



Minutes of the Meeting of CHURCH CROOKHAM PARISH COUNCIL

Date and Time: Monday 25th July 2016 – 8.00pm

Place: Acorn Hall, Church Crookham Community Centre

Present:

Councillors: Cllr. Gill Chatfield (GC), Cllr. Pat Lowe (PL), Cllr. Hugh Connolly (HC), Cllr. Jeremy Silvester (JS), Cllr. Gill Scott (GS), Cllr. Helen Butler (HB), Cllr. Julie Adams (JA)

Also: Jayne Hawkins (clerk)
John Bennison (HCC)

There was 4 members of the public present.

154/16 Apologies for Absence

There were apologies from Cllr Richard Jackson, Cllr Michael Burford and Cllr. David Cunningham.

155/16 Approval of the minutes

Minutes of the Full Council meeting on 27th June 2016 were received and approved as a true record of the meeting.

The minutes and recommendations of the following committee meetings were also approved:

Planning Committee Meetings - 27th June, 11th July
Facilities Committee – 11th July
Policy and Finance Committee – 18th July

156/16 Dispensations – To receive any written requests for disclosable pecuniary interest dispensation from members.

There were no written requests for dispensations.

157/16 Declaration of interest relating to items on the agenda

There were no declarations of interest.

158/16 To receive Chairman's announcements

The chairman made the following announcements

- Thank you card received from Church Crookham WI for the flower garden grant to celebrate the queens 90th birthday and the 96th WI birthday.
- Thankyou letter from brigadier Morgan for the excellent ceremony to unveil the Gurkha Statue.
- Thank you letter from Major Nigel Wylie Carrick MBE.
- Finance and Policy meetings will move to the 3rd Wednesday of month from October 2016.
- Hampshire County Council invitation to meetings regarding devolution in Hampshire: Alton 6th Sept 17:45 – 20:00, Andover 27th Sept: 17:45 – 20:00
- QEB/SANGS meeting 9th September 10.00am to 12.00pm Hart District Council offices. Taylor Wimpey, Hart DC, Natural England, TCL, Geoff Armstrong
- Community Centre review meeting with Mildren and Rund on 18th August 2016
- Play group playground being resurfaced 1st week in August.



159/16 Public Session

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

Mrs D Squirrel spoke about her community defibrillator project. A group of businesses at the Verne shops are looking to raise money to provide a community defibrillator. They have planned a fund raising day on Saturday 20th August. Cost of defibrillator is £2,000 with running costs of £200 per annum, battery needs to be replaced every 4 years. The defibrillator has a 10-year life span.

Councillor Bennisson reported that the fire engines in Hampshire will be fitted with defibrillators and hold oxygen to assist with medical emergencies. Devolution consultation taking place for 8 weeks from 27th July. Beacon Hill cycle way is progressing slowly. Sandy Lane speed humps are undergoing 6 weeks consultation and if approved work will take place over the October half term and the following week. The School expansion access road will be put in over the summer holidays with work commencing in the autumn. Waste Collection consultation has resulted in a decision to keep all refuse centres open but they will open at 11.00am and be closed all day on Thursdays. The Windy Gap road changes are being monitored by Highways.

160/16 Grant Request defibrillator

To consider a grant request for £1000 towards a community defibrillator to be located at the Verne shops.

The grant request was discussed and Councillor Chatfield proposed that the Parish Council should donate £2,000 rather than the requested £1,000 to the community heartbeat fund for a defibrillator at the Verne. This was seconded by Cllr. Lowe and agreed by all. The money will be paid directly to the charity, and the fundraising carried out by the community will be continue to raise money for implementation and maintenance. GC/PL all in favour.

Clerk

161/16 Grant request Basingstoke canal

To consider a grant request from the Basingstoke Canal Authority for the Parish Contribution of £6750 and to consider whether a grant application is necessary when the contribution has already been agreed in the annual budget.

