

These are the unadopted Crookham Village Parish Council Minutes of the 2 October 2023, held at 7.45 pm in the WI Hall, The Street, Crookham Village. Please refer to the Minutes of the November 2023 meeting for any amendments.

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

In attendance HCC Cllr. Stephen Parker and HDC Tony Clarke and a member of the public.

MIN.142/23 APOLOGIES

Cllrs. Jackson, Friend, Ashton and Bradley had tendered their apologies and advised of reasons for absence. The apologies were accepted.

MIN.143/23 CHAIRMAN'S ANNOUNCEMENTS

The Chairman advised that DWCVH Society had written thanking the Council for its grant for the 2023 Show.

MIN.144/23 MINUTES OF THE MEETING OF 4 SEPTEMBER 2023

The Chairman referred to these page by page. Min. 127/23 to Min. 141/23 were then agreed as a true record.

RESOLVED: The Minutes of the meeting of 4 September were accepted as a true record and signed by the Chairman.

MIN.145/23 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.146/23 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.147/23 PUBLIC PARTICIPATION (maximum of 3 minutes per speaker).

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

Cllr. Parker said his October newsletter would be issued shortly. He spoke about the Older Driver Assessments which are offered all year round. There is nothing to report on the footpath item. There is funding but it takes time. In relation to the dropped kerb, he was pleased that the Council supported this project and he will engage with HCC officers. The Chairman advised that whilst he was doing his speed watch duty several residents had complained to him about how difficult it was to cross The Street and Cllr. mentioned that the Parish Council could employ a "Lollipop" person if it had a volunteer. He was asked if the appropriate clothing and placard could be supplied by HCC.

Cllr. Clarke advised that the new HDC Newsletter has over a 1,000 subscribers. Go to the website and anyone can sign up. He felt it would be useful for Members to sign up individual councillors.

The Chairman then re-convened the meeting.

MIN.148/23 VACANCY FOR CLLR. FOR CROOKHAM VILLAGE WARD

The vacancy has been advertised.

MIN.149/23 FARNBOROUGH AIRPORT CONSULTATION

The Chairman advised that the consultation closes on 18 October 2023. Members of the local community have been invited to get in touch with the project team, at any time, on 0808 164 6061 or email Contact@FarnboroughAirport2040.com. In addition CCPC have sent an invitation to residents to an event on Sunday, October 8 between 1pm and 4pm at the Church Crookham Community Centre. The Chairman had attended the session at the Harlington. He proposed that Members should respond individually and as and when it becomes a planning application that is when this Council should respond.

MIN.150/23 HAMPSHIRE ALC AGM 2023 – 4 NOVEMBER 2023

The Chairman said he did not believe there were any burning issues. The Chairman and Cllr. Julia Ambler will represent the Council. When the papers are received they will be circulated to all Members and it would be appreciated if Members could give their views on how they would wish to support or reject a Resolution.

MIN.151/23 RECRUITMENT OF ADDITIONAL STAFF MEMBER

Cllr. Julia Ambler reported, on behalf of the Chairman of Finance & HR, that following approval of the employment of an additional staff Member he had called an informal meeting to formalise the details of this position. As a result of that informal meeting a proposed advertisement is presented for Members approval before advertising the vacancy. The Clerk will ensure it is widely circulated.

RESOLVED: Members approved the advertisement for an additional staff member.

MIN.152/23 HARESHILL COMMUNITY BUILDING (update)

Cllr. Julia Ambler advised that another meeting had taken place and it is clear that additional solar panels will need to be funded by HDC. Currently awaiting information from our voluntary advisers to the energy group as to which part of the roof will get the most sunlight for siting the additional panels. Battery storage is agreed. All finish colours are sorted. Hart have supplied a Project Manager who has proved invaluable.

