

These are the unadopted Crookham Village Parish Council Minutes of the Meeting of Monday, 2 November 2015 held at 7.45pm in the WI Hall, The Street, Crookham Village. Please refer to the Minutes of the December 2015 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 Cllrs Jenny Radley and Tony Clarke and Watch Manager Kevin Griffiths of Hampshire Fire and Rescue and Dr. Indra Sinka and Mr. Brian Whyatt.

MIN.176/15 APOLOGIES FOR ABSENCE

Apologies from County Cllr. John Bennison.

MIN.177/15 CHAIRMAN'S ANNOUNCEMENTS

The Chairman announced that he would be tabling an urgent item "Planning for a Safer Hampshire" as the response date to the item was before the December Council meeting. The Chairman also advised that at the meeting of the Basingstoke JMC of the Canal Authority Fleet Town Council were approved to be a voting Member and Surrey County Council were given an additional seat to marry up the disparity.

MIN.178/15 MINUTES OF THE MEETING OF 5 OCTOBER 2015

The Chairman referred to the Minutes page by page.

RESOLVED: Mins. 156/15 to 175/15 were agreed and signed by the Chairman.

MIN.179/15 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.180/15 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.181/15 PLANNING FOR A SAFER HAMPSHIRE

Members requested a quick overview from Officer Griffiths. He explained how Fleet was a retained Fire Service and that there is to be a lot of restructuring of fire stations across Hampshire. What has been decided for Fleet is a reduction from the Full Fire Engine to a smaller appliance. There will be a great deal of new equipment supplied with this smaller vehicle. The public consultation for the area was in Basingstoke two weeks ago and this was not well attended by the public. Officer Griffiths then responded to questions from Members.

RESOLVED: Members will advise the Clerk of their individual responses and the Chairman and Vice-Chairman will ensure the Clerk sends a co-ordinated PC response.

MIN.182/15 PUBLIC PARTICIPATION (maximum of 3 minutes per speaker).

The Chairman asked permission to adjourn the meeting for public participation. Mr. Whyatt said the stiles off Stroud Lane are in very poor condition and require repair or removal. Cllr. Radley advised that the public consultation on the housing options paper will commence after the Cabinet Meeting on 18 November which has a 7pm start. In relation to Buses in Fleet – the campaign groups are doing their best to keep this high profile. There is to be a race from Morrison's to Frimley Park Hospital on 21 November and this will be between getting there by bus (3 bus changes) and walking – starts about 10.15 am.

The Chairman then reconvened the meeting.

MIN.183/15 PUBLIC TRANSPORT SURVEY RETURNS

A total of 22 returns were received and apart from one resident (who had to leave his employment) all the others had found alternative ways to reach their destinations. Cllrs. Clarke and Radley requested a copy of the breakdown. Cllr. Radley said Hart are also considering doing a bus survey in the Hart News. Cllr. Jackson asked what the bus company was doing about publicising its service and Cllr. Radley said Stagecoach have promised to deliver a timetable to every property when next doing a new print. Cllr. Makepeace-Browne

asked about the spend for buses on QEB and Cllr. Radley said she would send her some information.

MIN.184/15 CO-OPTION OF COUNCILLOR FOR CROOKHAM VILLAGE WARD

There being no election called the vacancy can now be filled by co-option. Dr. Indra Sinka had expressed an interest in returning to the Council to represent the village.

Cllr. Makepeace-Browne proposed and Cllr. Jackson seconded the co-option of Dr. Indra Sinka. Members were unanimous in supporting the proposal.

RESOLVED: Dr Indra Sinka was co-opted to the Council and signed her Declaration of Acceptance of Office.

MIN. 185/15 WEBSITE

Cllr. Jackson said he needs clearance from Members to go ahead with getting this to go live. The new site is accessible by phone and tablet. He is currently investigating automation of the display of meeting dates as time passes rather than having to manually update each time. The consultant has now used up all the allocated funds and more hours are needed to finish off the task. He would like to take funds from the maintenance budget. By December he wishes to be able to replace the current website with this new one. The RFO asked for an invoice for work done and a quote for work going forward. Once the site has gone live, the Council will need to decide whether to allow some Members and/or staff to update selected pages and to authorise someone to post to the Council's Twitter feed. Cllr Jackson anticipates that he will be able to provide the associated training.

