will be a meeting tomorrow evening to finalise the document. Within the Inspector's initial comments he stated *"The Plan provides a distinctive vision for the neighbourhood area. The presentation of the Plan is very good. The difference between the policies and the supporting text is very clear. The maps are effective and clear. The Plan also makes good use of photographs. The Plan has been thoroughly and comprehensively prepared. It is a major achievement for a relatively small community."*

MIN.157/19 FINANCE

(i) Report from RFO

The RFO provided the following reports to the Council:

September 2019

Balance sheet at 30/09/19

Income & Expenditure Account for September 2019 as detailed below

Income & Expenditure Account – Actual v Budget – April 19 to September 19

Summary of Actual expenditure against budget for April – September 19 with detailed notes against each cost.

Payments made in the month – September 2019 – see below.

(ii) Income & Expenditure Account – September 2019

	<u>Sep 19</u>
Income	
Hire of Facilities	2,224.67
Precept	<u>66,415.00</u>
	68,639.67
Expenditure	
Asset Maintenance and Repairs *	10,462.41
Capital Expenditure w/off	380.00
Office Expenses	103.31
Printing, Postage & Advertising	7.40
Professional Fees	474.00
Property Maintenance *1	15,605.83
Property Services	664.10
Salaries	<u>4,553.85</u>
	<u>32,250.90</u>

* Reserve Transfer amount £9050

* 1 Reserve Transfer amount £10437

Payments made in the month – September 2019

Date	Num	Name	Net	Category
02/09/2019	3268	Argent Creative Marketing	380.00	Marketing
02/09/2019	3269	D.S.D Painters and Decorators	1,890.00	Repairs
02/09/2019	3270	Hart White Lining	725.00	Repairs
02/09/2019	3271	Biffa Waste Services Ltd	469.95	Refuse
02/09/2019	3272	Cancelled Chq	0.00	cancelled cheque
02/09/2019	3273	Biffa Waste Services Ltd	33.21	Refuse

02/09/2019	3274	YBC Cleaning	7.14	Cleaning
02/09/2019	3275	Tyne carpets & flooring Ltd	10,437.00	Repairs
02/09/2019	3276	Sunshine Commercial Services Ltd	916.41	Communal Area Maintenance
02/09/2019	3277	Fisk Gardening Services	201.00	Communal Area Maintenance
23/09/2019	3278-3282	Payroll	4,553.85	Payroll
02/09/2019	3283	county installations	513.00	Repairs
16/09/2019	3284	PKF	400.00	Audit fee
16/09/2019	3285	Argent Creative Marketing	80.00	Website
16/09/2019	3286	HAGS Play Limited	9,050.00	Play Area Maintenance
16/09/2019	3287	fabriclean	260.00	Cleaning
16/09/2019	3288	CBS	169.00	Electrics & Plumbing
16/09/2019	3289	Graffiti Removal (South) Ltd	295.00	Play Area Maintenance
16/09/2019	3290	Whitbread's Window Cleaning	20.83	Cleaning
16/09/2019	3291	YBC Cleaning	568.15	Cleaning
16/09/2019	3292	YBC Cleaning	512.55	Cleaning
01/09/2019	dd	Hart District Council	491.00	Rates
02/09/2019	dd	Intuit	63.00	Accounts Software
12/09/2019	dd	Plus Net	40.50	Telephone & Broadband
16/09/2019	dd	Tesco Mobile	14.16	Telephone & Broadband
24/09/2019	dd	Plus Net	42.98	Telephone & Broadband
26/09/2019	dd	Total Gas & Power	75.46	Gas
		Total	32,209.19	

Note

Direct Debits authorisation– minute reference 136/18 (iii)

Petty cash payments made in the month of £41.71 included in Income & Exp Account not listed above.

(iii) AGAR

The RFO advised members that the year-end accounts had been signed off by the external auditors. The AGAR and 'Notice of Conclusion of Audit' was currently up on all the noticeboards and website.

RESOLVED: The report of the RFO was accepted.

MIN.158/19 PLANNING

(i) Report of the Planning Committee

Cllr. Jackson advised he would send his report round via email.

MIN.159/19 UPDATES ON HIGHWAY & FOOTPATH MATTERS

Nothing to update.

MIN.160/19 ZEBON COMMUNITY CENTRE & ADJACENT AMENITIES

(i) Report from Centre Manager

Report noted.

MIN. 161/19 INFORMATION SHARING & AGENDA ITEMS FOR NEXT MEETING

Agenda item: New policy on out of hours support to Full Council next month.

Agenda item: QuickBooks - The RFO advised members that from 6th April 2020 Desktop Payroll would no longer be available through QuickBooks Desktop. As a result, to ensure everything balances, we either have to move both the payroll package and accounting package to QuickBooks Online at the end of the payroll tax year or change software packages. The RFO advised that QuickBooks Online is very different to the desktop version so will require some training/support. Having spoken to them at length they have assured her that full support will be given to make the transition as smooth and easy as possible especially as it will coincide with our Year end as well. She asked to have a test company and this was agreed once confirmation was received that we would move to QuickBooks Online. The Chairman asked the RFO to factor overtime into the budget for next year should it be required.

Agenda item: Crondall Road – request HCC to do a further traffic survey.

The meeting closed at 8.50 pm.

Dates for 2019 Meetings

ZEBON COMMUNITY CENTRE 4 November and 2 December