

## **Minutes of the Meeting of CHURCH CROOKHAM PARISH COUNCIL**

**Date and Time:** Monday 28<sup>th</sup> March 2011 – 8.00pm

**Place:** Willis Hall, Church Crookham

**Present:**

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

Also: Cllr Jenny Radley – HDC, HCC  
Cllr James Radley - HDC

Jayne Hawkins - Clerk  
3 members of the public

**48/11 Apologies for Absence**

Apologies were received and accepted from Mary Barry who was unwell.

**49/11 Approval of the minutes**

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

**50/11 Declarations of Interest in any item on the agenda**

Cllr. Pat Lowe declared a personal interest in item 70/11 as she knows one of the printers that have supplied a quote. Cllr. Bill Shambrook declared a personal interest in item 60/11 as he knows the applicant. Cllr Michael Burford declared a personal interest in the memorial hall report as he is a trustee for the Memorial Hall.

**51/11 Chairman's Announcements**

The Chairman reminded councillors about the following up and coming meetings:

- 29<sup>th</sup> March 2011, 7.30pm, Gurkha Barracks. QEB developer Meeting
- 31<sup>st</sup> March 2011, 2pm Basingstoke. Highways, WSP meeting with Jenny Radley. JB
- 4<sup>th</sup> April 2011, 7.30pm, Willis Hall. QEB Committee meeting.
- 5<sup>th</sup> April 2011, 3pm, Harlington Highways and transportation Consultative Group
- 6<sup>th</sup> April Finding and bidding for project funding, 9.30 – 1.00 Chandlers Ford AO, BS
- 11<sup>th</sup> April 2011, 7.30pm Planning, Policy and Finance
- 18<sup>th</sup> April 7pm Bishops Waltham, Finance for Councillors AO
- 27<sup>th</sup> April 2011, evening, Basingbourne Park working group HB, AO

The Clerk agreed to ask the Fleet Clerk if the Highways meeting could be moved to an evening **Clerk**

The Chairman requested that all Councillors review the list of outstanding actions sent out by the clerk and provide feedback on progress. **All**

**52/11 Public Session**

The Warden from Christ Church gave an overview of a project to extend and improve the facilities at Christ Church. The warden reported that due to financial pressures the Church had halted fundraising activities but had raised £120K and had been pledged a further £10K. They were looking to the Parish Council to provide a donation towards the project.

A member of the public commented that they did not think that supporting a Church was a good use of Parish Council money.

**53/11 To discuss matters of crime and disorder**

PCSO Adam Merrick gave a brief update on crime in the Parish. He said that in his opinion fear of crime in the area is much higher than the actual risk of crime. He reported that last month there were 56 instances of reported crime, a third were anti social behaviour in the Verne and Award Road area, especially around the Ridgeway parade near to the bus stop. He would like the Parish Council to look at ways they could help to reduce this crime by either looking at the type of bus stop installed, moving the bin or by installing lighting. Cllr James Radley said he would not like to see the covered bus stop removed as a lot of elderly people lived in this area and used the bus stop.

Cllr. Bill Shambrook agreed to meet with PCSO Merrick to have a look at the site and come up with actions that could be implemented that would help resolve the problem. **BS**

The clerk provided a neighbourhood watch report containing crimes recently reported in Church Crookham.

**54/11 To approve draft newsletter and Azalea Gardens questionnaire and quotes for printing and delivery.**

The Parish newsletter was reviewed and approved subject to some minor amendments and corrections.

It was decided to accept the quote of £360 for printing from Imprint as they had provided a good service previously.

It was decided to ask Heather Nickolson to deliver the newsletters in the week beginning 11<sup>th</sup> April at approx £250. The clerk agreed to organise the printing and delivery of the newsletter. **Clerk**

**55/11 To receive an update on the availability of land near to Peter Driver**

John Bennison reported that he, Pat Lowe and the Clerk met with representatives from Vertu and Nokia to discuss the possibility of leasing or buying some of the land next to Peter Driver for car parking. They had a positive discussion and the representative from Nokia agreed to investigate costs. The Clerk agreed to speak to planning about planning issues with the site. **Clerk**

**56/11 To decide whether to extend the temporary contract for the deputy Clerk which comes to an end on 30<sup>th</sup> April 2011.**

It was decided to extend the Deputy Clerk for a further 3 months up until the end of July 2011.

