

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

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

In attendance HCC Cllr. Stephen Parker.

MIN.110/23 APOLOGIES

Cllr. David Jackson (apologies accepted) and HDC Cllr. Wendy Makepeace-Browne.

MIN.111/23 CHAIRMAN'S ANNOUNCEMENTS

The Chairman had an urgent item which he would introduce on the end of Finance. This results from Cllr. Garcia Martinez resigning, and he was our Lead Member on Hareshill. Also moving into confidential to deal with item 13(vi) which is of a commercial nature and will be moved to the end of the meeting.

MIN.112/23 MINUTES OF THE MEETING OF 5 JUNE 2023

The Chairman referred to these page by page. Min. 090/23 to Min. 109/23 were then agreed as a true record.

RESOLVED: The Minutes of the meeting of 5 June 2023 were accepted as a true record and signed by the Chairman.

MIN.113/23 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.114/23 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.115/23 PUBLIC PARTICIPATION (maximum of 3 minutes per speaker).

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

Cllr. Parker said he will be sending his usual written report. He is working on a lot of highway issues at the moment in Church Crookham. For our parish he would like to see a dropped kerb on the side of the Spice Merchant to encourage crossing there to the pavement opposite. This would benefit children going to Calthorpe School and this seems a reasonable place to put it. This idea was supported and will be an agenda item for September.

The Chairman read to the meeting Cllr. Makepeace-Browne's report:

- Watery Lane: I am working with HDC enforcement and locally affected residents. There was a meeting on site this morning with HDC and the developer, and that was to discuss the dampening down measures for dust, out of hours working, new boundary fence issues, debris escape, and more unauthorized foliage having been removed. I will stay in touch with CVPC Clerk and the affected residents.
- Hares Hill hours: I think they have started to work out of hours again starting any time from 7am, so I have 'off the record' raised it to the site director to give him a chance to rectify without it going to official enforcement. If he doesn't, we will start recording again.
- Silvester Way land grab: This is with Taylor Wimpey to sort as they legally still own the land. HDC is investigating the possibility of buying the strip, and that would allow them to deal with it as encroachment.
- HDC Planning team: Finally, up to full staff, with some excellent heritage and enforcement management experience added. There are still backlogs to clear, and the CVPC delayed applications have been highlighted for progression.

Members noted the report and requested that Cllr. Makepeace-Browne also pursue the matter of the Albany Park Sang car park which should be opened for use now that the first houses have been occupied.

The Chairman then re-convened the meeting.

MIN.116/23 VACANCY FOR CLLR. FOR CROOKHAM VILLAGE WARD

The Chairman advise that sadly, due to work commitments, Cllr. Garcia Martinez had tendered his resignation. The vacancy has been advertised and Hart Council notified. If no election is called then we can co-opt from the September meeting.

MIN.117/23 HDAPTC MEETING – 4 JULY

The Chairman said this is tomorrow evening at the Zebon Centre and any other Member is also invited to attend. The agenda has “election of officials. Currently Cllr. Julia Ambler is the HDAPTC representative on Hart Standards Cttee and Cllr. David Jackson is the representative on the Basingstoke Canal Authority. He asked if Members supported their re-appointment and all were agreed he should put their names forward.

MIN.118/23 GRASS CUTTING REGIME

Cllr Ashton asked if all had read Cllr. Makepeace-Browne’s recent response in relation to the cutting of daffodils. He was unhappy that since the June cutting the cutting of some areas had been cut very badly and also the patches which had held daffodils remained uncut after the No Mow May initiative. Cllr Ashton said the uncut grass affects Hay fever sufferers. There are also areas of pavements covered with brambles and nettles plus some footpaths. In relation to pavements – Cllr. Parker said there is a site on HCC website where you can report them and he gave a breakdown of responsibilities of the various landowners. There is a map of adopted highways which will show all the highways that HCC own if your particular one is not there then refer to Hart. The Hart website has one layer of which Hart have all the responsibility for. If the path is not on either site then try the landowner whom you need to identify. Cllr. Bradley said there was a similar problem in Netherhouse Moor and it seemed it was privately owned and the owner refused to do anything about it. It was felt that residents need to alert us to issues as well as reporting them to HCC website. Ask Hart for a schedule of dates and areas when the landscape contractor should be mowing areas Zebon and Netherhouse Moor.

