



These are the unadopted minutes of the Crookham Village Parish Council meeting held at 7:00pm on 3 November 2025 in Hareshill Community Centre, Crookham Village. Please refer to the Minutes of the December 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, David Jackson, Andrew Friend, Indra Sinka, Angela Sayers (RFO), Carol Leversha (Clerk), Anna Wierzbinska (Deputy Clerk)
In attendance:	Apologies received from Cllr Stephen Parker (HCC) and Cllr Wendy Makepeace- Browne (HDC). 5 members of the public.
MIN.146/25	APOLOGIES FOR ABSENCE None.
MIN.147/25	CHAIRMAN'S ANNOUNCEMENTS Chairman provided the following announcements to Members: Chairman attended HALC AGM on 22 October in Botley. The resolution was passed to keep the future Member Council Affiliation Fees at a very similar level to present. Hart Parishes fared extremely well on the awards which across the various categories included: Odiham, Elvetham Heath (2 awards), Hartley Wintney and Fleet. Chairman advised Members that he will be attending the Remembrance Day wreath laying on Sunday at 11 am at the Gally Hill war memorial and that everyone is welcome to attend the ceremony.
MIN.148/25	MINUTES OF THE COUNCIL MEETING OF 6 OCTOBER 2025 The Chairman referred to these page-by-page Min 129/25 – 145/25. RESOLVED: The Minutes of the meeting of 6 October 2025 were accepted as a true record and signed by the Chairman.
MIN.149/25	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. Declaration was made by Cllr Friend regarding item 10. (viii) and accepted as non-pecuniary. Cllr Ashton also declared his non-pecuniary interest in relation to item 10. (vii).
MIN.150/25	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.151/25	PUBLIC PARTICIPATION (maximum of 3 minutes per speaker). The Chairman adjourned the meeting for public participation. Member of public wanted to know if there is anything done about the crack in the wall at Redfields Lane End into Zebon Copse. MoP was explained that the wall is owned by Hart District Council, and they are responsible for it. ZCRA should contact HDC about it, but Deputy Clerk will also email HDC to highlight the issue. Member of public wanted to discuss devolution and would like to know what is happening with it. LGR was also briefly discussed and explained to MoP. Same MoP was asking about Neighbourhood Plan and whether CVPC should be looking at it to get it updated. Cllr Julia Ambler suggested that we should be updating it, but not until we know which direction the LGR will go. Our current NP is still valid and applies. Cllr Simon Ambler provided more detailed information about the possible direction of the future Local Plan. MoP mentioned that there are lines on top of Crondall Rd related to a traffic survey and asked who is carrying out these surveys. Hampshire Highways may be responsible for it. The Chairman then closed the meeting to the public.
MIN.152/25	CO-OPTION TO FILL VACANCY (Crookham Village Ward) No candidates available. Item to stay on the agenda.
MIN.153/25	DEFACING OF BOLLARDS AND ZEBRA CROSSINGS Cllr Sinka introduced an item and provided some background information about this item. Short debate commenced among Members.



	RESOLVED: Members agreed to ask Hampshire County Council to remove the graffiti outside the school for reasons of safety, education and out of respect for all members of the community. Copy FTC in this request.
MIN.154/25	ZCC UPGRADE Cllr Friend gave a detailed update about the last meeting of the working group for an upgrade of ZCC facilities, which took place online on 28 October 2025. Two architect firms expressed interest in providing plans for the upgrade. RESOLVED: Members agreed to appoint Macallan Penfold from Alton as an architect who will manage the project. Members approved the budget of £5,000 for a professional fee under spending power of LGA1972 s111.
MIN.155/25	FINANCE (i) Report of the RFO (Appendix A) (ii) September 2025 Accounts RESOLVED: The reports of RFO (i and ii) were accepted by Members. Monday 12 January 2026 7pm at HH agreed for an Informal Budget Meeting. (iii) Council Powers (Appendix B) The RFO advised members that the Clerk, Deputy Clerk and herself had reviewed the 25/26 budget and allocated a power to each expenditure type. In addition, a review of the powers used for one-off payments approved so far in the current financial year had also been done. A copy of the following documents had been placed in one drive prior to the meeting for members to review: a) Budget headings for 25/26 with the proposed government power allocated to each cost category b) A summary of payments approved under s137 and Chairman's allowance in the financial year so far and the proposed re-stated power, where applicable, to be used in light of the external auditors' comments on the AGAR for 24/25. The RFO advised members that the RFO report for the month listed the payments for that month along with the associated power. This will continue for all RFO reports going forward to show compliance to the external auditors request. RESOLVED: Members approved and formally accepted the powers proposed in document a) and the re-stated powers in document b) for payments already approved so far in this financial year. Members expressed their gratitude to the officers for their work involved in researching and listing all the spending powers. (iv) Councillor Allowances RFO presented her paper to members and showed her findings. The document had been placed in one drive prior to the meeting for members to review. The Chairman provided some further information about Cllr allowances. A discussion took place among members, where different options and scenarios were debated. members took a vote. 6 members were in favour of councillor allowances, one member abstained. RESOLVED: Members approved and agreed to adopt a councillor allowances scheme, effective from the financial year 26/27 for a yearly allowance of £1,000 per councillor with an opt in and opt out option available to members. Members requested that the budget for 26/27 reflect the above proposal. (v) Amendment to Financial Regulations Following up from the October 2025 F & HR Cttee meeting, a new paragraph A.3.6.1 is to be added to Financial Regulations: "Centre Managers have delegated authority to order a maximum of £200 per month for both community centres with the nominated cleaning supplier who we have an account with". RESOLVED: Members approved the amendment to FRs paragraph A.3.6 and a new paragraph A3.6.1.

