

These are the unadopted Crookham Village Parish Council Minutes of the 5 February 2024, held at 7.45 pm in the WI Hall, The Street, Crookham Village. Please refer to the Minutes of the March 2024 meeting for any amendments.

Present: Cllr. Simon Ambler (Chairman)
Cllr. Julia Ambler
Cllr. Philip Ashton
Cllr. Andrew Friend
Cllr. David Jackson
Mrs. Angela Sayers (RFO)
Mrs. Carol Leversha (Clerk)
Ms Anna Wierzbinska (Assistant Clerk)

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

MIN.016/24 APOLOGIES

Cllr. Bradley sent apologies due to an injury. Apologies accepted.

MIN.017/24 CHAIRMAN'S ANNOUNCEMENTS

The Chairman referred to an email from Hart regarding the issue of forms for the May elections and an offer from Cllr. Julia Ambler to assist any member with regards to completing these.

The gentleman representing Villagers Oppose Warehouses (VOW) had asked to speak to Members in relation to Agenda item 11(ii) and the Chairman will bring this item forward under public participation.

MIN.018/24 MINUTES OF THE MEETING OF 8 January 2024.

The Chairman referred to these page by page Min 001/24 to Min. 015/24.

RESOLVED: The Minutes of the meeting of 8 January 2024 were accepted as a true record and signed by the Chairman.

MIN.019/24 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.020/24 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.021/24 PUBLIC PARTICIPATION (maximum of 3 minutes per speaker).

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

A resident mentioned about the HDC thermal images camera and was advised that a request for its use will be made. Cllr. Parker said the topic of Malthouse Bridge has been raised and a suggestion was made to make it one-way system, using Coxheath Rd for the overflow. Cllr. Jackson asked that the central white line on Crookham Rd be moved further back as there were issues with traffic turning there. Cllr. Makepeace-Browne asked to be alerted when we bid for the thermal camera loan. Cllr. Friend asked Cllr. Parker about school crossing patrols, and it was said these are under threat due to budget cuts. Cllr. Parker said they are being looked at but the Cabinet member said the duty was to provide a safe route to schools, but it doesn't mean they must provide patrols. The Chairman invited the VOW representative to speak. He drew attention to the number of vehicle movements on a daily basis (12,000 vehicles over 12-hour period non-stop throughout the year) and the impact this will have on the existing traffic levels. Flooding and congestion of the junction with the Motorway was also mentioned. Copies of his presentation had been sent to Members. Members were then invited to raise any matters with the speaker. Cllr. Jackson pointed out the fact that along the M3 corridor there are already many empty warehouses totalling more space than this proposal. The Chairman thanked the VOW speaker and then re-convened the meeting and brought forward Agenda item 11(ii) for Members debate. This is minuted under Planning.

MIN.022/24 HARESHILL COMMUNITY BUILDING (update)

Cllr. Julia Ambler advised there is next site meeting on 22 February. HDC have offered us some of their surplus office furniture including some whiteboards and other stuff.

The Chairman advised that the timescales for us acquiring the building are still aiming for 1 of April as potential opening date, but it will more likely be mid April.

Hart are keen on the ribbon cutting ceremony on a weekday, and this will probably take place after the election on 2 May. Parish is keen on doing a big open day after the elections are over. Potentially a weekend in the middle of May outside of the bank holidays.

MIN.023/24 CONSERVATION AREA (update)

Cllr. Julia Ambler advised that revised completed document had been sent to HDC last Monday and had been acknowledged today. She hopes that it will be adopted by HDC Cabinet in March.

MIN.024/24 SOLAR PV & HEAT PUMP PROJECT (update)

The Clerk advised that she tried to contact Mr Bean but was only able to leave a message on his ansaphone. She asked whether he would be able to produce the project plan he had proposed or whether he wants the Council to seek help from another consultant. Should latter be the case, Clerk asked if he could suggest anyone. The matter of DNO was raised and it was felt that it is taking a rather long time to be issued. Still awaiting action from Npower in relation to an Export Meter and we await the issue of DNO (which has taken some months) for the Zebon Community Centre. The Clerk is to contact Bas-Coop who were to follow up on DNO and see what the situation is. The Chairman would like this done urgently so that we do not miss on the payments this summer.

