

These are the unadopted Crookham Village Parish Council Minutes of the 65th Annual General Meeting of Monday, 8 May 2017 held at 7.45pm in the Zebon Community Centre, Danvers Drive, Crookham. Please refer to the Minutes of the June 2017 meeting for any amendments.

Present: Cllr. Simon Ambler (Chairman)
Cllr. Julia Ambler
Cllr. Daniel Bunter
Cllr. Clive Eastwood
Cllr. David Jackson
Cllr. Peter Kenaghan
Mrs. Angela Sayers (RFO)
Mrs. Carol Leversha (Clerk)

In attendance: Cllr. Jenny Radley and Mr. Peter Foulkes.

MIN.069/17 ELECTION OF CHAIRMAN

One nomination was received for Cllr. Simon Ambler, proposed by Cllr. David Jackson and seconded by Cllr. Peter Kenaghan. There being no other nominations Cllr. Simon Ambler was duly elected as Chairman and signed his Acceptance of Office form.

RESOLVED: Cllr. Simon Ambler was elected Chairman for the ensuing year.

MIN.070/17 ELECTION OF VICE-CHAIRMAN

One nomination was received for Cllr. David Jackson, proposed by Cllr. Simon Ambler and seconded by Cllr. Julia Ambler. There being no other nominations Cllr. Jackson was duly elected as Vice-Chairman and signed his Acceptance of Office form.

RESOLVED: Cllr. David Jackson was elected Vice-Chairman for the ensuing year.

MIN.071/17 APOLOGIES FOR ABSENCE

Cllr. Dr. Indra Sinka.

MIN.072/17 CHAIRMAN'S ANNOUNCEMENTS

None.

MIN.073/17 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.074/17 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.075/17 PUBLIC PARTICIPATION (maximum of 3 minutes per speaker).

The Chairman asked permission to adjourn the meeting for public participation.

Mr. Peter Foulkes said he might wish to speak later. The Chairman then reconvened the meeting.

MIN.076/17 MINUTES OF THE MEETING OF 3 APRIL 2017

The Chairman referred to these page by page and there were no amendments.

RESOLVED: Min. 051/17 to 068/17 were agreed and signed by the Chairman.

MIN.077/17 MINUTES OF THE ANNUAL PARISH MEETING OF 10 APRIL 2017

The Annual Parish Meeting Minutes of 10 April were agreed without amendment.

RESOLVED: The Minutes of the Annual Parish Meeting were agreed as a true record and signed by the Chairman.

MIN.078/17 CO-OPTION OF MEMBER FOR ZEBON WARD.

The Clerk advised she had not been contacted in this respect.

MIN.079/17 REVIEW OF STANDING ORDERS, RISK MANAGEMENT AND CTTEE TERMS OF REFERENCE

Standing Orders

Following on from suggested changes presented some further tidying up was required and this will be done so they are ready for approval at the June meeting.

Risk Management

Cllr. Julia Ambler suggested the Risk Register should not contain risks which had been dealt with; these should be removed but should go into the record. She felt that only uncontained risks which are relevant needed to be included. Other Members dissented. Debate took place and it was agreed that a separate working group be set up to go through this and bring back at a later date.

Cllr. Jackson asked that all Council policy documents/working practices/statements of work etc. documents be put into Dropbox so that Members had access. He would also appreciate guidance as to what should go on the council's website for publication. The Clerk will investigate.

Code of Conduct

There were no changes to this.

MIN.080/17 APPOINTMENT OF MEMBERS OF THE PLANNING CTTEE

Cllrs. David Jackson, Clive Eastwood, Peter Kenaghan and Daniel Bunter put their names forward.

RESOLVED: Cllrs. Jackson, Eastwood, Kenaghan and Bunter were appointed to the Planning Cttee.

MIN.081/17 ELECTION OF CHAIRMAN OF THE PLANNING CTTEE

Cllr. Jackson had indicated he was willing to stand for re-election.

Proposed by Cllr. Kenaghan and seconded by Cllr. Eastwood.

RESOLVED: Cllr. David Jackson elected Chairman of the Planning Cttee.

MIN.082/17 APPOINTMENT OF MEMBERS OF THE FINANCE & HR CTTEE

Cllrs. Simon and Julia Ambler, Kenaghan, Bunter put their names forward.

