

These are the unadopted Crookham Village Parish Council Minutes of the 6 November 2023, held at 7.45 pm in the WI Hall, The Street, Crookham Village. Please refer to the Minutes of the December 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 parishioners.

MIN.160/23 APOLOGIES

None.

MIN.161/23 CHAIRMAN'S ANNOUNCEMENTS

The Chairman reminded Members he and Cllr. Jackson will be representing the Council at the Act of Remembrance at the Gally Hill Memorial commencing at 11 am on the 12 November 2023.

MIN.162/23 MINUTES OF THE MEETING OF 2 OCTOBER 2023

The Chairman referred to these page by page. Min. 142/23 to Min. 159/23 were then agreed as a true record.

RESOLVED: The Minutes of the meeting of 2 October were accepted as a true record and signed by the Chairman.

MIN.163/23 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. Cllrs. Friend and Julia Ambler declared a non-pecuniary interest in the Grant application from the Crookham Infants school.

MIN.164/23 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.165/23 PUBLIC PARTICIPATION (maximum of 3 minutes per speaker).

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

Cllr. Makepeace-Browne said she remains willing to assist with the Conservation Area Appraisal review. The Albany Park developer removed a large amount of shrubs on the Watery Lane side of the application site and had promised to replant during the planting season. Action is still awaited and Hart District Council are chasing. She has a meeting with a Taylor Wimpey representative tomorrow to go over all the areas of Zebon estate open spaces and badger corridors and it is hoped to transfer ownership of everything to HDC. Cllr. Julia Ambler said with regard to these areas, they should all have been in the Neighbourhood Plan but if it seems some may have been missed she would appreciate being advised. With regard to the Nyasaland Hearing/Appeal, Cllr. Collins had made an official complaint about the abysmal showing from Hart Officers. Members then raised the issue about the occasional opening and closing of the SANG car park gates at Albany Park – users of the SANG are already using the Centre car park to the detriment of clients. Cllr. Makepeace-Brown said she would chase up. Cllr. Parker said Hampshire County Council were still trying to balance the books – costs are rising but Government grants are not. However, despite stories about Council's going bankrupt he wished to assure Members that this did not apply to HCC at present.

The Chairman then re-convened the meeting.

MIN.166/23 VACANCY FOR CLLR. FOR CROOKHAM VILLAGE WARD

The Chairman confirmed that the vacancy has again been advertised. He advised that since Elections will be held in May the 6 month rule now applies so there will be no recruitment to the post after this meeting.

MIN.167/23 FLEET LINK SERVICE

The Chairman advised that an email had been received from HCC regarding usage and a request to continue to fund for a further 6 months at a cost of £209. After a short debate it was decided to continue funding for a further 6 months and to promote in our next Newsletter to encourage use of the service. Clerk to ask HCC how they are promoting the service to the public.

RESOLVED: Fund for a further 6 months.

MIN.168/23 HAMPSHIRE ALC AGM 2023 – 4 NOVEMBER 2023 (update)

The Chairman and Cllr. Julia Ambler had represented the Council. There was an opening address by the HALC President Sir John Denham. Devolution was a subject again and remains a possibility should there be a change of Government. There was mention of a “Legal duty of subsidiarity” in relation to this. Fees were discussed and are likely to be increased. Members debated this at length and agreed it should be requested as an Agenda item for the next HDAPTC meeting. The overall % rise for the large councils was nominal but for the smaller councils it did not seem equitable.

RESOLVED: Submit to HDAPTC as an Agenda item (regarding fee increases) for its next meeting.

MIN.169/23 HARESHILL COMMUNITY BUILDING (update)

Cllr. Julia Ambler advised that a further monthly meeting had taken place. Hart have paid for the improved acoustic panel between the meeting room and main hall. The EPC rating for the building is minus 4, which means it is better than perfect and no further solar panels are required. The building has achieved carbon neutral.

MIN.170/23 CONSERVATION AREA (update)

Cllr. Julia Ambler advised that the HDC Overview & Scrutiny Committee meeting had been told by a Hart Officer that our workshop meeting had been a great success. Cllr. Ambler and the Consultant begged to differ as evidenced by email correspondence. Currently we have been given two templates by Hart and we are populating one with the updated Consultation document from our Consultant. Changes made by him are highlighted in red. Some detail requested by Hart had been rejected by our Consultant. Cllr. Jackson said we needed to highlight to other parishes how out of date some Conservation Area documents are via HDAPTC. Developers will use the failure to update such documents in applications and appeals. Cllr. Ambler said we will do our best but at the end of the day the decision is made by Cabinet. It is on the Cabinet work programme for February. We will do a web based consultation before Christmas advising of the minor changes which are highlighted in red. Responses must be received by February.

RESOLVED: Submit to HDAPTC as an Agenda item(regarding concern about out of date Conservation Area documents) for its next meeting.

MIN.171/23 SOLAR PV & HEAT PUMP PROJECT (update)

The Chairman advised we are still awaiting the scoping project brief. It was understood that family circumstances were the reason for the delay. The solar panel company had been advised of issues with some tiles and the bird netting and had visited to inspect and will be making the repairs. Meanwhile, the RFO has dealt with Npower in relation to an Export Meter and we await the issue of a DNO (which can take some months).

