

These are the unadopted Crookham Village Parish Council Minutes of the Meeting of THURSDAY, 6 January 2022 held at 7.45pm in the WI Hall, The Street, Crookham Village. Please refer to the Minutes of the Meeting of 3 February 2022 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: HCC Cllr. Stephen Parker.

MIN.001/22 APOLOGIES

None.

MIN.002/22 CHAIRMAN'S ANNOUNCEMENTS

The Chairman advised that Cllr. Millward had tendered his resignation. The vacancy had been advertised as required by law. The Chairman advised that at the next Finance meeting the Cttee would have to elect a new Chairman and there would be a need to review the membership.

MIN.003/22 MINUTES OF THE MEETING OF 2 DECEMBER 2021

The Chairman referred to these page by page and invited corrections. Min. 157/21 - amend 9 June 2020 to 2022.

RESOLVED: Min. 155/21 to Min. 171/21 were agreed and signed by the Chairman.

MIN.004/22 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.005/22 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.006/22 PUBLIC PARTICIPATION (maximum of 3 minutes per speaker).

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

Cllr. Parker advised that there was not a great deal to report due to the festivities of the past month. He will submit a written report in due course.

The Chairman then resumed the meeting.

MIN.007/22 CO-OPTION – NETHERHOUSE MOOR WARD

Still no interest.

MIN.008/22 HDAPTC MEETING 11 JAN 2022

This date clashes with the informal budget meeting – apologies have been sent. Cllr. Jackson asked that the meeting be advised that as the Basingstoke Canal Representative he wished it reported that they are understaffed for Rangers and finding it very difficult to recruit.

MIN.009/22 UPDATE ON DoT PROJECTS

Appendix A to these Minutes gives a progress report. The main thing in relation to this is to ensure we have covered any budget implications. Cllr. Jackson asked whether we could add upgrading some of the canal towpath which is proving to be in a very muddy state as a result of the winter weather. There was total support for this action and the RFO was asked to factor in a sum for the informal budget discussion.

RESOLVED: Upgrade of part of Canal Towpath to be added to the DoT projects.

MIN.010/22 FINANCE

RFO Report

Court Refund

£528.18 was received on the 2nd December 2021 as settlement for the window damage at the centre earlier in the year. Part of this settlement has been posted to the balance sheet as deferred income whilst awaiting the invoice from the window company.

Election Fees

Election fees were incurred during the month of net £438.03. As the amount invoiced is small no transfer from Election Reserves has been made.

The RFO provided the following reports to the Council: -

December 2021

Balance sheet at 31/12/21

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

Income & Expenditure Account – Actual v Budget – December 21

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

Payments made in the month Reconciliation -December 2021

Payments made in December 2021

Date	Ref	Name	Net	Category
			£	
17/12/2021	BACS	Phil's Pest Control	60.00	Communal Areas
17/12/2021	BACS	Guardwell Securities	116.00	Repairs & Maintenance
17/12/2021	BACS	Hart Foodbank	50.00	Donation S137
17/12/2021	BACS	Andy Fisk	750.00	Communal Areas
17/12/2021	BACS	Andy Fisk	398.30	Communal Areas
17/12/2021	BACS	Imprint Colour	300.00	Printing
17/12/2021	BACS	Viking	43.46	Consumables
17/12/2021	BACS	JRB Enterprise	452.00	Communal Areas
17/12/2021	BACS	Heart Cleaning	32.00	Cleaning
17/12/2021	BACS	Biffa Waste Services Limited	194.35	Refuse
17/12/2021	BACS	roofline Solutions	1,875.00	Repairs & Maintenance
17/12/2021	BACS	Agile HR Consulting Ltd	56.25	Professional Fees
17/12/2021	BACS	Larkstel Ltd	360.16	Refuse
17/12/2021	BACS	Sunshine Commercial Services	943.97	Grounds Maintenance
17/12/2021	BACS	Sunshine Commercial Services	26.52	Communal Areas
17/12/2021	BACS	Ultimate One Limited	33.25	Grounds Maintenance
17/12/2021	BACS	City Cleaning	951.00	Cleaning
17/12/2021	BACS	Victim Support	100.00	Donation S137
17/12/2021	BACS	Comfort Building Services	219.00	Electrics & Plumbing
17/12/2021	BACS	Comfort Building Services	169.00	Electrics & Plumbing
17/12/2021	BACS	Hart District Council	438.03	Election Costs
17/12/2021	BACS	Source Supplies	95.50	Cleaning
17/12/2021	BACS	Selwood	19.00	Customer Refund
22/12/2021	BACS	Payroll	7,639.69	Payroll
20/12/2021	DD	Intuit	38.00	Accounts Software
15/12/2021	DD	Tesco Mobile	12.50	Telephone / Broadband
15/12/2021	DD	Bankline	10.00	Bank charges
13/12/2021	DD	Plus Net	33.00	Telephone / Broadband
24/12/2021	DD	Plus Net	47.61	Telephone / Broadband
01/12/2021	DD	Hart District Council	159.00	Rates
30/12/2022	DD	Total Energies	159.97	Gas
			£15,782.56	

