

## Minutes of the Meeting of CHURCH CROOKHAM PARISH COUNCIL

**Date and Time:** Monday 27th February 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), Bill Shambrook (BS)

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

**32/12 Apologies for Absence**

Apologies were received and accepted from Andrea Ong and Michael Burford.

**33/12 Approval of the minutes**

The minutes of the previous Parish Council meeting held on the 6th February 2012 were agreed and then signed as a true reflection of the meeting.

**34/12 Declaration of interest relating to items on the agenda**

There were no declarations of interest.

**35/12 Chairman's Announcements**

The Chairman thanked Councillor Williams, Councillor Bennison and the Clerks for the Jubilee quiz night which was a successful community evening.

The Chairman informed the Council that there had been interest expressed in the Parish Councillor vacancies from 3 residents. The Chairman suggested that at least two Councillors should meet with the potential Councillors and that all candidates should be considered at the next Parish Council meeting

The Chairman reported that the clerk and deputy clerk would be attending a playground inspection course being run by HCC in April. If any Councillors were interested they should inform the Clerks.

**36/12 Public Session**

The Chairman welcomed members of the public to the meeting.

Councillor James Radley said that he hoped that the Parish Council would show robust determination in requesting compensation from Hart District Council for the contamination issues at Azalea Park.

Councillor Jenny Radley thanked the Parish Council for organising the quiz night. She reported that the Highways working party had been a useful meeting and that she would continue to support the parish in



identifying and progressing highways issues. Councillor Radley reported that a consultation would be taking place on Saturday 24<sup>th</sup> March regarding the traffic calming along Sandy Lane and Tweseldown Road. She encouraged robust challenges.

**37/12 To discuss matters of crime and disorder**

The crime report was reviewed

**38/12 To receive an update on the development of the new car park and five a side at Peter Driver and to approve expenditure on maintenance equipment.**

The Chairman reported the following:

- Planning conditions have been discharged, landscape plans are available on the HDC website and include removal of the fir trees by the Bourley Road.
- A discussion took place about the running costs of the new 3G five a side pitch and the likely rise in bookings with regard to setting hire fees. It was decided that the Sports and Recreation Committee would be empowered to make a final decision on the fee rates for the new pitch. This was proposed by Councillor Harris, seconded by Councillor Williams and agreed by all.
- It was suggested that once the fees were agreed the Clerk should contact local clubs to advertise the new pitch and check if anyone was interested in making a booking.
- It has previously been agreed to use a consultant from Surfacing Standards to check the quality of the construction work for the new pitch. A quote for £3,718 had been received for weekly checks and checks at the end of the 12 month warranty period. It was resolved that the consultant should be hired with five votes in favour and 1 against, however the clerk was asked to request a discount on the cost.

Clerk

**39/12 To discuss a request for information from Vertu regarding car parking at Peter Driver.**

The Chairman reported that a letter had been received from CBRE who had been instructed by Vertu to look at their car parking requirements and as part of this work have been asked to investigate the potential to assist in providing for the shortfall of car parking required for users of the Peter Driver playing fields.

A response to questions on numbers of spaces was circulated to Councillors on 14<sup>th</sup> Feb

All Councillors agreed with the response. It was noted that should a proposal come forward from Vertu the Parish Council should ensure that they do not take on any contaminated land as this also used to be a MoD site.

**40/12 To discuss Highways and Traffic issues in the Parish**

The Chairman reported that a Highways working party had taken place on the 11<sup>th</sup> February. As Councillor Burford was unable to attend the meeting Councillors Harris and Butler agreed to organise a follow on meeting to cover the main points raised and to produce proposals for putting forward to the Parish Council for approval.

NH/HB

**41/12 To decide which contractor to allocate the annual tree survey to.**

The Chairman reported that ideally the surveyor would not be a tree surgeon so that they cannot benefit from the work. The Clerk has contacted three tree surveyors

- Technical Arboriculture - recommended by HDC, not yet replied
- Eddie Whalley, charges £200 per day or £25.00 per hour plus mileage and suggested that he would be able to do the trees in Church Crookham in one day.
- John Emanuel (Lotus Landscapes) £32.50 plus vat per hour or carrying out Tree works at cost with the provision of annual Tree inspections.

