

Minutes of the Meeting of CHURCH CROOKHAM PARISH COUNCIL

Date and Time: Monday 26th March 2012 – 8.00 pm

Place: Willis Hall, Church Crookham

Present:

Councillors: Nick Harris (NH) (Chairman), Helen Butler (HB) (Vice Chairman), Pat Lowe (PL), Mel Williams (MW), John Bennison (JB)

Also: Jayne Hawkins (Clerk)
Cllr. James Radley – HDC
Cllr. Jenny Radley – HCC, HDC
2 members of the public

58/12 Apologies for Absence

Apologies were received and accepted from Bill Shambrook.

59/12 Approval of the minutes

The minutes of the previous Parish Council meeting held on the 27th February 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 - 27.02.2012 and 12.03.2012
Crookham Park - 05.03.2012
Sports and Recreation - 12.03.2012

60/12 Declaration of interest relating to items on the agenda

There were no declarations of interest.

61/12 Chairman's Announcements

- The Chairman informed Councillors he would be attending a Jubilee Thanksgiving Service in Winchester.
- The Chairman said he would like to hold a review of Committee Structures and discuss frequency and dates of Committee Meetings for 2012 before the AGM in May. He invited Councillors to send him their comments and then he may organise an informal meeting to discuss.
- The Chairman requested that any ideas that the Scouts could help with to get their policing badge should be passed to the Clerk. e.g. Marshals for the Big Lunch.
- The Chairman reported that there will be a Street Lighting exhibition on 21st May 10am – 7pm at the Harlington

62/12 Public Session

The Chairman welcomed members of the public to the meeting.

A member of the public spoke about item 72/12. She made a request for the Council to consider co-opting someone on to the Sports and Recreation Committee who could represent the needs of older children who are involved in unregulated sports such as skateboarding or mountain biking.

Councillor Jenny Radley had attended the Bourley Road Conservation Group meeting, she reported that the army have agreed to put dog waste bins on the training ground car parks and in recognition of the number of arson incidents on the SPA heathland some leaflets have been



produced to give to walkers encouraging people to report any fires quickly.

Councillor Radley reported that she hoped there would be a meeting towards the end of April with local Parishes and HCC Highways to discuss highways work on Redfield's Lane. A consultation on traffic calming on Sandy Lane/Tweseldown Road has been deferred to the end of April and will be held in the memorial hall.

63/12 Crookham Park Construction Traffic

It was reported that the Parish Council had received a number of issues reported by the public relating to construction traffic at Crookham Park. Complaints have all been passed on to Taylor Wimpey, Hart District Council and Hampshire County Council and circulated to Councillors. Taylor Wimpey and Hampshire County Council have responded to the reports but issues regarding traffic on Sandy Lane and deliveries outside of the agreed hours of 9.30am and 3.00pm are still happening.

It was noted that the new highways contractor at Crookham Park has created a website which will be updated weekly. www.qeb-roadworks.co.uk

A discussion took place on whether the Parish Council should take any formal action, it was decided that although the Parish Council appreciate that efforts have been made to address the highways issues they felt that, out of concern for the safety of residents living around Crookham Park, they would formally ask Taylor Wimpey / HCC to undertake a formal risk assessment and to implement any identified mitigations.

Clerk

The Clerk was asked to copy any complaints from the public to Taylor Wimpey, HCC and HDC.

64/12 Co-option of a new Councillor

The Parish Council received an application from Miss Kate Grant for the position of a casual vacancy at Church Crookham East, an application had been circulated.

Councillor Williams proposed that Miss Kate Grant was co-opted onto Church Crookham Parish Council for the casual vacancy in the ward of Church Crookham East; this was seconded by Councillor Butler and agreed by all.

The Clerk was asked to find out whether Councillors can swap wards between elections.

Clerk

65/12 Asset Register

An updated asset register was received. The asset register was accepted by all with the following updates: The Clerk was asked to update the front sheet to say free hold for all Parish Land and to remove L7.

66/12 Insurance Renewal

It was reported that three insurance quotes had been received and a comparison spreadsheet circulated. It was resolved to accept the 3 year insurance quote from Zurich Insurance. The Clerk was asked to implement this quote with Zurich.

