

These are the unadopted Crookham Village Parish Council Minutes of the Meeting of Monday, 2 December 2019 held at 7.45pm in the Zebon Community Centre, Danvers Drive, Crookham. Please refer to the Minutes of the January 2020 meeting for any amendments.

Present: Cllr. Simon Ambler (Chairman)
Cllr. Julia Ambler
Cllr. Beverley Batt
Cllr. Andrew Friend
Cllr. David Jackson
Cllr. Dr. Indra Sinka
Mrs. Angela Sayers (RFO)
Mrs. Carol Leversha (Clerk)
In attendance: County Cllr. John Bennison.

MIN.180/19 APOLOGIES

None.

MIN.181/19 CHAIRMAN'S ANNOUNCEMENTS

None.

MIN.182/19 MINUTES OF THE MEETING OF 4 November 2019

The Chairman referred to these page by page. Min. 164/19 delete "7 October" insert "4 November".

RESOLVED: Min. 162/19 to Min. 179/19 were agreed and signed by the Chairman.

MIN.183/19 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.184/19 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.185/19 PUBLIC PARTICIPATION (maximum of 3 minutes per speaker).

The Chairman asked permission to adjourn the meeting for public participation. Cllr. Bennison advised there is not a lot happening at the moment because of Purdah before the election. HCC are putting £600K in for a team to find out about what can be done regarding the Climate Change agenda. The Chairman then resumed the meeting.

MIN.186/19 COUNCILLOR CO-OPTION (NHM & CV)

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

MIN.187/19 REPORT ON SUMMER YOUTH PROJECT

The Chairman welcomed Charlotte and Karen from The Point Youth Centre. There were two particular questions Members were interested in. What was the age group targeted over the Project period and there was also a hint of other activities over the winter. Karen and she had worked on two age groups and using experience gained from another area where they started young with them (7 years ago). Initially, they began with no attendees and have now about 70 plus. For our Project one team ran an intervention project, asking who came what they were up to and also finding out about older young people. As expected the young people were doing what the Council has identified – a lot of NOS use but they did not get much of a feeling for alcohol use. There is drug use too. The worrying thing is that some are driving vehicles after NOS use. They targeted both groups and asked about using the Centre over the winter months. The young people did not want to go into a building with nothing to do. Her thoughts were to get a detached team to come out over the winter. Very few young people come out in the wet but the cold does not deter them. Getting young people to accept challenges is important but has to be addressed as a long term issue. The summer event was just touching the tip of the iceberg. Most of the young people lived on the estate and will carry on being there. Building up relationships takes time. The question was asked about how effective were distraction activities. Charlotte said you had to build a relationship. Young people who use youth centres are those who are trusting and not as vulnerable. We need to build relationships so that they come to us. You need to open up lines of communication. You need to give them consistency – be at the same time, same place, month in month out. The Lea summer project has carried over onto attendance at The Point - 30 turn up each month and they get taken on trips. The age group 7 plus means young people can stay without parents. The age group going to Wales was 7 to 13 but again relationships had been built up over a long time. The ideal activity programme is to continue the relationships begun

over the summer project and to Outreach on a regular basis to get to know them. Your 13 /14 plus need more work. The question was asked above a team (2 or 4) for one particular evening a week. Charlotte said she would have the resources to deliver. The Lea Group going to The Point has alleviated some of the financial costs. She believes in early intervention. The issues with the older ones are those they need to target and talk to them. Are they bored, anti-social behaviour – what do they want? Approximately 7 or 8 12/13 year olds came from The Lea. The Chairman asked what sort of funding would be needed for outreach work. A costed proposal was requested. Detached work is really quite reasonable and she will cost for 2 or 4 persons. Charlotte promised to produce the proposals before Christmas. For intervention - perhaps something to cover holiday periods. You can plan for outside but you do need a fallback position in the event of bad weather.

MIN.188/19 WEBSITE

The Chairman said this arose at Finance and then it was raised in our Risk Register - what happens if David and Simon are not around to deal with problems. Orange Pixel are quite happy to do the whole lot, hosting, support for £39 a month. They will handle all the transfer and do an audit of the Accessibility and make the changes if necessary. They resell a package from a major supplier. What do they charge for SSL facilities – the Chairman said he believed it would be free when the website is moved to them. They have proved reliable with their ad hoc support recently. After the change to Orange Pixel operating the website a quote will be requested for the Accessibility audit.

