



These are the unadopted minutes of the Crookham Village Parish Council meeting held at 7:45pm on 7 July 2025 in Hareshill Community Centre, Crookham Village. Please refer to the Minutes of the September 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 (Deputy Clerk)
In attendance:	Cllr Stephen Parker (HCC), Cllr Wendy Makepeace-Brown and a member of the public.
MIN.091/25	APOLOGIES FOR ABSENCE None received.
MIN.092/25	CHAIRMAN'S ANNOUNCEMENTS Chairman advised Members that the Local Government Reorganisation emails were circulated to all Members with briefings. He encouraged Members to sign up and to review the details and info provided in these emails.
MIN.093/25	MINUTES OF THE COUNCIL MEETING OF 2 JUNE 2025 The Chairman referred to these page-by-page Min 078/25 – 090/25. Page 1 Min 083/25 second paragraph: remove “few”. RESOLVED: The Minutes of the meeting of 2 June 2025 were accepted as a true record and signed by the Chairman.
MIN.094/25	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.095/25	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.096/25	PUBLIC PARTICIPATION (maximum of 3 minutes per speaker). The Chairman adjourned the meeting for public participation. Cllr Wendy Makepeace-Brown gave an update about some internal re-structures at HDC. Cllr Stephen Parker encouraged everyone to attend briefings about the local government reorganisation plans. The Chairman then closed the meeting to the public.
MIN.097/25	CO-OPTION TO FILL VACANCY (Crookham Village Ward) No candidates available. Item to stay on the agenda.
MIN.098/25	BASINGSTOKE CANAL CONTRIBUTION 2025-2026 & SLA Members discussed an item. Some debate took place about the financial contributions and what these contributions will be used towards. Members agreed that they would like to see what works are planned for this financial year. Cllr Stephen Parker suggested that Members should give an indication on what they would like to see in the SLA. Questions should be asked about s106 funds and the plans for the towpath. Council should be consulted how these funds will be spent and would like to be involved in negotiations. Cllr Julia Ambler offered her assistance with writing a paragraph / reviewing SLA to accommodate this request. RESOLVED: Members agreed to financial contribution (£3048.00) for Basingstoke Canal for the financial year 2025-2026.
MIN.099/25	ENERGY GROUP UPDATE (ZCC) Cllr Andrew Friend presented Members with a briefing document outlining initial ideas for the potential upgrade of facilities at the ZCC. The aim of the document is to assist in future discussions with an architect once funding becomes available. Cllr Jackson suggested arranging a meeting of the ZCC Upgrade Working Group to begin refining the scope of the project. Some initial discussion took place. It was noted that the Working Group should begin compiling a clear list of requirements to guide future planning. It was proposed that the Working Group meeting be held at the ZCC, subject to availability. Cllr Friend agreed to circulate an email to Members with possible dates and times for the meeting. Energy Group to be merged with “ZCC upgrade of facilities” as it is dependent upon delivery of the funding for the refurbishment.



MIN.100/25	EMERGENCY PLAN Members discussed the updated Emergency Plan. Suggestions were made to replace the Annexes with hyperlinks and to redact some of the personal information / contact numbers. Index should be linked to the pages, and we should not be stating that we are available 24hrs. RESOLVED: Emergency plan has been adopted by Members, with agreement that it is still WiP.
MIN.101/25	NOTICEBOARDS (i) Donation to Men's Shed RESOLVED: Members agreed to donate £480 to Men's Shed for their work on refurbishing 4 of the Council's noticeboards. (ii) Noticeboard for Hareshill Noticeboard from Gally Hill Rd end of ZCC to be used for Hareshill. Albany Park Noticeboard to be a future agenda item. RESOLVED: Members agreed to repurpose one of the noticeboards from Zebon Copse and install it outside of Hareshill Community Centre.
MIN.102/25	COUNCILLOR RECRUITMENT (i) Start Times of Meetings Members discussed this item. Different times were proposed. 7PM – 4 votes in favour and 2 against. Standing Orders to be amended to reflect this. RESOLVED: Members approved 7pm start to monthly council meetings for a trial period. (ii) Councillors Allowance The Chairman requested that a briefing paper be prepared outlining the various options and associated budgetary implications should all Councillors choose to take the allowance. It was agreed that this item would be brought back for further consideration at the next meeting.
MIN.103/25	RBL "TOMMY" CAMPAIGN – LOCATIONS Members discussed the various sites and options for the locations. RESOLVED: Members agreed to have one Tommy figure done for now and placed by Redfields Lane (beneath parish sign), and then decide on the rest.
MIN.104/25	FINANCE (i) Accounts a) Report of the RFO (Appendix A) b) May 2025 Accounts (Appendix A) RESOLVED: The above reports of the RFO were agreed and accepted by members. c) Credit Card Limits Due to the low spend limit imposed on the Council credit cards it is necessary to permit the Chairman and Clerk to use their personal cards when necessary. RESOLVED: Suspension of Credit Card Policy para 1.9 "Personal credit or debit cards of members or staff shall not be used for Parish Council expenditure." Suspension to continue until spend limits are increased by Barclays.
MIN.105/25	PLANNING (i) Report of the Planning Committee Cllr David Jackson presented his report. He drew Members attention to various items. RESOLVED: The report of the Planning Committee was accepted and signed by the Chairman. (ii) Planning Application 25/01021/HOU Proposal: Erection of first floor rear extension At: 31 Barn Meadow Close, Church Crookham, Fleet, GU52 0YB RESOLVED: CVPC has no objections. (iii) Planning Appeal 24/01838/FUL Erection of 9 two-, three- and four-bedroom dwellings with associated access, open space, landscaping, and infrastructure. At: Albany Park Drive Church Crookham Fleet



