

These are the unadopted Crookham Village Parish Council Minutes of the Meeting of 7 July 2014 held in the WI Hall, The Street, Crookham Village. Please refer to the Minutes of the September 2014 meeting for any amendments.

Present: Cllr. Simon Ambler (Chairman)
Cllr. Julia Ambler
Cllr. Peter Crawley
Cllr. Richard Eastment
Cllr. Clive Eastwood
Cllr. David Jackson
Cllr. Wendy Makepeace-Browne
Mrs. Angela Sayers (RFO)
Mrs. Carol Leversha (Clerk)

In attendance: Ward Cllr. Jenny Radley and Mr. & Mrs. Michael White.

MIN.112/14 APOLOGIES FOR ABSENCE

Apologies from Cllr. Judy Johnson.

MIN.113/14 CHAIRMAN'S ANNOUNCEMENTS

The Chairman said he proposed to bring forward the planning applications – Agenda item 12 (iii)(iv) and (v) but which will be Minuted in Agenda order.

MIN. 114/14 MINUTES OF THE MEETING OF 2 JUNE 2014

The Chairman went through the Minutes for accuracy. Add Cllr. Jenny Radley as being in attendance.

RESOLVED: Mins. 093/14 to 111/14 were agreed and signed by the Chairman.

MIN.115/14 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.116/14 CONSIDER CRIME & 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.117/14 PUBLIC PARTICIPATION (maximum of 3 minutes per speaker).

No one wished to speak.

MIN. 118/14 PARISH NEWSLETTER

Cllr. Makepeace-Browne said she has had no input from some colleagues but is awaiting copy from Cllr. Julia Ambler and Cllr. Eastment has done an article on the Neighbourhood Plan. The Clerk was requested to contact the lady who presented the Pilcot Road petition and her children as well as the Chairman and Cllr. Jenny Radley in order to get a photo taken for the Newsletter and invite local paper photographer. Cllr. Jackson said there was a Parish Council A4 précis of the objections to the Albany Farm application which could be used and the local lettings plan. Members also want Grove Farm and Tudgeys developments updates, Lea Green play area, our new Councillors, a ZCC Manager's article on business from the Centre.

MIN. 119/14 LOCAL LETTINGS PLAN

Cllr. Jackson explained the rationale behind the request that "local connection" residents could have first refusal of social housing on larger estates in line with the rights given through the Rural Exception Scheme. (Another article for the Newsletter).

RESOLVED: Members welcomed and accepted the format from Hart Council – Clerk to advise HDC and ask for S106 wording.

MIN. 120/14 MEDIA COMMUNICATIONS & MARKETING (Facebook/Twitter)

The Clerk advised that use of Social media required a Social Media Policy – Governance and clear policies and procedures help mitigate the risk of reputational damage through misuse. Also she had checked with other authorities and the site should be monitored by officers not Members. Links from the website should feed into Twitter and Facebook. Common Background Data Base containing the articles. Cllr. Eastment said his knowledge of Facebook is that the younger generation are moving away from it. Cllr. Jackson was concerned at the implications of two way communications – he urged not to open communication to other parties. Members had all had sight of the Trash Media offer and this was declined.

RESOLVED: Clerk to research social media policies of other councils.

