

Minutes of the Meeting of CHURCH CROOKHAM PARISH COUNCIL

Date and Time: Monday 22nd November 2010 – 8.00pm

Place: War Memorial Hall, Church Crookham

Present:

Councillors: Nick Harris (NH) (Chairman), John Bennison (JB), Andrea Ong (AO), Michael Burford (MJB), Helen Butler (HB), Mary Barry (MB), Bill Shambrook (BS) and Pat Lowe (PL)

Also: Jayne Hawkins – (JH) Clerk
Cllr Jenny Radley - HCC
Cllr James Radley – HDC
Cllr Chris Axon - HDC
4 x members of the public

134/10 Apologies for Absence

There were no apologies. Cllr Jenni Kenyon was ill and contacted the Clerk on the 23rd November.

135/10 Approval of the minutes

The minutes dated 25/10/2010 were signed as a true reflection of meeting.

136/10 Declarations of Interest in any item on the agenda

No declarations of interest.

137/10 To receive Chairman's announcements

- The Chairman notified Councillors of a late night opening on December 9th at the Linkway.
- The Chairman thanked Councillors for their hard work and said they were starting to make progress.
- The Chairman reminded Councillors that all decisions must be made at Council meetings and that Councillors must put forward proposals for inclusion in agendas if they wish the Parish Council to consider them.
- The Chairman said that the Council needed to identify councillors that are responsible for different topics so that when issues arise the owning Councillor can work up a proposal for the Council to consider.
- The Chairman stressed the Importance of evidence based decision making
- The Chairman reminded Councillors to read the Councillor information pack that was delivered to them this month.
- The Chairman suggested that Parish Councillors try to attend another Councils PC meeting to see how they are conducted.

138/10 Public Session

A member of the public raised a number of issues in the Parish that he would like the Council to consider.

- He thanked Councillors for the recent newsletter

- He suggested that Azalea Gardens is a little used resource due to the amount of dog mess on the playing field.

- He suggested that the playground is too secluded and that young mums and children do not feel safe if they are there on their own. He suggested that Councillors think about

moving the play area to a more open area of the park. He recommended that Councillors have a look at some of the parks in Rushmoor, especially the ones at King George 5th playing fields and Aldershot Park. The Park at Aldershot Park is inclusive and was funded by the Lottery.

- He requested that the Council consider organising local street wardens that could co-ordinate a monthly litter pick and removal of fly posters.

The Chairman thanked the resident for his input.

Jenny Radley reminded Councillors about the Fleet Festivities on Wednesday 24th and a Standards Training session on Monday 29th. Jenny gave an overview of the proposed changes to the mobile library service and agreed to circulate the mobile library consultation. Discussed gritting routes and advice from HCC regarding members of the public clearing snow. Suggested Councillors look at the Rushmoor plan, concerns on the number of flights from Farnborough Aerodrome over local schools.

- 139/10 To select a representative to attend the Fleet Police liaison partnership meeting on 2nd December.** The Chairman reported that this is a meeting that has been arranged by Fleet Town Council with the local police service. The Meeting on the 2nd has been cancelled but Cllr Bill Shambrook agreed to be the contact for future meetings.

BS

- 140/10 To receive update on the Peter Driver Development plans including a meeting with a Solicitor regarding the S106 agreements for the Peter Driver nursing home site. To decide if the Parish Council should instruct Hedley's to act on their behalf in the S106 negotiations at Peter Driver and also at QEB.**

JB give a brief update on a meeting with Hedley's regarding legal representation in negotiating a land swap. It was resolved to instruct Hedley's Solicitors to act on the Parish Councils behalf with regard to the S106 agreements at Peter Driver, this was proposed by JB, seconded by BS and agreed by all.

It was resolved to also instruct Hedley's to act on behalf of the Parish Council in the QEB negotiation of S106 agreements. This was proposed by JB, seconded by MB and unanimously agreed. Clerk to inform Hedley's

Clerk

- 141/10 To receive update from QEB working party and to decide whether the Parish Council is prepared to commit to taking on the informal open spaces including woodland at QEB**
The Chairman gave a brief update on a meeting with the QEB developer on Wednesday 17th November. He informed the Council that the developer will be putting in an application for outline planning permission for the whole site in December with detailed planning permission for phase 1. The developer would be holding an open day in the new year. He reported that there was an assumption from HDC and the Developer that the Parish would take on the ownership of all the formal and informal open spaces including the woodland.

A discussion took place on the advantages and disadvantages of taking ownership of all the open spaces.

It was resolved that the Parish Council would inform the developer that they would be prepared to take on all the formal and informal open spaces providing that the following conditions were met.

- Formal quotes from HIWT and Natural England for managing the informal areas including the woodland were considered affordable in the longer term.
- That the open spaces were assessed by a National Body such as Natural England and were considered to be in a good manageable condition before handover.
- This resolution was proposed by JB, seconded by PL and agreed to by JB, PL, MB, BS,

HB and MJB. AO voted against the decision.

