

These are the unadopted Crookham Village Parish Council Minutes of the Meeting of Monday, 5 July 2021 held at 7.45pm in the Zebon Community Centre, Danvers Drive. Please refer to the Minutes of the Meeting of September 2021 for any amendments.

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

In attendance: County Cllr. Stephen Parker, Ward Cllr. Tony Clarke and one member of the public.

MIN.099/21 APOLOGIES

Cllr. Ben Millward – reasons given and accepted. Cllr. Suzanne Barham advised she would have to leave at 8.30pm.

MIN.100/21 CHAIRMAN'S ANNOUNCEMENTS

The Chairman gave an update on the saga of the broken window. This has been fixed on a temporary basis and a new window ordered. As a result of Cllr. Jackson's memory that all the windows should have been of toughened glass it was discovered by one of the Centre Manager's that the original specification had not been adhered to. The original supplier had now offered to replace all non- toughened glass with toughened glass for the cost of the one replacement window.

MIN.101/21 MINUTES OF THE MEETING OF 7 JUNE 2021

The Chairman referred to these page by page and invited corrections.

RESOLVED: Min. 085/21 to Min. 098/21 were agreed and signed by the Chairman.

MIN.102/21 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.103/21 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.104/21 PUBLIC PARTICIPATION (maximum of 3 minutes per speaker).

The Chairman asked permission to adjourn the meeting for public participation.

Cllr. Clarke advised that Hart & HVA have launched a Community Connections Grant. Parish Council's can apply for grants of up to £2.5k for schemes that address social isolation and improve well being of those clinically isolated – no deadline for it and contact HVA for a grant form. The MoP advised that he had complained to HCC about the level of traffic through the village as a result of all the new developments and the lack of infrastructure to deal with it. He asked the County Cllr to be involved and Cllr. Parker asked for some background to the issue from the MoP. Cllr. Clarke raised the Fleet Transport Plan which had come to nothing. Cllr. Parker said there is a Household Waste Prevention Community Grant Fund – applicants need to discuss ideas with the HW prevention team. This is very local and he will send the Clerk the links. HCC Cabinet planning a £1.2m spend to improve some aspects of energy use. There is also a Health consultation and he will forward the link to the Clerk. There is another consultation closing soon on the HCC budget and they are looking to trim £80m from the budget. The Chairman then resumed the meeting.

MIN.105/21 EQUIPMENT TO PERMIT HYBRID COUNCIL MEETINGS

Deferred to September meeting.

MIN.106/21 FINANCE

(i) Report from RFO

The RFO advised members that she had received notification from Hart District Council that the business rates direct debit would re-commence from 1st August 2021. The annual fee was £3745.92 but a reduction of 66% had been applied so the new annual business rates total is £1273.61.

The RFO advised members that she had verbally informed the insurance company that CCTV had been installed at the centre but we were waiting on one last issue to be resolved before we could add to the policy. The insurance company had advised her that they would need a split between cameras attached to the building and cameras on standalone poles.

(ii) Income & Expenditure Account – June 2021

June 2021

Balance sheet at 30/06/21

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

Income & Expenditure Account – Actual v Budget – June 21

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

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

Payments made in June 2021.

