

These are the unadopted Crookham Village Parish Council Minutes of the Meeting of Monday, 3 June 2019 held at 7.45pm in the Zebon Community Centre, Danvers Drive, Crookham. Please refer to the Minutes of the July 2019 meeting for any amendments.

Present: Cllr. Simon Ambler (Chairman)
Cllr. Julia Ambler
Cllr. Beverley Batt
Cllr. David Jackson
Mrs. Angela Sayers (RFO)
Mrs. Carol Leversha (Clerk)

In attendance: County Councillor John Bennison.

MIN.078/19 APOLOGIES

Cllr. Dr. Indra Sinka, Cllr. Andrew Friend, and Ward Cllr. Tony Clarke.

MIN.079/19 CHAIRMAN'S ANNOUNCEMENTS

The Chairman announced that he would be raising the closure of the Post Office as an urgent item with a view to registering it as a Community Asset.

MIN.080/19 MINUTES OF THE ANNUAL GENERAL MEETING HELD ON 13 MAY 2019

The Chairman referred to these page by page.

RESOLVED: Min. 053/19 to Min. 077/19 were agreed and signed by the Chairman.

MIN.081/19 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.082/19 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.083/19 PUBLIC PARTICIPATION (maximum of 3 minutes per speaker).

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

Cllr. Bennison advised that HCC has a new Leader, Cllr. Keith Manns. Cllr. Humby is Deputy Leader. The new Chairman is Cllr. Charles Choudary and his deputy is Cllr. Mel Kendal. Cllr Perry has retired to the back benches. Cllr. Bennison advised that footpath 7b across the Grove Farm site has a temporary closure on it till December. He had also dealt with a complaint about the traffic lights and they will be adjusting them and moving them as the work progresses. This is a 12 week programme and we are 3 weeks into it now. He had looked at the cycleway plans which seem to end about 60 yds short of Lea Green and he is pressing for the Hitches Lane track to continue to Lea Green. The Chairman advised that Cllr. Neighbour Leader) now has Partnerships in his portfolio on Hart Council. The Chairman then resumed the meeting.

MIN.084/19 COUNCILLOR CO-OPTION (two vacancies)

The Chairman advised that there had been no expressions of interest for either the Netherhouse Moor nor Village Wards.

MIN.085/19 ANNUAL REVIEW OF RISK MANAGEMENT

The Clerk and RFO had reviewed and updated the Risk Management register. Concern was raised about support for the website and support for software problems. The Chairman and Vice-chairman both have the passwords to our website and are happy to continue to support staff with issues. One option would be to have a support contract and the company provide the training to upload to the website and in the interim the company could do the work itself. It was agreed that this be added to the Review (High Risk but Low Probability as two current councillors are happy to continue to undertake the work. Present to the next meeting.

MIN.086/19 OPEN SPACES SOCIETY GRANT REQUEST

Members were given the background to the request. Whilst they support the action it was regretted that there was no benefit to our residents to enable us to give a grant.

RESOLVED: Request declined because we do not have the power to do it.

MIN. 087/19 REGISTERING THE POST OFFICE AS A COMMUNITY ASSET

Cllr. Jackson gave an update to the background of acquiring the above. Once you decide to register a Community Asset you need to know that there is sufficient interest in acquiring it before you actually invoke the 6 week delay because of the costs involved. There would

need to be community involvement. Cllr. Jackson asked that the Clerk check the Lead time for re-registering the other assets.

RESOLVED: Register the Post Office as a Community Asset

MIN.088/19 YOUTH ENGAGEMENT

The Chairman updated Members on a possible project being investigated by the Clerk. Members gave a great deal of debate to the matter and it was decided that in the first instance to ask Phoenix to gauge interest from young people when they carry out their project here in the summer. If there is sufficient interest from young people there is the potential to acquire some equipment. We would offer free use of a hall over the period of interest – would Phoenix be able to assist. Action Clerk.

MIN.089/19 DRUG DEALING AND TRAINING UPDATE

Cllr. Julia Ambler said they had finally got a date (17 June) for year 5 & 6 Parents and Year 6 children to educate on the issue and there is considerable interest from other schools around the area. Narconon is doing the presentation and is a not for profit organisation who specialise in this for schools and it will be hard hitting. The idea is to give the children some sort of fortitude against the exposure to drug deals and force out County Lines.

MIN.090/19 CVPC NEIGHBOURHOOD PLAN STEERING GROUP UPDATE

Cllr. J. Ambler said the 2nd consultation on the flooding policy has concluded and comments are being looked at to see if the Policy is supported or not. Built environment, traffic etc are being finalised and with a bit of luck it will be ready for Hart by the end of June. It will come to the Parish Council by the July meeting.

MIN.091/19 FINANCE

(i) Reports from RFO

The RFO collected all the books today from the Internal Auditor who was happy with everything and has signed it off. She has spoken to the External Auditors and agreed that she can send the documents by email. They appear to have corrected their procedures. The Chairman said to also store the documents on her Onedrive and the Clerk will also keep a copy on her Onedrive.

