

These are the unadopted Crookham Village Parish Council Minutes of the 4 March 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
Cllr. Indra Sinka
Mrs. Angela Sayers (RFO)
Mrs. Carol Leversha (Clerk)
Ms Anna Wierzbinska (Assistant Clerk)

In attendance HCC Cllr. Stephen Parker and HDC Cllr. Tony Clarke and 3 members of the public.

MIN.030/24 APOLOGIES

Cllr. Bradley sent apologies due to his ongoing injury. Apologies accepted.

MIN.031/24 CHAIRMAN'S ANNOUNCEMENTS

None.

MIN.032/24 MINUTES OF THE MEETING OF 5 February 2024.

The Chairman referred to these page by page Min 016/24 to Min. 029/24. The following amendments were made: Min.021/24 – delete "Cllr. Jackson this proposal". Min. 027/24 – before S106 money insert "some of". With these amendments the Minutes were agreed.

RESOLVED: The Minutes of the meeting of 5 February 2024 were accepted as a true record and signed by the Chairman.

MIN.033/24 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.034/24 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.035/24 PUBLIC PARTICIPATION (maximum of 3 minutes per speaker).

The Chairman adjourned the meeting for public participation.

Cllr. Parker wished to remind Members that the HCC Consultation is still open, and he asked for the Council to respond and for individuals to also do so. He is working on his monthly update, and this will be sent in due course. Mention was made of temporary speed changes and a request for consideration of a priority way over Malthouse Bridge was made. A complaint was again raised in relation to a road repair on Crondall Road. Cllr. Parker said he would investigate. Cllr. Clarke advised that the Conservation Area document was being considered this week by HDC Cabinet. Thanks were expressed to the Chairman for arranging the loan of the Thermal Camera. Members were advised that the AGM of the Zebon Copse Residents Association is being held on 3 April 2024.

The Chairman then closed the meeting to the public.

MIN.036/24 HCC BUDGET CUTS CONSULTATION

The Chairman said Members were advised of the service areas being consulted on. As a Council he invited Members views. Members wished to comment on the following:

- Page 20 P&TC Investment funds
- Maintenance budget for highways
- Page 1 – Homeless Support Services
- Passenger Transport
- Household Waste Recycling Centres
- Passenger Transport
- Page 99 – School Crossing Patrols
- Page 106 – Street Lighting
- Page 107 - Cultural Enterprises

Members will provide the wording to support the comments on the above matters.

RESOLVED: Respond in relation to the above issues

MIN.037/24 REVIEW OF STANDING ORDERS & ToRs of Finance & HR Cttee

The Chairman introduced the item and after a short debate it was agreed that these be given further consideration and brought back to the April meeting.

MIN.038/24 HARESHILL COMMUNITY BUILDING – SECURITY PATROLS

Members supported inviting our current security service to quote for patrolling the Harehill Building.

MIN.039/24 HARESHILL COMMUNITY BUILDING (update)

Following the site visit on 22nd of February, Cllr. Julia Ambler advised that the building it is close to being done. Front door is still to be delivered, but an acoustic door has now been fitted and it works well. Car park is still being sorted out. Chairman provided some updates about the costs for CCTV and alarms. Formal opening date is still TBD, but it will be after ribbon cutting ceremony, which is scheduled for 16th of May. Council will do the official opening. The issue of drainage in relation to the ground where the play area is to be sited was raised.

MIN040/24 CONSERVATION AREA (update)

Cllr. Julia Ambler advised as per Cllr. Clarke update earlier that it should be accepted this week.

MIN.041/24 SOLAR PV & HEAT PUMP PROJECT (update)

The Clerk confirmed that the consultant still hadn't delivered the quote and asked for permission to obtain the quote from someone else. Members agreed that it should be dealt with ASAP, they also expressed their disappointment. The Chairman congratulated the RFO on her hard work in resolving the issues associated with getting an export meter so that our excess energy can be sold back to the grid.

RESOLVED: Clerk to cancel current consultant and seek another consultant.