RESOLVED: Cllrs. S. & J. Ambler, Bunty and Kenaghan were appointed to the Finance & HR Cttee.

MIN.083/17 ELECTION OF CHAIRMAN OF FINANCE & HR CTTEE

Cllr. Julia Ambler had indicated her willingness to stand again as Chairman.

Proposed by Cllr. Simon Ambler and seconded by Cllr. Peter Kenaghan.

RESOLVED: Cllr. Julia Ambler was elected Chairman of the Finance & HR Cttee.

MIN.084/17 APPOINTMENT OF INTERNAL AUDITOR

The RFO advised that the internal Auditor be Wettone Matthews and our contact was Mr. Phil du Gay.

RESOLVED: Wettone Matthews appointed to audit the Council's Finances.

MIN.085/17 APPOINTMENT OF ENVIRONMENT MEMBER

Cllr. Clive Eastwood had volunteered for this position.

RESOLVED: Cllr. Clive Eastwood was appointed as Environment Member.

MIN.086/17 APPOINTMENT OF EMERGENCY RESPONSE MEMBER

Cllr. Peter Kenaghan had volunteered for this position. Cllr. Jackson requested a change of title to reflect more accurately what was involved. It was agreed that Resilience could be confused with HCC operation "resilience" which dealt with road repairs.

RESOLVED: Cllr. Peter Kenaghan was appointed as Emergency Response Member.

MIN.087/17 APPOINTMENT OF MEMBERS ON OUTSIDE BODIES

The following had confirmed their willingness to continue to represent the Council on the respective bodies:

- | | | |
|-------|---------------------------------|-----------------------------|
| (i) | Crookham Memorial Hall Trust | Cllr. Simon Ambler |
| (ii) | Parishes Welfare Trust | Mrs. Wendy Makepeace-Browne |
| (iii) | Cottrell Almshouses Trust | Mrs. Wendy Makepeace-Browne |
| (iv) | Hart & Rushmoor Transport Forum | Cllr. David Jackson |

- (v) Hart District Association of Parish & Town Councils Cllrs. David Jackson and Daniel Bunter.

RESOLVED: Membership of the above bodies be as detailed above.

MIN.088/17 SUBSCRIPTIONS FOR THE COMING YEAR

Members were asked to confirm the continuation of the subscriptions listed below:

- (i) Hampshire Association of Local Councils
- (ii) Open Spaces Society
- (iii) Society of Local Council Clerks
- (iv) Information Commissioners Office
- (v) Parish Online

RESOLVED: The above subscriptions were confirmed to continue for a further year.

MIN.089/17 NEIGHBOURHOOD PLAN STEERING GROUP

Cllr. Julia Ambler advised that progress has been made and it is hoped to send the Plan to our consultant to review shortly. The Group meets again tomorrow evening. Cllr. Jackson said he was prepared to help with the maps outside of the meetings.

MIN.090/17 FINANCE –

(i) Annual Return and Year End Accounts

The Chairman went through the document page by page. The RFO had emailed to Members the background supporting information. The Chairman advised the Council had to Minute and Approve its Annual Governance Statement 2016/17. The Chairman read out each of the Sections as set out in the document. Proposed by Cllr. Simon Ambler and seconded by Cllr. David Jackson.

RESOLVED: The Annual Return “Annual Governance Statement 2016/17” was accepted by Members and duly signed by the authorised Members and Officers.

(ii) Accounting Statement

The Chairman presented the Accounting Statement and this was accepted by all Members. Proposed by Cllr. Simon Ambler and seconded by Cllr. David Jackson.

RESOLVED: Confirmed that these accounting statements were approved by this smaller authority.

(iii) April 2017 Income and Expenditure:

Income

Hire of Facilities	£3,632.88
Hire of Pitches	113.00
Precept	£62,331.88

	£66.331.88

Expenditure

Asset Maintenance & Repairs	£4.545.97
Capital Expenditure write off	£9,138.00
Office Expenses	17.49
Printing, postage and advertising	287.20
Property Maintenance	£1,732.79
Property Services	£2,034.12
Salaries	£3,962.85
Subscriptions	713.00
*Section 137	185.51

	£22.616.73

*date 3rd April 2017 – chq number 2505 £150 - ZCRA
and 10th April 2017 – chq number 2518 - £35.51 APM

(RESOLVED: That the Council in accordance with its powers under section 137 and 139 of the Local Government Act 1972, should incur the following expenditure which, in the opinion of the Council, is in the interests of the area of its inhabitants and will benefit them in a manner commensurate with said expenditure.)