	(vi) British Legion Donation Cllr Simon Ambler had been invited to attend the remembrance service in his role as Chairman of the council. RESOLVED: Members approved £40.00 for the wreath donation to RBL using power LGA 1972 Chairman's Allowance ss15(5) and 34 (5). (vii) Crondall Bowls Club Grant Request £50.00 grant request originally discussed by members at the October 2025 meeting. RESOLVED: £50.00 grant agreed by members using power LGA1976 s137 - sports events outside of parish. (viii) Crookham Infants School Grant Request Grant form received requesting 3 hours free hall hire as a school raffle prize. The hall hire to be used for a children's party. RESOLVED: Members approved the grant request using power LGA1972 s137(1). (ix) Hart Foodbank Donation RESOLVED: Members approved £60.00 donation using power LGA1972 s137.
MIN.156/25	PLANNING (i) Report of the Planning Committee Cllr Jackson presented his report. He drew Members attention to various items. Cllr Jackson briefed Members about the appeal he attended on 28 October at HDC for the additional 9 houses on Albany Park. Quorum confirmed for Planning Mtg on 17 November. RESOLVED: The report of the Planning Committee was accepted and signed by the Chairman. (ii) Planning Application 25/01968/HOU Proposal: Erection of a two storey and single storey rear extension, replacement of all windows and west facing door and extension of existing box dormer following demolition of existing side utility room and removal of two chimneys. At: The Peppers, The Street, Crookham Village, Fleet, Hampshire GU51 5SG RESOLVED: No objection. (iii) Planning Application: 25/01830/HOU Proposal: Conversion of loft and garage into habitable accommodation to include dormers to both sides and replacement of the garage door with a window At: 16 Tudgey Gardens Crookham Village Fleet Hampshire GU51 5BZ RESOLVED: CVPC objects due to harm to the street scene and insufficient on-site parking provision. (iv) Planning Application: 25/01335/FUL Proposal: Use of land for the permanent siting of a mobile home further to temporary permission granted by 21/02645/FUL At: Furney Copse Farm, Crondall Road, Crookham Village, Fleet, GU51 5SZ RESOLVED: CVPC objects as the requirement is based in the countryside and entirely on agricultural link. (v) Planning Application: 25/01907/HOU Proposal: Erection of a garden office At: 48 Netherhouse Moor, Crookham Village, Fleet, Hampshire, GU51 5TY RESOLVED: No objections. (vi) Hart Countryside Development Plan Survey RESOLVED: Members agreed to respond to HDC advising that it will be appropriate to include Albany Park SANG in their plans.
MIN.157/25	HIGHWAY & FOOTPATH MATTERS (i) Lea Green footpath & dropped kerb (The Street / Hitches Lane) No further update available.
MIN.158/25	COMMUNITY CENTRES RESOLVED: Members accepted the report from CMs.
MIN.159/25	INFORMATION SHARING & AGENDA ITEMS FOR NEXT MEETING



Albany Park noticeboard is still WiP.
Neighbourhood Watch – agenda item for December.
Signed Post from Hitches Lane to HH Community Centre – agenda item for December.

Meeting closed at 8.34 pm.

