

These are the unadopted Crookham Village Parish Council Minutes of the Meeting of Monday, 7 December 2020 held at 7.45pm using a platform called ZOOM which allows participation online. Please refer to the Minutes of the January 2021 meeting for any amendments.

Present: Cllr. Simon Ambler (Chairman)
Cllr. Julia Ambler
Cllr. Suzanne Barham
Cllr. Dr. Stephen Bennett
Cllr. Andrew Friend
Cllr. David Jackson
Mrs. Angela Sayers (RFO)
Mrs. Carol Leversha (Clerk)

In attendance County Cllr John Bennison and four members of the public.

MIN.211/20 APOLOGIES

None.

MIN.212/20 CHAIRMAN'S ANNOUNCEMENTS

The Chairman requested a Minutes Silence as a mark of respect for Tony Farmer, a past CVPC Councillor, Chairman and Honorary Treasurer for many years. He paid tribute to all his handwritten bookkeeping and Angela confirmed she still had these and they were meticulous.

MIN.213/20 MINUTES OF THE MEETING OF 2 NOVEMBER 2020

The Chairman referred to each page of the Minutes and asked if Members had any corrections to these.

RESOLVED: Min.191/20 to Min. 210/20 were agreed as a true record and signed by the Chairman.

MIN.214/20 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.215/20 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.216/20 PUBLIC PARTICIPATION (maximum of 3 minutes per speaker).

The Chairman adjourned the meeting for public participation.

Cllr Bennison advised that the fuel pipeline coming from Fawley to West London terminal had been given the go ahead in October, Preparation work begins in 2021 installation works commencing in 2022. HCC is one of three councils trialling visitors into care homes. Possible council tax increase by 5% next April 2% to the County 3% ring fenced for adult social care. Basingstoke Fire Station is likely to be used as a mass vaccination centre. A287/Redfields Lane roundabout Martin Grant have submitted a second application to alter a condition relating to completion of the roundabout to 50th occupation. At the close of public participation, the Chairman resumed the meeting.

MIN.217/20 CO-OPTION OF CLLR FOR ZEBON WARD

Mr. Ben Millward had expressed an interest in becoming a Member for the Zebon Ward and had submitted an application form. Mr Millward said it was nice to meet everyone. His fiancée has lived in the parish for several years and he was looking forward to giving back to the community. Members all supported his appointment. He was advised that the Clerk would be sending him the forms which required signature to confirm his appointment.

RESOLVED: Mr. Millward was duly appointed as a co-opted Member of the Council.

MIN.218/20 GREENING CAMPAIGN

Cllr. Friend updated the meeting with a refresh of how the Council had decided to go with the Greening Campaign. As a result of the newsletter, he had received two expressions of interest and one was from a gentleman who has a professional background in this subject. The campaign itself is to engage with residents to take small steps towards reducing our carbon impact on the planet. He is asking for a short meeting with members who had expressed an interest in assisting with this project and he suggested next Wednesday, say 7pm or 7.30pm for half an hour and engage with the two members of the public via Zoom. He will send a meeting invite.

MIN.219/20 REPRESENTATIVE FOR FOOTPATHS & ENVIRONMENT

The Chairman asked if anyone would wish to undertake this role. This is effectively being the point of contact for footpaths and issues arising and also with flooding issues – co-ordinating

efforts. Cllr. Ben Millward put his name forward. Cllr. Jackson suggested he could explore the link with the Ramblers Association who were up to date with issues.

RESOLVED: Cllr. Ben Millward was appointed Lead Member for Environment and Footpaths.

MIN.220/20 CROOKHAM STREET SOCIAL CLUB – EXPIRARY OF COMMUNITY ASSET STATUS

The Chairman explained the reasoning behind having the Social Club registered as a Community Asset. The Post Office had been registered and when it came up for sale it had been debated at a public meeting. Whilst those present at that meeting wished it to remain as a post office and store there had been no interest from anyone at all in actually doing anything. However, after further debate members agreed it should be re-registered.

RESOLVED: Renew the Registration of Asset of Community Value for CSSC.

MIN.221/20 REFRESH OF CONSERVATION AREA

Cllr. Julia Ambler said there had been no interest from the Newsletter article. She has downloaded a document from Natural England which she will digest and use to inform work going forward. She anticipates bringing this forward in the new year.

MIN.222/20 FINANCE

(i) Report from the RFO

The RFO provided the following reports to the Council: -

November 2020

Balance sheet at 31/11/20

Income & Expenditure Account for November 20 as detailed below

Income & Expenditure Account – Actual v Budget – April 20 to November 2020

Summary of Actual expenditure against budget for April – November 2020 with detailed notes against each cost.

Payments made in the month – November 2020 – see below

Grant -

The RFO & Clerk have submitted the application for the Local Restrictions Support Grant.