**57/11 To review any year end issues to include outstanding football pitch debts and cancellation of un cashed cheques to HMRC and Phoenix Telecommunications.**

The Clerk gave an overview of outstanding football payments and circulated a debt report.

- It was agreed to write off a small number of unpaid invoices (CC020, CC027, CC034, CC046, CC053, CC060) for one five a side team that stopped playing last year but didn't inform the Clerk. Invoices continued to be sent after the team had stopped playing. All attempts to contact the team have been unsuccessful.

- The Clerk agreed to chase up outstanding invoices CC021, CC035, CC072 and CC079

The Clerk reported that there were two un-cashed cheques in 2010, one to HMRC April 2010 this has been resent, one for Phoenix Communications, incorrect address on invoice.

It was agreed that the Clerk should ask Phoenix communications for a new invoice with the correct address on if the contractor wanted payment.

Clerk

**58/11 To decide whether to accept a proposal from the Sports and Recreation Committee to construct a skate board park at a suitable location somewhere in Church Crookham, subject to meeting all the health and safety regulations.**

Cllr Mary Barry was unable to attend the meeting due to illness and it was decided to postpone this item to the next Parish Council meeting on 26<sup>th</sup> April.

Clerk

**59/11 To receive report from Mary Barry on reported rubbish by Wyvern Public House and to decide whether any action should be taken by the Parish Council**

Cllr Mary Barry was unable to attend the meeting due to illness and it was decided to postpone this item to the next Parish Council meeting on 26<sup>th</sup> April.

Clerk

**60/11 To consider a request from Christ Church for a donation towards the building of an extension at the Church on Gally Hill Road**

The Council considered a request from Christ Church for contributions towards a Church extension. The Clerk was asked to organise a meeting at the Church so that Councillors can see the proposed plans on site, they will then make a decision about a donation when they have had the opportunity to view the Parish Council accounts and end of year reports.

Clerk

**61/11 To receive a brief report on the localism bill and to discuss its likely impact on the Parish Council**

The Chairman gave a brief overview of the localism bill.

Apologies were received from the Deputy Clerk as the briefing paper has not been completed. This will be issued for consideration at the Policy and Finance meeting on 11<sup>th</sup> April.

Clerk

**62/11 To decide whether to invite a guest speaker to Annual Parish Meeting 19<sup>th</sup> May 2011, other invites and whether to serve tea and coffee.**

The Clerk was asked to invite local District and County Councillors, the police, local representatives from the Alms houses, the Memorial Hall, the Fleet and Church Crookham Society and ask the Canal Society if they could provide a guest speaker.

Clerk

Eric Barnfield the warden from Christ Church said he would find out if the Church could provide anyone to serve refreshments from 7.00pm to 7.30pm.

- 63/11 To receive a report on Speed Limit Reminders and to decide whether to purchase one for Church Crookham**
- A report written by the Clerk on Speed limit reminders was circulated and discussed by Councillors. Councillor Harris proposed that that the recommendation from the report should be accepted, and an SLR is rented from Basingstoke and Deane Borough Council (B&DBC) for seven 4 week periods in the next financial year. This was seconded by Michael Burford. 5 Councillors were in favour, 1 abstention and 1 against. Over the next year the Council will decide whether to invest in an SLR to be owned by the Council
- Clerk**
- The Clerk will organise with B&DBC. It was agreed to work down the list of suggested sites in the report.
- 64/11 To report on letter received from the Governors at Tweseldown Infants School**
- A letter received from the Governors at Tweseldown Infants School was considered at the planning meeting and a response was drafted. The Clerk agreed to send a reply to the Governors and invite them to meet with councillors to discuss the matter further.
- Clerk**
- 65/11 Consultations:**
- **The Parish Council has been given a seat on the FACC, a representative is required.** The Clerk was asked to thank the FACC committee for the invitation and let them know that the Parish Council will decide on two representatives at the April Parish Council meeting

**Clerk**

  - **Any questions for the Overview and Scrutiny Committee who are meeting with Network Rail and South West Trains on 19th April 2011.** Clerk to ask that the shortage of car parking at the station is raised. .

**Clerk**

  - **HCC Bus Service Review – retendering by 31<sup>st</sup> May 2011** It was agreed to put the review into the Parish Council newsletter. Cllr. Bill Shambrook agreed to complete the Bus service review on behalf of the Parish Council.

