

These are the unadopted Crookham Village Parish Council Minutes of the 8 April 2024, held at 7.45 pm in the WI Hall, The Street, Crookham Village. Please refer to the Minutes of the May 2024 meeting for any amendments.

Present: Cllr. Simon Ambler (Chairman)
Cllr. Julia Ambler
Cllr. Philip Ashton
Cllr. Peter Bradley
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. Tina Collins and 3 members of the public.

MIN.052/24 APOLOGIES

Cllr. Friend sent apologies due to Easter holiday. Apologies accepted.

MIN.053/24 CHAIRMAN'S ANNOUNCEMENTS

Chairman advised the meeting that the parish election was uncontested but that candidates still needed to submit the expenses forms.

MIN.054/24 MINUTES OF THE MEETING OF 4 March 2024.

The Chairman referred to these page by page. Correction to page 4 min 044/24 (iii) delete "to the balancing pond" insert: "to main sewer on Danvers Drive".

RESOLVED: The Minutes of the meeting of 4 March 2024 were accepted as a true record and signed by the Chairman.

MIN.055/24 MINUTES OF THE EXTRA-ORDINARY MEETING OF 18 MARCH 2024.

The Chairman referred to these minutes.

RESOLVED: The Minutes of the extra-ordinary meeting of 18 March 2024 were accepted as a true record and signed by the Chairman.

MIN.056/24 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.057/24 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.058/24 PUBLIC PARTICIPATION (maximum of 3 minutes per speaker).

The Chairman adjourned the meeting for public participation.

Member of the public raised concerns about the vehicles parked on the verges at Crossways junction and the danger they are causing due to obstructing the view of the junction. The need for dropped kerb or permission for parking should be in place. Cllr. Parker advised that Highways should be approached about dropped kerb, but they may refuse to grant such permission. Cllr. Collins to follow it up with HDC. Member of the public spoke in relation to the new community centre at Hareshill advising that some consideration should be given to the type of solar panels at this new community centre, as certain types can pose a risk to go in flames (glass on foil type), glass on glass type of panels should be preferred. Another member of the public raised concern from resident regarding the road leading into section of the SANG from the Albany Park side, and the possibility of it being opened for passing traffic. Cllr. Jackson advised the traffic will not be allowed there, other than the emergency vehicles. It has been confirmed that the first occupation was in January 2023. ZCRA members also raised concerns about the single track on Danvers Drive leading to the Zebon Community centre, and cars parked on side of the road leading to it. Yellow lines were discussed, and the fact they need re-painting, among few other ideas for the improvements of this road safety. Cllr. Sinka opened the discussion about parking spaces outside of the nursery in the village. The residents from Veronica Drive raised number of concerns about nursery staff not utilising their parking spaces outside the nursery, and instead parking around Veronica Drive, often causing disruptions, and blocking access for the residents. Cllr. Collins advised that she already raised this matter with the staff of the nursery. Cllr. Collins will follow it up with Development Control.

The Chairman then closed the meeting to the public.

MIN.059/24 REVIEW OF STANDING ORDERS & ToRs of F&HR CTTEE

The Chairman introduced this item on the agenda and dealt with the Finance & HR Cttee terms of reference. These gave authority to that Cttee to renew an existing contract where performance has been satisfactory and report this to Full Council. The Standing Orders now noted that Hareshill Community Centre will be a Council meeting place (when it is handed over).

RESOLVED: Members approved the Standing Orders & ToRs of F&HR Cttee.

MIN.060/24 HARESHILL COMMUNITY BUILDING (update)

Cllr. Julia Ambler introduced item. Front doors are now installed, as well as CCTV. Car park is now done. Building is clean, any visits require protective shoes. Outside space is still a concern, mainly the drainage. Snagging is due to any time now. Solicitor is now retained. Document has been sent to solicitors requiring further information about management company and warranties. 16th of May 2024 is still an official opening day.

MIN.061/24 SOLAR PV & HEAT PUMP PROJECT (update)

No further progress.

RFO advised she chased the EON for further updates on meter exchange.