It was agreed to make the contribution of £6750 and to inform the canal authority that in future years the grant form would not be necessary. GC/HB all in favour

Clerk

162/16 Grant request from Crookham Players

To consider a grant request for £170.99 for the purchase of wireless equipment to control theatre lighting.

The grant request was discussed and it was resolved to award a grant of £170.99 to Crookham players. GC/JS all in favour

Clerk

163/16 Parish Lengthsman scheme

To receive an update on the parish lengthsman scheme for 2016 2018

The Chairman reported the following:

- Clerk has signed agreement with Yateley Parish Council acting as a lead parish
- Clerk has sent a list of work that Church Crookham would like to be considered.
- Lengthsman money remaining in budget from last year: £400
- Repair of fencing at end of Tweseldown Road. Quote £550 will be carried out by Treasure fencing using last year's lengthsman funding plus £150 from the open space management budget.

164/16 Charity event

To consider whether to let one of our hirers use the meeting room for a charity fund raising event 28 facials in 28 days.

It was **resolved** to make the meeting room available at no charge during quiet periods in the Community Centre during the summer holidays. GC/PL all I favour.



165/16 Actuals vs budget 1st Quarter

To receive an update on the actual vs budget data for April to June 2016 and the likely reserves at the end of the financial year.

| Summary Totals | Final Budget | Actual Year to date | Forecast | Likely out-turn |
|-------------------------------------|--------------|---------------------|----------------|-----------------|
| Total Income | 276,014 | 119,878 | 157,840 | 277,718 |
| Total Costs | 275,185 | 58,067 | 220,652 | 278,720 |
| Surplus/deficit | 829 | 61,810 | -62,812 | -1,002 |
| Addition to General reserves | | | | -1,002 |

It was **resolved** to accept the quarterly actuals vs budget figures that had been reviewed and approved by the Finance and Policy Committee. GC/HC all in favour.

166/16 Prepaid Alto Mastercard

To decide whether to accept a recommendation from the Finance and Policy committee to replace the prepaid Alto Mastercard with a Unity MultiPay card.

It was **resolved** to accept the recommendation and replace the prepaid Alto card with a Unity Multipay card with a single transaction limit of £800 and a Monthly limit of £1000. GC/HC all in favour

167/16 Gurkha Statue unveiling event

To receive an update on the statue unveiling event. Report circulated

The Chairman reported the following:

- Final payment made on statue
- Letters of support received from the Gurkha Brigade association and the Seventh Duke of Edinburgh's Own Gurkha Rifles Regimental Association and District Councillor Jenny Radley.
- A copy of the address given by General Sir Peter Duffell and the recording of the address by local resident Tony Carter have been received.
- Financial report: £250 received from TW, Costs (excluding staff time): £677.49
- Lessons learnt
 - o Consider a backup generator
 - o Some crowding in foyer, stewards could have suggested people moved into Oak Hall.
 - o Include information about parking on flyers for future events
 - o Organisation chart detailing roles and responsibilities
 - o Volunteers: there were more than was needed in some areas
- Visiting Gurkhas mentioned holding an annual event to celebrate the association with the Gurkhas

Councillor Connolly commented that the post event review by the working group was not yet complete and therefore the event had not been fully reported and he would like to raise a report at the next Facilities Committee.

Councillor Chatfield and Councillor Lowe did not feel that this was necessary and Councillor Chatfield said that the Events and Publicity officer Jenny Baker had done a good job organising the event.

168/16 Gurkha Statue security measures

To consider implementing further security measures for Gurkha Statue

- CCTV
- Boulders quote for 4 more boulders £568.00 (will order for end August to allow ground to settle.
- Smart Water – free kit should arrive next week



- Knee rail fencing – TW to install

The Chairman reported that a number of quotes had been received for CCTV. They were quite expensive and many solutions required additional funding to provide a concrete base and electricity/fibre or BT connections close to the statue site.