RESOLVED: Request Hart that since No Mow May has gone a regular mowing regime of all areas is reinstated.

MIN.119/23 ALBANY PARK SCHOOL CATCHMENT AREA CONSULTATION

The letter had been seen by all Members. After debate it was agreed that this Council support the proposed catchment area. Cllr. Friend said Dogmersfield are already struggling with numbers and we probably need to help it remain open. Parking is still a great problem on that site and unfortunately few pupils of the school actually live in Dogmersfield.

RESOLVED: Clerk to write and support the proposal.

MIN.120/23 CONSERVATION AREA (update)

Cllr. Julia Ambler advised that a very successful public meeting had been held and we now await feedback from the residents. There were 21 members of the public in attendance. Unfortunately there had been an error in the Appendices, as a result of this being pointed out the error was corrected later that evening by the Chairman. Cllr. Sinka proposed a vote of thanks from the Council for all the work put into this project by the Chairman and Cllr. Julia Ambler. Cllr. Bradley said there was a lot of interest in the Council stall at the ZCRA fete and there was a lot of interest in the maps and the conservation area. Many residents had been unaware that they were in Crookham Village. Cllr. Sinka said that one suggestion supported at the public meeting had been to include the Hareshill development on the map so that it was totally up to date. Members would wish this alteration to be made in the final submission of the document. Advise Cllr. Jackson of the interest shown in this particular map and request that he amend it to reflect the Hareshill development so that it will be totally up to date.

MIN.121/23 SOLAR PV & HEAT PUMP PROJECT (update)

Members had all had sight of contact from a Consultant in relation to progressing the Council’s aim of becoming carbon neutral. The Clerk had advised Members of the difficulty of sourcing names from a central web site and that this gentlemen had chaired a webinar on Heat pumps etc as a result of which the Clerk had sought his advice. Cllr. Friend said once the solar panels are signed off then we need to move onto the next phase of the project to replace our heating and hot water system and we do need the services of an experienced person to assist. He explained how our two volunteers had expertise outside of what is now required. The RFO confirmed that there is money available under the budget Professional Fees.

RESOLVED: Members accepted the quotation from the Consultant and agreed to engage him for the first phase. Payment upon invoice.

MIN.122/23 FINANCE**(i) Report of the RFO****(a) May 2023 Accounts****Notes****Income**

1) Bank Interest – Interest of £514.57 received on our Business Reserve Account

Expenditure

2) The following S137 Chairmans Allowance payment was made in May 2023

	S137 Payments			
date		Name	Amount	
26/05/2023	BACS	Morrisons/ Sainsbury	57.42	AGM Refreshments
		Total *S137 - May 2023	57.42	

*S137 Resolution against payments:

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.

3) Dropbox – Refund received of £248 for VAT charged incorrectly

May 2023 Accounts

Balance sheet at Year End 31/05/23

Income & Expenditure Account for the month of May 2023 as detailed below.

Summary of Actual expenditure against budget for 01/04/23 to 31/05/23 with detailed notes against each cost.

Payments made in the month reconciliation – May 2023

Payments made in May 2023

Date	Type	Name	Net	Category
31/05/2023	DD	Orange Pixel	40.00	Website / Hosting
02/05/2023	DD	Hart District Council	524.00	Rates
15/05/2023	DD	Bank line	12.40	Bank charges
15/05/2023	DD	Tesco Mobile	13.88	Telephone/ Broadband
16/05/2023	DD	Intuit	42.00	Account Software
16/05/2023	DD	Npower	259.25	Electricity
16/05/2023	DD	Castle Water	59.06	Water Rates
30/05/2023	DD	Total Energies	228.27	Gas
04/05/2023	DD	Total Energies	398.58	Gas
16/05/2023	DD	vodafone	45.76	Telephone/ Broadband
23/05/2023	BACS	Payroll	5,643.32	Payroll
26/05/2023	BACS	AJGIBL	8,131.01	Insurance
26/05/2023	BACS	Comfort Building Services Ltd	169.00	Electrics and Plumbing
26/05/2023	BACS	Sunshine Commercial Services Ltd	1,010.01	Grounds Maintenance
26/05/2023	BACS	Insafe International Limited	144.00	Repairs and Maintenance
26/05/2023	BACS	Hampshire County Council	104.00	Transport
26/05/2023	BACS	Larkstel Ltd	944.00	Refuse / Play area repairs
26/05/2023	BACS	Hampshire association of Local councils	872.66	Affiliation fees
26/05/2023	BACS	Guardwell Securitas	95.00	Security Maintenance
26/05/2023	BACS	FAST Fire & Safety Team	230.00	Fire Safety
26/05/2023	BACS	Source Supplies	71.70	Cleaning