MIN.062/24 FINANCE

(i) RFO Report

The RFO presented the following to Members:

Income

- 1) Bank Interest – Interest of £460.57 received on our Business Reserve Account.
- 2) £13,500 was transferred from the Business Reserve Account to the Natwest Current Account In February 2024.

Expenditure

- 1) Professional Fee includes a payment of £45 payment to Agile for HR advice.
- 2) Communal Area includes expenditure of £3445.13 to A Fisk relating to the Lea Green ditch clearance and lengthsman work around the parish.
- 3) Computer/Web costs – include a payment of £220 to Argent Marketing to update the ZCC website with the Lemon bookings system.
- 4) Capital Expenditure £2274.30 for 2 new laptops/ Mobile phone/Water Urn

(ii) February Accounts

Balance sheet at Year End 29/02/24

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

Summary of Actual expenditure against budget for 01/04/23 to 29/02/24 with detailed notes against each cost.

Payments made in the month reconciliation – February 2024

Payments made in February 2024

Date	Num	Name	Net	Category
15/02/2024	DD	Bank line	13.60	Bank charges
16/02/2024	DD	Intuit	46.00	Account Software
06/02/2024	DD	Total energies	306.47	Gas
00/01/1900	DD	Orange Pixel	45.00	Computer Web / Hosting Fees
16/02/2024	DD	Castle Water	131.93	Water Rates
14/02/2024	DD	Vodafone	76.26	Telephone/ Broadband
29/02/2024	DD	Vodafone	27.93	Telephone/ Broadband
15/02/2024	DD	Npower	168.71	Electricity
26/02/2024	DD	Payroll	7,112.41	Payroll
26/02/2024	BACS	Parish Online	90.00	Subscription
26/02/2024	BACS	P Owen	50.00	Customer Refund
26/02/2024	BACS	Argent Creative Marketing	220.00	Computer Web / Hosting Fees
26/02/2024	BACS	Larkstel Ltd	449.00	Refuse
26/02/2024	BACS	Mobile fun	19.15	Computer Web / Hosting Fees
26/02/2024	BACS	HP	1,691.82	Assets
26/02/2024	BACS	Samsung	162.49	Assets
26/02/2024	BACS	Town & Country Cleaning Limited	730.13	Cleaning
26/02/2024	BACS	Rockhopper Locks Ltd	139.00	Repairs & Maintenance
26/02/2024	BACS	Sunshine Commercial Services	1,090.29	Grounds Maintenance
26/02/2024	BACS	Nisbets	419.99	Assets
26/02/2024	BACS	Comfort building	169.00	Electrics & Plumbing
26/02/2024	BACS	DGCS	392.00	Security
26/02/2024	BACS	A Fisk	2,281.00	Communal Areas Maintenance
26/02/2024	BACS	Asda Store	7.00	Telephones & Broadband
26/02/2024	BACS	Tectonic Software Apps	36.90	Computer Web / Hosting Fees
26/02/2024	BACS	Phiis Pest Control	60.00	Communal Areas Maintenance
26/02/2024	BACS	Pro Steam UK	765.00	Cleaning

26/02/2024	BACS	Viking	19.95	Stationery
26/02/2024	BACS	Viking	156.90	Consumables
26/02/2024	BACS	A Fisk	1,164.13	Communal Areas Maintenance
08/02/2024	Chq 3655	Petty Cash	115.00	Petty Cash float
05/02/2024	Chq 3656	Agile HR	45.00	Professional Fees
		Total Payments	18202.06	

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

	<u>Total</u>
Income	
Bank Interest Earned	460.57
Hire of Facilities	4,324.99
Hire of Pitches	584.78
Total Income	<u>£5,370.34</u>

Expenditure	
Asset Maintenance and Repairs	4,599.17
Capital Expenditure w/off	2,274.30
Office Expenses	464.10
Professional Fees	104.60
Property Maintenance	2,705.08
Property Services	737.45
Salaries	7,112.41
Subscriptions	90.00
Total Expenditure	<u>£18,087.11</u>

