

Draft Minutes of the Meeting of CHURCH CROOKHAM PARISH COUNCIL

Date and Time: Monday 27th September 2010 – 8.00pm

Place: War Memorial Hall, Church Crookham

Present:

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

Also: Jayne Hawkins - Clerk
Jenny Radley -HCC Councillor
James Radley -HDC Councillor
1 x member of public

93/10 Apologies for Absence

Apologies were received from Councillor Bill Shambrook (BS)

94/10 Approval of the minutes

The Minutes from Parish Council meetings on 26th July 2010 and 25th August 2010 were signed as a true reflection of meeting.

John Bennison to speak to Alistair regarding seat on management board of canal society or request input and output from meetings

JB

95/10 Declarations of Interest in any item on the agenda

MJB declared an interest in the Memorial Hall

96/10 To receive Chairman's announcements

The chairman requested that Council members adhere to the following good practices

- Arrive at meetings on time or let the Clerk know if likely to be delayed
- Only one person to speak at a time during Council meetings
- Respond promptly to meeting requests so that the Clerk can respond on behalf of the Parish Council

97/10 To receive report from Caroline Webster – Community Police Officer

PC Caroline Webster gave the Council an overview of crimes that had taken place in the Parish during the previous month and the current priorities. She stressed that Councillors and members of the public should report unsociable behaviour to the Police using the telephone number 101.

PC Caroline Webster left the meeting at 8.35pm

98/10 To Decide whether to extend Sports Development SLA for Sam Knowles until the end of December

The Chariman reported that Carl Westby had asked the Parish Council if they wished to extend the SLA for Sam Knowles until the end of December. JB proposed that the Parish continue to use Sam until end of December this was seconded by MB and agreed by all. The Clerk agreed to respond to Carl Westby.

JH

99/10 To discuss and approve latest updates to the QEB requirements

JK had circulated an updated spreadsheet of CCPC requirements for community provision from the QEB developers. MB proposed that the updated spreadsheet was accepted this was seconded by PL and agreed by all. For information JK passed round a revised plan for a possible community building.

100/10 To decide whether the Parish Council have sufficient information to agree in principle to the management of the recreational facilities at QEB

A discussion took place regarding the additional areas of land that the QEB developer would like the Parish Council to take over should the development go ahead.

AO questioned whether the existing community wanted all the proposed facilities at QEB especially if they were required to contribute towards the cost of maintaining them.

Councillor James Radley suggested that the Woodland could be a large liability for the Parish Council to manage.

It was agreed that the Parish Council would write to the developer to inform them that the Parish Council could not make any commitments regarding community facilities until the developer can provide accurate plans with sizes and habitat details for each area together with management plans for each area.

JH

101/10 To review and agree action plan for setting up a Youth Council

MB and NH had produced an action plan for setting up a Church Crookham Youth Council, this had previously been circulated. MB proposed that the Parish Council accepted the action plan which would work towards having the first meeting of a Shadow Youth Council in September 2011. The proposal was seconded by PL and agreed by the majority. The Clerk agreed to progress CRB checks for those Councillors that would be involved with the Youth Council.

JH

102/10 To decide whether to participate in the Remembrance Sunday Services and to lay a wreath on behalf of the Community/Parish Council

It was agreed that the Parish should participate in the Remembrance Sunday Services. JB proposed that the Parish Council donate £50 to the Royal British Legion for supplying a wreath this was seconded by JK and agreed by all. Clerk to check the powers under which a Parish Council can donate to the Royal British Legion.

JH

NH agreed to attend the service, JK and JB volunteered to attend if NH was unable to attend

103/10 To receive update and on and agree contributions to the newsletter

HB gave an update on the newsletter and requested that all contributions from Parish Councillors are sent to her by 11th October. All Councillors that have not already done so to send in a brief write-up on themselves and a photo, JH to provide short piece on the Parish Office and to provide a photograph. PL agreed to write a piece on what it is like to be a Parish Councillor. NH agreed to provide HB with a short item on issues. HB agreed to include links to Caroline Webster. It was agreed to deliver the newsletter week beginning 1st November.

All
JH
PL

104/10 To decide whether to put up more Parish Council Notice Boards and if so where. Sites for consideration include Tesco Express, Northfield Road Shops, Quetta Park, Humphrey Park, Memorial Hall and Shops at the Verne.

It was agreed that 4 notice boards would be a reasonable number to maintain. The Parish Council also considered if a file/book containing agendas/minutes would be an alternative

to a notice board.