It was decided that the Clerk should contact Merrist Wood College as one Councillor believed that they



offer free tree surveys as part of their training programme for students and if this is not successful to ask Lotus Landscapes to do the tree survey. This was agreed by all

Clerk

**42/12 To receive an update on the latest test results from TLC and the Ground penetrating radar results for Azalea Park.**

It was reported that the next set of testing will be carried out on Tuesday 28<sup>th</sup> February within the Play Park area, TLC have informed they will be wearing protective clothing. Testing will take place in top 10 cms and areas identified in the GPR survey will be investigated for voids. Results will take 10 days. The Parish Council will then need to call a meeting with the Hart environmental team, TLC and Miracle to discuss the best course of action. It was agreed to put an update on the Parish website with regard to the further testing in the park.

**43/12 To receive a letter from Hart District Council responding to the request from the Parish Council for financial assistance with investigation and remedial work.**

It was reported that a letter from Geoff Bonner had been received and circulated. Hart District Council was not prepared to accept any responsibility for contamination issues at Azalea Park nor would they be prepared to contribute to the cost of any remedial work required.

The Chairman suggested that the Parish Council waits until the results of the next set of tests and the required actions have been identified before deciding if any further action can be taken. It is possible that the only course of legal action would be against the MoD and the Parish Council would have to pay for further advice as the law is complex in this area

It was decided that the Clerk should write to Geoff Bonner acknowledging his response and say that they will be taking further advice before responding.

Clerk

Councillor Shambrook agreed to speak to the health and safety executive about the situation and to ask for advice.

BS

Councillor Bennison suggested that when the full costs were available the parish council should write to their Solicitor and request a written opinion on the best course of action.

**44/12 To receive an update on Crookham Park facilities and landscaping following a meeting with Geoff Armstrong on 22<sup>nd</sup> February.**

This meeting was cancelled and will be re-scheduled for a few weeks' time. The Chairman reported that the approval for pruning the orchard had been received by Taylor Wimpey but that this was too late to schedule all the work required for this year.

**45/12 To receive a funding request for 2012 2013 from the Phoenix Youth Centre project and to decide whether to allocate funds in the 2012 2013 budget.**

It was reported that a funding request for £2,000 has been circulated with letter from local police and accounts. The Parish Council budget for 2012 2013 for Youth Services is: £3,500

It was resolved to give a grant of £2000 to the Phoenix Youth Centre to be issued after 1<sup>st</sup> April 2012.

Clerk

**46/12 To receive a funding request for 2012 2013 from the Phoenix Youth Centre project and to decide whether to allocate funds in the 2012 2013 budget.**

It was reported that a funding request for £2,000 has been circulated with letter from local police and accounts.

The Budget for 2012 2013 for Youth Services 2011-2012 was £3,500.5K likely outturn approx.: £25K (10K for



Harlington not requested)

It was decided to:

It was resolved to allocate a grant of £1000 to the CAB to be paid with the March cheque run.

Clerk

Clerk

47/12

**To review the proposal and plans to hold a Jubilee Easter Egg schools competition.**

Councillor Williams presented the results of the Jubilee Quiz night .

Feedback on Quiz night: Ticket and Raffle sales: £865, Costs: £692.00, Profit: £172

Profit will be used to go towards funding a Jubilee egg competition at Crookham Infants, Tweseldown Infants and Crookham Junior school:

- 820 Large card eggs with ribbon for hanging £225 (approx.)
- 800 Jubilee stickers £86
- Chocolate eggs for class winners: £25

Total cost: £336.00

The Clerk was asked to order the stickers and the card eggs and to buy the chocolate eggs to be used as prizes.

Clerk

It was agreed that Parish Councillors and Councillor Jenny Radley and Councillor Gill Butler will judge the completion on 29<sup>th</sup> and 30<sup>th</sup> March.

All

It was agreed to form a working party to start working on the Big Lunch and the evening dance to be held on 3<sup>rd</sup> June. Councillors MW,NH,JB,PL,BS and HB all agreed to join the working party.

All

Councillor Williams will present a plan for the event to the next Sports and Recreation Committee.

MW

Councillor Williams said she may be interviewed by Eagle radio in May as part of her job and requested approval to promote the Big Lunch if the opportunity arose. This was agreed by all.

48/12

**To consider a proposal to donate any proceeds from the Jubilee events to the following local charities: Abercorn Recreational Ground and Youth Club and the Fleet, Crondall and Crookham Welfare Trust.**

Councillor Williams presented her proposal for any profits from the Jubilee events at the end of the year to be shared between the Abercorn Recreational Ground and Youth Club and the Fleet, Crondall and Crookham Welfare Trust.