Notes

- Petty Cash Expenditure in the month £72.19
- Petty Cash Float advance in Feb 24 £115.00
- Supplier Refund £22.14
- Customer Refunds £50.00
- Direct Debit authorisation – minute reference **027/23**
RESOLVED: The report of the RFO was agreed.
- (iii) Review of Treasury Management and Investment document**
The Chairman introduced an item.
Cllr. Julia Ambler advised the document is up to date and ready for the approval.
RESOLVED: Members accepted the revised document.
- (iv) Review of Risk Register document**
The Chairman introduced an item.
RESOLVED: Members accepted revised Risk Register document.
- (v) Quote for supply and erection of Car Park signage at Zebon Centre**
The Chairman introduced an item.
RESOLVED: Members accepted the quote of £715.00 from Krakenprint for the new sign.
- (vi) DGCS Quote for Hareshill Centre**
The Chairman introduced an item.

RESOLVED: Members approved the quote for security services from DGCS, including key holding, security patrols and emergency call-out visits.

(vii) Quote for valuation of Hareshill Centre for Insurance

The Chairman introduced an item.

RESOLVED: Members accepted the quote of £580.00 (plus VAT) from Cardinus for the valuation.

MIN.063/24 PLANNING

(i) Report of the Planning Committee

Cllr. Jackson presented his report. 6 Veronica Drive garage conversion has been approved by Hart officers on the basis that the first garage space was no longer counted. It had been anticipated that this element of the new standard would be applied only to new build. Applying it to existing properties means that requests for single garage conversion can no longer be resisted even when the result will be a significant adverse effect on street scenes by parking in front gardens, which seems like an unintended consequence. A pre-app is with Hart for a development at Dachs Lodge in Ewshot parish opposite the new Co-op on Redfields Lane. Finally, members of the planning committee were requested to familiarise themselves with 24/00584/AMCON for Crondall House, which will be considered at the next committee meeting.

RESOLVED: The Report of the Planning Committee was agreed.

MIN.064/24 HIGHWAYS & FOOTPATH MATTERS

(i) Lea Green Paths (update)

Cllr. Jackson advised members of the meeting with transport strategic planners, which took place on 19 March 2024. They are interested in our proposal, but we must wait and see what the outcome will be. Unless there is an excess of money from the developer, there may not be enough funds to upgrade the path. Cllr. Parker advised that the amount of funds from Hareshill development is limited, but as this is a route for schools, there may be some funds available from elsewhere. There will not be a quick fix as these things take time to resolve.

(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 also confirmed it will not be a quick fix. He asked the officers to look at the spot in question, while he had his meeting with them. The officers from transport strategic planning took some photo evidence and will advise further in due course.

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

Cllr. Jackson advised photos were sent back in January 2024, but haven't heard back yet. The person in charge is not back until May. No further updates currently.

MIN.065/24 MANAGEMENT OF COUNCIL FACILITIES & LAND

(i) Report from Centre Managers

Members reviewed the ZCC CM report, and it was accepted.

(ii) Fleet Phoenix request to use Lea Green

Members acknowledged the request from Fleet Phoenix for their summer project.

RESOLVED: Permission granted for the use of Lea Green.

MIN.066/24 INFORMATION SHARING & AGENDA ITEMS FOR NEXT MEETING

HDAPTC meeting takes place on 16 April 2024. Cllr. Jackson will be attending on behalf of the Canal Society sending a report to them.

Cllr. Ashton opened the discussion about possibility of creating a WhatsApp group for the CVPC members, as some of the emails are not always picked up in a timely manner, and some important information can be easily missed. Agenda item for next meeting.

Cllr. Ashton advised that the ZCRA has been made aware of the upcoming AGM. He also noted that the barrier to the SANG area, when locked, it allows the pedestrian access, but it is not wheelchair friendly. Cllr. Jackson advised that the signs pointing to the Redfields and ZCC on Browning Road and end of Daphne Drive need replacing, as the letters on them have now faded. Also, the dirty weight limit sign approaching The Street from Fleet needs cleaning.

Discussion commenced about APM. Agenda item for the next meeting.

The meeting closed at 9.05 pm.

Meetings for 2024 will be as follows:

WI HALL 13 May – Annual General Meeting

HARESHILL	3 June	WI 1 July
HARESHILL	2 Sept	WI 7 Oct

HARESHILL 4 Nov

WI 2 Dec