

Prior to the commencement of the Meeting the Chairman called for a 1 Minute Silence to mark the passing of our late Queen Elizabeth II.

These are the unadopted Crookham Village Parish Council Minutes of the Meeting of Thursday, 6 October 2022 held at 7.45pm in the WI Hall, The Street, Crookham Village. Please refer to the Minutes of the November 2022 meeting for any amendments.

Present: Cllr. Simon Ambler (Chairman)
Cllr. Julia Ambler
Cllr. Andrew Friend
Cllr. Pedro Garcia Martinez
Cllr. David Jackson
Mrs. Angela Sayers (RFO)
Mrs. Carol Leversha (Clerk)

In attendance: HCC Cllr. S. Parker, Ms Sam Mabbott CEO of CAB and a parishioner.

MIN.142/22 APOLOGIES

HDC Cllrs. Makepeace-Browne, Clarke and Collins – clash of engagements.

MIN.143/22 CHAIRMAN'S ANNOUNCEMENTS

The Chairman advised the notices were posted for the vacancy and no election was called by our electorate. He welcomed Ms Sam Mabbott to the meeting.

MIN.144/22 MINUTES OF THE MEETING OF 1 SEPTEMBER 2022

The Chairman referred to these page by page. Min. 126/22 to Min.141/22 were then agreed as a true record and signed by the Chairman. Confirmation was given that the correct title for Cllr. Garcia Martinez is Pedro Garcia Martinez (no hyphen).

RESOLVED: The Minutes of the meeting of 1 September were accepted as a true record and signed by the Chairman.

MIN.145/22 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. Standing declaration from Cllr. Jackson (when B'stoke Canal discussed) that he is a Member of the Canal Society but it was not a pecuniary interest.

MIN.146/22 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.147/22 PUBLIC PARTICIPATION (maximum of 3 minutes per speaker).

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

Cllr. Parker advised it seems to be the last month of works on the roundabout and he will then get officers to look at the collateral damage (Crondall Road). The parishioner expressed his thanks to Cllr. Julia Ambler for sight of the draft Conservation Area document and he also addressed Cllr. Jackson in relation to an EVA for a battery storage facility which in a single sentence mentions "associated solar panels – page 21" and access from Crondall Road. Cllr. Jackson explained the background to the submission by CVPC.

The Chairman then re-convened the meeting

MIN.148/22 CAB CEO (presentation)

The Chairman welcomed Ms Sam Mabbott and thanked her for agreeing to update Members on the work of CAB. Ms Mabbott gave a very detailed power point presentation and explained the issues CAB are having to deal with. They need more volunteers and more funding to employ specialist staff. At present they are unable to answer the majority of incoming telephone calls which is very worrying. The Chairman asked might the use of our Centre be of use to CAB for perhaps sharing information and was advised such an offer was welcomed. Cllr. Jackson offered to promote CAB in the next newsletter. He also mentioned the ZCRA Fete which would be useful to promote the work of CAB. The Chairman said when the Council gets round to its budget discussions they would keep CAB in mind. Ms Mabbott left some leaflets which will be publicised by the Council.

MIN.149/22 CO-OPTION OF COUNCILLOR

The Clerk advised that no election being called the vacancy has been advertised on the Council noticeboards. Cllr. Jackson said he required the Co-option Notice to advertise on the website.

MIN.150/22 BASINGSTOKE CANAL (update)

Cllr. Jackson said he had met with BCA and HCC principals on 12 September and agreed major objectives. Officers will generate a detailed proposal aiming for our November meeting to get agreement for the way forward before going out to tender. They have done similar works recently and are fairly confident of costs and contractors. They were also aware of the potential for future funding from other streams in the longer term.

MIN.151/22 SOLAR (PV) PANELS – ZCC (update)

Cllr Friend advised that the group had submitted the bid to the HCC P&TC Fund. The Chairman expressed sincere thanks to our two volunteers and also Cllrs. Garcia Martinez and Friend for their technical input. Cllr. Friend said it had been a great team effort and they had already had a query which required responding to. HCC decision day will be in January 2023. Further debate took place on the potential need for a separate battery storage area and a separate safe building in which to locate it but that will wait until it is known if our bid is successful.