This proposal was seconded by Councillor Shambrook with 5 in favour and 1 abstention.

49/12

**To decide whether the council should sponsor an annual community award, to be awarded to a member of Church Crookham for their contribution to our local community.**

Councillor Harris proposed that Church Crookham Parish Council runs a local award for people that contribute to the community in Church Crookham. Nominations to be invited in the newsletters and awarded at the Annual Parish Meeting 2013. This was seconded by Councillor Bennison. It was resolved to go ahead in principle, one councillor suggested that it should be postponed for a further year.

Action: Councillor Harris would prepare a detailed proposal to be presented at a future meeting.

NH



50/12

**To receive feedback on issue 4 of the Parish Newsletter and to decide on a date for the next newsletter.**

It was reported that there had been fewer comments from members of the public than previously. Some were received on street lights, traffic and grit bins. It was agreed that the next newsletter should be issued at the beginning of May in order to advertise the Big Lunch and that other magazines should be looked at. It was agreed that the topics for the next newsletter should be agreed at the next Sports and Recreation Committee meeting.

51/12

**To review the proposed road names for phases 1A and 1D and to decide whether to name the spur road Jubilee Drive or Diamond Jubilee Drive**

It was agreed that the spur road should be called Jubilee Drive. The clerk was asked if it would be possible to put in a request for permission from the Lord Chamberlain's Office for Queen Elizabeth Drive as that is still their favourite.

All other names for phases 1A and 1D were acceptable.

Clerk

52/12

**To receive monthly safety report**

The monthly safety report was circulated. Councillor Lowe agreed to speak to the Tweseldown about contributing to the cost of a fence between the pub and the Peter Driver Sports fields. The clerk was asked to address any other issues highlighted.

PL  
Clerk

53/12

**To receive reports and recommendations**

To receive reports and recommendations

1. Planning Committee (JB) - nothing to report
2. Sports and Recreation Committee(HB) – nothing to report
3. Policy and Finance Committee (AO) – nothing to report
4. Crookham Park Committee (JB) – It was reported that the Parish Council had received an update from Chris Croxford the Project Manager at Crookham Park and that this would be put on the website. Work on the Orchard will start on 12<sup>th</sup>, 13<sup>th</sup> March.
5. Quetta and Humphrey Park – Still waiting news on a residents association
6. Fleet Link (HB) - next meeting mid-March
7. FACC (JB) – Next meeting 8<sup>th</sup> March, 2pm.
8. HDAPTC (NH) - minutes circulated
9. Memorial Hall (MB) – nothing to report
10. Alms Houses (NH) – It was reported that a new clerk had been appointed for the Alms Houses. Chris Stanbury will be starting on 1<sup>st</sup> March. The Alms Houses are happy for a statement to be made at our annual meeting. Their handbook is being re-written to reflect the new parishes.
11. Allotments (PL) – Ewshot Parish Council have requested that residents in Ewshot are given the opportunity to apply for allotments at Crookham Park.
12. Jubilee Project (MW) – Update above.
13. Friends of Azalea Gardens (AO) – nothing to report
14. Report on Community Plan – see clerks report

54/12

**Items for next meeting.**

- Update on Bourley Road fencing and cattle grids
- Crookham Park Community Centre progress
- Summer BBQ

55/12

**Clerks Report**

1. **Crookham Park** – Geoff Armstrong is hoping to have a response on the Community Centre within the next few weeks. He will call a meeting soon to discuss the planning application for the open spaces including the sports facilities and the allotments.

The ground works contractor (Westmode) ceased trading on Monday and there have been



a succession of companies in collecting the machines that had been hired to Westmode. Unfortunately TW have had very little control over them and they have had no interest in the site rules resulting in large lorries along Sandy Lane and down Aldershot Road.

Beacon Hill Roundabout

The final surfacing has been held up due to the cold weather. The surfacing work is booked in to restart next week; once this is completed the new roundabout and Leipzig Rd can finally be reopened. Once the new roundabout is open new signage will be put up on the A287 directing all site traffic to use Beacon Hill Road to access the site.

Naishes Lane & new site entrance

A new contractor should be appointed next week. The new contractor's priority will be to get the Naishes Lane traffic lights removed & a new site entrance formed as quickly as possible.

Sandy Lane roundabout & car park

Work has started on a 16 week programme to complete the roundabout, during this period there will be traffic lights and delays.

The SANG land

As soon as the better weather arrives work will start, completion is due by the end of June.