Votes were taken and the following sites will be followed up by the nominating Parish Councillor. Parish Councillors agreed to contact the owners of the sites and request permission to put up a notice board

Tesco Express – Helen Butler

Quetta Park – Jenny Kenyon

Memorial Hall – Mary Barry

Shops at Verne – Nick Harris

HB

JK

MB

NH

105/10 To respond to the housing service review on a new scheme for allocating social housing

JB gave an overview of the new scheme for allocating Social Housing where by housing is allocated on a banding system rather than the current points system. JB proposed that the Council respond in support of the new system this was seconded by JK and agreed by all. The Clerk agreed to respond

JH

106/10 To discuss representation on Farnborough Airport Consultation Committee

Following an overview of the role of the Farnborough Airport Consultative Committee given by JB it was decided that the Parish Council should contact the Chairman of Farnborough Aerodrome Consultative Committee requesting that the Parish Council have a seat on the committee as they are the first overflow Parish on the flight paths. JB agreed to work with JH to write a letter

JB/JH

107/10 To comment on minor capital footway construction scheme - Tudor Way

The Clerk passed around plans for work to improve the footway in Tudor Way. Parish Councillors had no objections

108/10 To receive feedback on grit bin allocation and to decide whether to purchase additional bins for Quetta Park.

The Chairman reported that the HCC had made decision on which grit bins would be installed in the Parish

- Successful: Ferndale Road, Green Leys, Oakwood access to infant school, Gables Road.
- Rejected: Quetta Park bins as not public roads, Tudor Way – insufficient space, Tweseldown Rd – insufficient space.

The agreed bins will be installed in October.

It was decided that the Council would contact the MOD and offer to supply a number of grit bins provided that the MOD would take responsibility for filling them. HB agreed to speak to the schools to establish if they would also like a grit bin that they would have to fill.

JH

HB

109/10 To receive reports and recommendations:

1. Planning Committee – nothing to report
2. Sports and Recreation Committee – nothing to report
3. Finance and Policy Committee – no meeting this month
4. QEB working party – nothing to report
5. Quetta and Humphrey Park – JK reported that at the recent Quetta Park residents meeting grit bins, litter and fly tipping were the biggest issues.
6. Call & go – HB to request more information from Call & Go service to report back to PC
7. Memorial Hall – nothing to report, request for funding to go on next PC agenda
8. Basingstoke Canal – Ask Basingstoke Canal society if they would like to attend a Finance and Policy meeting to explain how funding is used. Clerk to arrange

JH

110/10 Clerks Report

- Repair of the Peter Driver Roof and ceilings is being progressed through an insurance claim

- Issue of preventing future damage is key. Vandalism at Peter Driver has been bad for years especially in Easter and summer holidays. Could increase height of nets on side of 5 a side, suggested that councillors investigate moving the athletics Portacabin or replacing it with a smaller Portacabin should be seriously investigated. A quote has been obtained for barbed wire but health and safety may not allow it.
- Maintenance contract – the clerk reported that the Parish need to get quotes asap, urgent as need to reply to Carl Westby within 3 weeks as to whether the Parish want to be included in a large Hart Contract. They are likely to offer a shared service with Basingstoke and Deane but would require a commitment for 7 yrs.
- Clerk will purchase 3 parking cards and put £250 on each. Councillors on council business can collect from the Parish office.

Councillor Jenny Radley requested that a member of the Parish Council was nominated to sit on the board of the new Children’s Centre Partnership at Tweseldown Infant School. HB volunteered to do this. JR requested that the clerk includes a public session in future agendas and items for the next meeting.

HB
JH

111/10 Payment of Accounts

The September payments were presented for review. JB proposed that these were accepted, this was seconded by MB and agreed by all. The Clerk agreed to look into setting up a saving account and to look at free business banking with Santander.

JH

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

Financial Year ending 31/3/11	Petty Cash	HSBC Current A/C	HSBC Deposit account	Grand Total
Closing balance per July Statement		£ 81,732.48	£ -	£ 81,732.48
Income - Credits received at bank in Aug		£ 943.35	£ -	£ 943.35
Expenditure - Cheques presented in Aug		£ 8,285.56	£ -	£ 8,285.56
Petty Cash at hand	£ -			£ -
Closing balance per August Statement (cash at bank and in hand)	£ -	£ 74,390.27	£ -	£ 74,390.27
<u>Approval for payments due in September</u>				
Employment Costs: Clerks Salary	September		cheque no: 100051	£ 943.21
PAYE/NI	September		100052	£ 366.57
PCMS - September invoice moving office			100053	£ 225.25
PCMS - invoices: 153113, 160588, 168168			100054	£ 256.80
Crookham War Memorial Hall			100055	£ 85.64
CBS			100056	£ 327.68
Abacus HR Ltd invoices: 3267,3208, 3318			100057	£ 40.74
Pegasus Building Services Panel fiveaside			100058	£ 206.21
J. Hawkins(expenses: Statioinery - £74.78)			100059	£ 74.78
HALC - Councillor training			100060	£ 146.88
RBS financial package training			100061	£ 293.75
3 parking smart cards - £250 on each			100062	£ 750.00
DD Electricity Peter Driver				£ 54.09
Total Payments for September				£ 3,771.60

There being no further business, the meeting closed at 10.20pm

Signed.....

Date.....

