

These are the unadopted Crookham Village Parish Council Minutes of the Meeting of Monday, 4 January 2021 held at 7.45pm using a platform called ZOOM which allows participation online. Please refer to the Minutes of the February 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
Cllr. Ben Millward
Mrs. Angela Sayers (RFO)
Mrs. Carol Leversha (Clerk)

In attendance County Cllr. John Bennison, Ward Cllr. Tony Clarke and 9 members of the public.

MIN.001/21 APOLOGIES

Cllr. Dr. Indra Sinka.

MIN.002/21 CHAIRMAN'S ANNOUNCEMENTS

The Chairman welcomed all to the first meeting of 2021. The Chairman advised that two representatives of Park Run were in attendance and they would be giving some background information to support their grant application.

MIN.003/21 MINUTES OF THE MEETING OF 7 DECEMBER 2021

The Chairman referred to each page of the Minutes and asked if Members had any corrections to these. There were two minor spelling typos which were corrected.

RESOLVED: Min. 211/20 to Min. 226/20 were agreed as a true record and signed by the Chairman.

MIN.004/21 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.005/21 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.006/21 PUBLIC PARTICIPATION (maximum of 3 minutes per speaker).

The Chairman adjourned the meeting for public participation. Cllr Bennison said that HCC had put in its response in relation to the Albany Park development. The Chairman then invited the Park Run attendees to speak. The applicants advised that Park Run started in 2004 and it is a local 5 kilometre timed walk, jog or run and held every Saturday at 9 am. Everyone is welcome to join. In terms of the funding Park Run ask for £4k to be raised locally to start the scheme. There is then no expectation of any further funding required. Frimley Park 1 has been going for 10 years and thousands of people have joined in that run. It has been suspended currently due to Covid and it is uncertain as to when they can start but they would like to get the funding in place in the meantime. In other countries Park Run have recommenced and doctors are aware of the health and mental health benefits derived from these runs. They also work with schools to help towards the DoE Award. They have been working with Calthorpe School in regard to car parking and risk assessments with HCC. The Chairman said one of the questions raised by the grant request for the £4k is that the Charity accounts show it has vast amounts of money. The applicants said it covers all the equipment needed for a run and this includes a defibrillator. It also provides for high viz for volunteers etc and they set up a website and start times are allocated on the web and T shirts are provided to mark milestones in a persons running. This is a one off cost to keep Park Run free for ever. Is the grant for Park Run or just for this project. In terms of funding the money would go direct Park Run and without the funding they cannot set up the local event. They get training directly from Park Run. They will also receive first aid training. How do they expect to deal with very large numbers of participants – how have they chosen their site? The applicants said they had worked with HDC to find the best location to put on the event and Edenbrook was chosen as the best park and this was the best course with the least

disruption. When the other area of land opposite the Leisure Centre comes open they might be able to move onto there. One of the concerns which Everyone Active had was parking at 9am on their car park and this had resulted in an approach to Calthorpe Park for the car parking and Everyone Active are happy for people to use their café and toilet facilities. There would little in relation to publicity to start with - it is kept quiet until it is established. There are always people opposed to Park Run but they endeavour to work with them. In terms of teething troubles the first time round - you normally have only a few attendees. Participants all start a 9am and are allocated a bar code and when they go over the finish line it tells them how much time they have taken to complete the course. Cllr. Clark updated the meeting on the new levels of Covid cases which are rapidly rising around the district. Breaking news – Lockdown tomorrow all schools and colleges closed. The Chairman confirmed that other attendees were waiting for the Nyasaland application and he would invite them to speak at that time. At the close of public participation the Chairman resumed the meeting.

MIN.007/21 REFRESH OF CONSERVATION AREA

Cllr. Julia Ambler had nothing further to raise at this point. One member of the public expressed an interest in assisting with the work.