The Clerk was asked to inform the developer and to contact HIWT and Natural England to request management costs.

Clerk

The Chairman reported that a resident Steve Love had joined the QEB working party.

142/10 To receive update on Hart District Councils finance meeting including discussion on additional S106 sums available to the Parish.

The Chairman gave an overview of a meeting with HDC

- Hart need to save about 1.5 million from 10 million pounds this year
- Reduction of services – most significant to the Parish Council is probably reduction to sweeping and litter picking
- Option for Parish Council to pay and mitigate
- S106 – Highways, £134,341 – Parishes invited to submit minor spending projects for assessment.
- S106 – Open Spaces, £40,040, to be used within the Parish area. Parish should submit projects for consideration.

All

A discussion about possible projects took place. Councillors were asked to consider options and put forward proposals for consideration. It was noted that the Council will need to work closely with HCC highways to gain agreement for any road schemes.

Clerk

Jenny Radley suggested that the Parish Council could consider some of the plans put forward for Church Crookham in the FTAP. Clerk to check which developments the S106 money has come from.

143/10 To consider letter from Geoff Bonner regarding Parish financial matters and to decide what actions are needed with regard to the following:

- Application to Crondall Parish Council for transfer of remaining balances at 1st April 2010, following Community Governance Order. Action the Clerk to write to Crondall Parish Council requesting the Church Crookham share of the funds.
- Fleet Special Expenses residue - Action Finance Committee to include an additional 20K in the budget.
- 5K from Vertu development for art work . Parish Councillors to come up with ideas

Clerk

Clerk

All

PL reported that Aspire were going through a process to identify all the trees on MOD land. Jenny Radley suggested that a Parish Councillor contact the Bourley and Long Valley Heath Group. Pat Lowe agreed to do this.

PL

144/10 To decide if the Parish Council wishes to contribute to the following consultations:

- Heathland restoration projects in the area and if so to select a representative. BS volunteered to be a contact.
- Fleet Town Access Plan meeting – Consultation period finished
- Hampshire Fire and Rescue Service Plan 2011-2014 : Public Consultation – comments by 10th December: www.hantsfire.gov.uk/frm-ourplan BS volunteered to be a contact and respond to questionnaire.

BS

BS

145/10 To accept the resignation of Jenni Kenyon from the Sports and Recreation Committee and to elect a new member to the Committee if considered necessary.

It was resolved to accept the resignation of Jenni Kenyon from the Sports and Recreation Committee and not to appoint a new member at this time.

146/10 To discuss Highways and Road Safety issues.

- No right turn and crossing by Tesco Express – JR reported that HCC will be putting up a new larger no right turn sign. BS suggested that a large arrow was painted on the road directing traffic towards the roundabout. Jenny Radley said that the main Roads contacts for the area were: Steve Pellatt and Roly Skelton
The Clerk was asked to contact Steve Pettatt with regard to arrow on the Road
- Safer road crossings on Reading Road South and Aldershot Road. Jenny Radley reported that the FTAP had considered a crossing between Crookham Crossroads and Velmead Road.
- MJB volunteered to be the main contact for highways issues and to be a representative at the Fleet Highways and Transportation partnership meetings – Organised by Fleet with HCC and HDC, next meeting January.
- Speed Limit Reminders – Email circulated with PC agenda B&DBC may provide a service next year. The Clerk reported that B&DBC would provide a service for rental of a SLR, they would move them around, download the data and charge batteries. The Clerk was asked to contact local Parishes that have purchased their own SLR's and find out how they managed them. Clerk to contact Crookham Village PC, Ashvale PC, Mychett PC and Crondall PC. PL was not in favour of installing SLR's in the Parish.

Clerk

MJB

Clerk

147/10 To consider appeals for donations:

The Chairman reported that the Parish Council had received a request from Derek Gutteridge secretary of War Memorial Hall committee for a donation of £327.03 for upgrading the automatic floodlighting to the car park.
It was resolved to provide a donation of £327.03 to cover the full cost of the floodlights.

148/10 To Remind all Parish Councillors to submit any items for inclusion in budget discussions to AO or the Clerk by 6th December 2010 and to discuss new items raised for consideration

All

The Chairman reminded all councillors that they must put forward any proposals for the budget by 6th December

149/10 To receive update on feedback from the newsletter including members of the public volunteering to work on the Parish Plan and to decide what actions are needed to move the Parish Plan forward.

The Chairman reported that two members of the public were keen to get involved with the Parish Plan and possibly one other lady. The Chairman suggested that in order to get started on the Parish Plan the Parish Council should recruit some extra resource for a couple of days a week for 3 months to get the plan started. The primary role would be to work on the Parish Plan but also to assist the Clerk.

