

## Minutes of the Meeting of CHURCH CROOKHAM PARISH COUNCIL

**Date and Time:** Monday 28<sup>th</sup> January 2013 – 8.00 pm

**Place:** Willis Hall, Church Crookham

**Present:**

Councillors: Nick Harris (NH) (Chairman), Helen Butler (HB), Pat Lowe (PL), John Bennison (JB), Michael Burford (MB), Gill Scott (GS), Bill Shambrook (BS), Andrea Ong(AO).

Also: Jayne Hawkins (Clerk)  
Councillor Jenny Radley (HCC)

There was 1 members of the public present (Cllr. Jenny Radley).

**01/13 Apologies for Absence**

There were apologies for absence from Cllr. Kate Grant.

**02/13 Approval of the minutes**

The minutes of the previous Parish Council meeting held on the 26<sup>th</sup> November 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 – 10/12/2012, 14/01/2013,  
Sports and Recreation – 10/12/2012, 14/01/2013

**03/13 Dispensations – To receive any written requests for disclosable pecuniary interest dispensation from members.**

It was reported that the Clerk had received written requests for dispensations to be granted regarding the setting of the parish precept such that named Councillors living within the Parish may be allowed to participate in the discussions and decisions relating to the setting of the Parish Precept. This is required as failure to grant a dispensation would impede the transaction of the business because of the number of councillors having the same disclosable pecuniary interest as most live within the Parish. The dispensation had been requested by Councillor Harris, Councillor Butler, Councillor Ong, Councillor Lowe, Councillor Burford, Councillor Grant, Councillor Scott, Councillor Shambrook.

The Clerk granted this dispensation in line with the new code of conduct adopted by the Council in November 2012.

**04/13 Declaration of interest relating to items on the agenda**

Cllr. Ong declared a personal interest in item 11/13 CAB grant applications as she knows the CAB applicant.

**05/13 To receive chairman's announcements**

- Reminder to set up Parish Councillor e-mail addresses so they can be added to the website. The clerk was asked to send Councillors detailed instructions on what they need to do. **Clerk**
- The Royal British Legion has written a thank you for the poppy wreath



donation of £100.

- 27<sup>th</sup> February – QEB transport contributions steering group Council Chamber Hart, 9.00am KG MJB to let the clerk know if they can attend
- Fisher German will be inspecting the pipeline and making any repairs necessary to markers from 24<sup>th</sup> January onwards.
- The Chairman reminded Councillors to read the newsletter and send any amendments/corrections to the deputy clerk asap.
- Open Spaces plans have been circulated and the Clerk has large paper copies. Comments have to be back to Taylor Wimpey tomorrow.

KG/MJB

**06/13 Public Session**

**An opportunity for members of the public to bring matters to the attention of the Parish Council (3 minutes per person, 15mins maximum).**

Councillor Radley gave an update on the Crookham Park Highway works she also raised an issue regarding burial provision in Church Crookham. Councillor Radley encouraged Councillors to attend the 'Have Your Say' event on Wednesday 27<sup>th</sup> February at Court Moor school at 6.30pm. She asked the Parish Council to review grit bin provision in the Parish. Councillors were encouraged to let the Deputy Clerk know of any areas in Church Crookham that still need a grit bin.

All

**07/13 Annual Parish Meeting**

**To decide whether to hold the Annual Parish Meeting on Thursday 23<sup>rd</sup> May 2013 in Christ Church Hall or the War Memorial Hall and to decide who to invite to speak at the meeting.**

It was decided to hold the meeting in the War Memorial Hall on Thursday 23<sup>rd</sup> May 2013. It was decided to invite the fire service to speak at the meeting. Clerk to organise

Clerk

**08/13 Annual General Meeting**

**To decide whether to hold the Annual General Meeting in May on Tuesday 28<sup>th</sup> May or Monday 20<sup>th</sup> May as the fourth Monday is a bank holiday.**

It was decided to hold the AGM in the Willis Hall on Monday 20<sup>th</sup> May. It was agreed to send out a flyer with the civic day leaflet. Clerk to book Willis Hall.