RESOLVED: Vire funding from maintenance budget.

MIN.186/15 NEIGHBOURHOOD PLAN STEERING GROUP UPDATE

Cllr. Eastment said it would be quick as most Members had been present at the last SG meeting. He hopes more will attend next Monday's meeting. M/s Bourne has started to analyse the questionnaire results and the first V&O draft has been sent out. Cllr. Makepeace-Browne said she had a quote for the extra work on the V&O – because the previous V&O survey was so poorly responded to it had been decided to have another push at getting responses. She went into detail with what was required. FacelT will send it out to their group and the Zebon Copse group will help and we need a Twitter version to get the message across – we are looking at £480 spend. We have only about 130 responses so far. Cllr. Makepeace-Browne had an invoice for consultancy work for October but there should be money still after the estimate for consultancy work in November. The Chairman asked if they were confident that this new initiative would work. Cllr. Eastment said they had waited a couple of weeks for further responses and Cllr. Makepeace-Browne said she had expected FacelT to send the email out at once but this had proved difficult. Cllr. Crawley said he had raised his concern at the Finance meeting and she agreed with him that the message was not strong enough in that even if you agree it did not state "you must respond". Cllr. Jackson said the Survey Monkey did not allow him to give detailed comments. Debate took place on how payment to the Consultant going forward would be paid. Cllr. Julia Ambler said we needed a full audit trail of what was being spent – Finance needed to be able to approve and monitor against the budget. The Chairman again stressed the need for all documents that are going to be presented at a meeting to be put into Dropbox and brought to Members attention prior to the meeting so what was being requested was clearly understood.

RESOLVED: Members agreed that up to £500 could be spent for the further Consultation exercise.

(i) Appointment of replacement Parish Council Member

Cllr. Indra Sinka offered to replace Cllr. Eastwood who had stepped down from this position.

RESOLVED: Cllr. Sinka appointed to the CVPCNPSG.

MIN.187/15 FINANCE

(i) Report from RFO

The RFO said the majority of spend was all contractual cost. She would like Members to agree the informal budget meeting date. The RFO will present a first draft at that meeting. It was agreed that the 12th January would suit. She then went through the calendar dates of meetings for the Planning and Finance meetings and further changes need to be made. The Finance & HR Cttee Standing Orders had been amended to incorporate the Bank Line facility – when the Cttee when looked at the SO it was felt that the number of approvals should be at least two Councillors as per the bank cheque mandate. With no charges now being incurred for Bankline all Members will be provided with a reader and card for the facility.

The Chairman and Cllr. Jackson will need to set this up for Members who are already authorised signatories so that Bankline payments can be authorised by two councillors as for cheques.)

Below please find the income and expenditure for the month of October.

Summary of Income / Expenditure for October 2015

Inc		£
ome		5,1
	Hire of Facilities	14.86
		318
	Hire of Pitches	.67
		<u>5,4</u>
	Total Income	<u>33.53</u>
Exp		
ense		2,1
	Asset Maintenance and Repairs	34.48
		14.
	Office Expenses	64
		2,7
	Printing, Postage & Advertising	38.30
		33.
	Professional Fees	00
		1,5
	Property Maintenance	27.74
		698
	Property Services	.60
		3,5
	Salaries	19.61
		57.
	Section 137	98
	Other Expense	
		(2,3
	Transfer to Reserve re NP	<u>05.80)</u>
		8,4
	Revised Expenditure after t/f to reserves	<u>18.55</u>

(ii) Request for funds to decorate telephone box

Mrs. Walden had asked for permission to purchase further lights for the box. The Chairman said short term he proposed that we agree to the purchase of new lights. Debate took place on possible other uses for the telephone box.

RESOLVED: The Council will purchase a set of lights up to a spend of £50 – Clerk to ask Mrs. Walden what sort she requires and we will purchase.