(ii) May 2019

Balance sheet at 31/05/19

Income & Expenditure Account for May 2019 as detailed below

Income & Expenditure Account – Actual v Budget – PE 31/05/19

Summary of Actual expenditure against budget as at 31/05/19 with detailed notes against each cost.

Payments made in the month – May 2019 – see below

Income & Expenditure Account – May 2019

	<u>May 19</u>	
Income		
Hire of Facilities	5,557.13	
Hire of Pitches	<u>1,022.72</u>	
Total Income	6,579.85	
Expenditure		
Asset Maintenance and Repairs	1,462.76	
Capital Expenditure w/off	289.72	2*
Office Expenses	317.31	
Printing, Postage & Advertising	1,691.17	1*
Professional Fees	5,180.31	
Property Maintenance	1,188.17	
Property Services	675.86	
Salaries	4,553.85	
Subscriptions	<u>17.00</u>	
Total Expenditure	<u>15,376.15</u>	

1*	Reserve Transfer amount	-161.17
2*	Reserve Transfer amount	-187.75

Payments made in the month – May 2019

Date	Num	Name	Net	Category
13/05/2019	3166	Cartridge Save	304.82	Stationery / Consumables
13/05/2019	3167	YBC Cleaning	577.95	Cleaning
13/05/2019	3168	Fisk Gardening Services	228.00	Communal Maintenance
13/05/2019	3169	Imprint Colour	132.00	Printing - NP
13/05/2019	3170	CBS	169.00	Electrics / Plumbing
13/05/2019	3171	National Association of local Councils	17.00	Subscription
13/05/2019	3172	Morleys	187.75	Asset
13/05/2019	3173	Home Security	50.00	Alarm Maintenance
13/05/2019	3174	Home Security	105.00	Alarm Maintenance
13/05/2019	3175	Winchfield Landscape Services Ltd	170.00	Communal Maintenance
13/05/2019	3176	Winchfield Landscape Services Ltd	382.76	Pitch Maintenance
13/05/2019	3177	Winchfield Landscape Services Ltd	50.00	Communal Maintenance
13/05/2019	3178	YBC Cleaning	52.56	Cleaning
13/05/2019	3179	Lewis Ben & Kahili	50.00	Deposit Refund
13/05/2019	3180	Agile HR Consulting	30.00	HR Consultancy
13/05/2019	3181	Hart District Council	572.00	Dog Warden Services
22/05/2019	3182-3186	Payroll	4,553.85	Payroll
13/05/2019	3187	Came & Company	5,087.31	Insurance
13/05/2019	3188	Viking Direct	101.97	Stationery / Consumables
13/05/2019	3189	YBC Cleaning	64.66	Cleaning
13/05/2019	3190	CBS	169.00	Electrics / Plumbing
20/05/2019	3191	Phils Pest Control	60.00	Pest Control
20/05/2019	3192	The Point Youth Centre	1,530.00	Sponsorship
20/05/2019	3193	Survey Monkey	29.17	Neighbourhood Plan
01/05/2019	dd	Hart District Council	491.00	Rates
01/05/2019	dd	Intuit	63.00	Accounts Software
10/05/2019	dd	HMRC VAT	1.48	VAT
14/05/2019	dd	Plus Net	40.76	Telephone / Broadband
15/05/2019	dd	Tesco Mobile	14.16	Telephone / Broadband
23/05/2019	dd	Total Gas & Power	86.46	Gas
24/05/2019	dd	Plus Net	43.48	Telephone / Broadband
		Total Payments	15,415.14	

Note

Direct Debits authorisation– minute reference 136/18 (iii)

Petty cash payments made in the month of £12.49 included in Income & Exp Account not listed above

Deposit refund of £50 paid in the Month – Balance sheet item only

Vat Payment in the month – Balance sheet item only

MIN.092/19

PLANNING

(i) Report of the Planning Committee

Cllr. Jackson spoke to his report. It is fairly quiet at the moment. There are a couple of extra inputs to the SANG at Grove Farm. There are still comments coming in about construction site issues. Cllr. Jackson raised the issue of amenity land on Zebon which was in the ownership of householders. Some owners have sought to fence and enclose these areas and thus change the outlook of the estate.

RESOLVED: The Report of the Planning Committee was accepted,

RESOLVED: Cllr. Jackson was requested to write to Planning at Hart with regard to properly documenting all amenity areas even those in private ownership.

MIN.093/19 UPDATES ON HIGHWAY & FOOTPATH MATTERS

(i) Community Funded Initiative

HCC Highways have advised that Cllr. Bennison is pursuing funding for this project and the safety audit will be done if he is successful.

(ii) Street Lights

Cllr. Jackson advised that Silvester Way and one end of Browning Road which still had the lights on – ask Mr. Higgins what is the reason for this.

MIN.094/19 ZEBON COMMUNITY CENTRE & ADJACENT AMENITIES

Report from Centre Manage

Report noted.

MIN. 095/19 INFORMATION SHARING & AGENDA ITEMS FOR NEXT MEETING

Nothing was raised.

The meeting closed at 8.55 pm.

Dates for 2019 Meetings

ZEBON COMMUNITY CENTRE

1 July

No August meeting

2 September

7 October

4 November

2 December