



These are the unadopted minutes of the Crookham Village Parish Council meeting held at 7:45pm on 3 February 2025 in Hareshill Community Centre, Crookham Village. Please refer to the Minutes of the March 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, Andrew Friend, David Jackson, Indra Sinka, Angela Sayers (RFO), Carol Leversha (Clerk), Anna Wierzbinska (Assistant Clerk)
In attendance:	Cllrs. Stephen Parker (HCC), Wendy Makepeace-Browne (HDC) and 2 members of the public.
MIN.015/25	APOLOGIES FOR ABSENCE Cllrs Peter Bradley and Nick Gould sent their apologies.
MIN.016/25	CHAIRMAN'S ANNOUNCEMENTS The Chairman advised the attendees that we will have an emergency item under Finance (viii) – Hall Lights at Hareshill.
MIN 017/25	MINUTES OF THE COUNCIL MEETING OF 6 JANUARY 2025 The Chairman referred to these page-by-page Min 001/25 – 014/25. Min 009/25 - Basingstoke Canal (i) – Change “2024” to “2025/ 2026”. RESOLVED: The Minutes of the meeting of 6 January 2025 were accepted as a true record and signed by the Chairman.
MIN.018/25	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.019/25	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.020/25	PUBLIC PARTICIPATION (maximum of 3 minutes per speaker). The Chairman adjourned the meeting for public participation. Member of public spoke about unitary councils and would like to know what is happening with that. Cllr Parker gave an update on Government's proposal for devolution and responded to questions. Member of public asked about internet connection and coverage around Crookham Village area, as he is experiencing issues and poor connection at his location. Another member of public spoke about ZCRA meeting which recently took place. There are some concerns about the public notice boards around Zebon Copse, on both ends of Brandon Road, as they are leaning forward. There is also a crack in the wall by Redfields entrance to ZCC. The wall is owned by HDC and Cllr Makepeace-Brown offered member of public her assistance with this. Same member of public also asked if signage could be erected (as with construction vehicles) advising Sangs Car Park temporary access closed to vehicles from 22 February. ZCRA AGM is on February 26 at 7.45pm. Member of public asked if Zebon Copse could hold a Park Run. Members advised member of the public that Park Run will have to be approached directly regarding this matter. A request for an increase in council tax by HCC (15%) was discussed. Cllr Parker briefly explained that some of the reasoning behind it is a higher demand in need for various services, for example social services and SEN. Cllr Makepeace-Brown provided an update on Watery Lane – hedgerows were not filled back/ replaced after being taken out by Vistry, and she is following it up with them. The Chairman then re-convened the meeting.
MIN.021/25	FLEET PHOENIX SUMMER PROJECT AT LEA GREEN Chairman introduced an item. RESOLVED: Members agreed to grant their approval to Fleet Phoenix for the use of the Lea Green in Summer of 2025 on Mondays from 14 July to 18 August at 6-7.30 PM
MIN.022/25	STANDING ORDERS AND FINANCIAL REGULATIONS

