



These are the unadopted minutes of the Crookham Village Parish Council meeting held at 7:45pm on 6 January 2025 in Hareshill Community Building, Crookham Village. Please refer to the Minutes of the February 2025 meeting for any amendments.

All Council documents and appendices are displayed on the Council website or you can inspect copies at the Parish Council Office – call 01252 810568 for an appointment.

Present:	Cllrs Simon Ambler (Chairman), Julia Ambler, Philip Ashton, Peter Bradley, Andrew Friend, Nick Gould, David Jackson, Indra Sinka, Angela Sayers (RFO), Carol Leversha (Clerk), Anna Wierzbinska (Assistant Clerk)
In attendance:	Cllrs Stephen Parker (HCC), Wendy Makepeace-Brown (HDC) and seven members of the public.
MIN.001/25	APOLOGIES FOR ABSENCE None.
MIN.002/25	CHAIRMAN'S ANNOUNCEMENTS The Chairman advised the attendees that we will have an emergency item under Finance (10 vii) relating to the fallen tree on the Lea Green. Planning application for Nyasaland will be discussed at the end of the Public Participation (6)
MIN.003/25	MINUTES OF THE COUNCIL MEETING OF 2 DECEMBER 2024 The Chairman referred to these page-by-page Min 180/24-197/24. The following alterations were made: Min.190/24 (a): change 1st April 2025 to 31st March 2026 to 1st April 2024 to 31st March 2025. Resolution: Change "Whettone" to Wettone and 2025/26 to 2024/25. Min.197/24 (iii): change "9 to 11" to 9.30am to 11pm. RESOLVED: The Minutes of the meeting of 2 December 2024 were accepted as a true record and signed by the Chairman.
MIN.004/25	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.005/25	CONSIDER CRIME AND 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.006/25	PUBLIC PARTICIPATION (maximum of 3 minutes per speaker). The Chairman adjourned the meeting for public participation. Member of public who is a Lead Volunteer for local scouts spoke about the plans to expand scout group and form Crookham Village Scouts. He will be running trial sessions between Easter and June 2025, to establish if the new group is viable. He will be looking for adult volunteers to help run the group. He would be interested to work with CVPC and others in the village to identify potential venues for the children to meet, to identify adult support to deliver the programme or to support behind the scenes and to help generate interest. Cllr. Parker spoke about the devolution proposals from new government, and he explained what options are being considered by HCC. He also advised that HCC would hold extraordinary full council meeting on 9 January 2025 to decide about which option to take. There is a drain hole that appeared in Zebon Copse around Browning Road, the cover of it is gone and it presents a danger to public. Cllr Parker will raise this issue with appropriate organisation to action. Cllr Wendy Makepeace-Brown advised that HDC are trying to renew some of the greenspaces and fill in some spaces with trees and wildflowers meadows around Netherhouse Moore. More woodland approach will be taken this time and community orchard will be made in the future. Member of public raised an issue with sewage collection on Hitches Lane, and pointed out that there is no management action plan in place and the tankers should not be using the Crondall Road to drive on.



	Cllr Parker explained that HCC has no way of imposing this on water companies, but assured members of public that this has been addressed in the past. Cllr Wendy Makepeace-Brown offered her assistance in approaching fellow Cllr who has a good working relationship with Thames Water and asking her to speak to TW about the route the tankers take. The Chairman closed the meeting to the public. Planning application 24/02429/LDC was brought forward and dealt with at this point but will be reported under Planning Agenda Item. The Chairman then re-convened the meeting.
MIN.007/25	DRAFT VISION STATEMENT FOR ZCC Chairman introduced an item. RESOLVED: Members agreed to adopt the statement as CVPC vision statement and statement for working group.
MIN.008/25	OWL RECORDING SYSTEM FOR CVPC MEETINGS The public poll for broadcasting meetings had only received 2 responses. Members decided this subject should be an item for the Annual Parish Meeting this year (date to be agreed).
MIN.009/25	BASINGSTOKE CANAL (i) Contribution for 2024 RESOLVED: Members agreed to pay the contribution of £3,048.00. (ii) Draft Service Level Agreement for future contributions RESOLVED: Members would like to offer their suggestions to 2025/2026 SLA in due course. Assistant Clerk will forward them to James Taylor once they have been received from Members.
MIN.010/25	FINANCE (i) Report of the RFO (Appendix A) (ii) November 2024 Accounts RESOLVED: The above reports of the RFO were agreed and accepted by Members. (iii) Unity Bank Re-Investment RESOLVED: Members agreed to re-invest £100k with Unity Bank. (iv) New Sign for ZCC Entrance (GHR/BR) RESOLVED: Members approved the maximum budget of £200.00 for a new sign. Design of the sign is TBD. (v) HHCC – No Parking Signs RESOLVED: Members approved the design of the signs and the budget for them as proposed. (vi) Grant Applications for Crookham Village Twinning Association RESOLVED: Members approved the grant requests for Crookham Village Twinning Association for £181.00 and for the free of charge use of the hall at ZCC on 7 and 8 June 2025. (vii) Emergency tree work at Lea Green RESOLVED: Members approved the maximum budget of £1,860.00 plus VAT for quote from Cedardale for the necessary tree work. Members would like some of the remains of the tree / tree branches to be left on site. Clerk will communicate with Cedardale to meet on site with Cllrs Simon Ambler, Julia Ambler and Indra Sinka.
MIN.011/25	PLANNING (i) Report of the Planning Committee (ii) Planning Application 24/02395/HOU Proposal: Part garage conversion to habitable accommodation to include the replacement of the double garage door to the front with a single garage door and a window, the replacement of the door to the rear with a window and the insertion of a door to the rear 6 Silvester Way, Church Crookham, Fleet, Hampshire, GU52 0TD RESOLVED: Objection because remaining garage space does not meet the Hart Standard width requirement (2.34m v required 2.5m)



