



These are the unadopted minutes of the Crookham Village Parish Council Annual General Meeting held at 7:45pm on 12 May 2025 in Hareshill Community Centre, Crookham Village.

Please refer to the Minutes of the June 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, Angela Sayers (RFO), Carol Leversha (Clerk), Anna Wierzbinska (Deputy Clerk)
In attendance:	Cllr Stephen Parker (HCC), and 2 members of the public.
MIN.056/25	ELECTION OF CHAIRMAN RESOLVED: Cllr Simon Ambler elected as Chairman, Proposer: Cllr Andrew Friend, seconded by Cllr David Jackson.
MIN.057/25	CHAIRMAN'S ANNOUNCEMENTS None.
MIN.058/25	ELECTION OF VICE CHAIRMAN RESOLVED: Cllr Andrew Friend elected as Vice Chairman. Proposer: Cllr Simon Ambler, seconded by Cllr Julia Ambler.
MIN.059/25	APOLOGIES FOR ABSENCE Cllrs Peter Bradley and Indra Sinka. Apologies noted and accepted.
MIN.060/25	MINUTES OF THE COUNCIL MEETING OF 7 APRIL 2025 The Chairman referred to these page-by-page Min 041/25 – 055/25. RESOLVED: The Minutes of the meeting of 7 April 2025 were accepted as a true record and signed by the Chairman.
MIN.061/25	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.062/25	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.063/25	PUBLIC PARTICIPATION (maximum of 3 minutes per speaker). The Chairman adjourned the meeting for public participation. Member of public spoke about contacting his local MP about Crondal Rd and possibility of new traffic survey being done. He was told parish will have to pay for it, and he feels very disappointed by this answer. Cllr Parker offered his assistance on this matter. Same member of public also raised concerns about the parking at crossroads, despite 2 rejected applications from Planning, parking is still an issue there. Cllr Julia Ambler offered her assistance and will follow this matter up with Cllr Wendy Makepeace- Browne. Nyasaland caravan was discussed, and the fact that it is still there. Cllr Parker provided his update and advised about ongoing plans for the PRoW including Lea Green and the dropped kerb. The Chairman then closed the meeting to the public.
MIN.064/25	CO-OPTION TO FILL VACANCY (Crookham Village Ward) No candidates available. Item to stay on the agenda.
MIN.065/25	APPOINTMENT OF MEMBERS OF THE PLANNING CTTEE Members appointed the new Planning Cttee. RESOLVED: Cllrs David Jackson, Simon Ambler, Philip Ashton and Julia Ambler appointed as new Planning Cttee.
MIN.066/25	ELECTION OF CHAIRMAN OF PLANNING CTTEE Cllr David Jackson proposed by Cllr Simon Ambler and seconded by Cllr Julia Ambler. RESOLVED: Cllr David Jackson elected as Chairman of the Planning Cttee.
MIN.067/25	APPOINTMENT OF MEMBERS OF THE FINANCE & HR CTTEE Members appointed the new Finance & HR Cttee.

