

These are the unadopted Crookham Village Parish Council Minutes of the Meeting of Monday, 3 September 2018 held at 7.45pm in the Zebon Community Centre, Danvers Drive, Crookham. Please refer to the Minutes of the October 2018 meeting for any amendments.

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

In attendance: County Councillor John Bennison.

**MIN.124/18 APOLOGIES FOR ABSENCE**

Apologies from Cllr. Hill.

**MIN.125/18 CHAIRMAN'S ANNOUNCEMENTS**

No announcements.

**MIN.126/18 MINUTES OF THE MEETING HELD ON 2 JULY 2018**

The Chairman referred to these page by page.

**RESOLVED: Min. 108/18 to Min. 123/18 were agreed and signed by the Chairman.**

**MIN.127/18 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.128/18 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.129/18 PUBLIC PARTICIPATION (maximum of 3 minutes per speaker).**

The Chairman asked permission to adjourn the meeting for public participation. Cllr. Bennison advised that HCC had been on recess most of August so there is little to report. The Committee meeting for the buses and street lighting options has been put back to October. There is to be a transfer station application for Bowenhurst Farm which this Council may wish to take a look at. The Chairman then closed the meeting to the public.

**MIN.130/18 HDAPTC MEETING – 9 October 2018**

The Chairman asked if Members had any issues which they wished raised as it is necessary to put in reports a week before the meeting.

**MIN.131/18 COUNCILLOR COMMISSION ROUND TABLE – 5 SEPTEMBER 2018**

Cllr. Jackson said this is a forum at which parish representatives are able to talk to people who have some serious political representation and which, unfortunately, he cannot attend. It is at 9am in Eastleigh. Unfortunately, no one was able to attend this time.

**MIN.132/18 REMOVABLE MEDIA POLICY**

The Clerk had copied other policies and produced a draft for Members to debate. Members said that basically the policy is "over-kill" and does not relate to our needs. Cllr. Jackson volunteered to redraft the document so that it is relevant to this Council.

**MIN.133/18 COMMUNITY TRANSPORT UPDATE**

Cllr. Jackson informed the meeting that a decision had been made by Finance & HR Committee not to proceed with further funding of Fleet Link and this had not been called in by Members so HCC were advised that CVPC will withdraw from Fleet Link when the current contract expires on 31 March 2019. Only 6 residents were regular users and the cost per journey could not be supported for such low usage. In addition there had been

no feedback from the report in the Newsletter. Cllr Jackson said we are still engaged with Chris Cornwell's group on public transport.

**MIN.134/18 DRUG DEALING AND TRAINING UPDATE**

Cllr. Sinka asked if the Chairman had had a response to her query on promised action by the Safer Neighbourhood team. The Chairman said he would chase this up. Cllr. Eastwood advised he had obtained names but has been waiting for the new term to start (this Thursday) to action.

**MIN.135/18 NEIGHBOURHOOD PLAN STEERING GROUP**

Cllr. Julia Ambler said following a further meeting with Katie (HDC) they had beefed up the conservation areas and this gave strength to the policies. Evidence to support the views is in its final stages. The only thing left to do now is to formulate an A5 flyer for residents.

**MIN.136/18 FINANCE**

**(i) Report from RFO**

The RFO advised members that the Capital Expenditure in July related to a new printer for her and in August related to both the deposit for the new windows at the centre together with a £60 incentive refund on the printer. The RFO advised members that 'Making Tax Digital' (MTD) is an HMRC initiative that comes into force for VAT registered business on 1<sup>st</sup> April 2019 and for non VAT registered businesses on 1<sup>st</sup> April 2020. This will mean that all VAT returns will be filed through the accounts software and not through the government's website which will be phased out. She advised members that she was going to file the next VAT return using the new system to ensure that it all works correctly before the deadline. In summary MTD is HMRC's plan to bring UK tax into the digital age. All business related transactions will have to be recorded digitally using MTD compliant software.

