

These are the unadopted Crookham Village Parish Council Minutes of the Meeting of Monday, 7 June 2021 held at 7.45pm in the Zebon Community Centre, Danvers Drive. Please refer to the Minutes of the Meeting of July 2021 for any amendments.

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

In attendance: County Cllr. Stephen Parker and Ward Cllr. Tony Clarke and one resident.

MIN.085/21 APOLOGIES

None.

MIN.086/21 CHAIRMAN'S ANNOUNCEMENTS

None.

MIN.087/21 MINUTES OF THE ANNUAL GENERAL MEETING OF 17 MAY 2021

The Chairman referred to these page by page and invited corrections. Cllr. Jackson pointed out that the Chairman elected was Cllr. Julia Ambler. With this amendment the Minutes were agreed.

RESOLVED: Min. 059/21 to Min. 084/21 were agreed and signed by the Chairman.

MIN.088/21 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.089/21 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.090/21 PUBLIC PARTICIPATION (maximum of 3 minutes per speaker).

The Chairman asked permission to adjourn the meeting for public participation. Cllr. Parker updated the meeting on the issues with the developer and the residents of Watery Lane which had finally been resolved and the works are almost completed. There is a further issue about a wider piece of tarmac which is at a point where the pedestrian access from the development enters Watery Lane. Cllr. Simon Ambler said as a result of all the issues raised MG are now positively engaging with residents. He also gave an update in relation to the sewage connections in some detail. Reinstatement of the ditch is in hand and landscaping expected soon. Cllr. Clarke was advised that there was a new issue with searching by plan number in the HDC planning website. For example, 3456 (which would have worked before) now wanted a postcode, whereas 003456 worked OK. The Chairman then resumed the meeting.

MIN.091/21 CO-OPTION OF COUNCILLOR FOR NETHERHOUSE WARD

No volunteers so far.

MIN.092/21 YATELEY NEIGHBOURHOOD PLAN CONSULTATION

The Chairman asked for any views. Cllr. Barham said she had done a speed read of the 85 plus pages. Members were asked to review and send to the Chairman any comments.

RESOLVED: The Chairman will compose a response on behalf of the Council.

MIN.093/21 EQUIPMENT TO PERMIT HYBRID COUNCIL MEETINGS

Cllr. Millward explained the ways that we could use different options. He had requested quotes for the full system. He covered the options and was reminded that we use the WI Hall and would they be capable of use there. He will investigate further. Cllr. Simon Ambler said we need to build into the system the costs for livestreaming as well. Cllr. Millward will continue exploring options and report back to another meeting.

MIN.094/21 FINANCE

**(i) Report from RFO
Points to Note.**

The RFO advised members that the AGAR and supporting documentation had been sent to PKF the external auditors and a confirmation email had been received.

The Notice of Public Rights would be displayed on the website and boards from Monday 14th June 2021 to Friday 23rd July 2021. The date of announcement would be the 9th of June 2021.

The RFO provided the following reports to the Council: -

May 2021

Balance sheet at 31/05/21

Income & Expenditure Account for the month of May 21 as detailed below.

Income & Expenditure Account – Actual v Budget – May 21

Summary of Actual expenditure against budget for May 21 with detailed notes against each cost.

Payments made in the month of May 2021 – see below.

Payments made in May 2021.

Date		Name	Net	Category
21-May	BACS	Phoenix Pest Solutions	700.00	Communal Maintenance
21-May	BACS	HALC	836.79	Subscriptions
21-May	BACS	DGCS	15.00	Security
21-May	BACS	DGCS	127.00	Security
21-May	BACS	Whitbreads	20.83	Cleaning
21-May	BACS	Came & Company	6,439.66	Insurance
21-May	BACS	HCC	932.03	Street furniture Maintenance
21-May	BACS	HCC	3,048.00	Canal
21-May	BACS	City Cleaning	951.00	Cleaning
21-May	BACS	City Cleaning	237.75	Cleaning
21-May	BACS	John Brown	2,345.00	Repairs
21-May	BACS	Green Hosting	74.00	Environmental Campaign
21-May	BACS	Agile	112.50	Professional Fees
21-May	BACS	Sunshine Commercial Services Ltd	943.97	Grounds Maintenance
21-May	BACS	Larkstel Ltd	328.66	Refuse
21-May	BACS	vitaplay	95.31	Play Area Maintenance
21-May	BACS	Payroll	4,928.15	Payroll
21-May	BACS	CBS	271.00	Electrics & Plumbing
21-May	BACS	CBS	169.00	Electrics & Plumbing
21-May	BACS	Richard Thorpe	95.00	Fire safety maintenance
21-May	BACS	Wettone Matthews	510.00	Professional Fees
21-May	BACS	HAGS	50.00	Play Area Maintenance
21-May	DD	Orange Pixel	39.00	website / hosting
18-May	DD	Intuit	38.00	Accounts software
24-May	DD	Plusnet	37.99	Telephone / broadband
12-May	DD	Plusnet	33.00	Telephone / broadband
25-May	DD	Total Gas & Power	162.79	Gas
24-May	BACS/Chq 3611	Viking	46.13	stationery
24-May	Chq 3612	Float	110.00	Float advance

24-May	chq 3613	DVLA	2.50	Professional Fees
24-May	chq 3613	WHS	40.00	chairman's allowance
24-May	chq 3614	20i	9.99	website / hosting
24-May	chq 3615	Dropbox	1,080.00	website / hosting
24-May	chq 3616	Red Rock (UK) Ltd	24.96	website / hosting
24-May	chq 3617	Fisk Gardening Services	428.70	Communal Maintenance
17-May	DD	Tesco Mobile	12.50	Telephone / broadband
17-May	DD	Bankline	7.60	charges
		Total	25,303.81	