	RESOLVED: Cllrs Julia Ambler, Simon Ambler, Andrew Friend and Indra Sinka appointed as new Finance & HR Cttee.
MIN.068/25	ELECTION OF THE CHAIRMAN OF THE FINANCE & HR CTTEE Cllr Julia Ambler proposed by Cllr Andrew Friend and seconded by Cllr Simon Ambler. RESOLVED: Cllr Julia Ambler elected as a Chairman of F & HR Cttee.
MIN.069/25	APPOINTMENT OF ENVIRONMENT LEAD MEMBER RESOLVED: Cllr Peter Bradley selected as lead member.
MIN.070/25	APPOINTMENT OF EMERGENCY RESPONSE LEAD MEMBER RESOLVED: Cllr Philip Ashton selected as lead member.
	APPOINTMENT OF REPRESENTATIVES ON OUTSIDE BODIES (i) Parishes Welfare Trust – No longer applicable as it has been dissolved. (ii) Cottrell Almshouses Trust RESOLVED: Cllr Julia Ambler appointment confirmed. (iii) Hart District Association of Parish & Town Councils RESOLVED: Cllrs Simon Ambler and David Jackson appointments confirmed. (iv) Hart & Rushmoor Transport Forum RESOLVED: Cllr David Jackson appointment confirmed.
MIN.071/25	SUBSCRIPTIONS DURING THE COMING YEAR (i) Hampshire Association of Local Councils (ii) Open Spaces Society (iii) Society of Local Council Clerks (iv) Information Commissioners Office (v) Parish Online RESOLVED: All the above subscriptions for coming year agreed by Members.
MIN.072/25	ADOPTION OF REVISED STANDING ORDERS RESOLVED: Members adopted the revised Standing Orders.
MIN.073/25	FINANCE (i) Report of the RFO RESOLVED: Members accepted the report of the RFO (Appendix A) (ii) Insurance Renewal The Clerk, Deputy Clerk and RFO had read the documents and met with the insurers on 7th April 2025 to raise all queries which were satisfied. The premium for the year is £8,624.10. The RFO advised Members that the insurers had applied index linking of 5% for the building and 3% for everything else. The Clerk, Deputy Clerk and RFO had reviewed the documents and reported to Members on the risk management and insurance cover required. All the insurance documentation and email trail were sent to Members, via one drive, prior to this meeting so that Members could review. RESOLVED: Members accepted insurance renewal quote with 3-year agreement (iii) Annual Review of Direct Debits Members reviewed the following DD: • Hart District Council • Castle Water • Npower • Total Energies • NEST • INTUIT • Vodafone • Orange Pixel • NatWest • BarclayCard RESOLVED: Members approved all the above payments by direct debits. (iv) Grant Request for Fleet Spurs

	Members discussed the grant request. RESOLVED: Members approved a grant of £50.00 (v) Outside Signage for Hareshill Community Centre Members discussed the revised quote for the outside signage for HH. RESOLVED: Members approved the total of £2,314.00 + VAT for the HH signage. (vi) Design for Zebon Copse sign GHR/ Brandon Rd end RESOLVED: Members approved max budget of £250.00 for the new sign.
MIN.074/25	PLANNING (i) Report of the Planning Committee Cllr David Jackson presented his report. He drew Members attention to various items. Mobile homes site at the end of Crondall Rd was discussed, and the fact there is now planning application submitted for it. Telecom tower was mentioned and the fact it will be replaced. Nyasaland was mentioned. Clerk to advise developer to action via pre-app with Hart Council. RESOLVED: The report of the Planning Committee was accepted and signed by the Chairman. (ii) Planning Application HDC 25/00153/LBC Proposal: Replacement of windows and doors and remove one breeze block wall in the upstairs bathroom to create a square room, remove two plaster board wall in the upstairs hallway to replace with brick walls At: Laurel Cottage, The Street, Crookham Village, Fleet GU51 5SJ RESOLVED: CVPC no objection, subject to constraints of listed status. (iii) HDC 23/00871/AMCON – Variation of conditions various At: Albany Park, Land at Watery Lane Loss of toilet facilities was discussed as well as changing rooms and loss of social space. Cllr Julia Ambler mentioned financial impact on the parish council, considering the inflation and the fact we will be losing out. Current proposal defeats the objective of providing the facilities to the new residents. Cllr Simon Ambler raised the concerns that despite numerous requests of CVPC, no evidence supplied by third party in relation to the power lines. RESOLVED: Cllrs David Jackson and Julia Ambler to work together on providing the written response and will also attend the Hart planning meeting where this application is being discussed.
MIN.075/25	HIGHWAY & FOOTPATH MATTERS (i) Lea Green footpath & dropped kerb (The Street / Hitches Lane) Cllr Parker provided the following update: Crookham Village footpaths to Calthorpe Park School - This is Public Right of Way (ProW) 502 from the end of Swan Way to Baker Way leading to Calthorpe Park School, and PRoW 503, from PRoW 502 to Hitches Lane along the boundary between Crookham Village parish and Fleet Town Council area. Officers have proposed upgrading both to Bridle Path status, which will allow pedestrians and bicycles. Officers are progressing this and hope to deliver before the Autumn rains make both paths muddy. Foot and cycle ways from Crookham Park to Calthorpe Park School - This is a route off main roads from Crookham Park northwards. The route proposed is through Zebon Copse and has a number of improvements to existing paths planned for at the start of the Zebon Copse estate. Officers are progressing these improvements to deliver as many as possible in the coming months. The Street, Crookham Village - This is an informal crossing place so Calthorpe Park School students on the South side footway along the Street from Malthouse Bridge have a marked crossing place to get to the side of the road for school. Officers have