	CVPC already expressed and provided comprehensive objection to 9 extra houses. RESOLVED: No additional comments from CVPC.
MIN.106/25	HIGHWAY & FOOTPATH MATTERS (i) Lea Green footpath & dropped kerb (The Street / Hitches Lane) Cllr Parker provided his report and further update on the ongoing road improvements in the local area.
MIN.107/25	COMMUNITY CENTRES Letter to the MP was suggested about VAT exemption for U3A. CMs to arrange for relevant contractor to have a look at the fire escape route from ZCC double door emergency exit in one of the halls as it appears not to meet disability access requirements. RESOLVED: Members accepted the report from CMs.
MIN.108/25	INFORMATION SHARING & AGENDA ITEMS FOR NEXT MEETING HDAPTC meeting takes place on Wednesday 9 July. Men's Shed on the next Agenda.

Meeting closed at 21.38pm.

2025 Meeting Dates:

	CVPC	Finance	Planning
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



Crookham Village Parish Council

FINANCE – CVPC Meeting 7th July 2025

RFO Report

Appendix A

General Update

Hareshill

Building Rates

I have checked both postcodes on the Valuation Office Agency website, building still not on there. I also rang them, and they said they would expedite the matter. Steve Hagart, the revenues visiting officer, is also assisting in trying to get the valuation done

Electricity

We have now been billed for the period Oct 24 to Feb 25. Invoice received from EON Next for £677.95 – net. This was paid on the June BACS run. A provision was made in the accounts for this period

AGAR

BDO have confirmed receipt of the AGAR and supporting documentation

Accounts

May 2025 Accounts

Reports provided to members

The RFO provided the following reports to the Council - all placed in CVPC meeting folder in one drive prior to the meeting

Account report detailing the following:-

Balance sheet

Income & Expenditure – Actual v Budget

Income & Expenditure Account for the month – also shown below

Aged Creditors

Aged Debtors

Individual reports :-

Accruals/Prepayments for the month

Income & Expenditure – Actual v Budget with detailed notes against expenditure

Payments made in the month– also shown below



Parish Council

Notes on Accounts

Income

- 1) Bank Interest – Interest of £415.53 was received on our Business Reserve Account
- 2) £17,000.00 was transferred from the NatWest Business Reserve Account to the NatWest current Account in May 2025

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

- 1) Play Area maintenance
Caloo invoice for £495.00 to repair equipment at Lea Green

Bubbles & Shine £90.00 to clean graffiti, algae and moss from equipment at Lea Green and Hareshill
- 2) Communal Area Maintenance include
Lengthsman work in the parish £745.50 and at HH £438.00
- 3) Courses and Travel
HALC - £45.00 – course attended by Clerk, Deputy Clerk and RFO on devolution
- 4) Professional fees include
Wettone Matthews £570 for internal audit 24/25
- 5) Electrics and Plumbing includes
CBS -£384.68 - Service valves in ladies loos at ZCC
CBS £312.47 -to replace a thermostat at ZCC
- 6) S137 Chairmans Allowance is made up as follows:-

