

These are the unadopted Crookham Village Parish Council Minutes of the Meeting of Monday, 6 September 2021 held at 7.45pm in the WI Hall, The Street, Crookham Village. Please refer to the Minutes of the Meeting of October 2021 for any amendments.

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

In attendance: County Cllr. Stephen Parker and three members of the public.

MIN.111/21 APOLOGIES

Cllr. Ben Millward – away. Cllr. Suzanne Barham – bereavement.

MIN.112/21 CHAIRMAN'S ANNOUNCEMENTS

The Chairman advised she expected Cllr. Friend would be along later. The Chairman requested confirmation of an earlier cancellation of the NP Website. Cllr. Simon Ambler suggested that we keep the domain name. There was a short debate and it was agreed that Cllr. Simon Ambler volunteered to deal with the issue.

MIN.113/21 MINUTES OF THE MEETING OF 5 JULY 2021

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

RESOLVED: Min. 099/21 to Min. 110/21 were agreed and signed by the Chairman.

MIN.114/21 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. Cllr. Simon Ambler declared an interest in item and would abstain on that item.

MIN.115/21 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.116/21 PUBLIC PARTICIPATION (maximum of 3 minutes per speaker).

The Chairman asked permission to adjourn the meeting for public participation. Cllr. Parker said August was recessed so his report is short. He has spent some time in the last couple of months dealing with diversion signage for the Redfields Lane roadworks. He raised the 7 tonne limit on the village roads – once he knows where HCC stand on that he will then consult the police regarding enforcement. A resident thanked Cllr. Parker for his actions. He then asked about the street lighting – one has been on for about a month. Cllr. Jackson said use Fix my Street. The other residents were present for a planning application and the Chairman advised she would re-open public participation for that item. The Chairman then resumed the meeting.

MIN.117/21 CO-OPTION – NETHERHOUSE MOOR WARD

Notice posted on boards. No interest so far.

MIN.118/21 OSS VOTING – Amendment of Articles of Association

Cllr. Jackson gave a short briefing on this subject, basically the amendment is needed to permit meetings via zoom or similar platforms.

RESOLVED: Support the amendment.

MIN.119/21 COMMUNITY ASSET RENEWAL – WI HALL

Members were asked if they considered we were at risk of losing it. Cllr. Jackson said we needed to protect the asset since we had no protection if we did not secure it. Whilst the current owners have no intention of it being sold off that is no guarantee for future owners.

RESOLVED: Renew the WI Hall as an Asset of Community Value.

MIN.120/21 NEWSLETTER

Members need to look at the articles needed and send these to Cllr. Jackson by the end of this month (September). He is again prepared to produce the Newsletter.

RESOLVED: Produce for mid to late October.

MIN.121/21 EQUIPMENT TO PERMIT HYBRID COUNCIL MEETINGS

The Chairman wondered whether this needed more professional assistance. Members debated the issue and it was felt that it was out of scale for our Council. Remove from Agenda.

MIN.122/21 FINANCE**(i) RFO Report**

In the RFO's absence the Chairman advised members that the CCTV had now been added to the insurance policy. The outside Equipment sum insured has been increased by £8,132.00 to a new total of £15,709.35 to include new CCTV equipment.