MIN.025/24 FINANCE**(i) RFO Report**

The RFO presented the following to Members:

December 2023 Accounts**Notes****Income**

- 1) Bank Interest – Interest of £597.39 received on our Business Reserve Account

Expenditure

- 1) Professional Fee includes a payment to Cardinus for £200 for the Zebon Copse Centre (ZCC) Reinstatement cost assessment
- 2) Communal Areas – includes a payment of £800 to Andy Fisk for the annual leaf blowing along the canal.
- 3) General repairs – includes a payment of £250 to Phil's Pest Control for the drainage survey at ZCC
- 4) Community Transport - A payment of £209 has been made to Hampshire County Council for the Fleet Link Service covering the period Oct 23 to March 2024
- 5) Play Area – includes fencing repairs to the ZCC junior play area of £285 and Lea Green repairs of £250

(ii) December 2023 Accounts

Balance sheet at Year End 31/12/23

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

Summary of Actual expenditure against budget for 01/04/23 to 31/12/23 with detailed notes against each cost.

Payments made in the month reconciliation – December 2023

Payments made in December 2023

Date	Num	Name	Net	Category
01/12/2023	DD	Hart District Council	524.00	Rates
15/12/2023	DD	Bank line	9.20	Bank charges
19/12/2023	DD	Intuit	42.00	Account Software
19/12/2023	DD	Castle Water	128.66	Water Rates
14/12/2023	DD	Vodafone	76.56	Telephone/ Broadband
29/12/2023	DD	Npower	16.80	Electricity
14/12/2023	BACS	Payroll	11,063.35	Payroll
21/12/2023	BACS	Comfort Building Services	169.00	Electrics & Plumbing
21/12/2023	BACS	Hampshire County Council	209.00	Community Transport
21/12/2023	BACS	Town & country Cleaning	1,006.12	Cleaning
21/12/2023	BACS	Yateley Fencing Ltd	285.00	Play Area Maintenance
21/12/2023	BACS	Biffa Waste Services Limited	196.30	Refuse
21/12/2023	BACS	Cardinus Risk Management	200.00	Professional Fees
21/12/2023	BACS	Tectonic Software Aps	44.28	Software Fees
21/12/2023	BACS	DGCS - Digigroup	1,204.00	Security
21/12/2023	BACS	DGCS - Digigroup	90.00	Security
21/12/2023	BACS	JRB Enterprise Ltd	498.00	Communal Area Maintenance
21/12/2023	BACS	Larkstel Ltd	699.00	Refuse
21/12/2023	BACS	Phil's Pest Control	250.00	Communal Area Maintenance
21/12/2023	BACS	Sunshine Commercial Services Ltd	119.97	Grounds Maintenance
21/12/2023	BACS	Ring	34.99	Repairs & maintenance
21/12/2023	BACS	Whitbread	25.00	Cleaning
21/12/2023	BACS	Andy Fisk	800.00	Communal Area Maintenance

21/12/2023	BACS	Andy Fisk	379.26	Communal Area Maintenance
18/12/2012	CHQ 3654	Petty Cash Float	150.00	Petty Cash float
		Total Payments	18,220.49	

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

	<u>Total</u>
Income	
Bank Interest Earned	597.39
Hire of Facilities	3,141.47
Hire of Pitches	415.52
Total Income	<u>£4,154.38</u>
Expenditure	
Asset Maintenance and Repairs	2,332.23
Marketing, Sponsorship, Printing, Postage & Advertising	209.00
Miscellaneous	93.06
Office Expenses	79.27
Professional Fees	251.20
Property Maintenance	3,392.83
Property Services	746.02
Salaries	11,063.35
Total Expenditure	<u>£18,166.96</u>

Notes

- Petty Cash Expenditure in the month £96.47
- Petty Cash Float Advance £150.00
- Direct Debit authorisation – minute reference (Min.027/23)

RESOLVED: The report of the RFO was agreed.

The Chairman mentioned two redundant laptops and asked if Members supported the idea of donating them to the Lions charity for their clients. Members supported this idea.

(iii) Agree budget for 2024/25

The RFO advised members that a copy of the budget, agreed at the informal budget meeting, was in Dropbox. From that budget the precept for 24/25 was set. Hart District Council had been given the agreed provisional precept figure following the budget meeting which she had advised them would be ratified at Full Council in February.

RESOLVED: Members accepted the budget for 2024/2025.

(iv) Precept for 2024/25 and sign Precept Form.

The RFO advised that members had agreed a precept figure of £169,301.86. She advised members that because of the precept now exceeding £150,000 an additional breakdown of budgeted expenditure and income needed to be detailed on the precept form to be signed. A copy of the precept form with the breakdown had been provided to members in dropbox.

RESOLVED: The Precept was agreed at £169,301.86p and the precept form was signed by the Chairman of Council, Chairman of Finance & HR and Clerk.