Clerk

**09/13 To receive an update from the Community Centre working party.**

The following was reported:

- The Clerk was still trying to arrange a meeting with TW architect
- TW are prepared to build if within £850K budget
- TW would like to see the cost assessment report from Jackson Rowe
- Working Group is preparing specification and report for Council
- TW have been informed that the Parish Council are happy with the proposed site.

**10/13 Speed limit reminders**

**To receive information on the surveys carried out last year and to decide if Councillors would like any changes to the locations of the equipment. A report had been circulated.**

The Chairman gave some background on the speed limit reminders. The Parish Council pays £200 for the Speed Limit Reminder to be moved monthly and circulated around the chosen sites, the batteries are changed weekly and the data recorded. The sign is owned by Basingstoke and Deane and is loaned to the Parish. The Parish Council are not being charged rental for the actual sign they just pay Simone Surveys for moving it around and recharging the batteries. When they are vandalised or break down Basingstoke and Deane have paid for the repairs. The Parish Council could buy their own sign for approx. £2,600 but would still need to pay someone to



move them and charge the batteries.

It was noted that they are speed reminders and are not the best way of recording data if that is the main aim of the Parish Council. Speed surveys are the best way to record actual speeds of traffic and cost £150 per week. The Clerk produced a report on the options for speed devices in November 2011.

It was decided to keep the sign and continue to circulate around the same sites in Church Crookham. This was proposed by Councillor Harris and seconded by Councillor Bennison. 7 in favour, 1 against. It was suggested that a traffic survey should be carried out on Aldershot Road near to Potters in 2013 2014 budget.

11/13

**Grant Applications**

**To receive a grant application from CAB for £3000, it should be noted that the Parish Council has already granted the CAB £2000 in September 2012.**

**To receive a grant application from girl guide association for £3720 towards their guide hut refurbishment project to provide an outdoor patio area.**

The Chairman reported that the grant applications had been circulated. Budget remaining in Community grants is £6473. Riding for the disabled have also been sent an application form and Fleet Phoenix Youth Services and Fleet and Church Crookham in Bloom have also requested a form for next year's budget.

It was decided to give a grant to CAB for £3000 in 2013 2014. This was proposed by Cllr. Harris, seconded by Cllr. Bennison. 6 in favour, 1 against, 1 abstention.

Clerk

Cllr. Scott and Cllr. Harris said they had a personal interest in the girl guides as they had children that had attended in the past.

It was decided to grant the girl guides £3720 for provision of a patio area on their new guide hut. The Parish Council would like to see a copy of the invoice and proof of expenditure when the project is completed. This was agreed by all

Clerk

12/13

**Salary increase**

**To consider a proposal to increase the Clerks salary by one salary point from grade 35 to grade 36.**

It was reported that this would mean an annual increase in the Clerks salary of £620 for 30 hours a week. This had been included in next year's budget figures.

It was decided to increase the Clerks salary by one salary point (£620) per annum backdated to 1<sup>st</sup> September 2012. This was proposed by Councillor Harris, seconded by Councillor Shambrook and agreed by all.

Clerk

13/13

**Precept 2013/2014**

**To receive an update on the tax base for Church Crookham to decide whether to accept the recommendation from the Policy and Finance Committee to keep the precept for a band D household at £53.80.**

Recommendation:

That the Parish Council accepts the proposal to keep the band D household precept at the same level as last year at £53.80 for 2013/2014.

Overall Precept would be £175,495.60 plus a grant from HDC of £8000.85 giving a total income of £183,496.45. This is an increase of £10,000 on last year. In addition the Parish Council should also receive approx. £20,000 in football revenue. Giving a total income of just over £203,000. Expenditure is forecast at £183,000 giving a forecast reserve of £20,000. The Precept forms need to be completed and return to



HDC this week.