MIN.008/21 FINANCE

(i) Report from the RFO

The RFO advised Members that the Local Restrictions Support Grant had now been received. She is now looking into further Grants for January 2021. The RFO provided the following reports to the Council: -

December 2020

Balance sheet at 31/12/20

Income & Expenditure Account for December 20 as detailed below

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

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

Payments made in the month – December 2020 – see below

(ii) Income & Expenditure Account – December

Crookham Village Parish Council

Income & Expenditure Account - December 2020

Income

Hire of Facilities	466.75
Hire of Pitches	216.00
Other Income	1,334.00
Total Income	£2,016.75

Expenses

Asset Maintenance and Repairs	1,735.47
Miscellaneous	18.00
Office Expenses	166.00
Printing, Postage & Advertising	906.06
Professional Fees	1,167.70
Property Maintenance	972.15
Property Services	482.40
Salaries	5,798.40
Subscriptions	17.00
Total Expenses	£11,263.18

Payments Made in the Month – December 2020

Date	Num	Name	Net	Category
11/12/2020	3600	HAGS Play Limited	473.17	Play Area Maintenance
11/12/2020	3601	Hampshire Association of Local Councils	30.00	Courses
11/12/2020	3602	Viking Direct	65.18	Stationery
11/12/2020	3603	Viking Direct	157.86	Postage
11/12/2020	3604	National Association of local Councils	17.00	Subscription
11/12/2020	3605	amazon	70.82	Web costs & hosting
15/12/2020	BACS	Vaughan Alice	183.75	Customer refund
15/12/2020	BACS	Sunshine Commercial Services Ltd	943.97	Grounds Maintenance
15/12/2020	BACS	Cardinus Risk Management	650.00	Professional Fees
15/12/2020	BACS	The Point Youth Centre	448.20	Youth Sponsorship
15/12/2020	BACS	Whitbread's Window Cleaning	20.83	Cleaning
15/12/2020	BACS	PPL PRS Lts	304.99	Licence Fees
15/12/2020	BACS	CBS	169.00	Electrics & Plumbing
15/12/2020	BACS	T3 Handyman Services	265.00	Repairs & Maintenance
15/12/2020	BACS	Phils Pest Control	60.00	Communal Area - maintenance
15/12/2020	BACS	HAGS Play Limited	0.83	Play Area Maintenance
15/12/2020	BACS	Fisk Gardening Services	120.00	Communal Area - maintenance
15/12/2020	BACS	Code 9 Security	324.00	Security
15/12/2020	BACS	VitaPlay	137.50	Play Area Maintenance
15/12/2020	BACS	The Card Network	40.10	Cleaning
15/12/2020	BACS	XL Displays	70.00	Repairs & Maintenance
15/12/2020	BACS	Imprint Colour	300.00	Printing
15/12/2020	BACS	Came & Company	472.90	Insurance
23/12/2020	BACS	Payroll	5,798.40	Payroll
15/12/2020	dd	Bank charges	6.80	Bank charges
14/12/2020	dd	Plus Net	33.60	Telephone / Broadband
16/12/2020	dd	Tesco Mobile	14.16	Telephone / Broadband
16/12/2020	dd	Intuit Ltd	38.00	Accounts Software
24-Dec	dd	Plus Net	37.99	Telephone / Broadband
24-Dec	dd	Total Gas & power	91.66	Gas
		Total	11,345.71	

Note

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

Petty Cash Expenditure £101.22

Customer Refunds £183.75

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

(iii) Park Run Funding request

Following the presentation by the applicants the Chairman invited Members to speak in relation as to whether to give a grant and if so how much. The applicant advised they were awaiting responses from other local councils and Tesco grants etc. TAG were also suggested as a source to be approached. A proposal of a Grant of £250 was made and might encourage other parishes to support the project. Cllr. Bennison advised the he had given some funding and that it was quite a coup for Hart to get a Park Run.

RESOLVED: Members agreed to a Grant of £250.

(iv) Victim Support Grant request

This request had been supported in 2020 with a grant of £100. Members felt that whilst it was not possible to identify it being used by individuals from the Parish it was worth supporting. (Cllr. Millward advised that his fiancée works with them through her job). It was generally felt that they do a better job in following up on things than the police.

RESOLVED: Grant of £100 be awarded.

(v) Open Spaces Funding request

They are seeking to lobby government in relation to protecting open spaces which it is believed will be threatened by the new planning paper.

RESOLVED: Grant of £55 awarded.

(vi) War Memorial refurbishment funding

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.

Defer to February meeting.

(vii) Membership of Finance & Hr Cttee

The Chairman invited Members to put themselves forward to serve on this Cttee.