2025 Meeting Dates:

	CVPC	Finance	Planning
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 - 3rd November 2025
RFO Report

Appendix A

General Updates

Hareshill

Building Rates - No Valuation received yet. Copy of email from Richard Maidment, our case officer, at the Valuation office agency in one drive

Budget Meeting – suggested date
Monday 12th January 2026 – HH – 7pm

Accounts

September 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

Notes on Accounts

- 1) Bank Interest – Interest of £369.81 was received on our Business Reserve Account
- 2) £79,000.00 was transferred from the NatWest Current Account to the NatWest Business Reserve Account in September 2025

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

- 1) Communal Areas
Includes –
CVPC – Tree work in the Crescent £350.00
- 2) Play Area
ZCC – Fencing repairs £230.00
- 3) Courses and Travel
ZCC – St John Ambulance course for CM £198.00
- 4) Audit Fees
Includes-
CVPC – External Audit BDO £630.00
- 5) SumUp Bank charges
ZCC - £9.46 for September transactions
- 6) Grants/Canal Contributions
CAB £500
HCC £3048.00

Crookham Village Parish Council

Income & Expenditure

September 2025

	TOTAL
▼ Income	
Bank Interest Earned	369.81
Hire of Facilities	5,010.12
Hire of Pitches	535.65
Precept	16,418.29
Total Income	£22,333.87
GROSS PROFIT	£22,333.87
▼ Expenses	
Asset Maintenance and Repairs	2,301.96
Miscellaneous	18.41
Office Expenses	725.61
Other Payments including S137	3,548.00
Professional Fees	1,694.36
Property Maintenance	2,419.35
Property Services	1,800.41
Salaries	11,457.81
Subscriptions	136.48
Total Expenses	£24,102.39

Notes

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

Payments made in September 2025

Date	Num	Name	Net	Category	Power	Section number
09/09/2025	DD	Total Energies	136.54	Gas	LGA 1972	s133
18/09/2025	DD	Castle Water	18.14	Water Rates	LGA 1972	s133
15/09/2025	DD	Bankline	12.00	Bank charges	LGA 1972	s111
16/09/2025	DD	Intuit Ltd	57.50	Professional Fees	LGA 1972	s111
29/09/2025	DD	Vodafone	102.46	Telephone/Mobile/broadband	LGA 1972	s144
30/09/2025	DD	Orange Pixel	45.00	Computer web/hosting/Support	LGA 1972	s111
01/09/2025	DD	Hart district Council	720.00	Rates	LGA 1972	s133
15/09/2025	DD	Npower	129.75	Electricity	LGA 1972	s133
16/09/2025	DD	Castle Water	171.97	Water Rates	LGA 1972	s133
15/09/2025	DD	Npower	124.06	Electricity	LGA 1972	s133
04/09/2025	DD	Barclaycard - Nisbets	354.99	Fixtures & fittings - Asset	LGA 1972	s111
04/09/2025	DD	Barclaycard - Home Bargains	16.15	Cleaning Materials	LGA 1972	s111
22/09/2025	BACS/DD	Payroll	11457.81	Payroll	LGA 1972	s111
26/09/2025	BACS	Viking	39.34	Stationery	LGA 1972	s111
26/09/2025	BACS	Biffa Waste Services Limited	17.32	Refuse	Litter Act 1983	s5-6
26/09/2025	BACS	Biffa Waste Services Limited	40.00	Refuse	Litter Act 1983	s5-6
26/09/2025	BACS	Biffa Waste Services Limited	32.00	Refuse	Litter Act 1983	s5-6
26/09/2025	BACS	JRB Enterprise Ltd	498.00	Street furniture Maintenance	Litter Act 1983	s5
26/09/2025	BACS	Sunshine Commercial Services Ltd	1268.97	Grounds Mainenance	Open Spaces Act 1906	ss 9 10
26/09/2025	BACS	Larkstel	538.75	Refuse	Litter Act 1983	ss 5 6
26/09/2025	BACS	Cloudy IT	85.60	Computer web/hosting fees	LGA 1972	s111
26/09/2025	BACS	Phil's Pest Control	60.00	Communal Areas Maintenance	Public Heath Act 1875	s164
26/09/2025	BACS	Amazon	17.46	Street furniture Maintenance	LGA 1972	s111
26/09/2025	BACS	BDO - External Audit	630.00	Professional Fees	LGA 1972	s111
26/09/2025	BACS	Rebecca Smith	720.00	Cleaning	LGA 1972	s111
26/09/2025	BACS	Rebecca Smith	135.00	Cleaning	LGA 1972	s111
26/09/2025	BACS	Hampshire County Council	3048.00	Canal Contribution	LGA (Misc provisions) 1976	s19
26/09/2025	BACS	Citizens Advice - Hart district ltd	500.00	Grant	LGA 1972	s142 2(A)
26/09/2025	BACS	Bi-fold Rolfe	115.00	Fire Maintenance	LGA 1972	s111
26/09/2025	BACS	Tectonic	396.00	Computer web/hosting fees	LGA 1972	s111
26/09/2025	BACS	Yateley Fencing Limited	230.00	Play Area Maintenance	LGA 1972	s111
		Total	21,717.81			