

## Minutes of the Meeting of CHURCH CROOKHAM PARISH COUNCIL

**Date and Time:** Monday June 25th 2012 – 8.00 pm

**Place:** Willis Hall, Church Crookham

**Present:**

Councillors: Nick Harris (NH) (Chairman), Mel Williams (MW) (Vice Chairman), Helen Butler (HB), Pat Lowe (PL), John Bennison (JB), Kate Grant(KG), Bill Shambrook(BS), Andrea Ong (AO), Michael Burford (MB)

Also: Jayne Hawkins (Clerk)  
Councillor Jenny Radley (JR)  
There were no members of the public

**131/12 Apologies for Absence**

There were no apologies

**132/12 Approval of the minutes**

The minutes of the previous Parish Council meeting held on the 28<sup>th</sup> May 2012 were agreed and then signed as a true reflection of the meeting.

The minutes and recommendations of the following committee meetings were all accepted.

Planning – 28.05.2012  
Sports and Recreation – 11.06.2012

**133/12 Declaration of interest relating to items on the agenda**

There were no declarations of interest.

**134/12 Chairman's Announcements**

- It was reported that there would be a change in format and documentation would now be displayed on the screen using the overhead projector to reduce the amount of paper that was being used.
- The Chairman reported that the Friends of Azalea Park Group would like to meet a few Councillors to discuss a number of Park projects – Map board, Opening ceremony, defensive planting, management plan. It was agreed that Helen, Kate and Nick would attend a meeting and Councillor Butler would try to organise one. **HB**
- HCC flooding workshop at Winchester on 9<sup>th</sup> July. Clerk to contact Ian Plumber regarding HDC water scrutiny meetings. **Clerk**
- It was reported that an updated LDF had been circulated, it was suggested that this was added to the next Planning committee meeting for review.
- A contractor has been appointed to look after the SANG land at Crookham Park and would like to meet with Councillors. Clerk was asked to organise a meeting with Councillors Mel Williams, John Bennison and to ask if Ewshot Parish Council could be invited. **Clerk**

**135/12 Public Session**

There were no members of the public present.

**136/12 Minor Capital Works – Hampshire County Council Roads**

To review the sheet of proposals for minor highways capital projects and to decide which schemes



to put forward to Hampshire County Council for consideration as minor capital works in this financial year. A spreadsheet containing projects for consideration and prioritisation has been circulated.

It was agreed that the following schemes will be put forward to HCC for consideration as minor capital works this year.

- 1) Barrier to be installed on the edge of the pavement on Aldershot Road in front of the footpath entrance to Lynwood to stop children running straight out onto the road.
- 2) Traffic calming on The Verne. Installation of a raised crossing near the foot-way link to Bowenhurst.

This was proposed by Cllr. Bennison and seconded by Cllr. Lowe and agreed by all.

The Clerk was asked to send a copy of the spreadsheet to Cllr. Jenny Radley.

Clerk

**137/12**

**Hampshire County Council - Consultation on District / Borough Transport Statements**

To consider a draft response to the above consultation as drafted by Councillor Harris and Councillor Ong. To be circulated.

Cllr. Harris proposed that the response circulated was tidied up and sent to Hampshire County Council, this was seconded by Cllr. Burford and agreed by all.

The Clerk was asked to correct typing errors and send to HCC.

Clerk

**138/12**

**Redfields Lane/A287 junction**

To receive an overview of the Redfields Lane/A287 junction improvement project and the funding issues. To agree the Church Crookham Parish Council's view on the potential reallocation of reserved S106 funding for the A287/Redfields Lane junction to other related road infrastructure projects and to identify any projects to which the Parish Council would like to see this funding directed.

Cllr. Jenny Radley gave an overview of the Redfields Lane/A287 junction project, a number of schemes had been proposed to improve this junction but all cost in the region of £5 million, the funding available was more like £1 million and some was due to be clawed back by developers. Having discussed the issues the Parish Council agreed the following statement:

- The Parish Council objected to the proposal for a left hand turn only at the junction of Redfields lane and the A287.
- The Parish Council would be prepared to see S106 money that is being held in a fund for the Redfields Lane/ A 287 improvement project to be released to other mitigations in the area especially funding that may be clawed back by developers.
- The Parish Council would support funding being spent on the following projects:
  - o Crondall Road speed calming
  - o Pilcot Road footpath
  - o Other improvements to the A287 such as traffic lights at rush hour away from the Redfields Lane junction that would break up the flow of traffic.