MIN.153/23 CONSERVATION AREA (update)

Cllr. Julia Ambler said that she had now attended the workshop meeting with Hart together with the Chairman, our Consultant and the Clerk. In her opinion, the workshop was not helpful in that it did not help to clarify those areas of our document about which HDC had concerns but was used to cover a long list of minor criticisms, most of which appeared to be asking us to cover all the same areas as had been covered in the Odiham CAA, despite the fact that the CV conservation area is nothing like that of Odiham and North Warnborough. Our consultant was highly critical of the HDC approach during the meeting and his later notes revealed that he was less than impressed with the workshop as a whole, as were we. HDC were also unhappy with the fact that there had been only seven written responses from residents, most of which praised the work rather than criticising it. A timetable has been agreed and it is hoped it will go to HDC Cabinet in February 2024. Having reviewed the contract with our consultant the Clerk advised that it is still ongoing until such time as Hart accept the document. However, in the interests of transparency it was agreed that a formal resolution be passed.

RESOLVED: The contract with the Consultant is confirmed as ongoing to enable further updates to the document to comply with the requested changes by Hart.

MIN.154/23 SOLAR PV & HEAT PUMP PROJECT (update)

The Chairman gave a brief update and said we are awaiting the scoping report from the Consultant. Meanwhile, the RFO is dealing with Npower in relation to an Export Meter and we await the issue of a DNO (which can take some months).

MIN.155/23 FINANCE**(i) Report of the RFO**

The RFO provided the following reports to the Council.

(ii) August 2023 Accounts**Notes****Income**

Bank Interest – Interest of £563.01 received on our Business Reserve Account

Expenditure

Asset Maintenance and Repairs –Expenditure includes an invoice received from Larkstel for £5968 for the wood chip in the ZCC play area.

Balance sheet at Year End 31/08/23

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

Summary of Actual expenditure against budget for 01/04/23 to 31/08/23 with detailed notes against each cost. Payments made in the month reconciliation – August 2023

(iii) Payments made in August 2023

Date	Num	Name	Net	Category
31/08/2023	DD	Orange Pixel	40.00	Website / Hosting
01/08/2023	DD	Hart District Council	524.00	Rates
15/08/2023	DD	Bank line	11.60	Bank charges
15/08/2023	DD	Tesco Mobile	12.50	Telephone/ Broadband
16/08/2023	DD	Intuit	42.00	Account Software
15/08/2023	DD	Npower	193.71	Electricity
16/08/2023	DD	Castle Water	134.71	Water Rates
16/08/2023	DD	Vodafone	45.76	Telephone/ Broadband

31/08/2023	DD	Total Energies	141.83	Gas
29/08/2023	DD	Total Energies	149.88	Gas
24/08/2023	BACS	Payroll	5,643.32	Payroll
25/08/2023	BACS	Sunshine Commercial Services	1,010.01	Grounds Maintenance
25/08/2023	BACS	Town & Country Cleaning Limited	1,093.04	Cleaning
25/08/2023	BACS	Ring LLC	124.99	Fixtures & Fittings
25/08/2023	BACS	Arthur J Gallagher Insurance	30.03	Insurance
25/08/2023	BACS	Open Spaces	44.00	subscription
25/08/2023	BACS	Comfort Building Services Ltd	169.00	Electrics & Plumbing
25/08/2023	BACS	Prolific Ltd	243.02	Play Area Maintenance
25/08/2023	BACS	Larkstel Ltd	6,492.00	Play Area Maintenance/ Refuse
25/08/2023	BACS	KM Electrics	110.00	Electrics & Plumbing
25/08/2023	BACS	Source Supplies	49.80	Cleaning
25/08/2023	BACS	Crookham Village Women Institute	155.00	Hall Hire
25/08/2023	BACS	Biffa Waste Services Limited	19.29	Refuse
25/08/2023	BACS	Home Security Security	150.00	Security
25/08/2023	BACS	Home Security Security	100.00	Alarm Maintenance
25/08/2023	BACS	Home Security Security	70.00	Alarm Maintenance
07/08/2023	CHQ 3652	Petty Cash	125.00	Float
		Total	16,924.49	