The RFO provided the following reports to the Council: -

July 2021

Balance sheet at 31/07/21

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

Income & Expenditure Account – Actual v Budget – July 21

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

Payments made in the month Reconciliation -July 2021

August 2021

Balance sheet at 31/08/21

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

Income & Expenditure Account – Actual v Budget – August 21

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

Payments made in the month Reconciliation -August 2021

Payments made in July 2021

Date	Numb	Name	Net	Category
16/07/2021	BACS	PPL PRS	1,168.30	Licence Fees
16/07/2021	BACS	Andy Fisk	120.00	Street furniture maintenance
16/07/2021	BACS	City Cleaning	951.00	Cleaning
16/07/2021	BACS	Larkstel	342.66	Refuse
16/07/2021	BACS	Digidrop Group	200.15	Security
16/07/2021	BACS	Sunshine Commercial Services	943.97	Pitch Maintenance
16/07/2021	BACS	Wey-glass	80.00	Repairs
16/07/2021	BACS	Richard Thorpe	323.00	fire Maintenance
16/07/2021	BACS	Comfort Building Services	169.00	Electrics & Plumbing
16/07/2021	BACS	Code 9 Security	38.00	Security
16/07/2021	BACS	Andy Fisk	357.20	Communal Maintenance
16/07/2021	BACS	Argent Creative Marketing	200.00	Web maintenance
16/07/2021	BACS	Whitbread Window Cleaning	20.83	Cleaning
16/07/2021	BACS	Source Supplies	44.21	Cleaning
29/07/2021	BACS	Payroll	4,928.15	Payroll
15/07/2021	DD	Tesco mobile	12.50	Telephone & Broadband
12/07/2021	DD	Npower	345.30	Utility bill
16/07/2021	DD	Quickbooks	38.00	software
26/07/2021	DD	Plus Net	37.99	Telephone & Broadband
12/07/2021	DD	Plus Net	33.00	Telephone & Broadband
26/07/2021	DD	Total Gas & Power	81.06	Utility bill
29/07/2021	DD	Orange Pixel	39.00	Web maintenance
15/07/2021	DD	Bankline	10.40	Bank charges
19/07/2021	3621	Printerland	199.92	Asset
		Total	10,683.64	

Crookham Village Parish Council
Income & Expenditure Account
July 2021

	<u>Total</u>
Income	
Hire of Facilities	3,543.56
Hire of Pitches	31.50
Other Income	<u>1,500.00</u>
Total Income	£ 5,075.06
Expenses	
Asset Maintenance and Repairs	
Communal Areas	357.20
Football pitches	943.97
Street Furniture	<u>120.00</u>
Total Asset Maintenance and Repairs	£ 1,421.17
Capital Expenditure w/off	
Office Equipment	<u>199.92</u>
Total Capital Expenditure w/off	£ 199.92
Miscellaneous	27.43
Office Expenses	
Computer/ Web costs	239.00
Stationery	<u>3.33</u>
Total Office Expenses	£ 242.33
Professional Fees	
Accountancy	38.00
Bank Charges	<u>10.40</u>
Total Professional Fees	£ 48.40
Property Maintenance	
Cleaning	1,023.54
Electrics and Plumbing	169.00
Fire	323.00
General Repairs & Maintenance	80.00
Refuse	342.66
Security Costs	<u>238.15</u>
Total Property Maintenance	£ 2,176.35
Property Services	
Broadband	26.49
Electricity	345.30
Gas	81.06
Licenses	1,168.30
Telephone	<u>57.00</u>
Total Property Services	£ 1,678.15

Salaries	4,928.15
Total Salaries	£ 4,928.15

Total Expenses	£10,721.90
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Notes

- Petty Cash Expenditure in the month £38.26
- Direct Debit authorisation – minute reference 022/21(iv)

Payments made in August 2021

Date	Num	Name	Net	Category
13-Aug	BACS	City Cleaning	951.00	Cleaning
13-Aug	BACS	Guardwell Security	687.00	Asset
13-Aug	BACS	JRB Enterprise Ltd	452.00	Street Furniture Maintenance
13-Aug	BACS	Fleet Phoenix	358.56	youth sponsorship
13-Aug	BACS	W J Fire	100.00	Fire Warden Training
13-Aug	BACS	Larkstel Ltd	360.16	Refuse
13-Aug	BACS	KM Electrics	100.00	Electrcis & Plumbing
13-Aug	BACS	NALC	43.09	Course
13-Aug	BACS	Sunshine Commercial Services	943.97	Grounds Maintenance
13-Aug	BACS	Sunshine Commercial Services	35.00	Grounds Maintenance
13-Aug	BACS	Viking	73.47	Consumables
13-Aug	BACS	Comfort building Services	169.00	Electrcis & Plumbing
27-Aug	BACS	Payroll	4,928.15	payroll
13-Aug	BACS	Andy Fisk	186.00	Lengthsman Course
13-Aug	BACS	Andy Fisk	295.00	Lengthsman work
13-Aug	BACS	HAGS	50.00	Play Area Maintenance
16-Aug	DD	Quickbooks	38.00	accounts software
24-Aug	DD	total Gas & Power	81.34	Utilities
02-Aug	DD	Hart District Council	160.61	Rates
31-Aug	DD	Orange Pixel	40.00	website maintenance
12-Aug	DD	Plusnet	33.00	Telephone / Broadband
24-Aug	DD	Plusnet	37.99	Telephone / Broadband
16-Aug	DD	Bankline	7.60	Bank charges
16-Aug	DD	Tesco Mobile	12.50	Telephone / Broadband
		Total	10,143.44	