**(ii) Income & Expenditure Report for July 2018**

	<u>July 18</u>
	£
Income	
Hire of Facilities	9098.75
Hire of Pitches	<u>215.67</u>
	<u>£9314.42</u>
	£
Expenditure	
Asset Maintenance and Repairs	1610.16
Capital Expenditure w/off	200.00
Office Expenses	109.16
Postage	6.50
Professional Fees	206.00
Property Maintenance	2590.16
Property Services	2016.40
Salaries	4,171.21
Section 137*	1681.90
Subscriptions	<u>45.00</u>
Total	<u>£12,636.49</u>

\*Section 137 – Fleet Link

**Payments made in July 2018**

Date	Chq	Supplier	Net £	Category
02/07/2018	2918	Fisk Gardening Services	76.00	Maintenance - Football Pitches
02/07/2018	2919	Orange Pixel	90.00	Website Support
02/07/2018	2920	YBC Cleaning - June 2018	722.51	Cleaning
02/07/2018	2921	Ironmongery Direct	52.50	Repairs

02/07/2018	2922	Printerbase Ltd	200.00	Assets
	2923			
23/07/2018	/2927	Payroll	4,171.21	Payroll
02/07/2018	2928	Agile HR Consulting	90.00	Professional Fees
02/07/2018	2929	Winchfield Landscape Services Ltd	494.16	Maintenance -Communal Areas
02/07/2018	2930	Winchfield Landscape Services Ltd	240.00	Maintenance -Football Pitches
02/07/2018	2931	Winchfield Landscape Services Ltd	435.00	Maintenance -Communal Areas
16/07/2018	2932	YBC Cleaning	61.59	Cleaning
16/07/2018	2933	Fisk Gardening Services	48.99	Maintenance -Communal Areas
16/07/2018	2934	PPL PRS Ltd	728.72	Licences
16/07/2018	2935	CBS	169.00	Electrics & Plumbing
16/07/2018	2936	Open Spaces Society	45.00	Subscriptions
24/07/2018	2937	YBC Cleaning - July 2018	722.51	Cleaning
24/07/2018	2938	YBC Cleaning	61.59	Cleaning
24/07/2018	2939	Basingstoke & Deane	724.82	Refuse
25/07/2018	2940	Whitbread's Window Cleaning	20.83	Cleaning
25/07/2018	2941	Hampshire County Council	1,681.90	Grants
26/07/2018	2942	Winchfield Landscape Services Ltd	170.00	Maintenance -Communal Areas
26/07/2018	2943	Winchfield Landscape Services Ltd	35.00	Maintenance -Communal Areas
26/07/2018	2944	Winchfield Landscape Services Ltd	160.00	Maintenance - Football Pitches
02/07/2018	dd	Hart District Council	480.00	Rates
02/07/2018	dd	Intuit	58.00	Professional Fees
01/07/2018	dd	British Telecom	73.63	Telephone / Broadband
11/07/2018	dd	NPower	465.04	Electricity
11/07/2018	dd	Plus Net	40.50	Telephone / Broadband
16/07/2018	dd	Tesco Mobile	14.37	Telephone / Broadband
23/07/2018	dd	South East Water	93.26	Water Rates
23/07/2018	dd	Plus Net	27.49	Telephone / Broadband
23/07/2018	dd	Total Gas & Power	67.34	Gas
25/07/2018	dd	Castle Water	26.05	Water Rates
31/07/2018	dd	Intuit	58.00	Professional Fees

12,605.01

**RESOLVED: The July 2018 report was accepted by members.**

Income & Expenditure Report for August 2018			
	<b>Aug 18</b>		
	£		
<b>Income</b>			
<b>Hire of Facilities</b>	3,189.50		
<b>Hire of Pitches</b>	<u>215.67</u>		
	£3,405.17		
<b>Expenditure</b>			
<b>Asset Maintenance and Repairs</b>	1,161.81		
<b>Capital Expenditure w/off</b>	1,327.92		
<b>Office Expenses</b>	15.65		
<b>Property Maintenance</b>	2,601.80		
<b>Property Services</b>	657.42		
<b>Salaries</b>	4,158.91		
<b>Miscellaneous</b>	8.27		