MIN.042/24 FINANCE

(i) RFO Report

The RFO presented the following to Members:

Income

- 1) Bank Interest – Interest of £590.65 received on our Business Reserve Account

Expenditure

- 1) Professional Fee includes a payment of £620 to Menzies for VAT Qtr Oct – December 23
- 2) Advertising -A payment of £347 to SLCC for the advertising costs associated with recruitment
- 3) Printing - A payment of £432 to Imprint Colour for our latest newsletter
- 4) General repairs & Maintenance includes payments to Hart Roofing for £310 and Phil's Drainage for £710.00
- 5) Play Area – includes a payment to Wicksteed for £297 for the annual inspections
- 6) Street furniture maintenance – A payment was made to Haven Memorials for £525 for cleaning of the war memorial
- 7) Capital Expenditure – Ring doorbell signs £50.30
- 8) *S137 – Chairmans Allowance £216 – BACS 26/01/24 – Staff Christmas Lunch at Chequers

Bank Accounts – Balance sheet

The Balance sheet now shows the new Unity account opened – Balance £100k

(ii) January Accounts

Balance sheet at Year End 31/01/24

Income & Expenditure Account for the month of January 2024 as detailed below.

Summary of Actual expenditure against budget for 01/04/23 to 31/01/24 with detailed notes against each cost.

Payments made in the month reconciliation – January 2024

Payments made in January 2024

Date	Num	Name	Net	Category
			£	
02/01/2024	DD	Hart District Council	524.00	Rates
15/01/2024	DD	Bank line	8.80	Bank Charges
16/01/2024	DD	Intuit	42.00	Account Software
04/01/2024	DD	Total energies	306.91	Gas
02/01/2024	DD	Orange Pixel	45.00	Hosting / WEB
16/01/2024	DD	Castle Water	131.93	Water Rates
16/01/2024	DD	vodafone	73.76	Telephone/ Broadband
30/01/2024	DD	Orange Pixel	45.00	Hosting / WEB
15/01/2024	DD	Npower	129.09	Electricity
26/01/2024	DD	Payroll	5,990.60	Payroll
26/01/2024	BACS	Argent Creative Marketing Limited	80.00	Website/hosting
26/01/2024	BACS	Crookham Village WI	80.00	Hall Hire
26/01/2024	BACS	Source Supplies	49.80	Cleaning
26/01/2024	BACS	Simon Ambler	216.00	Chairman allowance
26/01/2024	BACS	Initial	255.14	Cleaning

26/01/2024	BACS	Allsigns	50.30	Repairs & Maintenance
26/01/2024	BACS	James chandler	87.50	Customer Refund
26/01/2024	BACS	Techtonic	44.28	Software
26/01/2024	BACS	KM electrics	95.00	Electrics & Plumbing
26/01/2024	BACS	Hart Roofing	310.00	Repairs & Maintenance
26/01/2024	BACS	Larkstel Ltd	449.00	Refuse
26/01/2024	BACS	Sunshine Commerical Services Ltd	1,090.29	Grounds Maintenance
26/01/2024	BACS	Wicksteed Leisure Ltd	297.00	Play Area Maintenance
26/01/2024	BACS	Comfort Building Services Ltd	169.00	Electrics & Plumbing
26/01/2024	BACS	Imprint Colour	432.00	Printing
26/01/2024	BACS	HAGS-SMP Ltd	60.00	Play Area Maintenance
26/01/2024	BACS	Haven Memorials	525.00	Communal areas maintenance
26/01/2024	BACS	Town & Country Cleaning Limited	1,143.04	Cleaning
26/01/2024	BACS	SLCC	347.00	Advertising
26/01/2024	BACS	Menzies	620.00	Professional Fees
26/01/2024	BACS	Phil's Drainage Services	710.00	Repairs & Maintenance
26/01/2024	BACS	T3 Handyman Services	251.00	Repairs & Maintenance
26/01/2024	BACS	P Ashton	29.25	Training/Courses
26/01/2024	BACS	Information Commissioners	40.00	Subscriptions
26/01/2024	BACS	A Fisk	505.90	Communal Areas Maintenance
		Total Payments	15,233.59	