The clerk was asked to explore further the options for a monitored service with Hart and Rushmoor and to report back to the council at the next Facilities Committee meeting. It was agreed to explore options up to £15K.

Clerk

The clerk was asked to check if the insurance company would extend the time in which a CCTV solution had to be installed.

Clerk

169/16 Wheel Park

To receive an update on the wheel park project and to consider the following issues:

- **When to open to the public bearing in mind issues with security**
- **Whether to insure the fabric of park for all damages**
- **Whether to hold an opening event in September**
- **Whether to give delegated authority to officer Claire Inglis to accept the completed wheel park if the ROSPA safety inspection approves it for use.**
- **Litter collection – how often**

The Chairman reported that the official handover was expected to take place on 29th July

It was **resolved** to:

- Provide Public liability insurance from Friday 29th July and not to insure the fabric of the Skate Park.
- Invite Maverick and the Skate shop in Fleet to organise an opening event
- Give delegated authority to the Allotment and Recreation officer Claire Inglis to accept the completed wheel park on Friday 29th July providing the ROSPA inspection was positive.
- Notify the ambulance service of the new facility and ensure that they have directions to the site.
- Investigate options for a cost effective litter collection

Cllrs Connolly, Lowe and Butler should be available on Friday to inspect the park.

Clerk

170/16 To approve payment of accounts and to review any quotations received for July 2016

The accounts for June were approved GC/HC all in favour.

Clerk

See website for details.

171/16 To receive the clerks report

1. Following a tree survey in the parish quotes for tree works had been requested from 4 contractors. Priority 1 and 2 works to be carried out within 3 months, priority 3 works to be carried out in April/May 2017. TPO requests made to HART DC, High priority item and removal of dead wood already approved by HART's tree officer.
2. Hightrees transfer on hold. Survey for tree works is with the Taylor Wimpey contractor Roy Taylor for assessment and action.



3. Gym project – Clerk will work with Sam Knowles our sports officer and councillors to produce a specification for the gym to be placed on the governments contract finder website by end of August. A short reply date will be included and the Council will then be able to short list suppliers and consult with members of public on the final details.
4. Drop box trial – meeting reports will be placed in drop box for councillors to access.
5. Constabulary changes – Hampshire Constabulary have undertaken a review of responsibilities and workloads of senior leaders across the force. As a result, Hart and Rushmoor will come under one Chief Inspector. An additional inspector post will be created in Hart, all neighbourhood policing posts in Hart are filled. Chief Inspector Matthew Reeves will be replaced by the new district commander for Hart & Rushmoor Chief Inspector Debbie Brooks.
6. Mapping – The trees surveyed by Sapling arboriculture have been put on our parish map. The Clerk will be attending a parish plan mapping training session in August and will be working on the production of a Parish map.
7. A large number of dog mess bags had been left on the orchard fence at Crookham Park – Taylor Wimpey have agreed provide bins and empty them.
8. Fire extinguishers, fire alarm, security alarm and security lighting have all received maintenance checks at the community centre
9. The maintenance contract with CBS for maintenance at Peter Driver has not been renewed. A new contract will be sourced for the community centre and the pavilion in September after the Community Centre snagging period ends.

172/16 To receive monthly safety report
Circulated and accepted.

173/16 To receive monthly crime report
Circulated and accepted.

174/16 To receive other reports.

Quetta and Humphrey Park - no representative
Fleet Link (HB)
FACC update (JA)
HDAPTC (GC) – meeting took place this month, lot of time spent discussing the Hampshire options for local government (minutes to be circulated)
Memorial Hall (MB)
Allotments (HB)
Alms Houses (JS)
Other

175/16 Items for next meeting

- Gym equipment project
- CCTV update
- Defib update
- Plot 109 field mice

176/16 Date of next meeting: 26th September 2016

There being no further business, the meeting closed 9:46 pm

Signed.....

Date.....