<u>£9,931.78</u>				
<b>Transfer to Reserves re ZCC</b> -1,387.92				
<b>Payments made in August 2018</b>				
<b>Date</b>	<b>Cheque</b>	<b>Supplier</b>	<b>Gross</b>	<b>Category</b>
20/08/2018	2945	D.S.D Painters and Decorators	1,940.00	Repairs
20/08/2018	2946	Biffa Waste Services Ltd	35.00	Refuse
20/08/2018	2947	HAGS Play Limited	57.60	Asset Maint
20/08/2018	2948	KM Electrics	95.00	Electrics
20/08/2018	2949	T3 Handyman Services Richard Thorpe Fire Safety	281.00	Repairs
20/08/2018	2950	Services	70.80	Fire
20/08/2018	2951	JRB Enterprises	542.40	Communal
20/08/2018	2952-	Payroll	4,158.91	Payroll
20/08/2018	2957	Fisk Gardening Services	149.81	Lengthsman
20/08/2018	2958	CBS	197.60	Electrics
20/08/2018	2959	Phils Pest Control	60.00	Communal
20/08/2018	2960	Crown Conservatories & Windows	1,665.50	Assets
20/08/2018	2961	JRB Enterprises	542.40	Communal
01/08/2018	dd	Hart District Council	480.00	Rates
10/08/2018	dd	HMRC VAT	647.55	VAT
10/08/2018	dd	Plus Net	48.60	Tel / Broadband
15/08/2018	dd	Tesco Mobile	17.00	Tel/ Broadband
23/08/2018	dd	Total Gas & Power	72.68	Gas
23/08/2018	dd	Plus Net	32.99	Tel/ Broadband
28/08/2018	dd	Castle Water	<u>26.05</u>	Water Rates
			<u>11,120.89</u>	

**RESOLVED: The August 2018 report was accepted by Members.**

**(iii) Direct Debits – Bi-Annual renewal of authorisation**

Members had had sight of the Direct Debits which the RFO explained to Members, some are fixed to a degree but with some variables. Going forward the RFO will list this Minute number against DDs.

**RESOLVED: Members agreed to the renewal.**

**(iv) Twinning Request for FOC use of ZCC and facilities 8 and 9 June 2019**

Members were advised of the request and there were no objections.

**RESOLVED: Permission for FOC use of facilities 8 and 9 June.**

**(v) Purchase cost of Memorial Seat at The Crescent and seat at Lea Green**

The Clerk had made further enquires as instructed by Members. Memorial recyclable seat – 1.5 m length is £306.80 plus engraving £40 plus carriage £18 plus anchor kit £20 total £384.80 plus VAT. Lea Green recyclable seat as above minus £40 engraving.

The Clerk advised that there had been one email objection to the siting of the seat at the Crescent and one supporting email. Members said the seat should be sited there and it was hoped there would be no repetition of the vandalism which had occurred at Knight Close with the landscaping.

**RESOLVED: Order to be placed for two seats as per costs above.**

**(vi) Installation costs for seats**

Members were advised that a Quote of £687 received from Fisk Gardening for all works associated with secure installation of a seat at Lea Green. The same cost (£687) for secure installation of the Memorial seat at The Crescent.

**RESOLVED: Seats to be installed at both sites.**

**MIN.137/18 PLANNING**

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

Cllr. Jackson spoke to his report. The proposed energy storage facility, mainly in Crondall Parish, had been withdrawn due to concerns about flooding. The Reserved Matters for Land North of Netherhouse Moor is in and there are 3 applications. Cllr. Julia Ambler had had a preliminary look at the plans for the Community Centre and said that these show it to be totally unsuitable. She has already raised this with HDC planning department and they have agreed to speak to the developer about this. Cllr. Jackson has

booked the main hall to deal with this. It was agreed to deal with these applications and others received prior to the next schedule planning meeting and also to hold the Finance & HR Ctte meeting at 7.30 that evening followed by Planning. Cllr. Jackson asked Members to look at the applications and send out relevant points before the meeting.

**RESOLVED: The Report of the Planning Committee was accepted.**

- (ii) **HDC 18/01667/HOU – Building of an oak framed triple garage with attached log store. Roof loft will be used for storage purposes.**

**Kiln House, Pilcot Road, Crookham Village, FLEET GU51 5SP**

Cllr. Jackson presented the application and invited debate. Members noted the asymmetric shape of the frontage of the building, but it is well back and screened from the road.

**RESOLVED: No Objections.**

- (iii) **HDC 18/01739/PRIOR – Prior notification of agricultural or forestry development for proposed agricultural building following demolition of existing building.**

**Hancocks Farm, Crondall Road, Crookham Village, FLEET GU51 5SZ**

Cllr. Jackson presented the application and invited debate. Members were surprised at the size of the building but it is well back from the road.