This was agreed by all and the Clerk was asked to pass on the response to Cllr. Radley

Clerk

**139/12**

**Speed Survey results**

To receive the results of speed surveys carried out on The Verne, Northfield Road and Ferndale Road

The results were received by the Parish Council and will be kept on record. The surveys will be repeated in 5 and 10 years' time when residents have moved into houses at Crookham Park so that the impact on traffic movements on these cut through routes can be assessed.

**140/12 Co-option of new Councillor**

To consider applications from John Whittaker and Gill Scott for co-option as a Parish Councillor for the Queen Elizabeth ward vacancy.

It was reported that two applications had been received and circulated. It was agreed that voting would take place by a show of hands. Councillors would have one vote and would be able to vote for either candidate or neither.

Gill Scott received 4 votes, John Whitaker received 3 votes and the neither option received no votes. The Chairman asked the Clerk to inform the candidates of the decision and to let Mr Whitaker know that it was a very close decision and that the Parish Council would welcome his involvement on any of the committees. Clerk

Gill Scott will be asked by the clerk to sign a declaration of acceptance of office and to complete a member's interest form.

**141/12 Peter Driver land transfer.**

To receive an update on the new five a side and car park project at Peter Driver and to agree the Church Crookham Parish Council's position regarding the land transfer.

It was reported that the land transfer is still in progress due to problems with Nat West Bank on Friday

Various issues on the five a side pitch construction project were discussed.

- a) While the newly seeded grass is establishing by the entrance it will be difficult to secure the playing fields and provide access for the grounds maintenance team. Various options were considered for providing an access strip approx. 24m x 3m.
  - 1) Grasscrete matting, seeded – cost approx. £4,800
  - 2) Tarmac strip with edging stones – cost approx. £2,500
  - 3) Turf strip with grass protect laid on top – cost (Grass Protecta – Boddingtons 60sqm - £570 plus pins £40 for 50 plus turf £350) total - £960

It was decided to ask Kestral to implement option 2 – tarmac strip and to take the money from the £25k that was due from the developer as part of the land swap agreement.

- b) Slope to the doors is quite steep, might need some grips adding for winter use. It was agreed to let Bob Schrivener look at this when he next visits the site.
- c) Locks for doors – It was reported that KBO visited the site and it was decided that the Parish Council would order 3 padlocks and 30 keys.
- d) It was decided that the Clerks would start moving existing teams onto the new pitch this week and move new teams as soon as they had all completed and returned their paperwork Clerk

**142/12 New Code of Conduct and declaration of interest form**

To receive an update on changes to the code of conduct and declaration of interests form and to agree how to proceed. A copy of an interim code of conduct produced by Hart District Council was circulated.

The Chairman gave an update on the main changes to the code of conduct and member's interest forms following the implementation of the localism bill.

- New code of conduct needs to be adopted that is in line with the localism bill



- It is recommended by HALC that Parish Councils adopt the code of conduct of their parent council.
- Non declaration of pecuniary interests will become a criminal offence
- Members' interest forms will have to go on the Parish website
- Members' interest forms will have to include their partners or spouses interests.

The Chairman proposed that the Parish Council agree to adopt the interim code of conduct being proposed by Daryl Philips at Hart as soon as it is agreed by full Council at Hart. The Parish Council should then look at whether they will adopt the final solution when it is available to review in September. The Policy and Finance Committee would be tasked with looking at the content and making a proposal to full council. Training is available and the Clerk was asked to investigate and send details to Councillors.

Clerk

**143/12 Hart Get With Grant application**

To receive a grant application from the Hart Get with group for assistance with transport costs for their summer programme of training events.

It was reported that an application form together with a statement of accounts had been circulated.

It was decided to make a grant of £300, to be taken from the Youth budget, code 4353.

**144/12 Azalea Park Update**

To receive an update on the management plan for Azalea Park and on the installation plans for the play park.

It was reported that Miracle wanted to delay the start by two weeks now due to soft ground, skips and lorries cannot access site. Councillor Williams suggested contacting the Army to find out if the Parish Council could borrow some tank tracks to make access easier. It was agreed that if this was available the clerk should ask Miracle to start work as soon as possible, otherwise they will wait the 2 weeks

MW

**145/12 Diamond Jubilee Celebrations**

To receive an update on the Diamond Jubilee Big Lunch celebrations.