MIN. 121/14 NEIGHBOURHOOD PLAN STEERING GROUP DELEGATED AUTHORITY & TERMS OF REFERENCE

Cllr. Makepeace-Browne introduced this item. The requirement for a Steering Group had come out of a meeting with Liz Bourne (Consultant). The Steering Group would be run very tight – have working groups underneath – Steering Group to have autonomy to spend money and action issues between Parish Council meetings. Cllr. Jackson said as far as he can see the Parish Council gets it all going but then makes no decision at all until the end. Cllr. Julia Ambler said she had similar concerns. The Neighbourhood Plan (NP) will be seen as being the Parish Council and therefore the Parish Council does need to be extensively involved, ultimately the Responsible Financial Officer is responsible for the finance and Finance & HR would expect to be informed and she could see nothing in the wording reflecting this. Cllr. Jackson said in every respect where the Parish Council spends its money it is always subject to third party scrutiny. He asked who selects the contractor – what process selects the contractor. Cllr. Julia Ambler said if this was a committee we would have a structure which the Standing Orders would cover. Cllr. Jackson said steering groups do not have to have meetings in public but they can choose to but do not have to do so. Cllr. Eastment said the NP is established under Statute. The Steering Group have to report to the Parish Council every month. Cllr. Crawley said he did not like the word “autonomous”. Cllr. Eastment said Standing Orders (SO’s) do not apply in this instance. Cllr. Jackson said he was concerned about the letting of formal contracts without going through formal processes. The Chairman said if it was a separate group he would have no issue – however, the funding was applied for by the Parish Council and the money is in the Parish Council bank. Cllr. Ambler said the way we have gone about this, in our innocence, has put us in a difficult position. Cllr. Eastment said the financial procedures would be managed by the Finance & HR Cttee and as far as he could recall there would only be two tenders being sought. The intent is to let the Steering Group itself call meetings outside of Standing Orders. Working groups will be topic specific and will not meet in public and volunteers are required. The Steering Group oversees all of this. Cllr. Jackson said he felt this could all be resolved by making the NP Group a Parish Plan Cttee of the Council and thus be covered by SOs with delegated powers of financial decisions. It would manage the budget in conjunction with the Finance & HR Cttee. The Chairman asked Cllr. Makepeace-Browne to tell the consultant not to jump the gun on the Towns Alive website until this matter is sorted out. The Clerk to invite the Towns Alive Consultant to a meeting in August and the Chairman asked Members to compile their questions prior to the meeting.

RESOLVED: Invite the Towns Alive consultant to present to a meeting on the first Monday of 4 August 2014.

(Post Meeting Note: Date altered to 29 July 2014 due to other commitments.)

MIN. 122/14 FINANCE

The Responsible Finance Officer said a NP reserve has been set up. The only item to come forward from the Finance & HR meeting was the use of Bankline which would save the RFO from making frequent trips to the bank. Cost is £11 a month with free equipment for 5 readers and transactions are circa 40p – and is specifically aimed at authorities like ours. She would set up the payment and this would need to be authorised by two Councillors. She still has to look at how she presents invoices to show what the money is spent on. The bank will not discuss anything until the RFO goes in – there will be nothing in writing. She will need a printer scanner to facilitate Members viewing invoices.

RESOLVED: Bankline to be set up and RFO to come back with proposals as per debate.

The Zebon Copse Residents Association had offered to purchase and install two dog bag dispenser units at locations on Zebon to be agreed with the PC and requested that the PC service these and also undertake to service the initial dispenser installed at Londlandes. ZCRA estimate the Grant to be in the order of £500 but are willing to pay the exact cost.

RESOLVED: Request from ZCRA to undertake the purchase of dog waste bags for all 3 dispensers is agreed. In addition it was proposed that when the stock of bags for The Street dispenser runs out the PC will purchase a new dispenser of the same model as those on Zebon.

MIN. 123/14 PLANNING

(i) **Trees Report**

Cllr. Jackson said he could cover this item. There are no new tree applications. Tree decisions are listed in the Planning Committee Report.

(ii) **Report of the Planning Committee**

Cllr. Jackson spoke to his report and responded to queries.

RESOLVED: The report of the Planning Committee was agreed.

(iii) **14/01176/HMC - Primrose Cottage, Crondall Road, Crookham Village**

Rationalisation of levels with new retaining wall to improve the existing driveway, lay hard new surface. Erection of two bay wooden garage.

Partially retrospective.

Cllr. Jackson addressed the plans for the benefit of Members. Concern was expressed at the height of the proposed garage block and its adverse effect both on the neighbour and the view from Crondall Road towards the East at that point. No elevations or relative levels of the main property were provided to allow proper comparison of roof heights.

Recommendation: Members objected to the size and mass of the proposed garage block, especially in its relationship to the existing dwelling house and its overbearing effect on the neighbouring property. Should this application be approved, a condition should be attached to preclude inappropriate use of the upper storey. It is also not clear whether it will be possible for vehicles to enter and exit in forward gear.

(iv) **14/01415/LBC - Velmead Farmhouse, Watery Lane, Church Crookham**

Remove an internal brick partition between kitchen and dining room of a 1950's addition and add a black soil pipe.

Cllr. Jackson addressed the plans for the benefit of Members. CVPC could defer to the Hart Conservation team to address interior aspects related to the listed status. CVPC was primarily concerned with any exterior visual implications.

Recommendation: No objections.

(v) **15/01352/HMC – 58 Browning Road, Zebon, Church Crookham**

Removal of existing rear conservatory, new single store side extension.

Cllr. Jackson addressed the plans for the benefit of Members.

Recommendation: No objections.

