

These are the unadopted Crookham Village Parish Council Minutes of the Meeting of Monday, 3 April 2023 held at 7.45pm in the WI Hall, The Street, Crookham Village. Please refer to the Minutes of the May 2023 meeting for any amendments.

Present: Cllr. Simon Ambler (Chairman)
Cllr. Julia Ambler
Cllr. Philip Ashton
Cllr. Peter Bradley
Cllr. Andrew Friend
Cllr. Pedro Garcia Martinez
Cllr. David Jackson
Cllr. Dr. Indra Sinka
Mrs. Angela Sayers (RFO)
Mrs. Carol Leversha (Clerk)

In attendance: HCC Cllr. S. Parker, HCC Cllr. S. Forster and HDC Cllr. W. Makepeace-Browne and parishioners.

MIN.049/23 APOLOGIES

None .

MIN.050/23 CHAIRMAN`S ANNOUNCEMENTS

None.

MIN.051/23 MINUTES OF THE MEETING OF 6 MARCH 2023

The Chairman referred to these page by page. Min. 032/23 to Min. 048/23 were then agreed as a true record.

RESOLVED: The Minutes of the meeting of 6 March 2023 were accepted as a true record and signed by the Chairman.

MIN.052/23 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.053/23 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.054/23 PUBLIC PARTICIPATION (maximum of 3 minutes per speaker).

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

Cllr. Parker advised his report would be sent out shortly. HCC has its share of the pothole funding from government – about £6m. This would allow the worst potholes to be repaired. He had invited Cllr. Forster along because of the parking issues on Netherhouse Moor which is covered by his County Division. Cllr. Bradley apologised and said he had told his complainant to attend when the agenda reached the Highways item. The Chairman said that on this occasion he would re-open the meeting at that point. A resident asked Cllr. Parker whether the pothole repairs would be of the permanent variety or would they only last a year? Cllr. Parker explained in depth the rationale behind temporary and permanent repairs. Cllr. Makepeace-Browne said work is still in progress re the narrow roadway to the Zebon Community Centre. There are now issues with Watery lane and the developers removal of some hedges. In addition now that properties are occupied the SANG should be opened. Cllr. Jackson asked about release of S106 money and she will chase up at the appropriate time. Cllr. Forster mentioned that Fleet Town Council has new technology for its Speedwatch equipment. It is “automatic number plate recognition” (ANPR) which means Speedwatch will be able to notify the police more frequently. The Chairman asked if this technology was available to our Speedwatch Volunteers. Cllr. Jackson said complaints had been made about the weight of the current equipment which was very heavy.

The Chairman then re-convened the meeting.

MIN.053/23 SOLAR (PV) PANELS - ZCC (update)

Cllr. Friend was delighted to advise that our bid for funding from the HCC Parish & Town Council Fund had been successful and he now needs permission from the Council for this to be formally accepted. Three quotations had been presented to HCC with the bid and the grant funding equated to one from BES-coop (Basingstoke Energy Services Co-operative). All quotations had been carefully reviewed by the Energy Group and they were supportive of this one. He sought permission from Full Council to award the contract to this company. In addition he wished to place on record sincere thanks to our two local volunteers and HCC

Officer Lisa Woods without whose help we do not believe we would have had such a good outcome.

RESOLVED: Grant acceptance letter to be signed and returned to HCC.

RESOLVED: Contract to be awarded to BES-coop upon confirmation of receipt of the Grant money.

MIN.054/23 CONSERVATION AREA (update)

Cllr. Julia Ambler advised she and the Chairman had spent time going round and taking photos of as many of the views as possible and they now need access to two premises so that we can get the views from their rear gardens. Cllr. Jackson had kindly agreed he will collate them and put them into the document and we can then go out to Consultation.

MIN.055/23 BASINGSTOKE CANAL

Cllr. Jackson advised that the base layer is now down and a chip layer goes on top for the final finish. He had raised the issue of the damage to the roadway up to the Canal through the Copse which needs to be repaired by the Contractor. He suggests that all Members of the Council meet when the towpath is finished to officially open this stretch, which this Council has funded, to be publicised in our next newsletter. Cllr. Bradley asked about the erosion to the banks and whether these could be repaired. He was advised that such repairs are carried out by the Canal Authority and the majority are caused by dogs swimming in the canal and then scrambling up the bank.

MIN.056/23 FINANCE

(i) Audit update regarding reporting of accounts

The RFO advised members of the following guidelines issued by the external Auditors, BDO who are going to be our external auditors for the next 5 years.

Rules for reporting on an income and expenditure basis or receipts and payments basis.

Current rules require authorities where the gross income or expenditure for the year (whichever is the higher) has exceeded the threshold of £200,000 for a period of three continuous years, to report their financial details on an income and expenditure basis, from the third year onwards. Authorities operating below the £200,000 threshold have the option to report either on an income and expenditure basis or on a receipts and payments basis.

CVPC currently operates on a receipts and payments basis.

As a result of us exceeding the £200k limit in Income in the year 22/23 the RFO had agreed the following with BDO:

- YE 31/03/23 – Current year (first year where income exceeds £200k) – AGAR completed – no change to current system of cash accounting (receipts and payments).
- YE 31/03/24 – assuming second year where income exceeds 200k – AGAR completed – no change to current system of cash accounting (receipts and payments).
- YE 31/03/25 – assuming third year where income exceeds 200k - From 1st April 2024 we need to change the accounting basis to income and expenditure (accruals & prepayments) and not cash accounting (receipts and payments) so the AGAR filed for YE 31/03/25 will be based on an income & expenditure basis (accruals & prepayments).