The Allotments & Car park

Work has started already on this part of the project, as before this is due for completion end June.

Demolition

The demolition has progressed well and is now well away from the houses backing on to Aldershot Rd and still on programme to complete by mid- year.

Queensacre Show Area Sandy Lane

This has been affected by the bad weather but is still expected to open this Easter. Advanced sales are going well.

2. **Allotments** – a definitive list of road names and post codes has now been created to clearly establish Church Crookham boundaries and therefore eligibility to an allotment. Pam Forey of Hart Allotment Association has sent copies of the association's constitution and plot holders' agreements, plus a model of a tenancy agreement.
3. **Community Plan** – the questionnaire is still being worked on by the working party, it was agreed at the last meeting that the questionnaire should be aimed at one respondent per household with an additional column should any other household member wish to offer an alternative view. The committee also decided to include a separate youth section. The committee still aims to issue the questionnaire with the May newsletter.
4. **Peter Driver development** - The planning conditions have now all been agreed by HDC. A planting scheme can be seen on the planning website. The clerk has asked for an update on the development plans. The 1 ton sacks will be removed from the entrance asap
5. **Peter Driver electrics** – the electrical remedial work in the pavilion and in the portacabins has been completed this week. The flood light bulb was replaced at the beginning of February.
6. **Footpath**: The new footpath through the woods at Azalea Park has been completed.
7. **Shower rooms**: A specification for upgrading the shower rooms at Peter Driver has been sent out and three companies have been shown around the changing rooms. The entrance door is not wide enough for disabled access but they will still look at putting a toilet in the old refs. room that will be easily accessible.



Financial Year ending 31/3/12	Petty Cash	HSBC Current A/C	HSBC Deposit account	Grand Total
<b>Closing balance per Dec Statement</b>		£ 5,685.07	£180,121.15	£ 185,806.22
<b>Income</b> - Credits received at bank in Jan		£ 20,427.36	£ 8.72	£ 20,436.08
<b>Expenditure</b> - Cheques presented in Jan		£ 7,247.68	£ 20,000.00	£ 27,247.68
Petty Cash at hand	£ -	0	£ -	£ -
<b>Closing balance per January Statement (cash at bank and in hand)</b>	£ -	£ 18,864.75	£160,129.87	£ 178,994.62
<b>Approval for payments due in February:</b>				
		invoice no:	cheque no:	
Employment costs				3622.30
Total				
expenses				830.09
Crookham Memorial Hall hire		1704	100398	102.70
Primavera Cleaning Serv Dec		1741	100399	360.00
CBS - service contract		32838	100400	196.60
Winchfield Landscape Services - grounds maintenance		838	100401	550.42
Upper Bridge Enterprises - web hosting Jan 2012		2183	100402	36.00
Area Distribution - newsletter final 50% payment		1003	100403	120.00
Imprint Colour		5072	100404	450.00
NP Tree Management Ltd - Chesilton Woods fell tree & make good storm damage		24	100405	420.00
Tweseldown Equisport Ltd - pavilion hire for Big Lunch			100406	600.00
Simone Surveys Ltd Jan & Feb invoices SLR unit		4509 & 4522	100407	480.00
Martin Cashmore Fencing - Peter Driver fence repair		13318	100408	528.00
CPRE Hampshire - annual subscription			100409	36.00
Navigus Planning - annual subscription		JLP12	100410	50.00
Hart Young Musician Competition - donation			100412	100.00
Christ Church Community Project - donation			100413	1500.00
SLCC - deputy clerk membership			100415	133.00
TRL Ltd - GPR survey Azalea Gardens		88477417	100416	3960.00
Winchfield Landscapes - foot path Lynwood		846	100418	6365.28
Parish Online - annual subscription		2012-03381	100419	108.00
Upper Bridge Enterprises - web hosting Feb 2012		2203	100420	34.80
Elvetham Heath PC - goal post storage		5000357	100421	100.00
HSBC bank charges to 31.01.2012			DD	1.00
BT			DD	46.21
<b>Total Payments for February</b>				<b>20730.40</b>
				20730.40

Refund received 19.01.2012 from Abacus HR Ltd for overpayment of standing order = £17.96

Bank charges paid by direct debit 21.01.2012 £21.20 to 31.12.2011

57/12

**Date of next meeting**

Next meeting 26<sup>th</sup> March 2012.

**There being no further business, the meeting closed at 10.25pm**

Signed.....

Date.....