MIN.188/15 PLANNING

(i) Report of the Planning Committee

Cllr. Jackson spoke to his report. Cllr. Jackson said there was very little of any consequence in this month's report.

RESOLVED: The Report of the Planning Committee was agreed.

(ii) Appointment of Councillor to Planning Committee

With no volunteer it was agreed that any Member could be called upon to make the Committee quorate when it has to meet.

RESOLVED: Any Member of Council may be called upon to be an emergency attendee.

(iii) HDC 15/2448/HOU

**First and ground floor rear extension and front porch
Studley, The Street, Crookham Village GU51 5SG**

It was agreed to send an email, copied to Chairman of Hart Planning and Hart Officers Emma Whittaker and Nick Stevens, requesting that applications should be required to have the correct documentation before being validated and put out for consultation. It was also agreed that CVPC planning responses would revert to using email because the on-line system posted responses anonymously on the web.

RESOLVED: No objections.

MIN.189/15 UPDATES ON HIGHWAY & FOOTPATH MATTERS

(i) Parish Lengthsman Scheme

The Clerk had spoken to the St. Marybourne Clerk and Members had been sent an email detailing the work involved in his setting up his Council as the lead council. From his response it appeared to take a great deal of time to become the Lead Council and Members did not want to undertake that role. We have asked time and time again if we may have the authority to work on highways without the funding but are getting no answers.

RESOLVED: Clerk to write to the HCC Cabinet Member and Director of Environment (Stuart Jarvis) to establish what is required with regard to training, insurance and authorisation to allow CVPC to employ contractors to do minor works like clearing overhanging vegetation from highway land, cleaning road signs etc.

(ii) Upgrading of stiles

The Clerk advised that the alterations to the stile at The Street end of f/p 5 have been completed and Cllr. Crawley said it was most satisfactory. We now need to get a quote from Mr. Hirst's contractor for the two other stiles and advise the HCC Rights of Way Officer, who had agreed to repair the steps down to the canal towpath once the stile adjacent to Riverside Cottage had been remodelled. Clerk to send a letter of thanks to Mr. Hirst.

MIN.190/15 ZEBON COPSE CENTRE & ADJACENT AMENITIES

(i) Report from Centre Manager

Report copied to all Members.

Cllr. Jackson advised that the Tesco Local Community Scheme offering money raised from sale of plastic bags was more suitable for applications from CVPC rather than from ZCRA as he had originally envisaged. What was being offered was not very clear from their web site, but schemes over £8k with 25% match funding from Tesco seemed to be indicated. A number of funding rounds were offered with round 2 in April/May 2016. RFO to investigate possibilities for this scheme to help enhance ZCC sports equipment once year-end accounts had been completed. It was also possible that ZCRA might be able to contribute. The RFO asked for timelines and was advised that the new funding cycle is around May.

MIN.191/15 INFORMATION SHARING & AGENDA ITEMS FOR NEXT MEETING

Martin Grant Homes had written asking for involvement with Members in relation to the Albany Park development. The Chairman said he thought the Core of the Planning Team should meet with them – Clerk to set up some meeting dates.

The Crookham Street Social Club had asked for a postponement of the matter of getting the Club listed as a Community Asset. Whilst the Chairman had no objection to this Hart have advised that legally it must deal with the matter within the regulations and a postponement cannot take place.

The Chairman advised that he and Cllr. Jackson are representing the Council at the Remembrance Day Service.

Agenda items - Updated SO for Finance & HR to Full Council and Basingsroke Canal JMC representation for riparian parishes (Chairman).

The planter on the Roundabout was vandalised – Cllr. Makepeace-Browne to speak to Adam Green about replacement planting. Cllr Jackson reported that bricks had been thrown recently through windows of a house adjacent to Zebon Copse woodland, which could possibly be linked to the vandalism on the roundabout.

The meeting closed at 9.59 pm

**Dates for 2015 meetings
WI HALL**

ZEBON COPSE CENTRE

7 December

Dates for 2016 meetings

4 January

7 March

9 May (Annual General Meeting)

4 July

3 October

5 December

1 February

4 April

11 April (Annual Parish Meeting)

6 June

5 September

7 November