	plus 0.5m due adjacent walls) resulting in residual parking failing to meet requirement for a 3-bed property (only 2.5 spaces remaining including half of shared roadside visitor parking space adjacent to property). If approved, condition required to ensure that sufficient remaining garage space is permanently available to accommodate one modern-sized car. Cllr David Jackson introduced the planning application 24/02429/LDC (iii) Planning Application 24/02429/LDC At: Nyasaland, Crondall Road, Crookham Village, Fleet, Hampshire GU51 5SU Proposal: Certificate of Lawful Existing Use, for the change of use of agricultural land to residential curtilage. Members of public expressed their concerns about this proposal, and Cllr Jackson invited them to raise and log their concerns with HDC Planning and Environment team. Cllr Wendy Makepeace-Brown offered her assistance with public correspondence to HDC. RESOLVED: CVPC Objects. Verification of statement by Mak & Co solicitor to be queried given that the document is logged on Hart web list on 13 December, but solicitor endorsement of 2 December signature is dated 20 December. Inconsistencies in statement by Mr Smith to be resolved before it can be taken seriously. Photographs shows farm fence enclosing unkempt area that cannot be described as a garden. Given the unkempt state, a fence to keep cattle out does not mean it can automatically be claimed as a garden boundary. No evidence that claimed garden area was ever cultivated as a garden. Area 's narrowness and positioning does not constitute a viable area for a residential garden. No confirmation of applicant's ownership of this land or detailed site map. Reports of a 2nd caravan on site should trigger investigation by Hart.
MIN.012/25	HIGHWAY AND FOOTPATH MATTERS (i) Fleet Walking & Cycling Study Cllr Jackson provided an update after meeting with the officer from Hampshire Countryside Services in December 2024. The study will be carried out in due course and this item is still ongoing. (ii) Lea Green Footpath and dropped kerb (update) This item is still ongoing, and no further updates are available at this time.
MIN.013/25	COMMUNITY CENTRES (i) Report from Centre Manager RESOLVED: Members reviewed the ZCC CM report, and it was accepted.
MIN.014/25	INFORMATION SHARING & AGENDA ITEMS FOR NEXT MEETING HDAPTC Meeting – 21 January 2025. Informal Budget meeting on 13 January 2025. Community Emergency Plan- Members involved will need to meet up and update the current document and present it back to the full council.

Meeting closed at 9.56 pm



Crookham Village Parish Council

FINANCE – CVPC Meeting 6th January 2025

RFO Report

Appendix A

Hareshill – Utilities

Electricity

I have submitted all the information to EON to open an import account in our name including legal documents to show ownership. Once this is finalised, I can complete the forms to open an export account with EON. I have also sent an email to the solar panel installers asking how we get the District Network Operator (DNO) number that was missing from the Microgeneration Certification Scheme (MCS)certificate

Water Rates

I have completed the relevant information to open an account with Castle Water. Still pending - waiting on South East Water and Castle Water to process the paperwork and correct the address

Rates

The paperwork from HDC is currently being processed by the Valuation Office Agency . I have sent an email to Steve Hagart – the Revenues Visiting Officer - at Hart District Council to request changes to the address as currently the road name and postcode are incorrect.