In addition, BDO advised:

- 1) When a smaller authority exceeds £200k in either income and/or expenditure an intermediate audit is required. I will make a note of this and will issue the information to you when we notify you in a few weeks that the audit documents are ready for you to access. In addition to the usual information you would submit, we will test 3 of the assertions on the AGS and request evidence to support this. I.e., Bank statements to support the bank rec etc
- 2) With regards your 2nd query. Your interpretation is correct, but in addition you would also need to think about converting your Year 2 figures to I&E as when you disclose the figures on the Year 3 AGAR the comparatives must be on the same basis.

The RFO advised that she would need assistance from Menzies with point 2 above and this would need to be done as early as possible. Members agreed to this and asked for a suitable budget to be provided at the next budget meeting.

As regards the timetable for the 22/23 AGAR the RFO advised members that she is doing year end currently and will pass the information to the internal audit at the beginning of May

and the internal auditor has agreed he will complete the internal audit by the end of May so that the AGAR can be signed off at the CVPC meeting on the 5th of June 2023. There was information available about the new method of reporting and Cllr. Jackson asked the RFO for the link to be sent to him.

(ii) Cambridge & Counties Application Form for a 1-year bond

The Chairman advised that due to updating of the Risk Assessment document issues have been highlighted that need to be addressed. So a decision on this matter will be deferred until these issues are addressed and in particular to ensure any deposits are with a bank that meets the Triple A criteria.

(iii) Grant request for Coronation Festivities - £500

The Chairman advised that Fleet Town Council are organising a major Coronation Celebration for the area. An application had been received for a Grant of £500 towards the costs. Cllr. Makepeace-Browne confirmed that the HDC Cllrs Grant allocated for the parishes had only partially been used and since the remainder had not been bid for this had been donated to these Festivities. The amount for this Parish had been £333. After a short debate it was agreed that we would donate £250. This received a majority vote.

RESOLVED: Grant donation of £250.

MIN.057/23 PLANNING

(i) Report of the Planning Committee

Cllr. Jackson had circulated his report. In addition he had presented a briefing paper in relation to some of the current undetermined planning matters. Brookmeadow occupancy application had been refused by Hart. There are still a number of planning applications which still have not been determined by Hart including some tree applications.

RESOLVED: The Report of the Planning Committee was accepted.

MIN.058/23 UPDATES ON HIGHWAY & FOOTPATH MATTERS

The Chairman invited Cllr. Peter Bradley to speak on behalf of his resident who had just joined the meeting. The Chairman requested permission to adjourn the meeting. The resident said the problem was anglers fishing on the canal and parking down the access road to the estate. Last time there were 16 vehicles and because of the bend at the top of the road there are no sight lines for vehicles entering or leaving the estate. She raised other issues regarding the blocking of the path by the rods and also the erosion of the banks. Cllr. Forster advised that the issues with regard to the towpath she should report to the Canal Authority. As far as the road issue problem HCC Cllr. Forster gave a very in depth response and said the correct procedure is to notify the police of the obstruction. However, if this is just a competition issue to contact the organisers and ask them to be more considerate.

The Chairman then reconvened the meeting. Cllr. Jackson said we could ask them to request their members to be more considerate in their parking. The competitions are organised by the Basingstoke Canal Angling Association and raise it with them. The towpath is a permissive route but anglers are obliged to give way to pedestrians. The Angling shop in Fleet runs the Angling Association. Clerk to write raising the problems and also to copy in the Canal Authority who issue the licences for fishing.

The Chairman said that we again were receiving complaints about the speed of traffic through the village and the volume of traffic. With all the development in the area traffic volumes will had also been complaints about the heavy Speedwatch equipment which is owned by Church Crookham Parish Council. The Chairman, a Speedwatch Volunteer will liaise with the Co-ordinator in respect of the reporting technology mentioned by Cllr. Forster. Cllr. Jackson said that speedguns could be purchased on-line for a few hundred pounds. It was not known whether these were acceptable to the Police in terms of reporting traffic speeds.

MIN.059/23 ZEBON COMMUNITY CENTRE & ADJACENT AMENITIES

(i) Report from Centre Manager

Report noted. With regard to the vandalism to the bollards, these need to be firmly concreted in. Cllr. Parker suggested that a metal strip attached and inserted into the ground might be a deterrent. After further debate it was decided to refer the matter to the Finance Committee to be dealt with as an urgent issue to prevent unauthorised access to the playing fields.

RESOLVED: Finance Cttee to action suitable method for securing bollards against vandalism.

MIN.060/23 INFORMATION SHARING & AGENDA ITEMS FOR NEXT MEETING

Cllr. Ashton had spoken to contractors who advised that the delay to the opening of the road to the SANG are because vandals have knocked the barriers down which are to protect the football fields and they were hoping to open the road before Easter.

Cllr. Ashton asked to attend the Councillor training on the 24 May – Clerk to book. Clerk advised that Cllr. Bradley is already booked on that date and perhaps they could liaise on travel.

Cllr. Ashton asked whether anything could be done in relation to the powerful lights on the developments opposite Albany Park which impact on our residents. The Chairman thought that there should have been a lighting condition as part of the planning process. Cllr. Makepeace-Browne asked for Cllr. Ashton to send her an email and she will follow up.

Cllr. Ashton asked about access to CCTV images – he was advised that currently the Centre Managers and the Chairman and Vice-Chairman are permitted such access and we comply with GDPR ruling.

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The meeting closed at 9 08pm.

Dates for 2023 Meetings – all in the WI HALL

Tuesday 2 May (AGM) - 5 June - 3 July -
None August - 4 Sept - 2 Oct - 6 Nov - 4 December

The Annual Parish Meeting will be held at Zebon Community Centre on **Tuesday, 9 May 2023**