MIN.172/23 FINANCE**(i) Report of the RFO**

The RFO provided the following reports to the Council.

September 2023 Accounts**Notes****Income**

- 1) Bank Interest – Interest of £539.21 received on our Business Reserve Account
- 2) Precept – Second instalment of £74,451.15 received on the 4th of September 2023

Expenditure

- 1) Professional Fee includes a payment to BDO for £630 net for the external audit for YE 31/03/23
- 2) Capital Expenditure - second instalment of the cage for the solar panel equipment £787.50

September 2023

Balance sheet at Year End 30/09/23

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

Summary of Actual expenditure against budget for 01/04/23 to 30/09/23 with detailed notes against each cost.

Payments made in the month reconciliation – September 2023

(ii) Payments made in September 2023

28/09/2023	DD	Orange Pixel	40.00	Website / Hosting
01/09/2023	DD	Hart District Council	524.00	Rates
15/09/2023	DD	Bank line	8.00	Bank charges
15/09/2023	DD	Tesco Mobile	12.50	Telephone/ Broadband

18/09/2023	DD	Intuit	42.00	Account Software
15/09/2023	DD	Npower	116.06	electricity
18/09/2023	DD	Castle Water	112.44	Water Rates
14/09/2023	DD	vodafone	44.93	Telephone/ Broadband
28/09/2023	DD	Total Energies	146.88	Gas
25/09/2023	DD	Payroll	5,715.20	Payroll
27/09/2023	BACS	BDO	630.00	Professional Fees
27/09/2023	BACS	Sarah Covington	15.75	Customer Refunds
27/09/2023	BACS	Landlife Wildflowers	218.33	Environmental costs
27/09/2023	BACS	Comfort Building Services	169.00	Electrics & Plumbing
27/09/2023	BACS	Whitbread	25.00	cleaning
27/09/2023	BACS	Bitdefender	24.99	Web & hosting fees
27/09/2023	BACS	A Slater	787.50	Asset
27/09/2023	BACS	HAGS	60.00	Play Area Inspections
27/09/2023	BACS	KM electrics	340.00	Electrics & Plumbing
27/09/2023	BACS	Sunshine Commercial Services	1,090.29	Grounds Maintenance
27/09/2023	BACS	Sunshine Commercial Services	160.56	Grounds Maintenance
27/09/2023	BACS	Biffa Waste Services Ltd	170.43	cleaning
27/09/2023	BACS	Larkstel Ltd	449.00	Refuse
27/09/2023	BACS	A Fisk	344.46	communal areas
27/09/2023	BACS	Phoenix Pest Solutions	65.00	communal areas
27/09/2023	BACS	Town & Country	938.74	cleaning
		Total	12251.06	

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

	Total
Income	
Bank Interest Earned	539.21
Hire of Facilities	4,408.22
Hire of Pitches	94.40
Precept	74,451.15
Total Income	£ 79,492.98
Expenditure	
Asset Maintenance and Repairs	1,720.31
Capital Expenditure w/off	787.50
Environmental Projects	218.33
Miscellaneous	18.31
Office Expenses	73.27
Professional Fees	680.00
Property Maintenance	2,128.34
Property Services	956.81
Salaries	5,715.20
Total Expenditure	£ 12,298.07

Notes

- Petty Cash Expenditure in the month £62.76
- Customer Refunds £15.75
- Direct Debit authorisation – minute reference (Min. 027/23)

RESOLVED: The report of the RFO was agreed.

(iv) Grant Application CAB

This was discussed at Finance and put to Full Council for a decision. They have asked for £250. Clerk to ask them to produce a report of 200 words for our newsletter to promote their services.

RESOLVED: Grant of £250.

(v) Hall Hire Request – Crookham Infants School PTA

A request for 3 hours of hall time free of charge. After a short debate it was decided that the Free of Charge hall use raffle prize be specifically for a children's party.

RESOLVED: Members agreed to the Crookham Infant School PTA having FOC use of a Hall at ZCC as raffle prize for a children's party.

RESOLVED: One hall free of charge for 3 hrs for a children's party.

(vi) Grant application ZCRA

There are two elements to this and it had been discussed at Finance Cttee. They are asking for use of the hall and playing fields FoC and also for a grant of £200 for the childrens craft session.

RESOLVED: Members agreed to the FOC use of centre and playing fields and a grant of £200 for children's craft session at the Annual ZCRA Fete in July 2024.

Cllr. Jackson said he would include this in the Newsletter. The Chairman asked Cllr. Bradley if he could give us a some words in relation to the Arts Festival which the Council had supported.

Cllr. Bradley will produce a short report and he advised that Art to the value of £10k had been sold.

MIN.173/23 PLANNING

(i) Report of the Planning Committee

Cllr. Jackson presented the September report of the Planning Committee. He drew Members attention to the extension to the Hareshill development (by the replacing of bigger houses with smaller ones) which has been granted. Two tree applications noted which supported the huge amount of felling which has occurred at St. Nicholas School. The Crondall House applications had both gone through despite our concern, and that of Highways, to the access to the road. He advised of one glitch he had found in papers which was an application which had Granted at the top and reasons for Refusal at the bottom – he awaits a reply from the Planning Department.