**BS**

  - **Children’s Centre consultation – 15 April 2011** Cllr. Mary Barry is looking at this consultation

**MB**
- 66/11 To receive monthly safety report**
- Report for March reviewed and circulated
- 67/11 To receive reports and recommendations**
1. Planning Committee – Previous minutes circulated all agreed
  2. Sports and Recreation Committee – Previous minutes circulated all agreed
  3. QEB Committee and QEB S106 – It was reported that a meeting had taken place with Robert Jackson from Hart District to review the draft S106 and that a meeting would be taking place with the developer to review the S106 agreement.
  4. Quetta and Humphrey Park – It was reported that residents association meetings should be arranged soon and will take place in the community centre at Quetta Park.
  5. Fleet Link (Call & Go) (HB) – No information
  6. Memorial Hall (MB) – It was reported that the trustees were busy getting quotes for the Willis Hall toilets refurbishment

**Clerk**

  7. Allotments (PL/MB) – It was reported that the HALC training course was very

- interesting. Hook Parish Council have 146 allotments, they are split into mini, small, standard and large costing (£35, £50, £85, £140) A large equates to a full plot
8. Report on Parish Plan (NH/AO). It was reported that the Parish Plan group are interested in the Azalea Gardens questionnaire and were keen to engage with the local schools.
  9. Report on Hart Passenger Transport Forum (NH/HB) Nothing to report
  10. Report on Gypsy and Traveller Meeting (MB) – Councillor Burford attended a seminar on spaces and Places for travellers. It was suggested that the Parish Council should prepare a policy for travellers.

**68/11 Items for next meeting.**

- Items postponed from this meeting regarding skate facilities and rubbish by Wyvern **Clerk**

**69/11 Clerks Report**

1. It was agreed to send off requests for grit bins to HCC
2. The clerk reported that the CBS contract had been renegotiated and that the new charge if accepted would be £164 per month down from £334 per month – It was agreed that the clerk should accept the new contract.
3. The clerk reported that the cost of the grounds maintenance contract would be increased by 2.5% from 1<sup>st</sup> April to end of September. The Clerk agreed to send a letter to Carl Westby objecting to the increase.
4. The Clerk reported that the Police would continue to try and make contact with residents in Sian Close regarding the trampoline on Parish Council land, if they were unsuccessful a letter will be sent to the residents giving them 14 days notice to remove the trampoline otherwise it would be removed by bailiffs.
5. It was reported that the dog warden was considering a prosecution for dog fouling at Azalea Gardens, she had a witness statement and would be interviewing a member of the public under caution. **Clerk**
6. The clerk reported that the Fleet and Church Crookham Society were looking for sites for bulb and tree planting to celebrate their 50<sup>th</sup> anniversary. The parish council said they would be happy for bulbs to be planted at Azalea Gardens, Peter Driver or Chesilton wood as long as they were consulted on the locations.
7. The Clerk reported that the Council would be having a vat inspection on 7<sup>th</sup> April.
8. The Clerk encouraged Councillors to think about whether they will hold a Parish Council meeting in August. This will need to be decided at the Annual General Meeting in May.

**70/11 Payment of Accounts**

The March payments were presented for review they were accepted and signed by Councillors Ong and Butler.

The Quotes were reviewed and the following decision were made:

- Quotes for a notice board outside the memorial hall were reviewed and a decision was made to accept a quote from woodcutters workshop for £1457.53 + vat. Clerk to check the Parish name was included and if so order the sign. **Clerk**
- Quotes for printing and delivery of the newsletter were reviewed and it was decided to accept the quote from imprint printers and to ask Heather Nickolson to deliver the newsletter. **Clerk**
- Quotes for new Church Crookham Village signs were reviewed but Councillors wanted more information to include designs and sites of each sign. **Clerk**
- Quote for moving the portacabin at Peter Driver were reviewed and it was decided to accept the quote from Geoff Woodfield to move the longer storage cabin and put **Clerk**

it behind the existing office cabin. The office cabin would be moved forward and two new concrete pads would be put in place. Clerk to progress the move subject to checking insurance and writing to the Athletics club for confirmation that the cabin can be moved.

**71/11 Date of next meeting**  
26<sup>th</sup> April 2011

**There being no further business, the meeting closed at 10.40pm**

**Signed.....**

**Date.....**