26/05/2023	BACS	Wybone	34.57	Repairs and Maintenance
26/05/2023	BACS	Morrisons - Sainsbury - HART	57.42	AGM refreshments
26/05/2023	BACS	HART	0.83	Courses & Travel
26/05/2023	BACS	Sunshine Commercial Services Ltd	13.91	Communal Areas
26/05/2023	BACS	Town & Country Cleaning Limited	938.74	Cleaning
26/05/2023	BACS	Phils Pest Control	60.00	Communal Areas
26/05/2023	BACS	A Fisk	444.51	Communal Areas
26/05/2023	BACS	Hampshire association of Local councils	98.00	Courses & Travel
26/05/2023	BACS	Hampshire association of Local councils	98.00	Courses & Travel
26/05/2023	BACS	Drop Box - refund	-288.00	Computer & Web Costs
			20,495.88	

Crookham Village Parish Council
Income & Expenditure Account
May 2023

	Total
Income	
Bank Interest Earned	514.57
Hire of Facilities	4,044.35
Hire of Pitches	461.95
Total Income	£ 5,020.87
Expenditure	
Asset Maintenance and Repairs	2,023.43
Marketing, Sponsorship, Printing, Postage & Advertising	104.00
Office Expenses	-48.49
Professional Fees	8,185.41
Property Maintenance	2,145.97
Property Services	1,528.80
Salaries	5,643.32
Sections 137	57.42
Subscriptions	872.66
Total Expenditure	£ 20,512.52

Notes

- Petty Cash Expenditure in the month £16.64
- Direct Debit authorisation – minute reference (027/23(I)
RESOLVED: The report of the RFO was accepted.

(ii) Cambridge & Counties Bank

As instructed at the last meeting the RFO confirmed that the bank remained insistent that only one signatory was needed at maturity of bond. This had been reported to Finance & HR and the decision to deposit funds with them was rescinded.

(iii) Unity Bank

Following on from further enquiries of a bank which would meet our stipulation of 2 signatories at the end of maturity and comply with our Treasury Management Policy Unity Bank was approached. This bank is widely used by the parish council sector. The T&Cs of this bank were reviewed by Finance & HR Cttee and as a result Full Council is recommended to make a fixed 12 month term deposit. It was agreed that Cllr. Friend would complete the

online application form as one of the signatories. The RFO said there will be one named person they approach and then you need to nominate how many signatories on the set up.

RESOLVED: This Council will invest £100,000 (one hundred thousand pounds) in a 12 month fixed term deposit account with Unity Bank and Cllr. Friend will complete the online application form.

(iv) Grant Application – Arts Festival

Members had all had sight of the application and supporting paperwork. Cllr. Peter Bradley declared an interest in this as he is on the PCC. However, he was able to enlighten Members as to what the money will be used for. It is understood that this project allows local artists to present their art for sale. Some of the profits will go towards purchasing the display boards for future presentations. It was proposed that a Grant of £250 be given. Bank details to be requested from Andrew.

RESOLVED: A grant of £250 be made.

(v) Approval to pay Invoices for Solar Panels plus Heras fencing and bird protection.

The Chairman had been on site today and spoken to the electrician. It is understood that handover will be tomorrow with the official paperwork. The Clerk advised that the Contractor would be very appreciative if we could expedite the bank transfer for payment this week. The RFO confirmed she had the two invoices and could action them this week.

RESOLVED: Payment of Invoices 1 and 2 to be paid by BACS this week.

Prior to dealing with item (vi) below the Chairman moved that this item be dealt with under Confidential/Exempt Public Bodies Act 1960 S.1(2) – this was so Resolved.