**Crookham Village Parish Council
Income & Expenditure Account
January 2024**

	<u>Total</u>
Income	
Bank Interest Earned	590.65
Hire of Facilities	6,424.69
Hire of Pitches	231.59
Total Income	<u>£ 7,246.93</u>

Expenditure	
Asset Maintenance and Repairs	2,478.19
Capital Expenditure w/off	50.30
Marketing, Sponsorship, Printing, Postage & Advertising	779.00
Miscellaneous	13.34
Office Expenses	243.53
Professional Fees	670.80
Property Maintenance	3,509.28
Property Services	1,245.69
Salaries	5,990.60
*Sections 137	216.00
Subscriptions	40.00
Total Expenditure	<u>£15,236.73</u>

Notes

- Petty Cash Expenditure in the month £90.64

- Customer Refunds £87.50
- Direct Debit authorisation – minute reference (Min.027/23)
- *S137 Chairman's allowance

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.

RESOLVED: The report of the RFO was agreed.

(iii) Finance & HR Cttee Contract Renewals

The Cttee proposed that the following contracts for 2024/25 be renewed:

- DCGS Security Company (£2364.00)
- Larkstel (£5388.00)
- Phoenix Pest Control (£725.00)
- Richard Thorpe Fire Services (£180.00)
- HAGS play equipment inspections Lea Green (£300.00)

RESOLVED: Members accepted the renewal contracts figures.

(iv) Review of Treasury Management & Investment Policy

The Chairman introduced an item. The debate was carried out about the policy document and it was felt that further changes to the policy document are required. Bring back to the April meeting.

(v) FOC use of Hareshill Community Centre for HVA

The Chairman and members confirmed it will be a good idea to allow HVA to use the new community centre FOC, as it will also help to generate interest and some publicity about the new centre.

RESOLVED: If the new hall is available HVA may use it for its AGM on 20th May FOC.

MIN.043/24 PLANNING

(i) Report of the Planning Committee

Cllr. Jackson presented his report. It has been a quiet month with no new applications. He advised that a recent meeting on Enforcement had elicited that there was only point 4 of officer time available for dealing with issues. Cllr. Clarke agreed to establish the date of first occupancy at Albany Park which will define the closure date of the SANG car park access off Danvers Drive.

RESOLVED: The Report of the Planning Committee was agreed.

MIN.044/24 HIGHWAYS & FOOTPATH MATTERS

(i) Lea Green Paths (update)

The meeting has been agreed for 19th of March at 1pm with HCC officer to inspect the path. Cllr. Parker stated that he may not be able to attend the meeting, but he is following this matter closely and will be looking into further updates. However he had re-read the relevant section of the S106 which does not actually say what the money is to be spent on to pay for the upgrading of the footpath but it does not say any particular part.

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

Cllr. Parker confirmed this is ongoing but will be long term to implement. Cllr Parker confirmed it will not be a quick fix again.

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

Cllr. Jackson advised that it is still with HCC and this item should stay on the agenda.

There are protruding drains on the south side of the roundabout at ZCC and when the drainage for the sites is connected to the balancing pond, could Vistry be requested to get the contractors to level these drain covers.

MIN.045/24 MANAGEMENT OF COUNCIL FACILITIES & LAND

(i) Report from Centre Managers

Still awaiting the tile and bird items to be remedied by solar panel company. Members reviewed the ZCC CM report, and it was accepted. The Chairman said the CMs were good at challenging warranty work and saving the Council costs. He wished to record his thanks for this and also for their own time in getting to grips with the new booking system.

MIN.046/24 INFORMATION SHARING & AGENDA ITEMS FOR NEXT MEETING

Martyn's Law seminar update was provided by the Clerk. Debate took place about the parking on verges at Hitches Lane and Pilcot Road junction. It was believed that Berkeleys might be making changes to it as part of their obligations – reference should be made to the planning docs.

The meeting closed at 21.13 pm.

Meetings for 2024 will be as follows:

WI HALL 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.

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