

These are the un-adopted Crookham Village Parish Council Minutes of the Meeting of THURSDAY, 3 February 2022 held at 7.45pm in the WI Hall, The Street, Crookham Village. Please refer to the Minutes of the Meeting of 3 March 2022 for any amendments.

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

In attendance: Cllr. Stephen Parker and one member of the public.

MIN.015/22 APOLOGIES

Cllr. Suzanne Barham (reason given and accepted). Hart Cllr. Tony Clarke wished it noted that due to the change of day of the Council meeting he is no longer able to attend. Ward Cllr. Tina Collins sent her apologies and hopes to be at the next meeting.

MIN.016/22 CHAIRMAN'S ANNOUNCEMENTS

The Chairman stated that due to elections on the 5 May the WI Hall was no longer available and we would now meet at ZCC.

MIN.017/22 MINUTES OF THE MEETING OF 6 JANUARY 2021

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

RESOLVED: Min. 001/22 to Min. 014/22 were agreed and signed by the Chairman.

MIN.018/22 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.019/22 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.020/22 PUBLIC PARTICIPATION (maximum of 3 minutes per speaker).

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

The resident did not wish to speak.

The Chairman then resumed the meeting.

MIN.021/22 CO-OPTION – NETHERHOUSE MOOR & ZEBON WARDS

Notices on all noticeboards.

MIN.022/22 FINANCE

(i) Report from RFO

The RFO advised that the court settlement had been transferred back from the suspense account as the invoice had now been received from the window company. In addition Staff Christmas hampers were paid for from the Chairman's allowance under S137.

The RFO provided the following reports to the Council:

(ii) Income and Expenditure Accounts – January 2022

Balance sheet at 31/01/22

Income & Expenditure Account for the month of January 22 as detailed below.

Income & Expenditure Account – Actual v Budget – January 22

Summary of Actual expenditure against budget for January 22 with detailed notes against each cost.

Payments made in the month Reconciliation -January 22

Payments made in January 2022

Date	Num	Name	Net	Category
04/01/2022	DD	Hart District Council	159.00	Rates
04/01/2022	DD	GoCardless	40.00	Web/Hosting fees
12/01/2022	DD	Plus Net	33.00	Telephone / Broadband

24/01/2022	DD	Plus Net	47.61	Telephone / Broadband
14/01/2022	DD	Npower	155.65	Utility - electricity
17/01/2022	DD	Bank line	11.20	Bank charges
17/01/2022	DD	Tesco Mobile	12.70	Telephone/ Broadband
18/01/2022	DD	Castle Water	323.65	Water Rates
18/01/2022	DD	Intuit	38.00	Accounts software
28/01/2022	DD	Total energies	133.08	Gas
28/01/2022	DD	GoCardless	40.00	Web/Hosting fees
21/01/2022	BACS	Link Up	45.00	Lengthsman uniform
21/01/2022	BACS	Source Supplies	61.23	Cleaning
21/01/2022	BACS	Argent Creative Marketing	80.00	Website / hosting
21/01/2022	BACS	CAD Air Conditioning	85.00	Repairs / Maintenance
21/01/2022	BACS	Larkstel	360.16	Refuse
21/01/2022	BACS	Digidrop Group Collections & Security	90.00	Security
21/01/2022	BACS	Digidrop Group Collections & Security	827.50	Security
21/01/2022	BACS	K M Electrics	95.00	Electrics & Plumbing
21/01/2022	BACS	Fabriclean	80.00	Cleaning
21/01/2022	BACS	Sunshine Commercial Services	26.52	Communal Area Maintenance
21/01/2022	BACS	Sunshine Commercial Services	962.83	Pitch Maintenance
21/01/2022	BACS	Sunshine Commercial Services	132.02	Pitch Maintenance
21/01/2022	BACS	City Cleaning	-39.63	Cleaning
21/01/2022	BACS	City Cleaning	-71.33	Cleaning
21/01/2022	BACS	City Cleaning	951.00	Cleaning
21/01/2022	BACS	Crown Conservatories & Windows	200.00	Repairs / Maintenance
21/01/2022	BACS	Phil's Pest Control	60.00	Communal Area Maintenance
21/01/2022	BACS	Initial	177.24	Cleaning
21/01/2022	BACS	Comfort Building Services	169.00	Electrics & Plumbing
21/01/2022	BACS	Viking	34.42	Consumables
21/01/2022	BACS	Nevo	70.00	Cleaning
28/01/2022	BACS	Payroll	4928.15	Payroll
21/01/2022	BACS	A Fisk	78.75	Communal Area Maintenance
06/01/2022	CHQ 3630	Pickled Pepper	279.12	Chairman's allowance
20/01/2022	CHQ 3631	Moonstone	25.16	Website / hosting
		Total	10,701.03	

**Crookham Village Parish Council
Income & Expenditure Account
January 2022**

	<u>Total</u>
Income	
Hire of Facilities	4,957.78
Hire of Pitches	<u>486.30</u>
Total Income	<u>£ 5,444.08</u>
Expenditure	
Asset Maintenance and Repairs	1,305.12
Office Expenses	219.58
Professional Fees	49.20
Property Maintenance	2,865.49
Property Services	864.69
Salaries	4,928.15
*Sections 137	279.12
Total Expenditure	<u>£10,511.35</u>

Notes

- Petty Cash Expenditure in the month £2.33
- *S137 – Staff Christmas Hampers £279.12 – Cheque 3630 – 6th January 2022
- Court Settlement £(192) transferred from suspense account
- City Cleaning Account (0.01) p
- Direct Debit authorisation – minute reference 022/21

RESOLVED: The Report of the RFO was accepted.