(vi) Request for additional costs associated with Solar PV installation

The Chairman, supported by Cllr. Friend, gave a full explanation of the events leading up to the overspend on this project. Members accepted that the 5% increase in costs of materials was outside of the contractor's control and agreed, as a gesture of goodwill, to pay these.

RESOLVED: Pay an additional £737 (ex vat) upon receipt of invoice.

(vii) Recruitment

Cllr Julia Ambler had spoken to the Clerk and RFO in relation to employing a part-time deputy to the Clerk. Both were supportive of such a proposal and a draft lists of duties had been drawn up.

RESOLVED: Members agreed to the employment of a Deputy Clerk.

(viii) Hareshill member representative vacancy

The Chairman then proposed that, following the resignation of Cllr. Garcia Martinez, Cllr. Julia Ambler take over responsibility for the role of Lead Member for the Hareshill Project.

RESOLVED: Cllr. Julia Ambler will take over the role of Lead Member for the Hareshill project.

MIN.123/23 PLANNING

(i) Report of the Planning Committee

The Chairman introduced Cllr. Jackson's report. There were no questions raised.

RESOLVED: The Report of the Planning Committee was accepted.

(ii) HDC 23/01201/HOU – Erection of single storey side extension

The Barne, Crondall Road, Crookham Village GU51 5SS

The Chairman introduced the application. Members were invited to comment.

RESOLVED: No objections.

(iii) HDC 23/01324/HOU – Retention of 10 solar panels

24 Decouttere Close, Church Crookham, Fleet GU52 0UR

The Chairman introduced the application. This application was for retention of solar panels on the side of the house facing the road. Members were invited to comment. Whilst it does not look very nice in this location it is unsightly and detracts from the street scene. Cllr. Sinka did not believe we should object - this is not conservation area. After debate the Chairman called for a vote and the motion was carried by a majority.

RESOLVED: Object due to the on impact on the street scene.

(iv) HDC 23/01334/FUL – Erection of 3 dwellings (Use Class C3) with associated access from Watery Lane, parking and landscaping

Land south of Watery Lane, Church Crookham, Fleet

The Chairman introduced the application. Members were invited to comment. There was a lengthy debate and the following decision was made:

RESOLVED: CVPC Objects for the following reasons:

- 1) The proposed access splays onto Watery Lane would affect 86m of tree screening, thus potentially opening up views into both this plot and the wider Albany Park development, which would be detrimental to the rural street scene along this stretch of BOAT/footpath/bridleway.

In addition, this conflicts with the adjacent Albany Park application where it was conditioned that the hedgerow and screening has to be retained and maintained.

- 2) The loss of vegetation and impact on biodiversity is in contravention of NE05 of our Neighbourhood Plan.
- 3) The proposed access crosses the existing drainage ditch. If permitted, please ensure that a condition is included to ensure that the drainage ditch is retained and suitably maintained.
- 4) On the location plan, the red line is misleading as it suggests that the access land going across the verge is in the applicant's control, this is not in their ownership but actually highways land.

(v) HDC 23/01349/HOU – Demolition of rear conservatory, single store rear extension and alterations to windows front and rear.

31 Swan Way, Church Crookham, Fleet GU51 5TU

The Chairman introduced the application. Members were invited to comment.

RESOLVED: No objection.

MIN.124/23 UPDATES ON HIGHWAY & FOOTPATH MATTERS

(i) Lea Green Paths

Cllr. Bradley read to the meeting his email to the Chairman in relation the condition of the path from Baker Way to Lea Green. It was agreed to meet on site to clarify the path and whether it lies within the Council boundary. Cllr. Bradley to offer Members some dates.

MIN.125/23 MANAGEMENT OF COUNCIL FACILITIES & LAND

(i) Report from Centre Manager

Report noted. In relation to the ongoing issues with the computer it was felt that it might need rebooting. The Chairman will revisit the matter.

MIN.126/23 INFORMATION SHARING & AGENDA ITEMS FOR NEXT MEETING

Cllr. Asthon requested that Grass Cutting remain on the agenda. With the resignation of Cllr. Garcia Martinez there is a need for a deputy to Cllr. Friend and Cllr. Julia Ambler volunteered to replace him on Finance & HR Cttee.

The meeting closed at 9.50 pm.

Dates for 2023 Meetings – all in the WI HALL

None in August - 4 Sept - 2 Oct - 6 Nov - 4 December