Crookham Village Parish Council

Income & Expenditure Account

August 2021

	<u>Total</u>
Income	
Hire of Facilities	3,559.74
	<u>£</u>
Total Income	3,559.74
Expenditure	
Asset Maintenance and Repairs	1,961.97
Capital Expenditure w/off *	687.00
Office Expenses	263.84
Printing, Postage & Advertising	358.56
Professional Fees	45.60
Property Maintenance	1,583.65
Property Services	311.07
Salaries	4,928.15
	<u>£</u>
Total Expenditure	10,139.84

Notes

- Petty Cash Expenditure in the month £10.77
- Supplier refunds in the month £14.37
- Direct Debit authorisation – minute reference 022/21(iv)
- *Reserve transfer £687

(iii) Conclusion of Audit and Public Notice

The RFO advised members that she had received the AGAR back from PKF (External Auditor's). They had completed their review of our Annual Governance and Accountability Return (AGAR), and the external auditor report and certificate had been signed. There were no matters arising from their review.

The RFO advised members that the Notice of Conclusion of Audit is going on the website and notice boards along with Section 1, 2 & 3 of the AGAR. The inspection period is 7th September 2021 to 18th October – 30 working days.

RESOLVED: The report of the RFO was accepted.

(iv) Cladding Contract

The Chairman advised Members that quotations had been sought to renew the cladding at ZCC and two had been received which were both within the amount budgeted for. A decision still needs to be made as to which company to award the Contract. Cllr. Simon Ambler was unhappy that one company had requested a deposit upfront and had not given a start date. After a short debate it was agreed that the contract be awarded to Roofline.

RESOLVED: The contract to replace the cladding at ZCC be awarded to Roofline.

MIN.123/21 PLANNING

(i) Report of the Planning Committee

Cllr. Jackson spoke to his Report. There is a change of use of the Forge to allow training for young people in the use of the Forge. Chelston has now been approved with a design that makes the building symmetric. Solar panels next to Exchequer approved. Chelsea Cottage refused on the garage changes. Furney Copse Bee beautiful was refused. Scoping of the Environment Assessment had to be done thanks to our Neighbourhood Plan. The Appeals for the roundabout on the A287 have not yet started.

RESOLVED: The report of the Planning Committee was accepted.

Cllr. Simon Ambler declared an interest in the following application.

Cllr. Friend joined the meeting at this point.

- (ii) **HDC 21/01254/rem – Reserved matters application seeking the approval of access, appearance, layout and scale of 29 residential dwellings pursuant to 16/0161/08/OUT**

Land North of Netherhouse Copse, Hitches Lane, Fleet.

Cllr Jackson introduced the application and drew Members attention to various issues.

External lighting – there are two sorts of roadway – one a shared surface and which will not be adopted by HCC. Very draconian parking enforcement regulations. The private drive surface serves 4 houses. Car and cycle parking should be 108 not 86 and do not comply with Hart parking standards. The free parking spaces are all in the top centre of the development. Mention is made of electric vehicle parking points. Ampage requirements for car park charging are quite considerable. Highways do not like cars parked nose to tail in the driveways. The other parking spaces are the garage. Use of public transport is mentioned. The point about private driveways is that the refuse vehicles need an indemnity against damage to the roads but no mention of the private driveways. There are no pavements anywhere. He invited debate.