(iii) Agree Budget & Set Precept for 2022/23 and sign off documents.

The Chairman moved an amendment to the proposed budget and explained the rationale behind her proposal.

RESOLVED: An additional entry of £15k 22/23 into the Play Area Reserve and with the above amendment the budget was agreed.

RESOLVED: The precept was set at £139,697.38 and signed off by Chairman and officers.

(iv) Bi-Annual Review of Direct Debits

Hart District Council	Rates
GoCardless/Orange Pixel	Web/Hosting fees
Plus Net	Telephone/Broadband
Vodafone	Telephone/Broadband
Tesco Mobile	Telephone/Broadband
Npower	Electricity
Total Energies	Gas
Natwest – Bankline	Bank charges
Castlewater	Water rates
Intuit (Quickbooks)	Accounts Software

RESOLVED: The above payments be made by Direct Debit.

(v) Review of Bank Accounts

- a) Nat West Mandate
Update on signatures. Cllr. Friend still to be added.
- b) Bank accounts and Investments

This had been raised at the DoT meetings and concern expressed as to whether the £85k protection applied to Parish Councils. In addition Members wished to place funds in a safe investment earning bank or building society. However, both the RFO and Clerk expressed that this particular exercise required expertise beyond their knowledge and wished for Members to resolve to engage Menzies to advise. RFO will add item to Finance Agenda for Members to deal with before calling in Menzies.

RESOLVED: Chairman of Finance & RFO delegated to deal direct with Menzies.

MIN. 023/22 DIRECTION OF TRAVEL PROJECTS

(i) Solar Panels for ZCC

Indicative costs are up to £15k subject to survey. Members debated the matter and said panels must be fit for purpose and to what extent will savings be made. Cllr. Friend said now the systems have battery storage. We need a specification to work to. Request the CMs to record meter readings at the start and end of their working days.. Cllr Parker confirmed that the old scheme to sell excess energy back to the grid is no longer available but he did say there was a new one that although wasn't as good a deal, would still be worth investigating.

(ii) Redecorate Sports Area

Quotation received in excess of the £2k first suggested as a cap. Those invited to quote advised that the job was "very fiddly and time consuming". At the informal budget meeting a quotation for £4,630 was received. Three quotes had been sought. Finance to reconsider.

(iii) IT support for Staff

Cllr. Ambler is drawing up a specification to seek quotes. Meanwhile, it was agreed that a spend of up to £1k could be used.

RESOLVED: £1k IT support for Council for 22/23 agreed.

(iv) Update to Conservation Area

Quotations were sought from 3 companies. One declined to quote as too busy. The other two were sent a copy of our current Conservation Area and Neighbourhood Plan. Members have had sight of both responses and are requested to make a recommendation as to which quotation to accept. Cllr. Simon Ambler proposed that the Chairman (Cllr. Julia Ambler) be the Lead Member.

RESOLVED: Cllr. Julia Ambler to be the Lead Member and report back to another meeting.

(v) Wider Community Activity at ZCC

The sum of £500 was proposed for the informal budget meeting and it is hoped to get volunteers to host a disco or walking trail at the Centre.

(vi) Community event for Spring/Jubilee Bank Holiday 5 June 2022

Members have been sent the posts relating to events taking place in the town. Also Ewshot have a community group which has applied for the Cllr grant to help fund their event. Cllr. Jackson suggested it might be used to produce something extra for the ZCRA fete

RESOLVED: Not to proceed with a dedicated Jubilee event.

(vii) Towpath Project

From the DoT meeting the section of towpath from the Swingbridge to Chequers Bridge was raised as being extremely muddy and Members supported improving the surface if possible. Cllr. Jackson advised when he had first raised the subject he had only walked part of the towpath. As Cllr. Barham had also raised another section requiring attention Cllr. Jackson had walked the towpath from Malthouse Bridge to Chequers Bridge with the Canal Officer and he proposed that we support repairs of the worst areas. He had produced a draft Protocol and wished Members to support it. We carry no risk. A draft Memo of Agreement was being developed with the Canal Authority for approval at the next Council meeting. Cllr. Ambler said where the contractor was pumping canal water out at Poulter's Bridge and it was spraying. Members agreed that they would all walk the route from Malthouse to Chequers bridges at a date to be agreed

RESOLVED: Cllr. Jackson to be Lead Member on this project and Members supported going for the patch repairs. Thanks were expressed to Cllr. Jackson for all his efforts.

(viii) Wellbeing Project.