**Crookham Village Parish Council
Income & Expenditure Account
December 2021**

	<u>Total</u>
Income	
Hire of Facilities	6,267.28
Hire of Pitches	387.30
Total Income	<u>£ 6,654.58</u>

Expenses	
Asset Maintenance and Repairs	2,664.04
Miscellaneous	31.96
Office Expenses	49.40
Printing, Postage & Advertising	300.00
Professional Fees	542.28
Property Maintenance	3,680.08
Property Services	412.08
Salaries	7,639.69
*Sections 137	150.00
Total Expenditure	<u>£15,469.53</u>

***S137**

The following payments were made during the month:-

Hart Food Bank £50 – BACS 17th December 2021

Victim Support £100 – BACS 17th December 2021

RESOLVED: The Report of the RFO was accepted.

(iii) Review of Bank Accounts

The RFO advised of the issues with the Lloyds account. There was lengthy debate on this subject. Basically the Council needs confirmation that the £85k safety net for bank deposits covers the Council. If this is not the case then there is no requirement to spread the funds around different banks to spread the risk. Cllr. Parker said he believed there had been two stands at a HALC live meeting which offered municipal bonds and one or two organisations which offer funds for LAs to invest in and get some sort of return. He will research and advise the Clerk. The RFO said she would very much like to be able to use an online facility for statements rather than the current situation.

- Is this Council covered under the £85k government safety umbrella for bank deposits. If it is, is it per bank account or bank group.
- Seek advice from HALC.
- Request advice about suitable investment opportunities for this Council.
- Where should we put our £480k for maximum protection. .

MIN 011/22 PLANNING

(i) Report of the Planning Cttee

Cllr. Jackson spoke to his Report and expressed his dissatisfaction that a Hart Planning Office's Report had completely ignored this Council's advice that there would be an additional bedroom for a property which already failed to meet the Hart parking standard.

RESOLVED: The Report of the Planning Committee was accepted.

- (ii) **HDC 21/02907/HOU – erection of a single storey side extension, conversion of garage into habitable accommodation to include the replacement of the garage doors with windows, alterations to windows and doors. Revised plans.**

1 Meadow View, Church Crookham, Fleet GU51 0TF

Cllr. Jackson introduced the application and invited debate.

RESOLVED: No objection.

- (iii) **HDC 21/03015/HOU & HDC 21/03016/LBC – Replacement of external rendered finish to the exterior of the main house.**

The Bawn, The Street, Crookham Village, Fleet GU51 5SG

Cllr. Jackson introduced the application and invited debate. The proposed colours are described only as “matching existing”.

RESOLVED: No objection subject to acceptable definition of proposed colours.

- (iv) **HDC 21/03013/HOU & HDC 21/03014/LBC – Replacement gate and creation of new access.**

The Bawn, The Street, Crookham Village, Fleet GU51 5SG

Cllr. Jackson introduced the application and invited debate. He advised that we had complained that there were no clear plans which define in detail the plan for the internal traffic route. There was concern that vehicles should not impede the view of the front of this Listed building and detract from its setting within the street scene.

RESOLVED: Objection - no clear architectural plan for the route between the two gates and work appears to have already taken place.

MIN.012/22 UPDATES ON HIGHWAY & FOOTPATH MATTERS

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

Ongoing. The Clerk advised that with year end approaching she would ask whether the footway was one of the projects to be delivered.

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

F/p 1 – The Clerk explained that the kissing gate is available from RoW but they have advised they are not responsible for its installation. Mr. Hirst has confirmed he is prepared to allow removal of the current stile and its replacement with a kissing gate but wishes to meet on site with contractor before work commences. Members agreed that the current stile is very difficult to negotiate and they would like to support its replacement. However a quotation for the work is necessary before a decision will be made. Clerk to seek a quote from our Lengthsman and update Mr. Hirst.

MIN.013/22 MANAGEMENT OF COUNCIL FACILITIES & LAND

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

Reported noted.

- (ii) **CCTV Pole**

This has now been resolved.

MIN.014/22 INFORMATION SHARING & AGENDA ITEMS FOR NEXT MEETING

Calebs Coffee unit on site. Cllr. Barham confirmed it is on site and she enjoyed a coffee there. Cllr. Jackson was concerned at the lack of interest in getting recruits to the Council. He advised that placing notices on the dog bag dispenser unit has resulted in a significant reduction in consumption for the Londlandes unit he looks after.