Clerk

67/12 Debt Report

A debt report was received covering all outstanding payments to the Parish Council in 2012 2013. A list of outstanding invoices mainly for regular football bookings had been circulated.

It was agreed that the Clerks should look at tightening procedures and chase all outstanding payments. No outstanding payments should be written off.

Clerk

68/12 Annual Parish Meeting



It was reported that the Annual Parish meeting will be held on Thursday 10th May in the hall at Christ Church from 7.00pm.

It was decided to accept Ben Clifton's (HCC highways responsible for Crookham Park) offer to be a speaker and to also invite Chris Croxford from Taylor Wimpey to attend. Refreshments will be provided.

Clerk

69/12 Contamination test results – Azalea Park

It was reported that further testing had been carried out at Azalea park on 28th February 2012 to excavate and record the anomalies that have been identified in the radar survey and to build a more detailed picture of what was left behind when the barracks were removed. The results had been received by TLC and an initial report had been circulated.

Councillor Butler reported that a brief meeting had taken place on the 20th March between Parish Councillors, environmental health officers. Miracle Play and TLC. Some contamination had been found at the shallow sample sites. Environmental Health Officers recommended that contaminants at deeper depths could be discounted as there was no clear pathway between the public and the contaminants.

Environmental Health officers recommended that steps are taken to break the pathway between the public and the contaminants nearer to the surface. The representative from Miracle was asked to produce a new playground plan avoiding the large concrete structures, to include a tarmac path between the main gates and to group the play equipment either side of the path on grass mats. This would reduce soil erosion as most of the foot fall in the park should be on paths and grass matting.

Clerk

The Clerk was asked to write to the environmental health officers asking for a formal response confirming that they are happy with the mitigation plans. A draft management plan should be produced for the park. Clerk to check that Miracle will fill the voids identified at TP101 and TP106

70/12 Wildflower Meadows

The Parish Council received a request from a member of the public for the Parish Council to actively plant wild flowers on their land and where possible to increase the numbers of wild flowers in the parish. The Parish Council agreed to look for opportunities to increase the number of wildflowers in the Parish. The Clerk agreed to speak to the grounds maintenance company and F&CC in Bloom.

Clerk

71/12 Diamond Jubilee Celebrations

Councillor Williams gave an update on the Diamond Jubilee celebrations to include the Jubilee Egg Competition, Big Jubilee Lunch and Big Jubilee Dance. It was confirmed that the Big Jubilee Lunch will take place on 3rd June between 12.00pm and 6.00pm at Tweseldown race course. The School Easter egg competition will be judged on 29th and 30th April. A Jubilee Dance will be held later in the year in November. Clerk to order games for the Jubilee lunch and banners to advertise the event.

Clerk

72/12 Co-option of sports representatives to Sports and Recreation Committee

A proposal was considered to invite representatives from five a side football, grass football and the athletics club to be co-opted members of the Sports and Recreation Committee. Appointments would be made at the AGM in May.

It was resolved that this would be trialled for 1 year, up to 3 co-opted members would be invited to join the Sports and Recreation Committee, they would not have voting rights. 5 in favour, 2 abstentions.

The Clerk was asked to write to all the sports teams at Peter Driver and ask for them to nominate people to sit on the Sports and Recreation Committee as co-opted members. Mary Barry would also be asked to nominate someone to represent the informal sports. Selection from any nominations would be made at future Council meeting

Clerk



73/12 Football in Community.

The Parish Council considered a request from Aldershot Town's 'Football in the Community Trust' to book the new five a side pitch on Thursday evenings from 5pm to 7pm to run affordable football coaching sessions for 5 – 7 year olds from September onwards. They are a registered charity and any profits go back into the community.

It was resolved to offer the Thursday evening slot to the Football in the Community Trust free of charge for 1 year on the understanding that the majority of the children were from Church Crookham. This was proposed by NH, seconded by MW, 6 in favour, 1 abstention. Action: Clerk to contact the Football in the Community Trust.

