

These are the unadopted Crookham Village Parish Council Minutes of the 4 September 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. David Jackson
Cllr. Dr. Indra Sinka
Mrs. Angela Sayers (RFO)
Mrs. Carol Leversha (Clerk)

In attendance HCC Cllr. Stephen Parker and HDC Cllr. Wendy Makepeace-Browne, and two members of the public.

MIN.127/23 APOLOGIES

None.

MIN.128/23 CHAIRMAN'S ANNOUNCEMENTS

None.

MIN.129/23 MINUTES OF THE MEETING OF 3 JULY 2023

The Chairman referred to these page by page. Min. 110/23 to Min. 126/23 were then agreed as a true record.

RESOLVED: The Minutes of the meeting of 3 July 2023 were accepted as a true record and signed by the Chairman.

MIN.130/23 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.131/23 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.132/23 PUBLIC PARTICIPATION (maximum of 3 minutes per speaker).

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

Cllr. Parker said August was a quiet month but he will be sending a written report. With regard to the potential crossing in The Street he is planning, with the support of this Council, a crossing place broadly in the vicinity of The Spice Merchant but he would need HCC officer advice on exact location. The type of crossing he is talking about is the knobbly surface, and a couple of bollards to identify that it is a safe crossing. Cllr. Jackson said he would be worried about bollards given the narrowness of the pavements.

Cllr. Makepeace-Browne believes that the Watery Lane enforcement issues are under control as much as they can be, and are being continually monitored by HDC enforcement. She has to follow up on the replanting of hedging and is looking at the occupation issue which relates to the SANG. In relation to the Silvester Way 'land grab' issue the land is not owned by Hart. Cllr. Jackson said it raises yet again that there needs to be a very formal transfer of land from developers rather than the piecemeal bits and pieces in the past.

Reference was made to the new caravan sited on Nyasaland and what action could be taken in relation to getting it removed. The resident raised the Appeals at Nyasaland and asked whether Members felt that anything had changed. She was advised that this would be dealt with under planning.

The Chairman then re-convened the meeting.

MIN.133/23 VACANCY FOR CLLR. FOR CROOKHAM VILLAGE WARD

The vacancy has been advertised.

MIN.134/23 HARESHILL COMMUNITY BUILDING

The Chairman read to the meeting the draft Resolution he had drawn up and which he had circulated prior to the meeting together with supporting paperwork. Cllr. Julia Ambler advised the reason for seeking a decision this evening is because HDC wish to source batteries for solar power, CCTV, building alarm, furniture and fixtures for office and building etc. as per requirements spreadsheet. The final list still to be negotiated with HDC but so far nothing excluded. Staffing is in place and there are potential clients wishing to hire it. We have two further site meetings.

Cllr. Makepeace-Browne asked that it be noted in these Minutes that phenomenal work was done by Cllrs. Julia and Simon Ambler to reach this stage in negotiations. The Chairman said that thanks

were due to some Hart Members for their assistance with the project and for appointing an HDC Officer to oversee the fitting out requirements. Cllr. Jackson said the soundproofing at ZCC is 48 decibel but 54 decibel would be much better – Cllr. Julia Ambler thanked him and said she would endeavour to achieve that. The Chairman said it had been extremely hard work but we had finally got the backing of the right people. A vote was taken and it was unanimously agreed that the draft wording of the resolution was supported.

RESOLVED: That this Council agrees to take over the ownership and management of the Community Building on the Hareshill Site, Hitches Lane. This decision is subject to the satisfactory completion of the building by Berkeley Homes (BH) in accordance with the Revision B Specification document dated 4 July 2023, together with the provision of the additional fixtures, fittings and equipment in compliance with the terms in the letter from D Phillips, Hart DC Chief Executive dated 15th August with precise specifications to be agreed with Crookham Village Parish Council.

MIN.135/23 CONSERVATION AREA (update)

Cllr. Julia Ambler advised that we had been very disappointed to receive a letter from Hart to which she had composed a very stiff reply. Cllr. Makepeace-Browne said please to copy her in and to please keep her copied in going forward. There has been no response to Cllr. Ambler's letter and no confirmation of the offered "workshop" from Hart. Cllr. Jackson said that on average the age of Conservation Areas is around 38 years.