Crookham Village Parish Council
Income & Expenditure Account
May 2021

	<u>Total</u>
Income	
Hire of Facilities	2,163.54
Hire of Pitches	118.50
Total Income	<u>£2,282.04</u>
Expenditure	
Asset Maintenance and Repairs	6,198.01
Environmental Projects	60.00
Office Expenses	1,239.06
Professional Fees	7,110.26
Property Maintenance	4,592.70
Property Services	246.28
Salaries	4,928.15
*Sections 137	40.00
Subscriptions	836.79
Total Expenditure	<u>£25,251.25</u>

Note

*S137 – Chairman's Allowance.
Direct Debits authorisation– minute reference (022/21(iv)
Petty Cash Float advance £110
Petty Cash Expenditure £57.44

MIN.095/19 PLANNING

(i) Report of the Planning Committee

Cllr. Jackson spoke to his Report. Nyasaland application for a barn conversion had been refused by Hart on grounds that Class Q requirements had not been met.

RESOLVED: The report of the Planning Committee was accepted.

- (ii) **Appeal Reference : APP/N1730/W/20/3274093 22 February 2021 written representations by 14 June 2021**
20/02827/AMCON – May 2021/21/00706/AMCON - May 2021
Variation of Condition 37 attached to Planning Permission 14/00504/major dated 26/06/2015 to allow the roundabout to be completed and fully operational prior to the 50th occupation of the development
Land at Watery Lane, Church Crookham, Fleet, Hampshire
 Cllr. Jackson introduced the application and invited debate.
 Members agreed to submit the objection entered for the previous appeal with the addition of comments on current traffic queues.
RESOLVED: Respond as previously and add in about the traffic.
- (iii) **HDC 21/01254/REM – 17 May 2021**
Reserved matters application seeking the approval of access, appearance, layout and scale of 39 residential dwellings pursuant to 16/01651/OUT.
Land North of Netherhouse Copse, Hitches Lane, Fleet, Hampshire.
 Cllr. Jackson introduced the application and proposed that this item be deferred to the next Planning meeting to give time for examination of the detail.
RESOLVED: Defer to next Planning meeting.
- (iv) **HDC 21/01284/HOU – 19 May 2021**
Conversion of roof space over garage to habitable accommodation.
17 Twissel Thorne, Church Crookham, Fleet GU52 0YT
 Cllr. Jackson introduced the application and invited debate.
 There was no change to the outward appearance and Members had no objections.
RESOLVED: No Objections.

MIN.096/21 UPDATES ON HIGHWAY & FOOTPATH MATTERS

- (i) **Pedestrian way across grass verge, Hitches Lane/Pilcot Road**
 There was lengthy debate about the possible project. Efforts to get HCC to fund a full footway had not been successful. Cllr. Jackson said there is a well worn path across the verge. Getting further details and an indicative budget would allow funds to be sought either via CIL or s106 in the future both for the Crescent gap and a possible footway link to the end of Crondall Road on the Southern side of Pilcot Road in the longer term. The Clerk asked permission to seek a quote from the HCC Safety Audit section which would highlight what utilities might be buried beneath the line of the path and which would certainly impact on the costs which the Highways Officer had given an estimate of. Cllr. Parker asked to be kept informed.
RESOLVED: Clerk to investigate costs and report back.

MIN.097/21 MANAGEMENT OF COUNCIL FACILITIES & LAND

- (i) **Report from Centre Manager**
 Report noted and there is one potential issue which needs addressing and that is the additional camera by the Junior Play area which is very flexible. The Chairman invited Cllr. Jackson to update on what possible solutions could resolve the matter, if at all. He proposed that we remove the whole unit unless the contractor comes up with a more robust solution. Although coverage would not be as good as a camera in the current location, a good part of the area of interest could be covered by a zoomable camera mounted at the sports end of ZCC if justified in the future.
RESOLVED: Cllr Jackson and the Clerk have a face to face with Mr. Mason to endeavour to resolve the matter to pursue the line we have discussed."
- (ii) **CCTV Policy**
 The Chairman advised that Cllr. Jackson and the Centre Managers had looked at the draft policy. Cllr. Jackson said it needed nominated Cllrs and all staff to be able to view remotely. Centre Manager's to keep a log of viewings related to "incidents" and to relay these to the Clerk (as Data Controller) for retention. Staff and Cllrs. Jackson and Simon Ambler to have real time access which is important for immediate action out of hours. Clerk to advise the Patrol Company (DGCS) of the contact details of the Centre Manager, herself and Cllrs. Jackson and Simon Ambler. In relation to length of time for keeping recordings – these overwrite themselves when full but Members felt that 3 months was sufficient to keep recordings. Clerk to amend the Policy to reflect these suggestions and bring back to a further meeting.

MIN.098/21 INFORMATION SHARING & AGENDA ITEMS FOR NEXT MEETING

Cllr. Jackson advised of an incident which occurred some weeks ago and as a result he felt that the CCTV cameras needed tweaking to capture a wider area. He will sort this when he meets with Guardwell.

Members raised the issue of the untidy state of the Public Open Space area beside 15 Twissel Thorne. The householder had removed the planting and erected a fence.

Enforcement at Hart had refused permission for the fence and it had been removed. However no replacement planting has occurred to return the area to its former state. Cllr. Clarke offered to follow up on the issue at 15 Twissel Thorne.

Cllr. Millward said work is continuing with our Facebook page.

The meeting closed at 9.04pm.

Dates for Council Meetings for the remainder of the year.

All Mondays.

Zebon Copse Centre

WI Hall

5 July

6 September

4 October

1 November

6 December