Cllrs. Julia Ambler, Friend, Bennett and Millward were appointed.

RESOLVED: Cllrs. Julia Ambler, Friend, Bennett and Millward wish to be Members.

(viii) Election of Chairman of Finance & HR Cttee

The Chairman invited nominations for this position. Cllr. Dr. Bennett nominated Cllr. Julia Ambler and this was seconded by Cllr. Friend. There were no other nominations.

RESOLVED: Cllr. Julia Ambler was elected as Chairman of Finance & HR Cttee.

MIN.009/21 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 to planning applications and Hart were the decision maker. He mentioned the application for Furney Copse which was refused due to lack of SANG.

RESOLVED: The report of the Planning Committee was accepted.

(ii) HDC 20/02453/FUL – Change of use of land, as well as the erection of a single storey rear extension following demolition of existing conservatory, insertion of ground floor rear window, extension of patio and relocation of fence and shed.

1 Pawmers Mead, Church Crookham, Fleet, Hampshire GU52 6DN

Cllr. Jackson invited the applicant to speak. She confirmed that there were two car park spaces on the drive. Cllr. Jackson presented the application to Members and invited debate. One question he wished to ask Hart whether the open space is amenity land. The applicant said she had to put in a full application because it was amenity land and had a row of bushes which had become brambles and she was looking to relocate the fence so the bushes were on the inside of the fence. The conservatory is also collapsing and has to come down and it is not covered insurance wise as it is not considered subsidence. In relation to the loss of amenity land that is what needs to be considered. Debate ensued. The question was raised as to why the open space had had bushes on it and it seemed it rested with the then owners of the property. Should we object on the grounds of loss of amenity land – what was involved in terms of moving the fence. It was suggested that this should just be an observation and that Members are content. No objections to this slight loss of amenity land and no objections if a small amount of vegetation was added to the fence to break the visual effect.

RESOLVED: Members had no objections to the extension and no objections to the slight loss of amenity land and would welcome the applicant adding a small amount of vegetation to break the visual effect of the fence.

(iii) HDC 20/03146/PRIOR – Change of use of existing agricultural building into three 3 bedroom dwellings.

Nyasaland, Crondall Road, Crookham Village, Fleet, Hampshire RU52 5SU

Cllr. Jackson invited public participation. A resident spoke to the application and drew attention to the previous applications. He had read the papers associated with this application and the thing to be in dispute is whether the buildings were in agricultural use up to a certain date. He is representing the FACE-IT group. He intends to consult with the community. A resident said they are aware of commercial use of the site, there are huge amounts of parts of cars and batteries on the site. Cllr. Jackson invited those present to provide Hart with evidence as they had the local knowledge. A question was asked is there a specific regulation about agricultural – a couple of steers had lived in the barn. Cllr. Jackson said to raise this with Hart as they would be better qualified to answer that. A resident said the assertion of lots of agricultural vehicle movements was not correct. Cllr

Jackson then presented the application to Members. After debate it was resolved to object on the traffic movements offered in the application, contamination (local inhabitants with better knowledge of the area are best placed to advise Hart of what they know in relation to the commercial use of the site). There was also the matter of 3 x 3 bed dwellings which would require 3 car park spaces per dwelling as well as cycle parking. The 3 dwellings are just inside the regulation size allowed and do fit within the barn. Trees would need to be removed to provide the necessary traffic splays. Finally, the question of SANG has not been addressed which is required even for a Prior application. Allude to the building being out of place in relation to adjoining properties. A resident said the applicant says no flooding but there are some areas of the ground which are very boggy and subject to surface flooding. Cllr. Barham declared an interest in that her property is opposite the site but she gave some background info in relation to traffic movements and said Crondall Road is getting more traffic as a result of SatNavs routing inappropriate vehicles along the road. Cllr. Jackson reiterated that it was important that individuals also respond to the application.

RESOLVED: Object on the grounds of SANG and no parking plan. Raise other concerns as discussed.

(iv) Membership of Planning Cttee

The Chairman invited Members to put themselves forward to serve on this Cttee. Cllrs. Jackson, Friend, Bennett and Barham were appointed.

RESOLVED: Cllrs. Jackson, Friend, Bennett and Barham were appointed.

