



Minutes of the Meeting of CHURCH CROOKHAM PARISH COUNCIL

Date and Time: Monday 27th June 2016 – 8.00pm

Place: Acorn Hall, Church Crookham Community Centre

Present:

Councillors: Cllr. Richard Jackson (Chairman), Cllr. Pat Lowe (PL), Cllr. Hugh Connolly (HC), Cllr. Jeremy Silvester (JS), Cllr. Gill Scott (GS), Cllr. Helen Butler (HB), Cllr. Michael Burford (MB), Cllr. David Cunningham (DC), Cllr. Julie Adams (JA)

Also: Jayne Hawkins (clerk)
John Bennison (HCC)
Jenny Radley (HDC)

There was 1 member of the public present.

130/16 Apologies for Absence

There were apologies from Cllr Gill Chatfield who is on holiday.

131/16 Approval of the minutes

Minutes of the Full Council meeting on 23rd May 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 – 25th April, 9th May, 23rd May, 13th June

Facilities Committee – 9th May, 13th June

132/16 Dispensations – To receive any written requests for disclosable pecuniary interest dispensation from members.

There were no written requests for dispensations.

133/16 Declaration of interest relating to items on the agenda

There were no declarations of interest.

134/16 To receive Chairman's announcements

The Chair made the following announcements:

- Thanked Cllr Pat Lowe for carrying out the role of Chair of the Parish Council for the last two years.
- Transfer of Hightrees had been put on hold due to issue with the tree survey, tree surveyor identified a lot of dead and dying trees that require work.
- Traffic Calming scheme for Sandy Lane circulated
- Chair and Vice Chair signed declaration of acceptance of office in presence of clerk
- Community Resilience workshop Monday 18th July 5.30pm to 9pm HDC offices. Please let clerk know if you would like to attend.
- Swarm of bees at Azalea Park over the weekend, local bee organisation has been notified.

135/16 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)

Cllr. Radley thanked Councillor Pat Lowe for her carrying out her duties as Chair of the Parish Council and welcomed the new chair and vice chair. Eden Brook SANG is currently



closed. No further information from Geoff Armstrong regarding a meeting on the SANGS at Crookham Park. FACC meeting took place last Thursday. Airspace change proposal is on hold while TAG address 3 issues. CAA expected to restart process following a meeting on 4th July. Cllr. Julie Adams to represent the Parish Council on FACC meetings. Restrictions will be in place on local roads and the canal during the air show flying displays. Suggested the Parish Council consider applying again to the TAG environment fund for suitable projects.

A member of the public from the allotment tenant's association spoke about their proposal for fruit cages to be allowed on the allotment site. The proposal had been circulated.

144/16 Item brought forward.

Allotments

To receive a proposal from the allotment management committee to amend the rules and regulations to allow for see through fruit cages with a maximum height of 1.9m purely for cultivation and not for storage. Proposal circulated.

Following a discussion it was **resolved** to accept the proposal with a couple of minor amendments and to allow tidy, see through fruit cages purely for use of cultivation and not for storage at the allotments site with a maximum height of 2.0m. The Parish Council will update the rules and regulations and inform the allotment tenants. RJ/HB all in favour.

Clerk

It was also suggested that the Parish Council look at suitable planting to block the view of the allotments from residential housing.

136/16 Internal Audit

To receive the Internal auditor's report and to approve any actions Report circulated.

Recommendations:

The Parish Council **resolved** to implement the recommendations in circulated report. RJ/MB all in favour

Clerk

137/16 Asset Register

To receive an updated asset register following error in calculation of value of community centre – external fittings counted twice.

It was **resolved** to accept the updated asset register.

Clerk

138/16 External audit form

To approve the Annual Return for 2015 2016.

The form was reviewed, approved and signed by the Chairman and the RFO.

139/16 Bank Mandates

To receive a proposal to add Councillor David Cunningham and Councillor Julie Adams to the bank mandates and to remove Councillor Pat Lowe from all of them.

It was **resolved** to approve proposed changes, forms will be completed in the office when bank forms are received. RJ/MB all in favour.

RFO

140/16 Cemetery meeting update

To receive an update from a meeting held with Fleet Town Council on the 22nd June 2016 to discuss future cemetery requirements for Fleet and Church Crookham.

Councillor Butler gave the following update:

Fleet Town Council are unable to change current arrangements. Fleet have a 10 year supply and will continue to accept residents from Church Crookham who would be charged double the Fleet rate, this is in line with cemetery charges in other parishes. In the longer term it was suggested that Elvetham Heath, Church Crookham and Fleet could work jointly in identify and acquire a suitable piece of land without water table



issues that could be managed jointly as a cemetery for the area.