Clerk

74/12

Church Crookham Parish Bank Accounts Summary as at 31st January 2012

Financial Year ending 31/3/12	Petty Cash	HSBC Current A/C	HSBC Deposit account	Grand Total
Closing balance per JanStatement		£ 18,864.75	£ 160,129.87	£ 178,994.62
Income - Credits received at bank in Feb		£ 24,414.42	£ 8.73	£ 24,423.15
Expenditure - Cheques presented in Feb		£ 6,140.20	£ 20,000.00	£ 26,140.20
Petty Cash at hand	£ -	0	£ -	£ -
Closing balance per February Statement (cash at bank and in hand)	£ -	£ 37,138.97	£ 140,138.60	£ 177,277.57
Approval for payments due in March :				
Employment costs		invoice no:	cheque no:	3622.30
Expenses: Clerk			100424	288.06
Total expenses				497.37
npower	Paid		100422	204.41
South East Water	Paid		100423	76.53
Crookham Memorial Hall hire		1734	100430	51.00
Winchfield Landscape Services - grounds maintenance		849	100431	326.21
CBS service contract		33046	100432	196.60
RBS Software Solutions - single user licence		SM12807	100433	118.80
C & S Banners Ltd - Jubilee stickers Egg competition		CSL10254	100434	103.20
Toxic Land Check - Azalea Park - Asbestos soil sampling, investigation & lab work; lab fees		112305 & 112304	100435	2924.00
Printer.co.uk - ink for office printer		720027	100436	91.20
HALC - conference attendance		9694	100437	120.00
HCC - Fleet Link		361044338 1	100438	4651.89
Crookham PCC - donation to replace chq 100413 issued 27.02.2012			100439	1500.00
Citizens Advice Bureau - donation			100440	1000.00
Cryle Trading Ltd - various			100441	72.21
Friends of Azalea Park grant			100442	334.20
Hampshire CC - office stationery		57816015	100443	73.27
Upper Bridge Enterprises - web hosting		2220	100445	34.80
BT			DD	144.01
BT - credit re overpayment in November 2011		Credit note	DD	-45.55
HSBC bank charges to 28.02.2012			DD	13.43
Total Payments for March				16109.88
				16109.88

75/12 To receive the Clerks report

- Crookham Park** Parish owned facilities – a meeting took place with Geoff Armstrong on



21st March to discuss the reserved matters planning application for the public open spaces at Crookham Park including the sports facilities, community centre and the allotments. Geoff Armstrong reported that Taylor Wimpey had checked the latest scheme for the community building against the budget in the s106 and unfortunately it would not be feasible to build for that budget. Accordingly TW would prefer to make the alternative financial contribution to enable the PC to build the community building.

Fabrik will be producing a layout for all of the open space and its uses they will then arrange a further meeting with the Parish Council to sign the drawing off. Following sign off from TW, DPP will look to submit the scheme as a reserved matter application.