(ii) Income & Expenditure Account – November

Crookham Village Parish Council

Income & Expenditure Account - November 2020

	<u>Total</u>
Income	
Hire of Facilities	1,618.18
Hire of Pitches	753.30
Total Income	£ 2,371.48
Expenditure	
Asset Maintenance and Repairs	1,706.72
Miscellaneous	10.00
Office Expenses	49.98
Professional Fees	40.00
Property Maintenance	4,131.68
Property Services	476.44
Salaries	4,687.30
Sections 137	40.00
Total Expenses	£11,142.12

Payments Made in the Month – November 2020

Date	Num	Name	Net	Category
06-Nov	3592	HAGS	450.00	Play area maintenance
06-Nov	3593	Aldermore	330.00	Code 9 Security
06-Nov	3594	Petty Cash	120.00	Petty Cash
06-Nov	3595	Gemma Butler	98.00	Customer Refund
06-Nov	3596	Christie Haslett	119.00	Customer Refund
06-Nov	3597	Poppy Appeal	40.00	Donation
06-Nov	3598	20i	5.99	Web costs / hosting
06-Nov	3599	Fisk Gardening Services	192.75	Lengthsman
12-Nov	DD	Plusnet	34.62	Telephone / Mobile
13-Nov	BACS	ZCRA	26.00	Customer Refund
13-Nov	BACS	Vitaplay	120.00	Play area maintenance
13-Nov	BACS	T3 Handyman	724.00	Repairs
13-Nov	BACS	Source Supplies	46.20	Cleaning Materials
13-Nov	BACS	Sunshine Commercial Services	943.97	Ground Maintenance
13-Nov	BACS	Richard Thorpe Fire Safety Services	80.00	Fire Maintenance
13-Nov	BACS	Crown conservatories	237.50	Repairs
13-Nov	BACS	City Cleaning	1,470.00	Cleaning
13-Nov	BACS	City Cleaning	1,072.50	Cleaning
13-Nov	BACS	CBS	169.00	Electrics & Plumbing
13-Nov	BACS	Beth Hawkins	47.50	Customer Refund
16-Nov	DD	Npower	96.74	Electricity
16-Nov	DD	Intuit	38.00	Accounts software
18-Nov	DD	Castle Water	175.39	Water rates
24-Nov	DD	Plusnet	43.74	Telephone / Mobile
30-Nov	BACS	Payroll	4,687.30	Payroll
30-Nov	DD	Total Gas & Power	111.79	Gas
30-Nov	DD	Orange Pixel	39.00	Web costs / hosting
16-Nov	DD	Tesco Mobile	14.16	Telephone / Mobile
16-Nov	DD	NatWest	2.00	Bank charge
		Total	11,535.15	

Note

Direct Debits authorisation– minute reference **(Min. 026/20)**

Petty Cash Expenditure £17.47

Petty Cash Float Advance £120

Customer Refunds £290.50

RESOLVED: The report of the Responsible Finance Officer was accepted.

(iii) SCP Tables

The National Joint Council for Local Government Services have agreed the new pay scales for 2020-2021 . We are currently using the 19/20 tables as no table was issued at the beginning of the year. Please can members approve the use of the new 20/21 table rates from 1st December 2020 and backpay to be paid to staff for the period 1st April to 30th November 2020 in the December payslip. There is a budget provision in 20/21 to allow for changes like this.

RESOLVED: Members approved the new SCP tables and backpay from last April.

(iv) War Memorial Centenary – Contribution

There is a need to refurbish part of the Memorial and there were two options offered but until we have the costs for the two options a final decision cannot be made.

(v) Ghost Story Competition

The Chairman advised that Cllr. Dr Sinka had wanted the stories to be published in the newsletter and it would probably work out at about £75 per page and Cllr. Jackson said he had obtained quotes and it would be in the order of £300 in total. He believed that these would be better published on the website. Cllr. Julia Ambler said the incremental cost included into a newsletter would be around £50. Depending on the level of entries and in particular of engagement with young people then that would be the right time to decide on how to publicise. After further debate it was agreed that this be deferred to a later meeting when entries are known.

MIN.223/20 PLANNING**(i) Report of the Planning Committee**

Cllr. Jackson spoke to his report and there were no queries. Cllr Jackson reminded the meeting that we were only consultees and Hart were the decision maker.

RESOLVED: The report of the Planning Committee was accepted.

(ii) HDC 20/02498/HOU – Replacement of fence with new 2.6m high wooden fence panel and roller barriers and new gates.

2 Jessett Drive, Church Crookham, Fleet GU52 OXB

Cllr. Jackson introduced the item and invited debate. He presented the application to Members. He shared the background to the reason for the application which the applicant had advised to the Clerk. A lengthy debate took place and concerns were raised about the additional height of the rollers and the colour due to intrusion on the street scene. Members also requested Hart consider a Condition that the rollers be removed should the property be sold.

RESOLVED: Members query acceptability if part of the roller structure is on the outside of the fence and ask if it is possible to have an alternative colour for the rollers. Request Hart to impose a condition that the rollers be removed in the event that the property is sold.

(iii) HDC 20/02763/HOU – Demolition of front porch and erection of a single storey front extension and alterations to fenestration.

17 Knight Close, Crookham Village, Fleet GU51 5SB

Cllr. Jackson introduced the item and invited debate. Concern was expressed at the loss of a parking space leading to below standard parking spaces when the residential capacity of the property is increased.