RESOLVED: The Report of the Planning Committee was agreed.

(ii) Nyasaland Appeals – 17 October 2023 (update)

Nyasaland, Crondall Road, Crookham Village, Fleet

The applicant had put forward a case based entirely on their assertion that there was unfilled demand for self-build houses but they only planned to write after approval to people on the self-build register to see if any were interested in the Nyasaland site. Cllr. Jackson had asked the obvious question "what if there are no takers" and was advised that after a year the permission would revert to market housing. He was very disappointed that Hart seemed not to have picked this up. The S106 agreement was not ready for the hearing - the Inspector had given them 2 weeks to provide it.

(iii) HDC 23/02154/FUL – erection of a single storey rear extension and insertion of two windows to first floor rear.

Kiln Workshops, Pilcot Road, Crookham Village GU51 5RY

Cllr. Jackson introduced the application and invited debate. Members had viewed the application and had no objections.

RESOLVED: No objections.

(iv) HDC 23/02288/FUL – change of use of current detached outbuilding within residential curtilage of the host dwelling from workshop/office to domestic garage.

Highfield, Pilcot Hill, Dogmersfield, Hook, Hampshire RG27 8SX

The applicant was present and was invited to speak and explained why he needed a garage.

Cllr. Jackson then introduced the application and invited debate. Members had no objections.

RESOLVED: No objection.

(v) HDC 23/02215/HOU – erection of a single storey rear extension following demolition of existing conservatory.

29 Camus Close, Church Crookham, Fleet, Hampshire GU52 0UT

Cllr. Jackson introduced the application and invited debate. Members had no objections.

RESOLVED: No objection.

MIN.174/23 HIGHWAYS & FOOTPATH MATTERS

(i) Lea Green Paths (update)

Cllr. Parker confirmed this is ongoing. Cllr Jackson said we had a duty to our residents to ensure that there was a solid surfaced link to the path to be upgraded. After a short debate he agreed to produce a map and asked that Members who had not yet walked the path should do so in advance of a discussion at our next meeting about whether it should be a candidate project at the budget meeting.

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

Cllr. Parker confirmed this is ongoing.

MIN.175/23 MANAGEMENT OF COUNCIL FACILITIES & LAND

(i) Report from Centre Managers

Report noted.

MIN.176/23 CONFIDENTIAL/EXEMPT ACT 1960 S1(2) EXCLUSION OF PUBLIC AND PRESS

The Chairman advised that due to debate in relation to potential salary increases as a result of increased staff responsibilities it was necessary to formally exclude the public and press while the item was considered.

RESOLVED: Public and press were requested to leave the meeting.

MIN.177/23 RECOGNITION OF INCREASED RESPONSIBILITIES OF STAFF

The Chairman said this has arisen because the CMs have offered and would prefer to manage the new Community Centre. They will be taking on additional management responsibilities and informally it had been thought that they should get salary increase in recognition, this would equate to an additional Scale Point. During debate Members also recognised that neither the RFO nor Clerk had ever claimed overtime for their increasing workload. At the conclusion of debate Members decided that all staff should receive an additional scale point increase with effect from 1 April 2024.

This is in addition to the annual Scale Point increase for length of service and using the NALC scale points which this Council has always adhered to. The outcome being that all staff will receive a 2 Scale Point increase from 1st April 2024. In addition, the Chairman proposed that a bonus be paid to all the staff in recognition of the extra work they have all undertaken over the past year.

RESOLVED: All staff will receive a 2 scale point's increase in salary with effect from 1 April 2024 and will be paid a bonus of £500 each with the December salaries.

MIN.178/23 INFORMATION SHARING & AGENDA ITEMS FOR NEXT MEETING

The Clerk advised that she is currently seeking a bat ecologist to check whether there are bats on the tree at The Crescent Green which needs to be felled. Cllr. Julia Ambler raised the issue of f/p5 and standing water resulting in a very muddy surface. Cllr. Jackson said Hampshire Rangers had installed drainage there some years ago and they should be advised that the problem has returned and would they please take the necessary action to clear the drains so that water did not collect. Cllr. Jackson said that the white lining along the path from Danvers Drive behind the dwellings needs renewing and ZCRA are endeavouring to get the double yellow lines back on the narrow section of road into the Community Centre. He wondered whether a joint effort by the Council and Res Ass might prove beneficial.

Next meeting 4 December 2023 in the WI Hall. The informal budget meeting will be on 15 January 2024 in the ZCC meeting room at 7.45pm.

Meetings for 2024 will be as follows:

WI HALL 8 January
 5 February
 4 March
 8 April
 13 May – Annual General Meeting

The Annual Parish Meeting will take place after the AGM in May but before the 1 June 2024

HARESHILL 3 June
WI 1 July
HARESHILL 2 Sept
WI 7 Oct
HARESHILL 4 Nov
WI 2 Dec

Notice of Election will be posted on 22 March and that is when Purdah kicks in.

The meeting closed at 9.40 pm.