	Members didn't approve the SOs and FRs as they require work - numbering and formatting needs to be resolved. This is work in progress, and this item should go back on the next meeting agenda, any further comments are welcome. Website also has different titles in relation to "clerk/rfo/officers". Cllr. Julia Ambler had gone through the whole document and renumbered. Officers to meet with Cllr. Ambler and revisit the document so it is ready to present to March Council. ACTION: Assistant Clerk and Clerk to arrange date with Cllr Julia Ambler to go through the document and resolve the numbering and formatting issues.
MIN.023/25	FINANCE (i) Report of the RFO (Appendix A) RESOLVED: Members accepted the report of the RFO (ii) December 2024 Accounts RESOLVED: Members accepted the report of the RFO. (iii) Set Precept for 25/26 and sign documents. RESOLVED: Members agreed the precept of £197,019.46 precept and signed the new form. (iv) Agree Budget for 25/26 RESOLVED: Members agreed the circulated and signed the budget for 25/26. (v) Treasury Management and Investment Policy RESOLVED: Members approved and accepted the reviewed Treasury Management and Investment Policy document. (vi) Fleet & District Carnaval Association Grant Request RESOLVED: Members agreed to approve £250.00 grant for Fleet & District Carnaval Association. (vii) DWCV Hort Soc Grant Request RESOLVED: Members approved the request for £300.00 for DWCV Hort Soc. (viii) HH Sound Baffling Installation Quotes RESOLVED: Members approved the quote from Soundsorba for £3,870 and quote of maximum of £1,200 for the labour and hire cost of the scaffold tower. (ix) HH Main Hall Lights Quotes RESOLVED: Members approved the quote from Kevin Morris for £250.00 for the work on the light's sensors in the main hall at HHCC.
MIN.024/25	PLANNING (i) Report of the Planning Committee Cllr David Jackson presented the report. He drew Members attention to various items, including 23/00871/AMCON and the incorrect listing of Crondall PC as the relevant consultee for this application. RESOLVED: The report of the Planning Committee was accepted and signed by the Chairman.
MIN.025/25	HIGHWAY & FOOTPATH MATTERS Dropped Kerb – north side of The Street & Hitches Lane (update) Cllr. Parker gave a very detailed update on the progress of the Walking & Cycling Plan which it is intended will encompass the Lea Green footpath and the dropped kerb (The Street/Hitches Lane) - item to remain on Agenda for future updates as and when progress known.
MIN.026/25	COMMUNITY CENTRES Report from Centre Manager Members noted the CMs report. Members discussed the free of charge use of Hareshill Community Centre. Each case will be looked at individually, and the Grant Form will require to be submitted for anyone who requests free of charge use. If the applicant is charging for the event, there should also be a charge for the hall use, but if the event is FOC and for the local community groups, the FOC use will be considered. The applicant should firstly discuss their needs with CMs, who will then ask them to fill in the Grant Form for FOC use, and then the request will be presented to the Finance & HR Committee. The applicant can then come to the F & HR Cttee meeting and present their



	case to Members. A supplementary page to the Grant Form will need to be added, where applicant can include all the details and reasoning for the FOC request. CAB will be granted FOC use and Scouts group will also receive FOC use for the first 3 months, and then will need re-viewing for any future use. ACTION: Agenda item for F & HR Committee Meeting.
MIN.027/25	INFORMATION SHARING & AGENDA ITEMS FOR NEXT MEETING

Meeting closed at 21.21 pm.



Crookham Village Parish Council

FINANCE – CVPC Meeting 3rd February 2025

RFO Report

Appendix A

Hareshill – Utilities update

Electricity

Imports

Hampshire County Council are in the process of setting up Hareshill under the HCC umbrella. See email in one drive

Exports

I now have the necessary paperwork to set up the exports account once EON request me to.

Water Rates

The Hareshill premises are now in the Castle Water portal. A case has been raised to change the road name and postcode. I have been advised that the first bill will be raised in February 25.

Rates

Steve Hagart – the Revenues Visiting Officer - at Hart District Council has requested the changes to the address as currently the road name and postcode are incorrect. See email in one drive

December 2024 Accounts

Notes

Income

- 1) Bank Interest – Interest of £518.38 received on our Business Reserve Account and Unity Instant Access
- 2) £12000 was transferred from the NatWest Business Reserve Account to the NatWest current Account in December 2024

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

- 1) Communal Area Maintenance includes – Leaf blowing £840 A fisk – Tree Work £300 Webb & Cook – Lengthsman work £349.50 A fisk
- 2) Office Equipment – £137.60 – headphones for staff for Teams
- 3) Fixtures & Fittings £245.78 for various fixtures and fittings around the Hareshill centre
- 4) Professional Fees - £950 Menzies re option to tax for Hareshill
- 5) S137 Expenditure is as follows:-
Chairman allowance £50 - Gift card for cleaner- Petty Cash Dec 2024



Chairman allowance £230.71 – Christmas lunch for Staff – BACS payments Jan 25

Canal Contribution £3048 – 24/25 – BACS payment Jan 25

Reports provided to members

The RFO provided the following reports to the Council - all in CVPC meeting folder in one drive –
Management Report