Cllr. Williams reported that new banners and posters had been put up, additional help had been recruited, Gurkhas will be helping to set up the tents on Sunday morning. A pre-event meeting will take place on Wednesday evening at 8.30pm.

**146/12 To approve payment of accounts and to review any quotations received.**

The finance report was approved.

Quotes for the following were reviewed:

**1) Safety barrier:**

Quote 1 – supply and fit 4 concrete bollards and a 4 metre single lever barrier (posts 100mm x 100mm, frame 50mm x 50mm) (yellow) - £1070.80 plus vat  
Supply and fit two removable posts - £400 plus vat

Quote 2 – supply and fit 4 concrete bollards and a 4m swing gate (posts 100mm x 100mm, frame 60mm x 60mm) - £3734  
Supply and fit two removable posts - £800 plus vat

The clerk was asked to confirm the specification on quote 1 and if satisfactory to accept quote 1.

**2) Racking for goal posts:**

Quote 1: Fabricate and finish 4 goal post racks, finish with grey primer to be fitted by Parish Council - £600 plus vat.



Quote 2: Supply and fit 3 goal post racks with 3 angled arms. Posts to be fixed to top and side of portacabin and to sit on steel plates, finished in red oxide paint. £255 plus vat

The parish council accepted quote 2. The clerk was asked to order.

## Finance Report

<b>Church Crookham Parish Bank Accounts Summary as at 31st May 2012</b>				
Financial Year ending 31/3/13	Petty Cash	HSBC Current A/C	HSBC Deposit	Grand Total
<b>Closing balance per Apr Statement</b>		£ 97,736.52	£ 140,155.66	£ 237,892.18
<b>Income</b> - Credits received at bank in May		£ 28,923.10		£ 28,923.10
<b>Expenditure</b> - Cheques presented in May		£ 100,829.99	£ 25,000.00	£ 125,829.99
Petty Cash at hand	£ -	0	£ -	£ -
<b>Closing balance per May Statement (cash at bank and in hand)</b>	£ -	£ 25,829.63	£ 115,155.66	£ 140,985.29
<b>Approval for payments due in June:</b>				
		invoice no:	cheque no:	
CBS - monthly service contract		33534	100502	£ 196.60
Crookham Memorial Hall - June hall hire		1826	100503	£ 51.00
Winchfield Landscapes		884	100504	£ 859.20
Brandon Hire - portaloos Big Lunch		85102176	100506	£ 156.00
Hart DC - dog warden 2011/12		HD0005931	100507	£ 1,440.00
Macallan Penfold - car park layout		A2212	100508	£ 102.00
Vero Screening - CRB checks Big Lunch		C03991	100509	£ 54.00
HALC - deputy clerk planning course		10092	100510	£ 36.00
Primavera Cleaning - June 2012		1825	100511	£ 360.00
Simone Surveys - SID May - June, installation of 3 traffic counters for 7 days in May		4635 + 4637	100512	£ 780.00
Upper Bridge Enterprises - web hosting			SO	£ 34.80
HSBC bank charges to 31.03.2012 to 29.04.2012			DD	£ 33.26
BT - office phones & broadband			DD	£ 84.37
Employment costs				£ 3,612.65
Total expenses				£ 206.83
Winchfield Landscapes - levelling at Peter Driver		889	100520	£ 2,220.00
C & S Banners - Bigger Lunch banners		CSL10414	100521	£ 126.00
Shooting Stars Circus Skills		3748	100522	£ 360.00
Lotus Landscapes Ltd - tree survey		120189	100523	£ 507.00
C&S Banners Ltd - Big Lunch		CSL10334	100524	£ 286.80
<b>Total Payments for June</b>				<b>£ 11,506.51</b>
				£ 11,506.51

147/12

### To receive the Clerks report

#### 1. Update from Crookham Park Project Manager:

Sandy lane roundabout - Hope and Clay our contractor has reported they will be complete by Mid-July and the road will be fully open to the public.

They are starting on the new path that goes up Sandy Lane completing the car park opposite the garage at the same time within the next few weeks. They are just completing the final design issues.