ACTION – RFO to send signed precept form to Hart District Council on Tuesday 6th February

MIN.026/24 PLANNING

(i) Report of the Planning Committee

Cllr. Jackson presented his report. He drew Members attention to various items on it. A short debate ensued.

RESOLVED: The Report of the Planning Committee was agreed.

(ii) Villages Oppose Warehouses (Lodge Farm Development)

The VOW speaker, Mr. David Harrington addressed the meeting under public participation. The Chairman confirmed that when the application does come before HDC, parish council will make their views known.

(iii) HDC 23/02817/HOU – demolition of utility room and erection of a two storey part front part side extension and conversion of garage into habitable accommodation.

6 Veronica Drive, Crookham Village, Fleet, Hampshire GU51 5SF

Cllr. Jackson introduced the application and invited debate. Concerns were raised that this 4 bed house should have 3 parking spaces to meet the Hart standard and that further spaces in the front garden would have a serious adverse effect on the street scene.

RESOLVED: Objection. The Hart parking standard for a 4-bed house is 3 spaces. Conversion of the compliant 5m x 2.5m garage would mean that only the 2 spaces in the front garden would be available according to the plans. Adding a further parking space in the front garden would have an even greater adverse effect on the street scene. CVPC therefore objects to the garage conversion element of this application.

Note that a future owner of this 4-bed house will likely bring more occupants and more cars even if the current owner does not need more than two spaces.

MIN.027/24 HIGHWAYS & FOOTPATH MATTERS

(i) Lea Green Paths (update)

Cllr. Jackson has produced maps which clearly show the path across Lea Green and the further area on Fleet Town Council land leading up to the current hard surfaced footway. It was felt that we should seek to get the S106 money (currently to upgrade the existing hard surface) diverted to put down a solid surface on the muddy paths which people are using to access the existing solid surface. Cllr. Parker confirmed he is going to find the HCC Offices responsible for dealing with this and get the Officer to do site visit.

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

Cllr. Parker confirmed this is ongoing but will be long term to implement.

(iii) F/P 5 – Drainage Issues (update)

Cllr. Jackson said he had a call from RoW officer and he explained the issue and sent pictures going back to 2013 of where HCC had fitted the drainage pipes to deal with this issue then. The Officer has gone away to think about it.

(iv) Flooding

Cllr. Ashton said he had raised the matter due to a recent flooding in January and noted a resident has sent pictures of flooding over the wooden walkway at Watery Lane. It was thought that issue was just a result of the deluge. Cllr. Makepeace-Browne said no further comments or complaints have been raised by the residents of Watery Lane and she is first point of contact on any issues. Agreement was reached to raise this with Flood Forum at their next meeting and Cllr. Makepeace-Browne will let us know the date of that meeting.

MIN.028/24 MANAGEMENT OF COUNCIL FACILITIES & LAND

(i) Report from Centre Managers

Report noted. Still awaiting the tile and bird items to be remedied by solar panel company.

MIN.029/24 INFORMATION SHARING & AGENDA ITEMS FOR NEXT MEETING

The Chairman gave a summary of the HDAPTC meeting. The Minutes will be circulated when received. There is a general lack of enforcement across Hart.

Cllr. Ashton gave a brief summary of the Emergency & Resilience Workshop he had attended. It was a consolidation of views and nearly all parishes had an emergency plan. Ideas were shared by participants over 2 hours period. The forum notes were not shared, despite the promise they will. Crookham Village have a good emergency plan. Suggestion of bi-annual revisits of the documents was made. His report is filed under the February Council meeting in Dropbox.

Cllr. Ashton also mentioned that the weekend parking at Zebon Community Centre was really bad and busy. A Member of public has also sent him an email about someone riding on a scrambler bike over the paths and football pitches on Friday afternoon.

Cllr. Jackson spoke about the Transport Forum and HCC will be shedding a large amount of money and it is not looking good for things like Fleet Link and the notes for that meeting came through today. The light on Danvers Drive is still on all day but nothing has been done about it.

Cllr Jackson advised that it emerged at the recent HDAPTC meeting that areas of Fleet were facing installation of roadside poles to carry broadband. Cllr Makepeace-Brown advised that this was permitted development in areas where no ducting was available for new suppliers and could not be refused.

The meeting closed at 9 pm.

Meetings for 2024 will be as follows:

WI HALL 4 March - 8 April - 13 May – **Annual General Meeting**

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

Notice of Election for 2 May 2024 will be posted on 22 March and that is when Purdah kicks in.

The Annual Parish Meeting will take place on Monday the 20 May 2024 venue etc to be decided.