141/16 Christ Church Flower Festival

To consider a request for a donation for a flower arrangement for the Christ Church Flower Festival. Letter circulated.

It was **resolved** to make a donation of £100 towards the flower festival. RJ/HC all in favour.

RFO

142/16 Gurkha Statue

To receive an update on the Gurkha Statue installation and to decide whether to approve expenditure on additional security arrangements to secure the statue site.

- Boulders £2500
- CCTV rental of existing unit (13 weeks for £3120)
- CCTV installation of parish system (cost to be confirmed)

The chairman reported the following:

- Installation took place on 24th June
Statue is covered in cloth with Heras fencing around. Area is secure.
- Insurance are charging £302.81 per annum to insure the statue, this is dependent upon security measures (boulders and CCTV) being in place within 3 months.
- Granite/stone boulders to be installed around statue - mixture of sizes. Clerk has ordered a mixture of 2 large seat boulders, 2 medium and 15 small. Total cost for all is: £1428 from Specialist Aggregates following communication with councillors.
- Taylor Wimpey will place them around the statue when grass is laid. Could order more if required
- CCTV camera belonging to Redfields will only remain in place for another week. Parish Council could rent it from VPS but they would want a commitment for 13 weeks at a cost of £240 per week (£3120). Meanwhile connections for a Parish council owned CCTV camera have been requested from GTC.
- Still awaiting quote for CCTV installation. Axis viewed the site last week on the 22nd June. Could rent from VPS for £100 a week once power is available.
- Post and rail fencing could be installed around edge of grassed area, Clerk has asked TW if they will supply.
- Electricity and internet supply – requested a POC close to statue and tennis courts
- Funding for security measures and insurance should come from Public art contribution as part of the Gurkha Statue project. £60K already agreed. Statue cost: £50K

It was **resolved** to install protective boulders around the statue at a cost of £1428 as soon as possible.

It was **resolved** to progress installation of a CCTV to oversee the statue to include the provision of power/internet and the meter with a maximum budget of £5,000. Money to be taken from public art contribution.

It was **resolved** not to hire the hydrogen powered CCTV unit currently on site due to the cost being so high. RJ/GS all in favour

Clerk

143/16 Gurkha Statue unveiling event

To review and approve roles and responsibilities for statue unveiling and to review and approve additional costs:

- **50 additional meals for visiting soldiers @£5 per head (£250) 100 - £500**
- **10 Steward vests (£28)**
- **Parish Gazebos (3m x3m) £80 each**
- **Primo first aiders with tent - £240**
- **Parish Marquee 12m x 6m approx. cost £1400**

The chairman reported the following:

- Roles and responsibilities list to be circulated
- Gurkha Restaurant supplying 100 portions free, each additional meal will be £5
They will supply chicken curry, rice, salad and vegetables, plates and cutlery. The



- Steward vests – 10 for £28.00
- Purchase Parish Gazebo – Argos £80.00 3m x 3m
- Primo can provide two first aiders and a first aid tent from 10am to 2.00pm for £240.
- Major Carrick to visit site on Thursday 30th at 2pm. Suggest some councillors attend if available.
- 188 military including band members have confirmed attendance
- Invitation list produced.
- Draft programme produced
- Field Marshall Chapple will be in the area and may attend from 11am. Treat as part of the VIP party, no fuss, police informed.
- Wet weather tent to be supplied by The Queen's Own Gurkha Logistic Regiment

It was **resolved** to approve the purchase of the following:

- 10 Steward vests
- New parish gazebo £80
- First aiders - £240

It was **resolved** to ask the Gurkha Restaurant to supply hot food to military personal in uniform approx.: 60 and to Parish Council guests issues with a meal voucher (40) the Gurkha restaurant are then welcome to sell meals at £5.00 per head to members of the public.

The following have confirmed their attendance and availability to assist with set up:

Councillors:

- Hugh – carpark duties
- Pat – welcome and thanks in speeches, greeting visitors
- Helen – assistance with set up on morning only
- Gill Scott – greeting visitors
- Gill Chatfield – set up and
- Michael – car park duties
- David – may attend not confirmed
- Julie – unable to attend
- Jeremy – Moving furniture etc
- Richard – unable to attend

Office staff:

- Jenny Baker
- Sally du Gay
- Clare Inglis
- Jayne Hawkins – unable to attend

Other

- Hughs sister and friend – cake tend
- Hugh volunteers – tea and coffee
- Jenny & James Radley

144/16 Allotments

To receive a proposal from the allotment management committee to amend the rules and regulations to allow for see through fruit cages with a maximum height of 1.9m purely for cultivation and not for storage. Proposal circulated.