Naishes Lane: This work has gone on a lot longer than planned. There have been various reasons for the delays: services, oil pipe line, weather, redesigns etc. Taylor



Wimpey expected to have it finished by the end of March and apologise to the residents of Quetta Park for the delays in getting this completed, and are grateful for their continued patience. The work is now scheduled for completion by the end of July.

Crossings and road improvements around Church Crookham: Taylor Wimpey are in the process of completing the legal agreements, once these are in place work will start. Taylor Wimpey aim to complete as much as possible during the school holidays.

Allotments: The area continues to be filled with clean soil from the site and will be ready in due course.

Allotment car park: Taylor Wimpey have finalised the design and sent it out to tender. Taylor Wimpey had hoped work would have started by now.

SANGs Land: A contractor has been appointed and is due to start soon; the work will take a few months but should be quite impressive when completed.

Off-site sewers: McNicholus are working for Thames Water coming along beside Humphrey Park replacing the existing sewers that will take the out flow from this site & Quetta Park once complete.

Demolition: Nearly all the buildings have been demolished. Those that remain are because Taylor Wimpey are waiting for nesting birds to move on or they have badger sets beneath them and so they can not touch these areas yet. The crushing will go on a little longer but now has moved to the MTD area and should not cause the annoyance it did in its previous location. Yet again apologies to the residents of Humphrey Park for the dust and noise recently endured.

2. **Azalea Park:** The project is still scheduled to start week beginning 2<sup>nd</sup> July. However David Owen from Miracle called today to say that they cannot find a skip company who will go over the grass field after so much rain and would like to postpone for two weeks allowing the ground to dry out. Alternatively the Parish Council would have to pay for a skip lorry that got stuck to be dug or towed out which could cost £1000. I have asked if we could store some bark and the pit edgings for shrub beds. The grass in the playground has been cut back and rolled; ground has improved but is still uneven. Clerk has asked Miracle if they would be able to carefully remove the basketball net and goal and remove the concrete from the legs so that the Council can dismantle it and store it.
3. **Friends of Azalea Park:** The Friends of group would like a meeting with Councillors to discuss the following projects that they would like to be involved with:
  - Map Board in Lynwood
  - Defensive planting around play park fencing
  - Playground opening ceremony
  - Mangagement plan
4. **Peter Driver five a side**

**Car Park:** levelled, surface tarmaced

**MUGA:** Base stone blinded, carpet laid, fencing completed, floodlights installed to be tested. Fixed goals installed. Tom Betts from Surfacing Standards has made three visits to the site.

**Land Exchange:** Not completed, money was held up in the Nat West problem. Our Solicitor from Hedleys is still trying to progress. John Saunders has gone on holiday for two weeks.

**Planting:** Landscaping around the new car park will take place in the Autumn.

**Gates and access:** Seems unlikely that the Magilock system which be suitable for installing on the doors of the five a side. Access for under-18s will have to be reviewed once a suitable locking mechanism has been installed.
5. **War Memorial –** The clerk has requested that HCC replace the new bollards with ones that match the existing bollards exactly
6. **Parish Plan:** the Parish Plan has been issued in draft form to Councillors for completion.



The monthly safety report was received and reviewed.

**149/12 To receive the monthly crime report**

The monthly crime report was received and reviewed.

CLlr Radley reported that a car had over turned on Tweseldown Road between 8 and 8.30 on Sunday 24<sup>th</sup> June.

**150/12 To receive reports and recommendations**

To receive reports and recommendations

1. Quetta and Humphrey Park – No developments
2. Fleet Link (HB) – nothing to report
3. FACC (JB) – Minutes not yet available
4. HDAPTC (NH) - no meeting
5. Memorial Hall (MB) – nothing to report
6. Alms Houses (NH) – nothing to report, next meeting October.
7. Allotments (PL) – meeting has taken place with Taylor Wimpey to discuss shed design
8. Jubilee Project (MW) – Update above.
9. Friends of Azalea Gardens (AO) – nothing to report
10. Report on Community Plan – next meeting 28<sup>th</sup> June 7.30pm, Willis Hall.

**151/12 Items for next meeting.**

Councillors to send agenda items to the clerk before the 13<sup>th</sup> July 2012

**152/12 Date of next meeting**

The next meeting will be on 23<sup>rd</sup> July 2012

**There being no further business, the meeting closed at 10.07pm**

Signed.....

Date.....