The Chairman asked the Clerk to prepare a job description to be considered at the next Parish Council meeting.

Clerk

Jenny Radley and James Radley suggested that the Parish Council could start by contacting Andrew McCallum who worked on the Fleet town health check and has gathered a lot of useful information that could form the basis of a Parish Plan.

The Clerk agreed to organise an initial meeting for the Parish Plan in January and to invite HB, AO, NH, BS, the members of the public and Andrew McCallum.

Clerk

150/10 To confirm date of the next Parish Council meeting in December – 20th December 2010

It was agreed to hold the December Parish Council Meeting on 20th December 2010.

151/10 To receive update on formal complaint regarding a planning application.

The Chairman reported that the Parish Council had received two formal complaints and would be looking at them at a formal hearing on the 6th December.

152/10 To receive reports and recommendations:

1. Planning Committee – nothing to report
2. Sports and Recreation Committee – HB reported that she had set up a play group user group to start looking at the Azalea Gardens play ground plans. It was also reported that the Sports and Recreation Committee had selected Winchfield Landscapes to be the grounds maintenance contractor from September 2011.
3. Finance and Policy Committee – No meeting this month **Clerk**
4. QEB working party – Clerk asked to order grit bins for Quetta Park
5. Quetta and Humphrey Park – Scott Little an RAF Youth Worker has contacted the Parish Council regarding Youth Work at Humphrey Park. The Clerk was asked to organise a meeting, inviting Jenny Radley, Scott Little, Nick Harris, Jenni Kenyon and Andrea Ong **Clerk**
6. Fleet Link – HB had attended a meeting on 8th November and reported that the transition was going well although the new logo was not yet on all the buses.
7. HDAPTC – NH reported that the minutes had been circulated. The Ramblers association would like a contact, JB volunteered to contact Keith Varne. **JB**
8. Memorial Hall – nothing to report.
9. Basingstoke - Canal nothing to report
10. Winter Resilience – AO attended a meeting at HCC. Reported that it was a useful meeting where they were shown the Priority 1 and 2 gritting routes and new community routes which go to schools and health centres. New Grit bins need someone local to keep an eye on the grit levels and to request that they are filled when they are only 25% full. Parish Council might want to think about an emergency plan.

153/10 Items for next meeting

- Decision on whether the Parish should purchase Speed Limit Reminders for use in the Parish.
- Decision on whether to get CRB checks in place for some or all of the Parish Councillors

154/10 Clerks Report

- Fresh Start project, vote for local project on 24th November
- Dog bins on Velmead Common – HDC unlikely to empty bins on MOD land. Jenny Radley thought the new bin was required at the end of Florence Road. **Clerk**
- CRB checks – HCC have recommended a company to process CRB checks for any Councillors that need one. Agreed to discuss at the next PC meeting
- The Clerk will put the Church Crookham Neighbourhood watch data into a report for review at next month PC meeting.
- War Memorials Trust would like us to identify a war memorials officer

155/10 Payment of Accounts

The November payments were presented for review. AO proposed that these were accepted, this was seconded by MJB and agreed by all.

Church Crookham Parish Bank Accounts Summary as at 31st October 2010

Financial Year ending 31/3/11	Petty Cash	HSBC Current A/C	HSBC Deposit account	Grand Total
Closing balance per Sept Statement				
		£ 153,349.42	£ -	£ 153,349.42
Income - Credits received at bank in Oct				
		£ 1,973.51	£ -	£ 1,973.51
Expenditure - Cheques presented in Oct				
		£ 4,448.51	£ -	£ 4,448.51
Petty Cash at hand				
	£ -			£ -
Closing balance per Oct. Statement (cash at bank and in hand)				
	£ -	£ 150,874.42	£ -	£ 150,874.42
<u>Approval for payments due in November</u>				
			cheque no:	
Employment Costs: Clerks Salary	November		100076	1315.86
PAYE/NI	November		100077	437.7
Primavera Cleaning Services			100078	352.50
Crookham War Memorial Hall			100079	32.50
CBS			100080	327.68
Fleet TC - Office rent and Harlington Centre			100081	11750.00
TM Roofing and Building - roof repairs			100082	3278.77
Imprint - printing newsletter			100083	328.00
Hart District Council GM Contract			100084	6535.74
Chubb Fire Limited - fire extinguishers Peter Driver			100085	61.52
J. Hawkins(expenses: Parking tickets, postage and ink cartridges x 2)			100086	48.65
HCC - Pension payments, Jan Hyatt Apr-Aug			100087	746.65
DD Obit Telecom Ltd				90.19
SO Abacus HR				13.58
DD Electricity Peter Driver				79.41
Total Payments for November				£ 25,398.75

There being no further business, the meeting closed at 10.45pm.

Date of next meeting: 20th December 2010

Signed.....

Date.....