(vi) **Speaker at HDC Planning Meeting for Albany Park application**

RESOLVED: Highlight destruction of financial and functional aspects of the ZCC. Need to speak for no more than 3 minutes (Cllr. Julia Ambler will act as backup if Cllr. Jackson is unfit). Co-ordinate who is going to be the speaker for the objectors. Cllr. Eastwood offered to approach Faceit to co-ordinate an objection speaker for third parties.

MIN.124/14 WEBSITE UPDATE

The Chairman said the responses had been very disappointing. It was agreed that the Chairman would endeavour to source new companies and report back to a later meeting.

MIN.125/14 LEA GREEN PLAY AREA – ADDITIONAL PLAY & EXERCISE EQUIPMENT

The tarmac path has been completed and has been received favourably by users. The Clerk advised she had received a telephone message from a resident expressing delight at the new play equipment. Members had been advised of unspent funds within this budget and Members were asked to agree to tenders being sought for over 12/Adult Exercise equipment and a zip wire and roundabout equipment for this site.

RESOLVED: Clerk to invite quotes from 3 suppliers.

MIN.126/14 ACQUISITION OF LEA GREEN

The Clerk met with HDC Officers to conclude the lease terms on 23 June. There are certain clauses which have to remain in the document and in order to reduce bureaucracy the Clerk requested that a one-off payment of £50 be made rather than seeking to pay a £1 per annum rental fee.

RESOLVED: Members accepted the £50 one off fee.

MIN.127/14 UPDATES ON HIGHWAY & FOOTPATH MATTERS

(i) **SID Data & Speed watch**

Due to staff shortages there will be no speedwatch site for the month of August.

(ii) **Crondall Road**

Nothing further to report at present.

(iii) **A287/Redfields Lane junction**

Awaiting the outcome of the Albany Park (Watery Lane) application.

(iv) **Pilcot Road**

Clerk to endeavour to get all parties together for a photoshoot before term end.

(v) **Parish Lengthsman scheme**

Cllr. Makepeace-Browne had kindly delivered our signed copy of the Agreement to the Hook Motorway compound. Letter stressed that Members wished to move forward with the document ahead of any grant from HCC. The Clerk advised that it might be possible to utilise Dogmersfield Contractor for urgent works.

(vi) **F/p 5**

Cllr. Jackson reminded Members of the stretch alongside Riverside Cottage during the appalling wet weather. Due to the weather the sand was washed down and the sand now turns into a sandy quagmire – Clerk to send email to HCC officers – top has bedded in but bottom is a mess.

Mr. Hellier had sent a lengthy email in relation to health issues due to the siting of feed troughs for cattle on Cross Farm. The cattle crossing is almost impassable - photos to come from Cllr. Jackson. There is surface water run off into domestic property – advise flood team of HCC also send email to HDC Environmental Health.

MIN. 128/14 ZEBON COPSE CENTRE & ADJACENT AMENITIES

Report from Centre Manager

Report received. Ms Reilly is leaving us due to family circumstances and the Chairman wished it recorded of the thanks of the Council for the excellent job she has

done in her short time with us. Recruitment for a replacement is underway and a sift of applicants will take place on Saturday.

MIN. 129/14 INFORMATION SHARING & AGENDA ITEMS FOR NEXT MEETING

The baby owl lost at the Zebon Fete was found and returned to its owners. There is a Lights Out ceremony on the 4 August from 10pm till 11pm to commemorate the start of WW1. Cllr. Jackson said there are 3 stages to the commemoration. This is the first stage, then the Battle of the Somme and then the end of the war in 2018. Clerk to ask British Legion organiser (Mr. Coombes) what he expects from CVPC and talk to CC Clerk as to what they are doing to publicise. Cllr. Ambler to be the official CVPC representative, but all Councillors were encouraged to attend. Item for next Newsletter. Cllr. Eastwood was concerned about the use of a massive truck using the Watery Lane bridle path coming out of the land at the bottom of the road. Cllr. Eastwood was also concerned at excessive speeds of buses along Redfields Lane ask if this site could be added to the SID deployment and ask the Speedwatch group if they would be prepared to do this site and if they were ask the police to do a safety audit. Cllr. Makepeace-Browne asked if any Members were planning on dropping in to the ZCC NP public session this Saturday. Cllrs. Julia and Simon Ambler and Cllr. Eastwood would attend. Cllr. Makepeace-Browne advised of the HDAPTC meeting Tuesday 8 July – members are invited to attend as the hosting parish. Cllr. Jackson said it would be very educational for Members to attend.

The meeting closed at 9.50 pm.

Dates for 2014 meetings:

WI Hall

ZCC

6 October

1 September

1 December

3 November