Date	Num	Name	Net	Category
18/06/2021	BACS	JRB Enterprise	452.00	Street Furniture Maintenance
18/06/2021	BACS	Viking	57.16	Stationery
18/06/2021	BACS	Comfort Building Services	169.00	Electrics & Plumbing
18/06/2021	BACS	Andy Fisk	428.70	Communal Maintenance
18/06/2021	BACS	Biffa Waster Services Limited	151.69	Refuse
18/06/2021	BACS	DGCS - Digi drop Group	90.00	Security
18/06/2021	BACS	Caloo	395.00	Play Area repairs
18/06/2021	BACS	Sunshine Commercial Services	943.97	Pitch Maintenance
18/06/2021	BACS	Larkstel Ltd	328.66	Refuse
18/06/2021	BACS	Agile HR Consulting Ltd	31.25	Professional Fees
18/06/2021	BACS	Dogmersfield, winchfiels & Crookham Village horticultural Society	200.00	Grant
18/06/2021	BACS	TT Building Services	494.79	Street Furniture Maintenance
18/06/2021	BACS	The Point Youth Centre	328.68	Youth sponsorship
18/06/2021	BACS	Glasdon UK Limited	130.03	Street Furniture Maintenance
18/06/2021	BACS	St John's Ambulance	150.00	Course Fees
18/06/2021	BACS	Hampshire Association of Local Councils	90.00	Course Fees
18/06/2021	BACS	City Cleaning (UK) Ltd	951.00	cleaning
18/06/2021	BACS	Phil's Pest Control Ltd	60.00	Communal Maintenance
29/06/2021	BACS	Payroll	4,928.15	Payroll
18/06/2021	BACS	Andy Fisk	358.25	Communal Maintenance
18/06/2021	BACS	Guardwell Securities	7,445.00	Assets
18/06/2021	BACS	Proludic	69.98	Play Area repairs
14/06/2021	3618	Microsoft	66.66	computer/web costs
14/06/2021	3619	Printerland	137.50	Assets
21/06/2021	3620	Zoom	119.90	computer/web costs
16/06/2021	DD	Quickbooks	38.00	accountancy
14/06/2021	DD	PlusNet	33.00	Telephone / broadband
15/06/2021	DD	Bankline	10.80	Bank charges
15/06/2021	DD	Tesco Mobile	12.50	Telephone / broadband
30/06/2021	DD	Go Cardless	39.00	computer/web costs
24/06/2021	DD	PlusNet	37.99	Telephone / broadband
25/06/2021	DD	Total Gas & Power	124.03	Gas
			18,872.69	

**Income & Expenditure Account
June 2021**

	<u>Total</u>
Income	
Hire of Facilities	2,394.79
Hire of Pitches	537.90
Sales	56.00
Total Income	£ 2,988.69
Expenditure	
Asset Maintenance and Repairs	2,837.93

Capital Expenditure w/off *	7,582.50
Office Expenses	526.88
Printing, Postage & Advertising	328.68
Professional Fees	80.05
Property Maintenance	2,187.22
Property Services	207.52
Salaries	4,928.15
Sections 137	200.00
	£18,878.93

Notes

- *Transfer done to Village Hall Reserve for part of this £7,445.
- Petty Cash Expenditure in the month £6.24
- Direct Debit authorisation – minute reference 022/21(iv)
- S137 – Grant to DWCVHS - £200 – BACS transfer 18th June 2021

RESOLVED: The report of the RFO was accepted.

(iii) Music Licence Fee

Invoice received £1168.30 – net. Budget £1000.00 – Members need to approve the invoice as over budget. At the November 2020 finance committee meeting Members agreed to cover ZCC for PPL & PRS (Music licences) from the next financial year 21/22 and ongoing. It was agreed to cover ZCC as a venue for the PPL aspect where instructors who use the facilities here do not hold a PPL licence. The CMs had always previously covered this through continuous checking and have confirmation that until now the PPL tariff did not apply. Moving forward we do need to cover this aspect as on further investigation, we are aware that very few of our instructors / hirers hold their own PPL licence. It has therefore been necessary for us, as their venue, to cover these classes for both the PPL and PRS aspect which has increased the charges due, and we have also been impacted by the additional new hirers (Busy Lizzy / MF Martial Arts) and increased number of sessions by existing hirers at the Centre.

RESOLVED: Members approved the overspend on budget.

MIN.107/21 PLANNING

(i) Report of the Planning Committee

Cllr. Jackson spoke to his Report. Issues raised about Conditions applications for Land north of Netherhouse Moor seemingly had been ignored by Hart Planning and with no officer reports to explain their decision. The very small number of electric charging points for communal parking areas were of particular concern. In addition, an application for 2 properties at the end of Watery Lane had been “declined to entertain” by Hart and there seemed to be no explanation of what this meant – Cllr. Clarke offered to investigate (HDC 21/10104). Cllr. Jackson said his report is very long because some open applications go back quite a long time. He will need to spend time checking their current status one by one since he had not seen a conclusion promulgated in Hart’s regular email updates. Also, yet again, an application for this Council had incorrectly been sent to Church Crookham PC and when notification was finally sent to this Council it failed to give a date by which a response was required.