RESOLVED: Objection to loss of parking space in the absence of an alternative parking plan for 4 spaces.

(iv) HDC 20/02774/HOU – Erection of a single storey rear extension to facilitate the conversion of the attached garage to habitable accommodation. Conversion to leave 2.1m of storage at front of garage, with no change to existing frontage, and extend (single storey) to the rear by 1.35m to provide suitable access to main property. All building work to be carried out by a suitably qualified and insured builder in line with Building Control regulations.

41 Barn Meadow Close, Church Crookham, Fleet GU52 0YB

Cllr. Jackson introduced the item and invited debate. The applicant was present and responded to queries. She confirmed that the garage door would remain.

RESOLVED: No objection subject to access over the pavement to the extra outside parking.

- (v) **HDC 20/2825/HOU – Conversion of detached garage into habitable accommodation to include the replacement of the garage door with a window and door.**

33 Farriers close, Church Crookham, Fleet GU52 0RW

Cllr. Jackson introduced the item and invited debate. The applicants were present and gave the background to the reason for their request and advised that the Management Company were aware of the application. There is a space in front of the garage, and they have written permission to retain the present parking spaces e.g., two spaces in front of the garage. There was a lengthy debate. It was noted that the standard is 2.5 parking spaces within its curtilage and with this conversion it would end up with 1.5 spaces but with the permission of the Management Company they achieve the 2.5 spaces.

RESOLVED: Outline the parking constraints to Hart.

MIN.224/20 UPDATES ON HIGHWAY & FOOTPATH MATTERS

Cllr. Jackson said that the pipeline referred to by Cllr. Bennison (HCC) bordered the parish boundary but would have no impact on the proposed roundabout at the A287/Redfields Lane junction.

MIN.225/20 MANAGEMENT OF COUNCIL FACILITIES & LAND

- (i) **Report from Centre Manager**

The Report was noted.

- (ii) **Code 9 Report**

Patrols are now leaving docketts in the CMs post-box and contact has been made with a new Code 9 Officer who is actively pursuing our CCTV requirements for the Zebon Centre. There was still a concern to a particular word in the Withdrawal of Implied Permission Notice.

RESOLVED: Clerk to send the document to our Solicitor with a request for a word defining designated area or other terminology for everyone to understand and which will stand up in a Court of Law.

- (iii) **CCTV**

Specification received. However, Cllr. Jackson said this did not meet the requirements of what had been asked. He was expecting a proper proposal and Cllr. Rd. Bennett supported his view. The Clerk endeavoured to explain a telephone conversation with Code 9 with talk about ANPR and microwave/4G which was way above her knowledge. She requested that Members delegate Cllrs. Jackson and Bennett to deal directly with the CCTV specification.

RESOLVED: Cllrs. Jackson and Bennett to progress this project.

The Clerk advised there is an opportunity to apply for a grant for up to £500 from the Police & Crime Commissioner. The Clerk said the form looked easy to complete and requested permission to apply for funds.

RESOLVED: Clerk to submit an application.

- (iv) **Grants for energy saving for ZCC**

There are various opportunities to apply for Grants, but these have criteria which have to be met. The South East Energy Hub is offering grants of up to £40k for feasibility studies and the Clerk has asked if we are eligible to apply. In addition, there are other grant funding schemes on offer, but these require the services of a professional to access.

MIN.226/20 INFORMATION SHARING & AGENDA ITEMS FOR THE NEXT MEETING .

The Chairman asked Members in turn whether they had any items for the next Agenda or did they have anything else to share. Cllr. Jackson raised the subject of awarding staff bonus's in respect of the additional work all had undertaken this year. This is not something which is budgeted for. The Chairman advised that he has a Chairman's allowance, and he would use the funds in that to send each Member of staff an appropriate gift in recognition of their efforts, in lieu of the usual staff Christmas lunch which this year it is not practical to hold.

- (i) **UPDATE ON ALTERNATIVE ENERGY SOURCE**

- (a) **Community Centre, Hitches Lane, Berkeley Homes**

The Chairman advised that Berkeley Homes have confirmed the photovoltaic panels and also the charging points which will be billed to the people using them.

- (b) **Sports Hall (Albany Farm), Martin Grant Homes**

The sports centre is quite a long way down the road (200th occupation) and they have promised to engage with us at a later date.

- (ii) **UPDATE ON NEIGHBOURHOOD PLAN**

This will need a push in April as it will go to Referendum at the same time as elections.

(iii) Update from Fleet Phoenix

Report emailed to Members and suggestion made that they suspend their outreach work until a later date due to lack of engagement with young people. Member supported this suggestion.

(iv) Future Projects

(a) Youth Shelter Proposal

The RFO advised that this would need to be deferred in the light of the losses incurred due to the pandemic. After further debate it was agreed costs be offered at the budget meeting.

The meeting closed at 9.47 pm.

Informal budget meeting is 11 January 2021.

Suggested dates for 2021 Council meetings: All Mondays.

4 Jan

1 Feb

1 March

6 April

-

Annual Parish Meeting

12 April

17 May

-

Annual General Meeting following elections of 6 May

7 June

5 July

6 September

4 October

1 November

6 December