December 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 December 2024

Date	Num	Name	Net	Category
16/12/2024	DD	Bank line	12.00	Bank charges
16/12/2024	DD	Intuit	48.50	Account Software
12/12/2024	DD	Total energies	156.11	Gas
16/12/2024	DD	Castle Water	407.52	Water Rates
01/12/2024	DD	Hart District Council	576.00	Rates
17/12/2024	DD	Vodafone	54.58	Telephone/ broadband
31/12/2024	DD	Vodafone	61.16	Telephone/ broadband
16/12/2024	DD	Npower	654.78	Electricity
18/12/2024	DD	Payroll	8898.95	Payroll
23/12/2024	BACS	Source Supplies	43.90	Cleaning
23/12/2024	BACS	Kraken Print & Design	157.50	Assets
23/12/2024	BACS	T3 Handyman	102.37	Repairs
23/12/2024	BACS	Nisbets	81.54	Assets
23/12/2024	BACS	Broadband Buyer	648.47	Assets
23/12/2024	BACS	Amazon	7.25	Assets



23/12/2024	BACS	Amazon	18.73	Assets
23/12/2024	BACS	Amazon	6.04	Assets
23/12/2024	BACS	Amazon	13.46	Repairs & Maintenance
23/12/2024	BACS	Amazon	20.03	Assets
23/12/2024	BACS	Amazon	18.32	Assets
23/12/2024	BACS	Amazon	9.82	Assets
23/12/2024	BACS	Amazon	71.64	Assets
23/12/2024	BACS	Amazon	7.64	Repairs & Maintenance
23/12/2024	BACS	Amazon	8.50	Repairs & Maintenance
23/12/2024	BACS	Amazon	29.38	Assets
23/12/2024	BACS	Amazon	105.00	Assets
23/12/2024	BACS	Amazon	2.46	Electrics & Plumbing
23/12/2024	BACS	Amazon	36.24	Assets
23/12/2024	BACS	RING	41.66	Computer/Web
23/12/2024	BACS	Comfort Building Services	169.00	Electrics & Plumbing
23/12/2024	BACS	Comfort Building Services	324.00	Electrics & Plumbing
23/12/2024	BACS	Larkstel Ltd	449.00	Refuse
23/12/2024	BACS	Webb & Cook	300.00	Communal Areas
23/12/2024	BACS	Source Supplies	29.80	Cleaning
23/12/2024	BACS	Crookham Village WI	80.00	Hall Hire
23/12/2024	BACS	Sunshine Commercial Services	1155.71	Grounds Maintenance
23/12/2024	BACS	Cloudy IT	162.40	Computer/Web
23/12/2024	BACS	Viking	199.10	stationery
23/12/2024	BACS	Viking	97.94	stationery



23/12/2024	BACS	A Fisk	349.50	Communal Areas
23/12/2024	BACS	A Fisk	840.00	Communal Areas
23/12/2024	BACS	Bubbles & Shine	72.00	Cleaning
23/12/2024	BACS	Bubbles & Shine	846.00	Cleaning
23/12/2024	BACS	Argent Marketing	200.00	Computer/Web HH
23/12/2024	BACS	Argent Marketing	200.00	Computer/Web ZCC
23/12/2024	BACS	Proludic	39.80	Play Area Maintenance
		Total	17,813.80	

Crookham Village Parish Council

Income & Expenditure

December 2024

	Total
Income	
Bank Interest Earned	518.58
Hire of Facilities	3,908.54
Hire of Pitches	711.91
Precept	14,108.48
Total Income	£ 19,247.51

Expenditure	
Asset Maintenance and Repairs	2,903.69
Capital Expenditure w/off	383.38
Miscellaneous	26.48
Office Expenses	733.54
Professional Fees	2,227.51
Property Maintenance	3,056.55



Parish Council

Property Services

2,624.82

Reimbursements

0.00

Salaries

8,898.95

Sections 137

3,328.71

Total Expenditure

£

24,183.63

Notes

- Petty Cash Expenditure in the month £78.23
- 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