RESOLVED: Orange Pixel would be engaged to operate the Website and up to £500 was agreed for the migration charge.

MIN.189/19 TREE WORKS – LEA GREEN

The works are those remaining from the Tree Survey Report and will be carried out before he bird nesting season. The Clerk explained that a recent accident between a bus and a tree had brought attention to the regularity of Tree Inspections – there was talk of them being an annual requirement but the arborculturalist said annually would be too frequent to identify issues and two yearly inspections would be more useful.

RESOLVED: The quotation was accepted with a cap of £2,500.

MIN.190/19 FINANCE

(i) Report from RFO

The RFO advised that a meeting was required in May 20 between the 11th & 22nd to sign the Annual Return.

Member confirmed dates for Full Council/ Finance & Planning as follows:-

Full Council Meetings commencing at 7.45 pm

ZCC

WI Hall

6 January

3 February

2 March

6 April

18 May Annual General Meeting

under Finance “Sign off Annual Return”

8 June Annual Parish Meeting

6 July

7 September

5 October

2 November

7 December

Planning & Finance Meetings commencing at 8.0pm

ZCC Meeting Room

20 January

17 February

16 March

20 April

18 May no meetings

15 June

20 July

3 August

17 August

21 September

19 October

16 November

21 December

The RFO provided the following reports to the Council: -

November 2019

Balance sheet at 30/11/19

Income & Expenditure Account for November 2019 as detailed below

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

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

Payments made in the month – November 2019 – see below

(ii) Income & Expenditure Account – November 2019

	<u>Nov 19</u>
Income	
Hire of Facilities	5,693.48
Hire of Pitches	<u>866.60</u>
Total Income	6,560.08
Expenditure	
Asset Maintenance and Repairs *	11,434.79
Office Expenses	14.48
Printing, Postage & Advertising	1.90
Professional Fees	-40.00
Property Maintenance	1,032.23
Property Services	1,077.44
Salaries	4,574.73
Miscellaneous	<u>108.97</u>
Total Expenditure	<u>18,204.54</u>

*reserve transfer made of £8495.85

Payments made in the month – November 2019

Date	Num	Name	Net	Category
04/11/2019	3319	Hart District Council	655.04	Communal Maintenance
04/11/2019	3320	CBS	169.00	Electrics & Plumbing
04/11/2019	3321	T3 Handyman Services	247.00	Repairs
04/11/2019	3322	Ms V Hall	25.00	Customer Refund
04/11/2019	3323	Sunshine Commercial Services Ltd	916.41	Pitch Maintenance
04/11/2019	3324	TSO Host	11.98	Computer / Web costs
04/11/2019	3325	Petty Cash - CVPC	100.00	Float Advance
21/11/2019	3326 - 3330	Payroll	4,574.73	Payroll
04/11/2019	3331	Fisk Gardening Services	105.00	Lengthsman
18/11/2019	3332	Sunshine Commercial Services Ltd	916.41	Pitch Maintenance
18/11/2019	3333	CBS	169.00	Electrics & Plumbing
18/11/2019	3334	Sunshine Commercial Services Ltd	1,160.88	Pitch Maintenance
18/11/2019	3335	Proludic	296.08	Play Area Maintenance
18/11/2019	3336	T3 Handyman Services	153.50	Repairs
18/11/2019	3337	T3 Handyman Services	285.00	Repairs
18/11/2019	3338	HAGS Play Limited	50.00	Play Area Maintenance
18/11/2019	3339	Sunshine Commercial Services Ltd	7,334.97	Play Area Maintenance
01/11/2019	dd	Hart District Council	491.00	Rates
07/11/2019	dd	Castle Water	279.96	Water Rates
12/11/2019	dd	Plus Net	40.73	Telephone / Broadband
15/11/2019	dd	NPower	109.85	Electricity
15/11/2019	dd	Tesco Mobile	14.16	Telephone / Broadband
25/11/2019	dd	Plus Net	42.98	Telephone / Broadband

11/11/2019	dd	Total Gas & Power	98.76	Gas
		Total	18,247.44	

Note

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

Petty cash payments made in the month of £122.10 included in Income & Exp Account not listed above

Float advance £(100.00)

Refunds £(65.00)

In addition there was a requirement to get a Newsletter out mid January 20 so as to allow for a further one just before Purdah kicks in for the Parish Council election in May 20. Samples of informative copy had been circulated and Cllr. Jackson offered to put something together for the January newsletter.