	considered the feasibility of different locations, and it appears that by the Crookham Street Social Club is the most practical. They are working on that basis.
MIN.076/25	COMMUNITY CENTRES Building control at Rushmoor confirmed that they will work together with Berkeleys to provide the suitable disabled access and exit at Hareshill Community Centre. Report from Centre Manager. RESOLVED: Members accepted the report from CMs.
MIN.077/25	INFORMATION SHARING & AGENDA ITEMS FOR NEXT MEETING Cllr David Jackson briefed Members about the online meeting he attended about community governance review. HDAPTC will be holding an Extra Ordinary meeting about the community governance review, dates are TBD. Emergency Planning to be an agenda item for the next full council mtg.

Meeting closed at 21.15pm.

2025 Meeting Dates:

	CVPC	Planning	Finance
JUNE	2 nd	16 th	16 th
JULY	7 th	21 st	21 st
AUGUST	No Meeting	4 th if required	4 th and 18 th
SEPTEMBER	1 st	15 th	15 th
OCTOBER	6 th	20 th	20 th
NOVEMBER	3 rd	17 th	17 th
DECEMBER	1 st	15 th	15 th

CVPC MEETINGS VENUE: HARESHILL COMMUNITY CENTRE

F & HR AND PLANNING VENUE: ZCC



FINANCE – CVPC Meeting 12th May 2025

RFO Report

Appendix A

A) Year End Accounts - Unaudited

The accounts to 31/03/25 are currently with the internal auditor - Wettone Mathews. I dropped everything off at their offices on the 24th of April 2025. I have placed the unaudited accounts in one drive for members to view. The AGAR and March accounts will be approved at the June 25 CVPC meeting once the internal auditor has completed his report.

April Accounts are nearly complete, and I will also place those in one drive shortly for members to view. Again, these will be approved at the June 25 meeting.

B) Precept

We have received the first half of the precept on 9th April 2025 £98,509.73

C) VAT

We received a refund of £3,529.12 for QE 31/03/25 on 16th April 2025

In summary we have received in total £7951.09 allocated to each quarter as follows: -

QE 30/06/24 – Received £946.44

QE 30/09/24 – Received £1414.89

QE 31/12/24 – Received £2060.65

QE 31/03/25 – Refund £3529.12

The 2024/25 annual adjustment is due to be completed in the next quarter (QE 30/06/25). Menzies have indicated that they do not expect an adjustment to be required as the exempt input tax has been de minimis each quarter.

D) Hareshill Utilities

Rates

I spoke to the VOA on the 6th May 25. The building has still not been valued yet, but we have now been assigned a case worker. They anticipate the valuation being done remotely but will arrange a visit if they deem it necessary. He also advised that the case worker would deal with the postcode issue at the same time.

E) Zebon Copse Centre Utilities

Rates

We have received the rates bill for the year to 31/03/26. The total is £7204.31 – increase on 24/25 of £1,440.86 (25% increase)