2. **Update from Crookham Park project Manager 20/03/2012**
 - Beacon Hill roundabout is now open, the landscaping and fencing needs to be completed
 - Leipzig Rd and the Junction of Naishes lane is due to be tarmaced next week, removing the temporary lights and opening up the road & footpath fully, allowing construction traffic to use this way onto the development.
 - The Orchard has had its first visit from Gerry to prune the trees.
 - Sandy Lane works traffic lights will be erected next week and pedestrians moved to one side of Sandy lane whilst contractors start the tie in on the site side. The work is due for completion in June.
 - The contractor Hope & Clay are setting up a web site explaining the road works and posting regular updates. There will also be a comments/feedback section for residents to ask questions.
 - Work is on-going in the allotments.
 - The local centre will be started in the next couple of weeks which is about 18 months work.
3. **Speed Limit Reminders/traffic surveys** – the Parish Council can continue to borrow an SLR from Andrew Morgan at B&DBC. It will be moved around the Parish to the same sites as previously with 2 weeks on each side of the road. Speed surveys have been booked for the Verne, Ferndale and Northfield Road for the week beginning 14th May.
4. **Footpath at Azalea Park** - When the new footpath through the woods at Azalea Park was checked by Hampshire County Council as part of the Countryside Access funding request it was noted that the pathway was 1.3m wide rather than 1.5m wide as on the original specification. HCC will not make payment of the grant for half the cost unless the pathway is widened to 1.5m. The Clerk has informed Winchfield Landscapes and they have agreed to widen the path at their own cost and to curve the angled corners.
5. **Highways** – the clerk has requested an evening meeting with HCC highways to discuss the various road schemes that highways working party raised. Further work on the boundary signs to identify exact locations and to talk to neighbouring parishes may be useful before this meeting.
6. **Peter Driver five a side** – work is due to start by end of March. Councillors have asked for the pitches to be moved back a few metres after the end of the football season. Kestral will be building the five a side and the car park.
7. **Year-end update:** RBS will be coming in to help with year-end processing on 19th April, internal audit is booked for 14th May.
8. **Tree Survey:** Jon Emanuel (Lotus Landscapes) has been booked to do the annual tree survey. Merrist Wood did not reply to enquiries. There is a tree survey course at Staunton Country Park in November it costs £155 and might be useful for someone to attend just so they have can have more meaningful conversations with tree surgeons and surveyors.
9. **Electrical work Peter Driver:** Clerk has written to CBS asking for some issues to be addressed and for some feedback on investigation work. CBS have attended Peter Driver to address the concerns raised.
10. **Five a side maintenance equipment:** Protech allweather have answered queries about the Compact Utility Vehicle
 - Following placing an order it would usually take 14 days to deliver.
 - The CUV engine is a 16hp Honda engine which runs on unleaded petrol.
 - They can provide a quarterly maintenance regime and have sent a quote to be considered at Sports and Recreation Committee.



- Snow blade is £450, Salt Spreader is £650
- 11. **Community plan** – Draft questionnaire is still being refined quotes have been gathered for paper and printing plus a free meal has been promised by The Tweseldown as a prize draw incentive for returned questionnaires. A trial questionnaire will go out to a sample of residents and councillors. The group aim to distribute the questionnaire to the public in September. The Fleet and Church Crookham Society have offered to assist with the questionnaire and will be invited to the May meeting.
- 12. **Art work at Peter Driver** – a couple of students have enquired about the project. So far no students have taken up the option of the project, this may be due to too many options of projects offered plus the other people suggesting projects did go into the college to talk to the students first
It was suggested that the project could be opened up again next year with a different approach or it could be put it up on some network sites that lecturer is associated with where it could run as an open competition/commission.
- 13. **The Point:** The Parish Council has received a cheque for £600 as requested in full payment for the money paid last year for Leroy at Peter Driver.
- 14. **Shower Rooms Peter Driver:** Three quotes have been received for upgrading the shower rooms at Peter. A summary report will be prepared for review by the Finance Committee.

76/12 To receive monthly safety report

This was reviewed and the clerk was asked to progress the fence between Peter Driver and the Tweseldown Public House.

77/12 To receive the monthly crime report

The monthly crime report was received and reviewed.

78/12 To receive reports and recommendations

To receive reports and recommendations

1. Quetta and Humphrey Park – Still waiting news on a residents association
2. Fleet Link (HB) – item to review at end of agenda
3. FACC (JB) – Report at next meeting
4. HDAPTC (NH) - minutes circulated
5. Memorial Hall (MB) – nothing to report
6. Alms Houses (NH) – nothing to report
7. Allotments (PL) – nothing to report
8. Jubilee Project (MW) – Update above.
9. Friends of Azalea Gardens (AO) – nothing to report
10. Report on Community Plan – see clerks report

79/12 Items for next meeting.

Councillors to send agenda items to the clerk before the 19th April.

80/12 Date of next meeting

The next meeting will be on 23rd April

81/12 Confidential item – Fleet Link funding and tender.

The Parish Council considered a proposal from Councillor Butler who had completed a draft questionnaire. The Questionnaire was agreed by all and Councillor Butler was nominated to be the representative in the evaluation process. The clerk agreed to send off the paperwork.

There being no further business, the meeting closed at 10.29pm

Signed.....

Date.....