RESOLVED: Members agreed with the points raised and Cllr. Jackson will respond accordingly.

- (iii) **HDC 21/01866/HOU – Erection of single story rear extension, infill side extension, conversion into habitable accommodation to include replacement of the garage door with a window and door and conversion of loft into habitable accommodation with hip to gable with front and rear dormers.**

7 Tudgey Gardens, Crookham Village, Fleet GU51 5BZ

Cllr Jackson introduced the application and advised that a neighbour was concerned that it would impact his access to his garage. This was challenged by the applicant. Cllr. Jackson said parking standards for a 3 bed house would not be met by this application. Members concurred with the issues raised and invited debate.

RESOLVED: Objection: Loss of the garage would reduce available on-site parking space to 9m(max)-7/8m(min)x4m, which is insufficient to provide the 3 on-site parking spaces required by the Hart Parking Standard for a bed property in Zone 3.

- (iv) **Request to purchase HDC owned land to permit access to garden of property**

107 Gally Hill Road, Church Crookham

Cllr Jackson introduced the application and advised that it had a long back garden which ends with Knox close and they are talking about purchasing the strip of highway land. This would only be relevant if they put in an application for a new house. Previous application had a indicative plan which was refused on SANG and inadequate parking spaces.

RESOLVED: Without prejudice any sale of that piece of land should be conditional upon the grant of an application for a dwelling.

- (v) **HDC 21/02100/LBC & 21/02099/HOU – Removal of chimney**

Chelsea Cottage, The Street, Crookham Village, Fleet GU51 5SQ

Cllr Jackson introduced the application and invited debate.

RESOLVED: No objections.

Cllr. Jackson asked if he would have a quorum on the 20 September and was advised a different day of the week would be more suitable.

MIN.124/21 UPDATES ON HIGHWAY & FOOTPATH MATTERS

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

Ongoing. Members confirmed that if necessary a contribution towards the cost could be requested as a matter of urgency.

RESOLVED: A funding contribution from this Council towards the works may be brought back to Council as a matter of urgency.

- (ii) **Footpaths – Replacement Stiles**

Members were updated on the offer from a Dogmersfield resident and advised that a volunteer footpath warden will carry out the walks. A report on the state of the stiles and surfaces will be provided in phases and the resident will liaise with the HCC Countryside team. Members expressed their thanks for this initiative and asked that the resident be invited to one of our Meetings.

- (iii) **Damage to planter o/s CSSC – Insurance Claim**

Direct Line are the insured's company and a claim has been made to them. Now awaiting a Bank Transfer of the £494 incurred for repairs.

MIN.125/21 MANAGEMENT OF COUNCIL FACILITIES & LAND

(i) Report from Centre Manager

Reported noted.

(ii) CCTV Issue

Cllr. Jackson had requested confirmation that Members were content with the amendments made to the pole in order that final payment may be made.

RESOLVED: Members agreed to pay half of the extra cost of the changes and a letter of thanks be sent to Guardwell.

MIN.126/21 INFORMATION SHARING & AGENDA ITEMS FOR NEXT MEETING

Agenda item for 12 October – HDAPTC Meeting – also for January/April/July (usually the AGM) and October 2022.

Basingstoke Canal Joint Management Cttee is 9 October and Cllr. Jackson has been appointed by HDAPTC.

Cllr Simon Ambler said the new development manager is Stephanie Baker (Development Management Manager). She has taken over from Ms Whittaker who has moved to another Council.

Cllr. Jackson said he is getting reports of dead animals along the Canal, ducks dead deer (headless) pls keep your eyes and ears open.

The Chairman closed the meeting at 8.45 pm.

Dates for Council Meetings for the remainder of the year.

All Mondays.

Zebon Copse Centre
4 October
6 December

WI Hall
1 November