MIN.136/23 SOLAR PV & HEAT PUMP PROJECT (update)

Cllr. Friend referred to the Teams meeting with BBH Energy Consultant and the notes had been circulated to all Members. The Clerk confirmed that all the queries, with the exception of the Mechanical Drawings, had been responded to. We are awaiting a report from the Consultant (as agreed at the scoping meeting). Cllr. Jackson reiterated that there were drawings in the ZCC Manager's office which could be viewed whenever the Consultant wishes to visit. Cllr. Friend said there is still an issue around the export meter. Cllr. Jackson said we needed to go for hot water at the point of delivery rather than tank storage. The Chairman said we had been advised our Smart Meter was suitable for the feed in tariff and Cllr. Friend said he had been advised the same for his home installation but when it came down to it he had to have an Export Meter. This had arisen as a result of the RFO querying with Npower how the accounting would work and was advised you would get a normal bill and then another bill which would feed off. The RFO was requested to go back to Npower and advise that we have this system installed but we need an export meter – await their response.

MIN.137/23 FINANCE

(i) Report of the RFO

The RFO provided the following reports to the Council.

(ii) Natwest Authorisation Letter

The RFO advised members that she had gone to Natwest in Farnborough to draw out petty cash and they advised her that they had lost the credit facility agreement on transferring branches so a new agreement would have to be completed if it could not be found. In the meantime, she had updated the Natwest authorisation letter which explains that the RFO is not a signatory but can draw out funds. She requires the signatures of all existing bank signatures to sign the letter - Cllrs. Simon and Julia Ambler, David Jackson, Indra Sinka, Philip Ashton and Andrew Friend.

(iii) Conclusion of Audit

Awaiting letter from the auditors. She had sent an email last week asking for a status update but has not had a response yet. She will keep members posted as statutory notices needed to be displayed on the website and notice boards before the end of September 23.

(iv) June 2023 Accounts

Balance sheet at Year End 30/06/23

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

Summary of Actual expenditure against budget for 01/04/23 to 30/06/23 with detailed notes against each cost.

Payments made in the month reconciliation – June 2023

Notes

Income

1) Bank Interest – Interest of £489.26 received on our Business Reserve Account

Expenditure

1) We have finally received an invoice from our security company DGCS for £1,274 which covers the period November 2022 to May 2023 and an invoice for £90 for key holding service which covers the period May 2023 to October 2023 (paid in advance).

2) Professional Fees – Includes invoice from Wettone Matthews for our internal audit 31/03/23 - £550.

- 3) A transfer of £5k has been done to play area reserve as per the agreed budget for 23/24.

Payments made in June 2023

Date	Num	Name	Net	Category
29/06/2023	DD	Orange Pixel	40.00	Website / Hosting
01/06/2023	DD	Hart District Council	524.00	Rates
15/06/2023	DD	Bank line	9.20	Bank charges
15/06/2023	DD	Tesco Mobile	12.50	Telephone/ Broadband
16/06/2023	DD	Intuit	42.00	Account Software
26/06/2023	DD	Npower	179.85	electricity
16/06/2023	DD	Castle Water	62.32	Water Rates
27/06/2023	DD	Total Energies	170.75	Gas
14/06/2023	DD	Vodafone	45.88	Telephone/ Broadband
26/06/2023	DD	Payroll	5,643.32	Payroll
26/06/2023	BACS	Biffa Waste Services Limited	250.77	Refuse
26/06/2023	BACS	Phils Pest Control	120.00	Communal Area Maintenance
26/06/2023	BACS	County Installations Ltd	200.00	Fire Safety Maintenance
26/06/2023	BACS	Wettone Matthews	550.00	Professional Fees
26/06/2023	BACS	Microsoft	66.66	Website / Hosting
26/06/2023	BACS	Whitbreads Trading Ltd	25.00	Cleaning
26/06/2023	BACS	Larkstel Ltd	449.00	Refuse
26/06/2023	BACS	Rockhopper Locks Ltd	375.00	Repairs
26/06/2023	BACS	Rockhopper Locks Ltd	220.00	Repairs
26/06/2023	BACS	Comfort Building Services Ltd	169.00	Electrics & Plumbing
26/06/2023	BACS	Town & Country Cleaning limited	1,090.89	Cleaning
26/06/2023	BACS	Argent Creative Marketing Limited	80.00	Marketing
26/06/2023	BACS	DGCS	90.00	Security
26/06/2023	BACS	DGCS	1,274.00	Security
26/06/2023	BACS	L Madgwick	50.00	Customer Refund
05/06/2023	CHQ 3650	Agile HR Consulting Ltd	50.00	Professional Fees
		Total	11,790.14	