A discussion took place about the level of the precept some Councillors thought the precept should be raised by 2.5% as it had been the same for 3 years and the Parish Council needed to raise the funds for a skate park in the Parish. Others Councillors felt that as Hart District Council had passed on the grant to make up a short fall in the precept and that times would be financially hard for some residents that the Parish Council should keep the precept the same.

Councillor Ong proposed that the band D household precept was kept the same this was seconded by Councillor Shambrook. Councillors Harris, Scott, Lowe, Shambrook and Ong voted in favour and Councillors Butler, Burford and Bennison voted against. The clerk was asked to complete the paperwork and submit it to Hart District Council. The precept form was signed by 3 Councillors

Clerk

**14/13**

**Budget 2013 2014**

**To receive any changes to the budget for 2013 2014 resulting in the changes to the precept calculations and to decide whether to approve this budget.**

It was agreed to make the following changes to the budget for 2013 2014. The final budget was then signed.

Precept – £175,495.60, Grant - £8000.85, Football income - £20,000

Expenditure updated:

Electricity and Gas both £1,200

Peter Driver Improvements – £24,295

Azalea Park improvements - £4,500

Clerk to update budget

Clerk

**15/13**

**Phase 3 appeal**

**To receive an update on the phase 3 appeal and a subsequent meeting with Taylor Wimpey and to decide whether the Parish Council needs to take any action.**

Chairman to give an update on the appeal being postponed and options presented by Taylor Wimpey. Update circulated today via email.

Here is a brief summary of the meeting that took place with Taylor Wimpey on 23<sup>rd</sup> January.

1) Community building:

TW prepared to build a community centre within the £850,000 budget if both parties can agree on a scheme. The Parish Council did tell them that they had got a second opinion on the costing's for the community centre. They asked if the Parish Council would share this information with Taylor Wimpey. Parish Council/working group to decide.

It was agreed that the Parish Council need to meet the architect to work on a plan that was acceptable and that once planning permission was obtained the Parish Council would decide whether to take the £1.1million or ask TW to build if within their budget.

2) Open Spaces: Taylor Wimpey produced some small A3 plans for the open spaces planning application which they wish to submit this week. They have been circulated for comment. The Skate Park and Hammer cage and long jump pitch included, two MUGAs included instead of one.

The Councillors queried access to the formal open space for maintenance vehicles for grass cutting etc, wooden bridge shown may not be strong



enough. No lighting shown on MUGA or athletics track, no fencing shown around athletics track, opens spaces need to show dragons teeth or low level fencing to secure against unwanted vehicle access.

John asked for a map showing footpath from Humphrey Park to the new school

Geoff Armstrong informed the Parish Council that Wakeford Copse was being built by a different region at TW - South West Thames and that they have their own project manager on site.

3) Phase 3 appeal: Geoff Armstrong reported that the appeal has been held back as the inspectorate required additional technical information. This would take approx 2 months. Taylor Wimpey in the meantime they were looking at whether to submit a new planning application with additional information on the impact of the loss of the employment land. They are preparing an employment report to explain why the employment land was not viable and if they go ahead would be submitting it at the beginning of March. They wanted to know what the PC's main concerns were. They also said that HDC policy on employment had changed and that this site was not a strategic employment site.

Councillor Bennison raised concerns about 40% affordable housing and the density of the proposed houses.

The Clerk was asked to gather the comments on open spaces and send to Taylor Wimpey.

Clerk

The Chairman said that the Parish Council needed to decide how much they wanted to defend the employment land. Taylor Wimpey would be employing consultant to show there was no demand for employment land and if the Parish were going to put forward an alternative view they would have to provide evidence for the need. It was agreed to consider what action would be taken at the next Sports and Recreation Committee meeting.

**15/13 Public Safety Zone – Farnborough Airport**

To receive notification on changes to the public safety zone for Farnborough airport following a review by CAA.

The revised documents had been circulated, and Councillor Radley handed out maps of the original and revised safety zone. Councillor Radley said she felt that there had been an opportunity to reduce the safety zone as the number of flights out of Farnborough was not at the level predicted. The FACC had not been involved in the notification but had asked for a report on the changes.