**Crookham Village Parish Council
Income & Expenditure Account
August 2023**

	<u>Total</u>
Income	
Bank Interest Earned	563.01
Hire of Facilities	3,977.73
Hire of Pitches	197.50
	<u>£</u>
Total Income	<u>4,738.24</u>

Expenditure

Asset	
Maintenance and Repairs	7,296.03
Capital Expenditure w/off	124.99
Miscellaneous	11.62
Office Expenses	41.32
Professional Fees	83.63
Property Maintenance	2,261.71
Property Services	1,357.39
Salaries	5,643.32
Subscriptions	44.00
	£
Total Expenditure	16,864.01

Notes

- Petty Cash Expenditure in the month £64.52
- Petty Cash Float Advance £125.00
- Direct Debit authorisation – minute reference (Min027/23(i))

RESOLVED: The report of the RFO was agreed.

(iii) AUDIT CONCLUSION

The RFO read to Members Section 3 of the AGAR.

“On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return, in our opinion the information in Sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met

Other matters not affecting our opinion which we draw to the attention of the authority

None”.

The RFO advised members that ‘The Notice of Conclusion of Audit ‘along with the certified AGAR (Sections 1,2 & 3) had been published on the notice boards and website. The inspection period dates were – 11th September 2023 to 23rd October 2023.

(iv) External Advice (06/23 return) on VAT changes - £550 (+vat)

The RFO reminded Members that they had Resolved for Menzies to check that VAT returns complied with the new reporting rules. They have reviewed the first batch of returns submitted to them and she had answered all their questions. A fee for the initial support has been received and she is hopeful that going forward she has clarified their knowledge so that future invoices will be reduced.

RESOLVED: Payment of invoice to Menzies in the sum of £550 (+vat) agreed.

(v) WILDFLOWER SEEDS AND BULBS

Members had agreed to the purchase of bulbs and seeds for the Wildflower bed at The Crescent. A sum had been agreed for the spend and the Clerk had advised Members and had then purchased the seeds and bulbs as she had been advised they sold out quickly.

RESOLVED: Members considered the increase and accepted the overspend.

(vi) REVALUATION OF ZCC

The Clerk advised that it is a requirement for the building to be revalued on a regular basis. The Company which had done the original valuation had advised it would be happy to undertake the valuation again at the same price as previous. The Clerk had asked why the price was so high when essentially nothing has been structurally altered and only solar panels have recently been added. The Company had requested the value of the panels and had confirmed they were prepared to undertake the revaluation as a desktop exercise. Members instructed the Clerk to check that insurance company are happy with a desktop valuation and subject to confirmation from the insurance company that they are happy with this to engage the company again.

RESOLVED: Accept the desktop valuation quote for £200.00 subject to confirmation that this is acceptable to the Insurance Company.

MIN.156/23 PLANNING

(i) Report of the Planning Committee

The report for October was presented to the meeting. Cllr. Ambler updated Members on recent decisions, there were no issues raised by Members. There was a minor amendment to Grove Farm (Hareshill) and the trees at St Nicholas School – although what could be done about the trees was questionable as they have been felled.

RESOLVED: The Report of the Planning Committee was agreed.

(ii) Nyasaland Appeals – Appeal ref: APP/N1730/W/23/3318602

Nyasaland, Crondall Road, Crookham Village, Fleet

The Clerk has registered Cllr. David Jackson as wishing to attend. Confirmation as to whether he wishes to address the Inspector is still required. These appeals are being held on 17 October 2023.

MIN.157/23 HIGHWAYS & FOOTPATH MATTERS

(i) Lea Green Paths

Cllr. Parker confirmed this is ongoing.

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

Cllr. Parker confirmed this is ongoing.

MIN.158/23 MANAGEMENT OF COUNCIL FACILITIES & LAND

(i) Report from Centre Managers

Report noted. The Chairman said that the Centre Managers have proved fantastically helpful on advising on the requirements for the new Centre and helped formulate how it is run.

MIN.159/23 INFORMATION SHARING & AGENDA ITEMS FOR NEXT MEETING

Nil.

The meeting closed at 8.25. pm.

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