Crookham Village Parish Council Income & Expenditure Account June 2023

	<u>Total</u>
Income	
Bank Interest Earned	489.26
Hire of Facilities	6,495.12
Hire of Pitches	282.55
Total Income	<u>£ 7,266.93</u>

Expenditure

Asset Maintenance and Repairs	120.00
Office Expenses	186.66
Professional Fees	651.20
Property Maintenance	4,088.76
Property Services	995.30
Salaries	5,643.32

Total Expenditure	<u>£11,685.24</u>
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Transfer to Play Area Reserve	5,000.00
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Notes

- Petty Cash Expenditure in the month £nil
- Customer Refunds £50.00
- Supplier Refunds £54.90
- Direct Debit authorisation – minute reference (Min. 027/23(i))

(v) July 2023 Accounts**Notes****Income**

- 1) Bank Interest – Interest of £554.96 received on our Business Reserve Account
- 2) Grant received of £19553 for solar panels moved to assets on installation

Expenditure

- 1) Professional Fees – Includes invoice from Menzies for VAT advice - £2275
- 2) Capital Expenditure W/off - Solar Panels, Steel cage deposit and new signs around the centre. Grant received for solar panels netted off and solar panels added to the insurance policy.
- 3) S137 – payments in the month as follows:-

	S137 Payments			
date		Name	Amount	
26/07/23	BACS	Hampshire County Council	3048.00	Canal partnership agreement
26/07/23	BACS	Christ Church Crookham Arts Festival	250.00	Grant
		Total S137* - July 2023	3298.00	

*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.

July 2023

Balance sheet at Year End 31/07/23

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

Summary of Actual expenditure against budget for 01/04/23 to 31/07/23 with detailed notes against each cost.

Payments made in the month reconciliation – July 2023

Payments made in July 2023

Date	Num	Name	Net	Category
Direct Debits				

28/07/2023	DD	Orange Pixel	40.00	Website / Hosting
03/07/2023	DD	Hart District Council	524.00	Rates
17/07/2023	DD	Bank line	8.00	Bank charges
17/07/2023	DD	Tesco Mobile	12.50	Telephone/ Broadband
17/07/2023	DD	Intuit	42.00	Account Software
17/07/2023	DD	Npower	196.42	electricity
17/07/2023	DD	Castle Water	156.50	Water Rates
14/07/2023	DD	vodafone	45.76	Telephone/ Broadband
26/07/2023	DD	Payroll	5,643.32	Payroll
05/07/2023	BACS	Basingstoke energy	13,247.27	Solar Panels
26/07/2023	BACS	Basingstoke energy	3,337.24	Solar Panels
26/07/2023	BACS	Basingstoke energy	4,349.86	Solar Panels
26/07/2023	BACS	Comfort Building Services Ltd	169.00	Electrics & Plumbing
26/07/2023	BACS	County Installations	560.00	Fire Safety maintenance
26/07/2023	BACS	Office Depot	236.99	Stationery / Toners
26/07/2023	BACS	Town & country cleaning limited	1,093.04	cleaning
26/07/2023	BACS	JRB Enterprise Ltd	498.00	Communal Area maintenance
26/07/2023	BACS	Peter Bradley	17.10	Mileage claim
26/07/2023	BACS	Source Supplies	43.80	cleaning
26/07/2023	BACS	Menzies	2,275.00	Professional Fees
26/07/2023	BACS	Christ Church Crookham Arts	250.00	Grant
26/07/2023	BACS	Roupcycle	55.00	Refuse
26/07/2023	BACS	Larkstel Ltd	449.00	Refuse
26/07/2023	BACS	Allsigns	226.86	signs
26/07/2023	BACS	Hampshire county council	3,048.00	S137 canal contribution
26/07/2023	BACS	Broadband Buyer	84.77	computer/web
26/07/2023	BACS	Amazon	4.00	Stationery
26/07/2023	BACS	Eazyprint	87.00	stationery
26/07/2023	BACS	A Fisk	880.75	Communal Area maintenance
26/07/2023	BACS	Richard Thorpe Fire Safety Services	86.00	Fire Safety maintenance
26/07/2023	BACS	Sunshine Commercial Services Ltd	1,010.01	Grounds Maintenance
26/07/2023	BACS	Open Spaces	1.00	Test BACS / subscriptions
26/07/2023	BACS	Primalscape	787.50	Repairs/maintenance
03/07/2023	Chq3651	Philip Ashton	29.25	Mileage claim
		Total	39,494.94	