The clerk was asked to arrange a visit to the airport for Councillors and to put a link on the website to the FACC website.

Clerk

**16/13 Newsletter**

To approve the next issue of the Parish Council newsletter.

The newsletter had been circulated and presented for final approval before going to printers. The content of the newsletter was approved.

Clerk

**17/13 To approve payment of accounts and to review any quotations received**

The accounts for December and payments for January were approved.

The clerk reported that she was gathering quotes for the guttering at Peter Driver.

**18/13 1. To receive the Clerks report.**



**Peter Driver**

- Planting around the car park – Mind the Garden have received the money from John Saunders and will now order the plants
  - The police have been visiting the five a side but there have been less children around due to the cold weather.
  - Last week some footballers cleared snow from the five a side pitch by pushing it to the edges and then Kestral removed the built up snow on Wednesday. There is a pile of frozen rubber crumb which will be monitored and if necessary the pitch can be topped up. Originally used 30 tonnes of rubber crumb to infill the pitch, 1 tonne filled a large 8ft bag so the amount of crumb removed is probably very small.
  - Income will be down in December due to the poor weather.
  - The Clerks suggest that a bad weather policy is required for the five a side and consideration given to purchasing the snow plough and salting attachments to clear the car park.
  - Padlock on the height barrier broken and replaced.
2. **Allotments** – The deputy clerk and Cllr Butler visited Farnham allotments today and had a meeting with Kevin Taitt. Now have an action list to work on. Will be drafting a letter and writing to all applicants on the waiting list in February.
  3. **The QEB 100 houses appeal** - appeal was postponed. Taylor Wimpey are considering putting in a new planning application.
  4. **Tree work** - All tree work has been completed as identified on the tree survey plus one additional branch had to be removed as it was found to be dangerous when examined by the tree surgeon and overhung the Aldershot Road.
  5. **3G full size pitch** -The Clerk was contacted by HDC to investigate whether there are any opportunities to utilise some developer money from Elvetham Heath to build a full size 3G football pitch. Carl Westby had estimated the total cost at £650K. The clerk has arranged a meeting with the MoD on Thursday at 11.30am to investigate whether they will be able to contribute to the project and provide a site at Quetta Park. Kestral have given a rough estimate of £350K to £450K.
  6. Crookham Park – construction has been slowed down due to the snow and wet weather. The developer has started the spine road and hopes to finish it in the next 4 months. South West Thames has developed High Trees and will be moving onto the main site in March. They have started on the first floor and 1<sup>st</sup> fixing on the local centre. They hope to start on the roof in the next 3 weeks. Residents at Wakeford Copse are having issues getting BT to install internet connections.

**19/13 To receive monthly safety report**

The monthly safety report was received and reviewed. The Clerk was asked to find out if Winchfield Landscapes would be prepared to grit the Peter Driver Car Park in bad weather and clear the snow if the Parish Council provided the equipment and a grit bin.

Clerk

**20/13 To receive monthly crime report**



The monthly crime report was received and reviewed

**21/13 To receive other reports.**

1. Quetta and Humphrey Park –nothing to report
2. Fleet Link (HB) - meeting at end November, numbers are up
3. HDAPTC (NH) – Clerk to circulate minutes
4. FACC (JB) – nothing to report
5. Memorial Hall (MB) – might be installing water heaters in the toilets
6. Allotments (HB) – Deputy Clerk and Cllr Butler had visited Farnham allotments and would now be updating paperwork and issuing a letter to people on the waiting list.
7. Community Plan – meeting later this week.
8. Alms Houses – no meetings

**22/13 Items for next meeting**

Let the Clerk have any agenda items by 14<sup>th</sup> February 2013

**23/13 Date of next meeting:** 25<sup>th</sup> February 2013

**There being no further business, the meeting closed at 10.05pm**

Signed.....

Date.....