MIN.152/22 CONSERVATION AREA (DRAFT)

Cllr. Julia Ambler had circulated the draft document to all interested parties (as agreed at September meeting) and comments received back were relayed to the Consultant. She is awaiting a response from him.

MIN.153/22 FINANCE

(i) RFO REPORT

- August Accounts – The Section 137 expenditure relates to the yearly canal contribution - £3048 (BACS 26th August 2022 – Hampshire County Council)
- September Accounts - The second half of the precept was received in September - £69,848.79
- Valuation Office Agency (HMRC) – I received a letter (copy in drop box) requesting information about the rent, lease and ownership detail for Zebon Community Centre which needed to be completed by Tuesday 8th November 2022. I completed the form with the Clerk. Confirmation received (copy in drop box). Please note the following guidelines given: -

Question – Who occupies the property? If the occupier is a charity, trust, or any other non-commercial organisation, select 'A company'

Question – Is any part of the property let or sub-let to anyone else? This may include flats, advertising hoardings, garages and car spaces. For hourly rate lets such as village halls select 'No'.

The form had been completed and returned as requested.

(ii) The RFO provided the following Income and Expenditure reports to the Council

August 2022

Balance sheet at Year End 31/08/22

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

Income & Expenditure Account – Actual v Budget – April 22 to August 22

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

Payments made in the month Reconciliation – August 22

September 2022

Balance sheet at Year End 30/09/22

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

Income & Expenditure Account – Actual v Budget – April 22 to September 22

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

Payments made in the month Reconciliation – September 22

Payments made in August 2022

Date	Num	Name	Net	Category
01/08/2022	DD	Hart District Council	499.00	Rates
15/08/2022	DD	Bank line	10.00	Bank charges
15/08/2022	DD	Tesco Mobile	12.50	Telephone/ Broadband
31/08/2022	DD	Orange Pixel	40.00	Telephone / Broadband
23/08/2022	DD	Total energies	176.62	Electricity
16/08/2022	DD	Intuit	40.00	Account Software
30/08/2022	DD	Npower	238.36	Gas
16/08/2022	DD	Vodafone	40.00	Telephone/ Broadband
10/08/2022	DD	HMRC	526.16	VAT
01/08/2022	DD	Npower	149.52	Electricity
26/08/2022	BACS	Payroll	5,163.88	Payroll
26/08/2022	BACS	HALC	48.00	Courses
26/08/2022	BACS	KM Electrics	110.00	Electrics & Plumbing
26/08/2022	BACS	Hampshire county Council	3,048.00	S137 - Grants
26/08/2022	BACS	Home Security	50.00	Security
26/08/2022	BACS	PKF	400.00	Professional Fees
26/08/2022	BACS	Comfort Building Services	169.00	Electrics & Plumbing
26/08/2022	BACS	Vita Play Limited	154.18	Play Area Maintenance
26/08/2022	BACS	Town & Country	808.43	Cleaning
26/08/2022	BACS	Phil's Pest Control Ltd	60.00	Communal Area Maintenance
26/08/2022	BACS	D Scutt	2,045.00	Repairs & Maintenance
26/08/2022	BACS	A Fisk	139.51	Communal Area Maintenance
26/08/2022	BACS	Whitbreads Window cleaning	25.00	Cleaning
26/08/2022	BACS	Sunshine Commercial Services	1,010.01	Grounds Maintenance
26/08/2022	BACS	Sunshine Commercial Services	13.91	Communal Area Maintenance
26/08/2022	BACS	Church Crookham & Fleet Men's shed	120.00	Street Furniture Maintenance
26/08/2022	BACS	Biffa Waste Services Limited	86.49	Refuse
26/08/2022	BACS	Larkstel	380.67	Refuse
		Total	15,564.24	

Crookham Village Parish Council
Income & Expenditure Account
August 2022

	<u>Total</u>
Income	
Hire of Facilities	4,965.63
Hire of Pitches	478.75
Total Income	£ 5,444.38