RESOLVED: January newsletter and a spend of up to £350 to cover costs.

RESOLVED: The reports from the RFO were accepted.

(iii) Grant request from Victim Support

A short debate took place.

RESOLVED: Members agreed to support with a £100 donation.

MIN.191/19 PLANNING

(i) Report of the Planning Committee

Cllr. Jackson spoke to his Report.

RESOLVED: The report of the Planning Committee was accepted.

(ii) HDC19/02534/HOU – Proposed one and a half storey extension linked to existing cottage following demolition of modern glazed lean-to.

The Forge House, The Street, Crookham Village, Fleet GU51 5SG

Cllr. Jackson invited debate. It was agreed to defer the application to the next Planning Meeting to give the applicant an opportunity to attend the meeting. The RFO will advise the applicant.

MIN.192/19 UPDATES ON HIGHWAY & FOOTPATH MATTERS

Crondall Road – traffic survey. Cllr. Bennison advised that the road markings are not yet completed. He still awaits up to date information on accidents from the resident who has asked for a traffic survey. Clerk to remind the resident.

MIN.193/19 ZEBON COMMUNITY CENTRE & ADJACENT AMENITIES

(i) Report from Centre Manager

Report noted.

(ii) Code 9 Security Patrols

The Clerk advised that the Code 9 contract had only been received that afternoon and required checking through by the Centre Managers, RFO and herself. When they are satisfied with any changes required she sought permission from Members for a delegated decision that it could be signed off and thus ensure that patrols commence before Christmas. Members will be sent the final documents.

RESOLVED: Contract may be signed off by the Clerk when it has been read and any changes required are made.

A “Withdrawal of Implied Permission” notice was tabled and Members requested that the following be added in: sale and use of illegal substances/ Nitros Oxide (NOS)/smoking including E cigarettes/abusive or threatening behaviour. These additions will be made and Code 9 advised they may use it as necessary.

RESOLVED: Withdrawal of Implied Permission notice was accepted.

An amended “Emergency out of hours call out procedure policy” was tabled. The changes mean that no Members will now be called upon to attend an out of hours call out nor will staff.

RESOLVED: The Policy was agreed.

(iii) Update on CCTV

As a result of anti social issues at Zebon Centre enquiries had been made about installation of a camera linked to the Hart & Rushmoor CCTV. An upgrade to the system is currently under way and will allow for a camera to be sited at the Zebon Centre. There is a start up cost of approximately £10k and then an annual cost of £1k for support. There was a consensus around the table that this should go forward to the Budget meeting.

RESOLVED: Present paper to budget meeting.

(iv) Insurance Update for ZCC

There are ongoing enquiries being made of our insurers in relation to “unknown entry” to the Zebon Centre. It is understood that we are covered under this clause for “theft” of items but it is not clear whether there is cover against vandalism.

MIN. 194/19 INFORMATION SHARING & AGENDA ITEMS FOR NEXT MEETING

Neighbourhood Plan update – Cllr. Julia Ambler believes that over 100 responses had been sent in relation to the Consultation on the Local Gaps.

The Clerk advised she had been premature in re-registering the Crookham Street Social Club as a Community Asset – it falls due next year.

Cllr. Friend will attend the Vision for Hampshire in Winchester and report back to February Council

Cllr. Batt will attend the Climate Change Commission in Hart and report back to the January Council

The Chairman advised that he had received something about lots of work coming on stream between Fleet and Lovedean in relation to electricity but had been advised that there would be no power lost.

There is to be a Lidl store on the Sandy Lines Nokia factory, there is to be a new entrance where Nokia sits with a huge car park and smaller industrial units behind it.

The meeting closed at 9.40 pm.

Diary dates for HDAPC Meetings:

Tuesday 21st April 2020 confirmed (to avoid clash with Easter break).

Tuesday 14th July 2020

Tuesday 13th October 2020