(v) Election of Chairman of Planning Cttee

The Chairman invited nominations for Chairman of the Planning Cttee.

Cllr. Friend nominated Cllr. Jackson and was seconded by Cllr. Dr. Bennett. There were no other nominations.

RESOLVED: Cllr. Jackson was appointed as Chairman of Planning Cttee..

MIN.010/21 UPDATES ON HIGHWAY & FOOTPATH MATTERS

Clerk confirmed that the boundary sign along Hitches Lane had been moved and now reflected clearly that the new development was within the Parish of Crookham Village.

MIN.011/21 MANAGEMENT OF COUNCIL FACILITIES & LAND

(i) Report from Centre Manager

The Report was noted. In relation to Rugger Rascals continued use of the playing fields – Members felt that if the use was permitted under the new Lockdown rules then it should continue. Cllr. Friend declared an interest in that his son is a Member of the group.

RESOLVED: Rugger Rascals should be permitted to continue using the ZCC field only while organised outdoor sport for under 18's is permitted under Covid regulations.

Cllr. Jackson requested Members views on the Centre being used as a vaccination site.

Members debated the matter and would support such a use. In the event of an approach the CMs be allowed to charge hire fees which would cover the costs of cleaning so that we do not run at a loss – we would also need to seek the views of the cleaning company should a request be received. The whole Centre would need to be hired by the day. A Risk Assessment should cover keeping people away from the toddler play area whether entering or leaving the Centre.

(ii) Code 9 Report

Cllr. Jackson was supportive of continued patrol services and asked that other companies be approached for a quotation.

RESOLVED: Seek quotations from security companies to provide ad hoc patrols for the Centre.

The Clerk explained the circumstances whereby Code 9 were withdrawing the patrol services. They were happy to continue as nominated key holders for emergency call outs. The Clerk advised of the costs and that the contract ran from 1 December for one year.

RESOLVED: Continue the Code 9 contract for key hold and call outs for the rest of the contract period.

MIN.012/21 INFORMATION SHARING & AGENDA ITEMS FOR THE NEXT MEETING

The Chairman asked each Member whether they wished to propose items for the next meeting or update on actions taken on behalf of the Council. Cllr. Millward asked for an item to consider a Facebook page for the Council. He was requested to compile the background to providing such a page. Cllr. Bennett referred to a request from a parishioner for help with

getting an allocation to the RES and he confirmed that the parishioner is happy to share her contact details with us. To date one ghost story has been submitted.

(i) UPDATE ON ALTERNATIVE ENERGY SOURCE

(a) Sports Hall (Albany Farm), Martin Grant Homes

Martin Grant are expecting to start construction in mid 2021 and have promised to be in touch prior to then to liaise with us re sustainable energy provision. The Technical Director is John Matuszewski. Whilst this looks to be a while away if something comes out of upgrading ZCC to be carbon free etc we could go back to him with suggestions.

(b) ZCC Energy Hub funding

The Council does not qualify for a grant from the above project. However, one of the officers of Energy Hub offered to give guidance as to where we might explore upgrades to qualify for grant funding.

(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 ON CCTV

Cllr. Jackson said costs for an earlier proposal were in the region of £6k and we have £10k in the budget this year. We wish to see further into the back of the field if possible and it will be interesting to see what comes back from tenders mid Feb.

RESOLVED: Invite tenders for CCTV Upgrade..

(iv) Tree Survey Report

Some works required within 3 months and others within 12 months. Quotation being sought for all works to be carried out at the same time.

The meeting closed at 9.57 pm. Informal budget meeting is 11 January 2021 at 7.30 pm.

Suggested dates for 2021 Council meetings: All Mondays.

1 Feb

1 March

6 April

-

Annual Parish Meeting (NP Post meeting note –

cannot be held on in April due to Purdah prior to May elections remove from diary.)

12 April

17 May

-

Annual General Meeting following elections of 6 May

7 June

5 July

6 September

4 October

1 November

6 December

Suggested dates for 2021 Planning & Finance and HR meetings: all Mondays.

18 January

15 February

15 March

26 April

24 May

21 June

19 July

2 August – Planning only

16 August

20 September

18 October

15 November

20 December