Once the accounts have all been set up, I will arrange for Direct Debits to be set up

Please can I have confirmation from members that I can complete any direct debit forms for utilities relating to Hareshill

November 2024 Accounts

Notes

Income

- 1) Bank Interest – Interest of £492.38 received on our Business Reserve Account and Unity Instant Access
- 2) £20,000 was transferred from the NatWest Business Reserve Account to the NatWest current Account in November 2024

Expenditure - Non contractual items to highlight in the Income & Expenditure Account

- 1) Play Area Maintenance –£360 bill from Yately fencing in the month relating to repairs of the fence in the ZCC Junior play area



- 2) Printing – £497 invoice from Imprint for the recent newsletter
- 3) Office Equipment – Hareshill — £1583.55 for computer/ printer/ router/ key cabinet for the office
- 4) Fixtures & Fittings £194.91 for various fixtures and fittings around the Hareshill centre
- 5) Land & building £4400 – capitalisation of legal fee relating to the acquisition of Hareshill
- 6) Play Area – £157.50 – new sign for the play area at Hareshill
- 7) S137 Expenditure is as follows:-
Chairman allowance £75 - Hart Foodbank donation- BACS 27/11/24

Reports provided to members

The RFO provided the following reports to the Council - all in CVPC meeting folder –

Management Report

November 2024 Reports

Balance sheet

Income & Expenditure – Actual v Budget (detailed notes provided)

Income & Expenditure Account for the month – see below

Aged Creditors

Aged Debtors

Accruals/Prepayments

Payments made in the month– see below table

Payments made in November 2024

Date	Num	Name	Net	Category
15/11/2024	DD	Bank line	12.80	Bank charges
18/11/2024	DD	Intuit	48.50	Account Software
06/11/2024	DD	Total energies	172.61	Gas
28/11/2024	DD	Orange Pixel	45.00	Computer /Hosting / WEB
18/11/2024	DD	Castle Water	157.83	Water Rates
01/11/2024	DD	Hart District Council	576.00	Rates
14/11/2024	DD	Vodafone	55.53	Telephone/ broadband
27/11/2024	DD	Vodafone	61.16	Telephone/ broadband
14/11/2024	BACS/DD	Payroll	10270.11	Payroll
05/11/2024	BACS	Gallager	1695.56	Insurance
27/11/2024	BACS	Source Supplies	63.70	Cleaning
27/11/2024	BACS	N W Adams	715.00	courses
27/11/2024	BACS	20i	7.99	Computer /Hosting / WEB



27/11/2024	BACS	Larkstel Ltd	449.00	Refuse
27/11/2024	BACS	Yateley Fencing	360.00	Play Area Maintenance
27/11/2024	BACS	Menzies	500.00	Professional Fees
27/11/2024	BACS	JRB Enterprise Ltd	498.00	Street Maintenance
27/11/2024	BACS	Hampshire County Council	896.54	Street Maintenance
27/11/2024	BACS	Sunshine Commercial Services Ltd	1155.71	Grounds Maintenance
27/11/2024	BACS	Hart foodbank	75.00	Chairman's allowance - donation
27/11/2024	BACS	Cloudy IT	183.39	Computer /Hosting / WEB
27/11/2024	BACS	Imprint	497.00	Printing
27/11/2024	BACS	Comfort building services	169.00	Electrics & Plumbing
27/11/2024	BACS	Amazon Business	52.92	Assets
27/11/2024	BACS	HP	942.55	Assets
27/11/2024	BACS	Printerland	359.08	Assets
27/11/2024	BACS	Bitdefender	40.00	Computer /Hosting / WEB
27/11/2024	BACS	Phil's Pest Control	60.00	Communal Areas
27/11/2024	BACS	Bubbles & Shine	972.00	Cleaning
27/11/2024	BACS	Timpson	15.00	Repairs & maintenance
27/11/2024	BACS	Timpson	25.00	Repairs & maintenance
27/11/2024	BACS	SLCC	190.00	Memembership fees/subscriptions
27/11/2024	BACS	Surrey Solicitor	4400.00	Legal Fees/ Land & Buildings
		Total	25,721.98	



Crookham Village Parish Council

Income & Expenditure

November 2024

	Total
Income	
Bank Interest Earned	492.38
Hire of Facilities	6,241.62
Hire of Pitches	278.28
Precept	14,108.49
Total Income	£ 21,120.77
Asset Maintenance and Repairs	2,077.97
Capital Expenditure w/off	6,335.96
Marketing, Sponsorship, Printing, Postage & Advertising	497.00
Miscellaneous	7.67
Office Expenses	781.71
Professional Fees	1,289.92
Property Maintenance	2,622.60
Property Services	2,466.90
Salaries	10,270.01
Sections 137	75.00
Total Expenditure	£ 26,424.74

Notes

- Petty Cash Expenditure in the month £73.91
- Direct Debit authorisation – Minute Reference 088/24(vi)
- *S137 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