£400.00 - Meal for volunteers at HH – Cheque 3666 – 27/05/25
£65.90 - Residents meeting- refreshments – HH – BACS – 28/05/25
£27.50 - Wreath VE Day celebrations – Parish – BACS – 28/05/25
- 7) S137 Grants
Fleet Spurs Football club - £50 – BACS 28/05/25
- 8) Reserves
A Transfer of £10,000 was made to the play area reserve in May 25 as per the budget agreed for 25-26



Crookham Village Parish Council

Income & Expenditure

May 2025

	TOTAL
Income	
Bank Interest Earned	415.53
Hire of Facilities	4,714.17
Hire of Pitches	182.61
Precept	16,418.29
Total Income	£21,730.60
GROSS PROFIT	£21,730.60
Expenses	
Asset Maintenance and Repairs	3,299.75
Office Expenses	719.86
Professional Fees	1,879.05
Property Maintenance	3,285.27
Property Services	2,012.01
Salaries	9,328.73
Sections 137	543.40
Subscriptions	121.73
Total Expenses	£21,189.80
NET OPERATING INCOME	£540.80
Other Expenses	
Transfer to Play Area Reserve	10,000.00
Total Other Expenses	£10,000.00
NET OTHER INCOME	£ -10,000.00
NET INCOME	£ -9,459.20

Notes

Direct Debit authorisation – Minute Reference 073/25 (iii)

Members agreed 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 interest of the area of its inhabitants and will benefit them in a manner commensurate with said expenditure.



Payments made in May 2025

Date	Payment Type	Name	Net Amount	Cost Category
	Direct Debits			
16/05/2025	DD	Npower	121.98	Electricity
29/05/2025	DD	Vodafone	70.90	Telephone/Mobile
16/04/2025	DD	Total Energies	298.40	Electricity
30/05/2025	DD	Castle Water	210.38	Water Rates
15/05/2025	DD	Bankline	11.20	Bank charges
19/05/2025	DD	Intuit Ltd	57.50	Professional Fees
14/05/2025	DD	Vodafone	58.90	Telephone/Mobile
30/05/2025	DD	Orange Pixel	45.00	Computer web/hosting/Support
01/05/2025	DD	Hart district Council	720.00	Rates
20/05/2025	DD	NEST	0.00	part of payroll total
	BACS			
28/05/2025	BACS	Payroll	9328.73	payroll
28/05/2025	BACS	Biffa Waste Services Ltd	40.00	Refuse
28/05/2025	BACS	Biffa Waste Services Ltd	25.98	Refuse
28/05/2025	BACS	Biffa Waste Services Ltd	32.00	Refuse
28/05/2025	BACS	Viking	89.20	stationery
28/05/2025	BACS	HAGS	75.00	Asset Maintenance
28/05/2025	BACS	Imprint	163.00	Marketing
28/05/2025	BACS	You and Yoga	50.00	Customer Refund
28/05/2025	BACS	Sunshine Commercial Services Ltd	1155.71	Grounds Maintenance
28/05/2025	BACS	Larkstel Ltd	538.75	Refuse
28/05/2025	BACS	Hampshire County Council	1387.88	Street Maintenance
28/05/2025	BACS	Royal British Legion	27.50	S137 - Chairmans allowance
28/05/2025	BACS	Guardwell Securitas	95.00	Security
28/05/2025	BACS	Comfort building Services Limited	384.68	Electrics & Plumbing



Parish Council
28/05/2025

28/05/2025	BACS	Comfort building Services Limited	312.47	Electrics & Plumbing
28/05/2025	BACS	Source Office Supplies Ltd	19.95	Cleaning
28/05/2025	BACS	Source Office Supplies Ltd	35.85	Cleaning
28/05/2025	BACS	Bubbles & Shine	684.00	Cleaning
28/05/2025	BACS	Bubbles & Shine	121.50	Cleaning
28/05/2025	BACS	Viking Office UK Limited	29.35	stationery
28/05/2025	BACS	Fleet Spurs Sports Club	50.00	S137 - Grants
28/05/2025	BACS	Bubbles & Shine	36.00	Asset Maintenance
28/05/2025	BACS	Bubbles & Shine	18.00	Asset Maintenance
28/05/2025	BACS	Bubbles & Shine	36.00	Asset Maintenance
28/05/2025	BACS	A Fisk	1183.50	Communal Area Maintenance
28/05/2025	BACS	Cloudy Group Ltd	162.40	Computer web/hosting/Support
28/05/2025	BACS	Arthur J Gallagher	8624.10	Insurance
	Cheque			
27/05/2025	CHQ 3666	J Ambler	400.00	Chairmans Allowance
		Total	26,700.81	