RESOLVED: The report of the Planning Committee was accepted.

(ii) HDC 21/00870/FUL – Amended plans 23 June

Demolition of existing conservatory and erection of a single storey extension, new entrance porch, pergola and garden outbuilding.

The Exchequer, Crondall Road, Crookham Village GU51 5SU

Cllr Jackson introduced the application and invited debate.

RESOLVED: Previous issues raised by CVPC still to be valid. Highways seem not to have appreciated effect on line of sight to the right on exit. Also support Conservation Officer’s concerns at loss of the porch.

MIN.108/21 UPDATES ON HIGHWAY & FOOTPATH MATTERS

(i) Pedestrian way across grass verge, Hitches Lane/Pilcot Road

The Clerk updated Members on her dialogue with an Officer from HCC. There was lengthy debate about the possible project. An estimate of costs per ft (which was a very rough estimate) had been received from HCC which Cllr. Parker said he would have a degree of

confidence in from the officer concerned. Cllr. Parker was asked to see if there way any money left from the roundabout A287 and the spend on the footway.

RESOLVED. Members prepared to share costs on the basis of the estimate by the HCC Officer. However, it is essential that there is a costed project in order to get S106/CiL money if available and if not then a defendable budget estimate.

Cllr. Barham left the meeting at 830.

The condition of footpath 5 is still unsatisfactory refer back to HCC advising it is essential that it is done. There was a concern raised about the footpaths closed on the development site at Grove Farm – raise with HCC RoW advising we were unaware of the 7b 503 footpaths being closed for longer than 6 months.

(ii) Footpaths – Replacement Stiles

Members were advised of an offer from a Dogmersfield resident to walk our footpaths and identify where stiles required replacement. However, he was only prepared to do so if the Council can assure him that it is prepared to act upon his findings. Members said that they had always been pro-active in endeavouring to get stiles upgraded and would continue to do so.

RESOLVED: Members welcomed the offer from the resident and will endeavour to have any stiles identified as needing repair/replacement to be actioned.

(iii) Damage to planter o/s CSSC – identity of owner of vehicle

Members were advised of the difficulty of finding out the driver of the vehicle but were not prepared to permit the shaming of the culprit on social media. However, perhaps an article in the next Parish newsletter - a request for information as to who did the damage with a picture of the damaged planter. The Clerk will continue to request the owner information from DVLA.

(iv) Lengthsman Course

Due to the timeframe for booking the Course Members had used Financial Regulation 3.4 to secure the course offered.

MIN.109/21 MANAGEMENT OF COUNCIL FACILITIES & LAND

(i) Report from Centre Manager

Report noted.

(ii) Banner Fixture

Item for Finance Cttee meeting.

(iii) CCTV Policy

There were two minor amendments to be made.

RESOLVED: Policy approved.

(iv) CCTV Issue

Cllr. Jackson updated Members on the meeting held with Mr. Mason and the issues raised. Mr. Mason is exploring ways to ensure that the problem can be solved and failing which removal of the unit would be required. Cllr. Jackson asked “what happens if we do not like his proposal” do we just take it down and do without it. Mr. Mason was very much aware that it was a company problem. Clerk to ask Guardwell to adjust the cameras as agreed at the meeting and chase for update on the pole unit.

MIN.110/21 INFORMATION SHARING & AGENDA ITEMS FOR NEXT MEETING

No Agenda items requested.

The Chairman closed the meeting at 8.54 pm.

Dates for Council Meetings for the remainder of the year.
All Mondays.

Zebon Copse Centre

WI Hall

4 October
6 December

6 September
1 November