Expenditure	
Asset Maintenance and Repairs	1,497.61
Office Expenses	95.40
Professional Fees	450.00
Property Maintenance	3,674.59
Property Services	1,116.00
Salaries	5,163.88
Sections 137*	3,048.00
Total Expenditure	£ 15,045.48

Notes

- Petty Cash Expenditure in the month £7.40
- HMRC - VAT £526.16
- Direct Debit authorisation – minute reference 022/22(iv)
- *Basingstoke Canal Annual Contribution

RESOLVED that the Council in accordance with its powers under Section 137 & 139 of the LGA 1972 should incur the above expenditure which, in the opinion of the Council, is in the interests of the area of its inhabitants and will benefit them in a manner commensurate with said expenditure.

Payments made in September 2022

Date	Num	Name	Net	Category
01/09/2022	DD	Hart District Council	499.00	Rates
14/09/2022	DD	Bank line	8.80	Bank charges
15/09/2022	DD	Tesco Mobile	12.50	Telephone/ Broadband
29/09/2022	DD	Orange Pixel	40.00	Telephone / Broadband
27/09/2022	DD	Total energies	174.71	Electricity
16/09/2022	DD	Intuit	40.00	Account Software
30/09/2022	DD	Npower	232.06	Gas
14/09/2022	DD	Vodafone	40.00	Telephone/ Broadband
20/09/2022	BACS/DD	Payroll	5,280.57	Payroll
28/09/2022	BACS	Larkstel	380.67	Refuse
28/09/2022	BACS	A Fisk	20.00	Street Furniture Maintenance
28/09/2022	BACS	Source Supplies	60.70	Cleaning
28/09/2022	BACS	Argent Creative Marketing Ltd	80.00	Web / Hosting Maintenance

28/09/2022	BACS	Comfort Building Services Ltd	169.00	Electrics & Plumbing
28/09/2022	BACS	Vita Play Limited	589.87	Play Area Maintenance
28/09/2022	BACS	BitDefender	23.33	Web/ Hosting Maintenance
28/09/2022	BACS	Biffa Waste Services Limited	193.05	Refuse
28/09/2022	BACS	Office Depot International (UK) Ltd	147.44	Consumables
28/09/2022	BACS	Office Depot International (UK) Ltd	106.36	Consumables
28/09/2022	BACS	JRB Enterprise Ltd	498.00	Street Furniture Maintenance
28/09/2022	BACS	UK Energy Surveys	308.00	Professional Fees
28/09/2022	BACS	Sunshine Commercial Services Ltd	1,010.01	Grounds Maintenance
28/09/2022	BACS	Sunshine Commercial Services Ltd	13.91	Communal Area Maintenance
28/09/2022	BACS	Tyne Carpets & Flooring	1,022.60	Repairs & Maintenance
28/09/2022	BACS	Mr P Martinez	29.88	Courses & Travel
28/09/2022	BACS	T3 Handyman	241.50	Repairs & Maintenance
01/09/2022	3639	Petty cash float	75.00	Petty Cash
		Total	11,296.96	

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

	<u>Total</u>
Income	
Hire of Facilities	2,809.86
Hire of Pitches	131.25
Precept	69,848.79
Total Income	<u>£ 72,789.90</u>

Expenditure	
Asset Maintenance and Repairs	2,131.79
Miscellaneous	23.56
Office Expenses	427.01
Printing, Postage & Advertising	13.70
Professional Fees	356.80
Property Maintenance	2,103.40
Property Services	958.27
Salaries	5,280.57
Total Expenditure	<u>£ 11,295.10</u>

Notes

- Petty Cash Expenditure in the month £73.14
- Petty Cash Float Advance £75.00
- Direct Debit authorisation – minute reference (022/22(iv))

RESOLVED: The report of the RFO was accepted.