Cllr. Friend said he will now be the lead member for the Council Facebook page. In the last 28 days we have reached 37 people and that is basically people who have seen the post. Eleven people had done something about it. Each post is related to the community. Cllr. Parker said Facebook is fuelled by people clicking on things. We need our CC & Ward Cllrs clicking on it regularly and everyone should ensure they have it on their own Facebook account.

The meeting closed at 9 pm.

Dates for Council Meetings for 2022 - ALL THURSDAYS

WI HALL

3 FEB

3 MARCH

5 MAY (Annual General Meeting)

12 MAY (Annual Parish Meeting)

7 JULY

6 OCT

1 DEC

ZCC

7 APRIL

9 JUNE

1 SEPT

3 NOV

APPENDIX TO MINS OF 6 JANUARY

UPDATE ON DoT PROJECTS

(i) Solar Panels for ZCC

Clerk has one costed estimate for panels and vehicle charging point. If Members are supportive I will seek other companies as per HCC recommendation to go via CheckaTrade. I sent via Email the costing page for ease of reference for the one quote so far. Have also sent an email to Cllr. Parker seeking his assistance with identifying possible suppliers.

Awaiting outcome of Members decision re budget at Feb meeting.

(ii) Wellbeing Project(s)

Chairman tasked with talking to HVA but did not expect any budgetary implications.

Chairman to update Members at Feb meeting.

(iii) Skatepark/BMX/Scooter unit at ZCC

Awaiting final p/a for the MUGA.

Members decided that this should be considered with the junior play area refurbishment. This should be part of the engagement process with young people which Cllr. Millward is lead member on.

6.1.22 Cllr. Millward no longer on Council.

(iv) IT assistance for staff

Cllr. Simon Ambler seeking a company to be able to deal with IT issues remotely on an ad hoc basis.

Budget entry 2022/23

Clerk's info on companies they call on given to Cllr. Ambler to assist in decision making.

6.1.22 Cllr. Ambler drawing up a specification of requirements.

(vi) Engagement with Community & Young People

Cllr. Millward volunteered to research Youth Councils and report back. Cllr. Jackson proposed that Phoenix be used and that a briefing should be produced for them to engage with young people – do they want a Youth Council, a BMX facility etc.

No budget for 22/23. More research to be done. Phoenix engagement seems to cover a small cohort. In addition, in conversation with a friends young adults it transpires that they do not engage with other youngsters on estate as they attend private schools and that is where their friendships etc dictate their needs. I forwarded details of known youth engagement projects to Cllr. Millward.

6.1.22 RFO confirmed budget proposed for Easter and Summer Projects with Phoenix and also the outreach work. Clerk to invite Phoenix rep to a Council meeting to update Members on proposals.

(vi) Update to Conservation Area

Clerk has contacted 3 companies but only had a telephone call in response from one of them.

Budget 22/23.

Two companies have now responded but no actual work has been done. They have seen our NP and existing Con Area document which has assisted in them doing draft costings.

6.1.22 Seek engagement from Faceit Group. (Max/Tony)

(viii) Wider Community Activity at ZCC

Calebs coffee unit at ZCC. This is ongoing with the CMs – no budgetary implications. Cllr. Millward expressed his disappointment with the lack of engagement of the Zebon estate in relation to the Halloween evening. He proposed that something be put together for next year, perhaps a Disco or walking trails. A budget would be needed. A budget of no more than £500 was proposed in the event that this type of event were to be undertaken by a group of parents. It would need to be publicised early.

If this £500 remains in the budget some forward planning needs to be undertaken. The months are slipping by.

6.1.22 Calebs Coffee unit on site and operating. Cllrs. Barham and Friend confirmed service and coffee well received by community and posts on Facebook praising service.

(ix) Hareshill Community Bldg

Remain on DoT and keep a watching brief.

Cllr. Julia Ambler engaged with Berkeley and had an email response which was shared with Members.

(x) Community Event for Spring/Jubilee Bank Holidays (2 & 3 June)

Members felt that this special Jubilee Bank holiday should be celebrated in some form.

A working group of Cllrs. Simon & Julia Ambler, Friend and Millward volunteered to progress this and a budget of £500 was proposed to cover the event.

Again, if this remains in the budget then forward planning needs to be undertaken asap.

6.1.22 Brief discussion on Picnic in Park with CVPC funding a Jazz Group and inviting a "bar".

Perhaps invite Rugger Rascals to do a display? Cllr. Jackson advised Jazz group needed to be booked asap. Proposed for Sunday 5th June.

6.1.22 Additional item for DoT Projects.

- (xi) Upgrade of Canal towpath from the Swingbridge past Poulter's Bridge cottage to the Chequers Bridge. Factor in costing to publicise that this improvement will be funded by CVPC. Further discussion at the budget meeting.

Jan update