Reserve Movements

Transfer to Reserves re Big Lottery Grant	-£9,138.00
Transfer to Reserves re ZCC	£25,000.00

	£15,862.00

The RFO said that Cllr. Jackson had proposed that unspent funds be identified and the reason for failure to spend identified so that early knowledge of unspent/unnecessary funds could be used for new matters requiring funding. Members felt that this was a good suggestion and the RFO will produce a report to Full Council on a six-monthly basis. The RFO will put names of responsible persons against each of the main non-contractual provisions for the next Finance & HR meeting.

MIN.091/17 PLANNING

(i) Report of the Planning Committee

Cllr. Jackson spoke to his report and circulated hard copies. He said only one item caught his eye 17/00768/TPO trees at ZCC – requested permission to fell a significant number of damaged/diseased trees, mostly along the edge of the Copse from Londlandes towards Silvester Way and along the rear of Silvester Way. Full details in the application on the Web.

RESOLVED: The report of the Planning Committee was agreed.

(ii) HDC 17/00839/HOU single storey garage providing parking for two saloons to replace existing flat roof prefabricated garages.

Pilcot Hill, Pilcot Road, Crookham Village, Fleet GU52 5SP

Cllr. Jackson presented the application. Members raised no objections.

RESOLVED: No Objections.

(iii) HDC 17/00901/HOU single storey rear extension following demolition of existing conservatory and erection of detached garage following demolition of garage Hartsmead, Crondall Road, Crookham Village, Fleet GU51 5SU

Cllr. Jackson presented the application. Cllr. Eastwood felt it was rather large and was advised there was as similar one just past du Maurier Close. Members raised no objections.

RESOLVED: No Objections

(iv) HDC 17/00922/HOU first floor extension above existing double garage at 4 Browning Road, Church Crookham, Fleet GU52 0YJ

Cllr. Jackson presented the application.

RESOLVED: No Objections.

(v) HDC 17/00869/HOU erection of single storey side extension at Rose Cottage, Crondall Road, Crookham Village, Fleet GU51 5SU

Cllr. Jackson presented the application. Members had no objections but noted that there appeared to be trees very close to the proposed extension, contrary to the application form.

RESOLVED: No Objections but HDC to note proximity of trees adjacent to the proposed extension.

MIN.092/17 NEWSLETTER – Local Plan Meeting 8pm 18 May 2017 Zebon Community Centre

Cllr. Jackson said he had originally made the date for mid-May but more time was needed to generate a newsletter to publicise the event round the parish. The date has therefore been changed to 1 June, still at 8pm at ZCC. He is happy to produce the content along the lines of what he has sent out to Members. Cllr. Jackson and Cllr. Julia Ambler would liaise over the delivery lists. He needs all content by the end of the week. £247 was the cost of a previous edition and he requested permission to spend up to £300 for this issue in case printing costs have increased.

RESOLVED: Permission to spend up to £300 for this edition of the newsletter.

MIN.093/17 UPDATES ON HIGHWAY & FOOTPATH MATTERS

Nothing to report.

MIN.094/17 ZEBON COPSE CENTRE & ADJACENT AMENITIES

(i) Report from Centre Manager

Report received.

MIN.095/17 INFORMATION SHARING & AGENDA ITEMS FOR NEXT MEETING

Cllr. Jackson said he had seen a group of youngsters making good use of the basketball element of the new football wall at ZCC.

The Clerk advised that the Youth Club wish to use of Lea Green by Youth Club. Agenda item.

The Chairman advised that the Black Horse has been accepted onto the Community Asset Register. The Crescent Green should soon be transferred across to this Council.

The Meeting closed at 8. 52 pm

Dates for 2017 meetings

WI HALL

5 June
4 September
6 November

ZEBON COPSE CENTRE

3 July
2 October
4 December