(iii) Review of bank Accounts and Bank Mandate update

The RFO advised that Menzies had responded, stating that they were unclear about the 500,000 euros limit and recommended that we approach NALC for a final ruling. If you were under the 500,000 euros you were protected if you are over that figure you are not protected. Cllr. Jackson drew attention to this being an EU directive which may well disappear next year. Members were asked if they still wished to leave the £100k in Lloyds or go with some other Banking Trust. Cllr. Garcia Martinez said put it in a bank that the Government will not permit to fail (HSBC). The Chairman said we should look to moving it to a more accommodating bank. Cllr. Jackson said this is based on a EU directive but would need to be replaced when it expired next year if deposit protection was to remain accessible to the Council. Go to HALC with our query as NALC have failed to respond to two emails. Members agreed that we would leave the Lloyds money there for the time being. The Chairman said it should be debated at the next Finance & HR Cttee meeting.

(iv) ZCC

The following matters were requested to be dealt with at Full Council as the Finance & HR meeting had had to be cancelled. Cllr. Friend advised a time sensitive matter had been dealt with by email.

- Phil's pest control additional visit for a £60 charge
- Initial Washroom Hygiene – contract renewal quote received.
- Larkstel repairs to matting - £398 and no charge for removal of old matting – approved subject to not impacting on regular hiring.
- First Aid training – quote received from St. Johns Ambulance (£165) for Centre Manager training.

RESOLVED: Quotations were accepted with proviso regarding the Larkstel repairs.

(vi) Lengthsman – works to ditches at Lea Green

A quotation to carry out this annual work was received.

RESOLVED: Quotation accepted.

MIN. 154/22 PLANNING

(i) Report of the Planning Committee

Cllr. Jackson had circulated his report. The only one of note is approval of The Bawn application where apparently the works to frontage are not subject to LBC. A condition had been applied that no vehicles may be parked in the turning area.

RESOLVED: The Report of the Planning Committee was accepted.

(ii) HDC 22/0205/AMCON – Variation of condition 2 attached to planning permission 17/00264/REM dated 8/6/2018 to allow alterations to parking arrangements, dwelling positions, amendments to paths and porches, dwelling appearances and a reduction in gardens sizes.

Land at Watery Lane, Church Crookham, Fleet, Hampshire.

Cllr. Jackson introduced the application and Members were invited to comment. There was some tweaking of plot boundaries and replacement of garages by parking places for Phase 3. Questions about arrangements for installation of EV chargers and difficulty of adequately assessing the implications of plot changes.

RESOLVED: Assessment of plot changes not possible due lack of explanation of that level of detail. Query implications for EV charging of change from garage to parking place.

Members then considered whether, in view of the difficulties now being experienced with meetings on Thursdays, that all Council and Cttee meeting should revert to Mondays.

The Clerk and RFO will make the necessary bookings.

(iii) Hareshill – update

The Chairman advised that a meeting has been arranged with Berkeley for next Tuesday morning. The RFO has confirmed she is able to be present. The S106 says the building will be taken over by Hart after which it is likely that Hart will offer it CVPC. Effectively we are at the behest of the goodwill of Berkeleys for the fitting out of the Centre. Cllr. Jackson said there is still the question of delivery earlier rather than later. The Chairman said it was not in the control of CVPC but of Hart and he has concerns about the delivery on the current build and he feels that half the development would be done without a focal point for the community with an up and running Community Centre.

MIN.154/22 UPDATES ON HIGHWAY & FOOTPATH MATTERS

Still awaiting commencement of works at junction of Pilcot Rd and Hitches Lane.

MIN.155/22 ZEBON COMMUNITY CENTRE & ADJACENT AMENITIES

(i) Report from Centre Manager

Report noted.

MIN.156/22 INFORMATION SHARING & AGENDA ITEMS FOR NEXT MEETING

The meeting closed at 9.27 pm.

**Dates for 2022 Meetings – 1 November at ZCC
5 December at WI**

Dates for 2023 Meetings – all on Mondays in the WI HALL

9 January	6 February	6 March	3 April	8 May (Annual General Meeting)	
5 June	3 July	None August	4 September	6 November	4 December

The Annual Parish Meeting must be held between the 1 March and 1 June inclusive.