Crookham Village Parish Council
Income & Expenditure Account
July 2023

	Total
Income	
Bank Interest Earned	554.96
Hire of Facilities	5,479.32
Hire of Pitches	253.80
Other Income	-19,553.00

Total Income	-£	13,264.92
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Expenditure

Asset Maintenance and Repairs	2,388.76
Capital Expenditure w/off	2,395.73
Office Expenses	505.76
Professional Fees	2,325.00
Property Maintenance	2,455.84
Property Services	935.18
Salaries	5,643.32
Sections 137	3,298.00
Subscriptions	1.00
Total Expenditure	£ 19,948.59

Notes

- Petty Cash Expenditure in the month £6.65
- Grant received moved to Assets £19553
- Customer Refunds £Nil
- Supplier Refunds £Nil
- Direct Debit authorisation – minute reference 027/23(i)

RESOLVED: The report of the RFO was agreed.

The Clerk wished to put on record her thanks to the RFO for her work in ensuring that the Finances of this Council are so well reported and accounted for.. Managers too echoed their thanks.

MIN.138/23 PLANNING

(i) Report of the Planning Committee

Cllr. Jackson introduced his report and his updated list of applications that seem to have extended timescales. He drew Members attention to approval of the solar panels on Decouttere, the withdrawn application for 3 dwellings off Watery Lane and the pre-app for Lavender Cottage.

RESOLVED: The Report of the Planning Committee was accepted.

(ii) HDC 22/00762/LDC – Appeal – existing use of barns etc.

Nyasaland, Crondall Road, Crookham Village, Fleet

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

RESOLVED: Nothing to add to our previous submission and it still stands.

(iii) HDC 22/01510/FUL – Appeal – 4 bed dwelling

Nyasaland, Crondall Road, Crookham Village, Fleet

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

RESOLVED: Nothing to add to our previous submission and it still stands.

(iv) HDC 22/02794/OUT – Appeal – 5 x 4 bed dwellings

Nyasaland, Crondall Road, Crookham Village, Fleet

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

RESOLVED: Nothing to add to our previous submission and it still stands.

The 3 outstanding appeals relating to Nyasaland were likely to be taken together at an informal hearing. CVPC should be represented at the hearing and encourage local residents to attend. Procedure for participation in the hearing needs clarification - Cllr. Jackson to investigate.

(v) HDC 23/01830/CON – Hareshill – discharge of condition

Land north of Netherhouse Copse, Hitches Lane

The Chairman introduced the application. There was no provision for essential parking outside a property for house moves, tradesmen at work, or deliveries in the proposed parking restrictions. Members felt it was a draconian parking regime with potential implications for crime and disorder.

RESOLVED: Object

CVPC continues to object to the draconian rules against street parking on a development that falls short in provision of parking spaces. Lack of exemption for house moves, tradesmen working at a property, home deliveries etc seems particularly harsh. Overall there seems to be significant risk of crime and disorder issues arising from the proposed parking regime as the estate matures.

**(vi) HDC 23/01811/HOU – Front and rear extensions convert garages etc
Crondall House, Crondall Road, Crookham Village.**

The Chairman introduced the application. Members were invited to comment. The array of patio doors seems out of character with the rest of the property. It was suggested that we should quote the words used by Hart for an earlier refusal.