See above – item moved to top of agenda as member of the public present.



145/16

Jubilee playground

To receive a report regarding a broken fence at Jubilee Drive playground and to consider a request for more benches/picnic benches to be put in the Jubilee Drive playground.

The Chairman reported the following:

- Could discourage children from kicking ball against fence by installing items that make it difficult to use e.g. benches / bins /boulder
- Could include in next budget or utilise this year's budget for orchard benches
- Broken fence belongs to school, but sharp ends in playground. Clerk requested a meeting with caretaker, keep missing one another will try tomorrow.

It was **resolved** that office staff should meet with the school and agree to contribute to repairs to the fence as necessary to make the playground safe and to install a picnic bench in the corner used for football and a bench in the corner where the container was. Budget for orchard benches to be used for benches in the playground.

146/16

IT Equipment for Councillors

To consider a proposal to either use drop box for viewing of Parish Council documents or if required provide councillors with tablets and possibly printers to allow them to access Parish Council documents.

The chairman gave the following information:

- Issue resulted since the Parish office upgraded to office 365
- 3 councillors unable to open attachments sent from office
- May be due to councillors using unsupported versions of office
- Tested various solutions none of which have worked
- Disconsulting have carried out a drop box trial
- Costs to provide kit that could be loaned to councillors £2000 max

It was **resolved** to set up dropbox and use it to provide links to stored reports for Parish Council and committee meetings. Clerk to look at setting up parish email accounts for new councillors. If drop box does not resolve the problem, then the clerk is authorised to spend up to 2K on IT equipment for councillors that are experiencing issues with attachments.

Clerk

147/16

To approve payment of accounts and to review any quotations received for June 2016

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

Clerk

See website for details

148/16

To receive the clerks report

1. Gurkha Statue update: Statue installed on the 24th June 2016.

Tea / Wet weather Tent being provided by Captain Sadie Monk of the Queen's Own Gurkha Logistic Regiment

Stone boulders ordered to put around the statue, CCTV camera provision is in hand. Could keep the existing manned CCTV camera but expensive at approx. £1000 per month. Insurance for statue is £302 per annum providing CCTV and boulders are in place within 3 months of installation.

Draft program prepared by Major Carrick. Parish office to print 200.

2. Leak in Oak Hall at the community centre. Three areas of the roof. Reported to Mildren.
3. Tennis Courts at Crookham Park flooded in storm but did drain within 24 hours.



Marking to go on MUGA – Football and basketball in next week

4. Tree Survey took place on 22nd June. Covered Peter Driver, Azalea Park, Lynwood and Hightrees. Too many trees included to cover Chesilton. Quote for Chesilton will be provided. Report in two weeks but arboriculturist was very concerned about the trees at Hightrees and advised us not to take on the area as it was his belief that there was up to £20K worth of tree work needed. Quite a few dead trees, many dying and some damaged by grounds maintenance work. High levels of top soil above root zones were suffocating the trees. Bees nesting in crack of large oak at low level.
5. Wheel Park
 - Work started 23rd May
 - Valuation of progress on site was taken by Maverick and invoiced. CI has confirmed via discussions and annotated invoice accordingly.
 - Following torrential rainfall on 21st/22nd June site was visited and drainage in and around wheel park appears to be working effectively.
 - Final sign off on all conditions of planning and planning applications are now confirmed.
 - Anticipated 6 weeks more construction time.
 - Sign for park has been circulated for comment prior to Facilities meeting.

Councillor Burford left the meeting at 21.31pm

149/16 To receive monthly safety report
Circulated and accepted.

150/16 To receive monthly crime report
Circulated and accepted.

151/16 To receive other reports.

- Quetta and Humphrey Park - no representative
- Fleet Link (HB)
- FACC update (JA)
- HDAPTC (GC)
- Memorial Hall (MB)
- Allotments (HB)
- Alms Houses (JS)
- Other

152/16 Items for next meeting

- Gurkha Statue update after unveiling
- Wheel Park update

153/16 Date of next meeting: 25th July 2016 (apologies Cllr. Jackson)

There being no further business, the meeting closed 21:36pm

Signed.....

Date.....