**RESOLVED: No Objections.**

- (iv) **HDC 18/01843/HOU – Two storey rear and single storey rear/side extension. 2 Meadow View, Church Crookham, FLEET GU52 0TF**

Cllr. Jackson presented the application and invited debate.

**RESOLVED: No Objections.**

- (v) **HDC 18/01819/HOU – Proposed annex to rear garden Malthouse Bridge Cottage, The Street, Crookham Village, FLEET GU5 5SD**

Cllr. Jackson presented the application and invited debate.

**RESOLVED: No Objections.**

Cllr. Eastwood declared an interest as a neighbour to the following application site.

- (vi) **HDC 18/01798/FUL – Demolish existing 3 bedroom dwelling and erect new 5 bedroom house.**

**The Barn, Watery Lane, Church Crookham, FLEET GU52 0RN**

Cllr. Jackson presented the application and Members raised a great many issues which were formulated into an objection as follows:

Para 5 of the application form states “Demolish existing 3 bedroom dwelling and erect new 5 bedroom house”. As far as CVPC is aware, the only residential permission for this site relates to a mobile home, not a 3-bedroom dwelling requiring demolition to remove it from the site. This may not be obvious to other consultees who may be under the impression that there is an existing 3-bedroom house and so may not invoke the scrutiny that replacement of a 3-bedroom mobile home with a 5-bedroom house would otherwise deserve.

Para 6 of the application states that existing use is “Combined Residential and light industrial (Barn/workshop/builders yard)”. CVPC can find no evidence that the site has planning permission for this industrial activity.

Para 11 of the application form states that the site is more than 20 metres from a watercourse. Without a scaled map it is hard to be precise, but a tributary to the River Hart runs close to the north east corner of the site.

Para 11 proposes that surface water will be disposed of by soakaway. The site assessment for the adjacent Martin Grant development concluded that ground conditions were not suitable for soakaways.

Para 13 suggests connection to a main sewer. CVPC is not aware of a main sewer in a suitable location for connection to this site.

Para 14 suggests that refuse can be collected from the site entrance. Given that the site is not served by a public road, but is off a bridleway, this seems excessively optimistic.

Para 18 suggests that building a 5-bedroom house will employ 2 full-time staff. Para 19 reveals that the 2 employees are to serve continuing unauthorised light industrial use of a greenfield agricultural site.

Previously it was understood that the on-site accommodation was for workers. We are now advised that a workforce will continue on site. Thus occupants of the proposed 5-bedroom dwelling would be additional and hence should require SANG mitigation due to the site's proximity to the Thames Basin Heaths SPA. Furthermore, the use of the caravan proposed for retention on site deserves clarification.

Until or unless permission for the adjacent Martin Grant major development site is activated, this application site is outside the settlement boundary and should be judged against policies for dwellings in the countryside.

The reasons for refusal of 05/01501/FUL for this site at appeal APP/N1730/A/06/2019751 remain valid, including the conclusion at para 9 that the site does not have legal access to the highway network.

The reasons for refusal by Hart of 16/00514/FUL are similarly still relevant.

No site notification has been noted to have been posted at the site for this proposed development

**RESOLVED: Objections for reasons set out above.**

**MIN.138/18 UPDATES ON HIGHWAY & FOOTPATH MATTERS**

Book SID for Pilcot Road but batteries need charging at Centre. Two issues were raised for the Lengthsman to deal with - bush fallen immediately opposite the Bupa Care home which needs trimming back a bit and the top of Watery Lane signs need cleaning of algae. Vegetation obscuring 30 mph signs on Redfields Lane. Ditches around Lea Green filling up again with what appears to be fly tipping from neighbouring properties. The Clerk and RFO will be doing a tour of the parish to compile a list of works with the Lengthsman.

**MIN.139/18 ZEBON COMMUNITY CENTRE & ADJACENT AMENITIES**

**(i) Report from Centre Manager**

Report noted.

**MIN.140/18 INFORMATION SHARING & AGENDA ITEMS FOR NEXT MEETING**

The Clerk asked Members for their thoughts on seeking a pavement across the highway beside The Crescent which is currently used for storage of the gas materials. Members were supportive and this will be an Agenda item for October. Cllr. Bennison said to contact James Holt and Roly Skelton.

The meeting closed at 9. 10pm.

**Dates for 2018 meetings:  
WI HALL**

1 October  
3 December

**ZEBON COMMUNITY CENTRE**

5 November