RESOLVED: Object

Question the acceptability of the long array of glass 'patio' doors at the rear of the building which would have a discordant visual relationship with the host building. It is noted that, unlike the earlier application, there is no proposal to alter the main entrance from Crondall Road.

**(vii) HDC 23/01812/HOU – New garage and pool outbuilding etc
Crondall House, Crondall Road, Crookham Village.**

The Chairman introduced the application. Members agreed that the form of the proposed outbuildings seemed incongruous in that setting contrary to the CV Local Plan. The proposed garden gate onto Crondall Road raises questions about pedestrian safety.

RESOLVED: Object

CVPC considers that the rectangular, almost industrial, form of the proposed outbuildings is inappropriate in relation to the main house and the overall style of properties in that area and is thus counter to Crookham Village Neighbourhood Plan policy BE03. The proposed garden gate onto Crondall Road raises questions about pedestrian safety and would expose the rear of the proposed outbuildings to viewing from the road.

MIN.139/23 HIGHWAYS & FOOTPATH MATTERS

(i) Lea Green Paths

Cllr. Bradley said that the path which begins at Baker Way and runs back to the communal area at Lea Green was raised by residents as being too muddy to use for walking in the winter months. The money from the developer of Hareshill needs to be identified. Cllr. Jackson advised that the S106 for Hareshill is nothing to do with this Parish. Cllr. Parker said this fits nicely with the current cycling and walking review and ties in with trying to link up various schemes linking up to Crookham Park. There will be a pretty much walking route from Zebon and Netherhouse estates through to the schools etc. He will take a look at the Hareshill S106 and see if he can find out the timescales. Cllr. Jackson advised that much of the section of path to be upgraded via Hareshill S106 runs along our parish boundary. It was agreed that this should be a topic for a newsletter to publicise these walking routes and when they are likely to be upgraded. Cllr. Parker will report back on progress to this Council – keep this item on the Agenda as an update.

(ii) Dropped kerb – north side of The Street & Hitches Lane

The Chairman said there had been some discussion under Public Participation when Cllr. Parker had asked if this Council supported him exploring this proposal.

RESOLVED: Members supported Cllr. Parker's proposal.

(iii) Crescent Green – wildflower bed and bulb planting

The Clerk advised that a resident of The Crescent had initially requested permission to plant some bulbs within the wildflower bed area. After speaking to the resident he had then agreed to undertake the care of the wildflower bed and would plant the bulbs and seeds on behalf of the Council and would ensure they were watered when necessary. The Clerk pointed out that the Council had cleared the site of grass turf some two years ago and had planted wildflower seeds which had failed to take as that was a particularly hot dry summer and they were not watered. The Clerk pointed out that preparation of the ground would be undertaken by the Lengthsman and then planting could be done by the resident. She was instructed to ask the resident for an estimate of the cost of purchasing the bulbs and seeds and report back to Members. Cllr. Jackson requested that the area be marked so that the grass contractor did not inadvertently mow it. The Clerk confirmed that the initial preparation of the bed would be advised to the contractor as an area not to be mown unless requested.

RESOLVED: Members agreed to the resident becoming the caretaker of the wildflower area.

MIN.140/23 MANAGEMENT OF COUNCIL FACILITIES & LAND

(i) Report from Centre Managers

Report noted. The Clerk wished to put on record her thanks to the Managers for the seamless way each covers for the other when taking annual leave. These thanks were echoed by Members.

MIN.141/23 INFORMATION SHARING & AGENDA ITEMS FOR NEXT MEETING

Cllr. Jackson asked about the recruitment of the additional member of staff and was advised this is in hand.

In response to a query about communication with the new residents of Hareshill Cllr Bradley will visit the Hareshill Sales Office to see if it is known whether there is a Whatsapp group for there.

The Chairman drew Members attention to the consultation notification from Fboro Airport - it would be good if people went to the public events. It is a 16 week consultation period. As well as public briefings there are private briefings for FAA members and if Members could send any queries to James and Jenny Radley.

Malthouse Bridge will be closed for 2 days to repair the brickwork.

The meeting closed at 9.08 pm.

Dates for 2023 Meetings – all in the WI HALL - 2 Oct - 6 Nov - 4 December