Update from Cllr. Julia Ambler – no budget implications. HVA are dealing with major projects but wished the Council to deal with local residents. This is not possible with the few Councillors currently serving. Remove from Agenda.

(ix) Skatepark/BMX unit

To be considered for the 23/24 budget. No budget implications 22/23. Remove from Agenda

(x) Engagement with young adults

This was something ex-cllr Millward was to undertake and as he has left assistance was sought from Phoenix but you have all seen the reply and it was not encouraging. Remove from Agenda.

(xi) Hareshill Community Building

Remain on the agenda to monitor progress.

MIN 024/22 PLANNING

(i) Report of the Planning Cttee

Cllr. Jackson spoke to his Report and advised there was nothing too dramatic this time. Ferney Copse Farm has been given a 3 year extension.

RESOLVED: The Report of the Planning Committee was accepted.

(ii) HDC 21/03015/HOU & HDC 21/03016/LBC – Replacement of external rendered finish to the exterior of the main house. Amended plans.

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

Cllr. Jackson introduced the application and invited debate.

RESOLVED: No objection subject to the agreement of the conservation officer to the proposed white lime render and treatment and colour of the timber frame.

(iii) HDC 22/00075/FUL – Construction of 2 four bedroom houses (following demolition of existing barn and mobile home.

The Barn, Watery Lane Church Crookham, Fleet GU52 0RN

Cllr. Jackson introduced the application and invited debate. He still has found no mention of the SANG anywhere; boundary fences but no heights stated; claim 8 spaces for parking but appear to be short of one parking spaces. The site contrary to what is said is within 20 metres of the tributary of the river Hart. It is a bridleway for the last section and for this application they have failed to prove right of way. Details of arrangement for refuse collection not specified. Error in application in that it is implied in para 16 that they wish to build 3 dwellings. Electric car chargers shown. Possible contamination from past use of site by helicopter and earlier business activities. Unclear how and when the mains sewage can be connected to an as yet unbuilt sewage system in Albany Park. Over development of site. Also application requests demolition of dwellings already raised in earlier application for development.

RESOLVED: Cllr. Jackson to compose a detailed response incorporating the issues raised.

(iv) HDC 22/00099/HOU – Erection of single storey rear extension.

Karalyn, The Street, Crookham Village, Fleet GU51 5SH

Cllr. Jackson introduced the application and invited debate.

RESOLVED: No objection

(iv) HDC 22/00111/HOU – Erection of a single storey rear extension, alterations to doors to ground floor rear and landscaping.

Paddock View, Crondall Road, Crookham Village, Fleet GU51 5SS

Cllr. Jackson introduced the application and invited debate.

RESOLVED: No objection.

(v) Hareshill, Hitches Lane – local street names

Members were invited to suggest names with a local link if they did not like what was proposed by the developer.

RESOLVED. Members content with Nightingale View, Gold Finches and Blackbird Lane. Also request the developer to consider numbering the houses consecutively (i.e. 1, 2, 3,) rather than what is currently proposed with even numbers on one side and odds on the other.

MIN.025/22 UPDATES ON HIGHWAY & FOOTPATH MATTERS

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

Awaiting confirmation that proposed route does not impact on utilities.

(ii) Footpaths – Replacement Stiles

F/p 1 Mr. Hirst checking his stores to see if he has the materials to make one similar to the one at The Street end of the footpath which could be used to replace the stile. Members confirmed they were content for the Clerk to pursue a gate installation if this option falls through.

(iii) Update on footpaths 7b and 6

Cllr. Jackson has spoken with HCC officers to clarify that the latest Hareshill OUT application covered all the remaining site area and hence the question of diversion of f/p6 around proposing housing adjacent to Netherhouse Copse needed to be addressed in their response. Cllr. Parker will see whether there is any funding available from QEB to upgrade some of the paths – he gave a brief on the outcome of a recent meeting dealing with road safety issues and Calthorpe School. Cllr. Ambler will enquire about FTAP and whether it still exists.

MIN.026/22 MANAGEMENT OF COUNCIL FACILITIES & LAND

(i) Report from Centre Manager

Reported noted.

MIN.027/22 INFORMATION SHARING & AGENDA ITEMS FOR NEXT MEETING

Members were requested to confirm the availability for the next Finance and Planning meetings.

Items for Agenda: F/p 4 – very deep mud. ZCRA Fete presence to endeavour to recruit Cllrs.

SP has been taking a look at the S106 agreements for Watery Lane and part is directed towards Malthouse Bridge. He mentioned the possibility of traffic lights there. He also wishes to get some kind of pedestrian crossing on The Street. Cllr Jackson said he might want to look at getting something for the college students to get across the road to the eastbound bus stop at the Malthouse end of The Street.

The meeting closed at 9.45pm

Dates for Council Meetings for 2022: ALL THURSDAYS

ZCC	WI HALL
7 th APRIL	3 rd MARCH
5 th MAY (Annual General Meeting)	12 th MAY (Annual Parish Meeting)
9 th JUNE	7 th JULY
1 st SEPTEMBER	6 th OCTOBER
3 rd NOVEMBER	1 st DECEMBER