



Minutes of the Meeting of CHURCH CROOKHAM PARISH COUNCIL

Date and Time: Monday 27th March 2017 – 8.05pm

Place: Acorn Hall, Church Crookham Community Centre

Present:

Councillors: Cllr. Gill Chatfield (GC) (Chair), Cllr. Jackson (RJ), Cllr. Burford (MB) left the meeting at 8:56pm, Cllr David Cunningham (DC), Cllr Jeremy Silvester (JS), Cllr. Debbie Moss (DM), Cllr. Hugh Connolly (HC), Cllr. Helen Butler (HB)

Also: Jayne Hawkins (clerk)
Cllr. John Bennison (HCC)
Cllr. Tony Clark (HDC)

There were no other members of the public present.

53/17 Apologies for Absence

There were apologies from Cllr. Julie Adams who was unwell.

54/17 Approval of the minutes

Minutes of the Full Council meeting on 27th February 2017 were received and approved as a true record of the meeting.

Proposed: GS, seconded MB all in favour.

55/17 Dispensations – To receive any written requests for disclosable pecuniary interest dispensation from members.

There were no written requests for dispensations.

56/17 Declaration of interest relating to items on the agenda

No declarations of interest were made.

57/17 To receive Chairman's announcements

The Chairman made the following announcements:

- The S278 schemes have been updated following meeting 22nd March. The clerk will issue to Hampshire County Council Highways for review.
- It's your place will be appointed as management company for Crookham park.
- Fleet Lions would like councillors to join them in celebrating 100 years of Lions in the world on 19th June, starting at around 7.30pm, please let the clerk know if you would like to attend.
- Fleet Phoenix have issued an invitation to attend a 'Getting to Know' event on Friday 7th April at Highfield Park Hotel 1-1.30pm. No Councillors available to attend.
- Councillors were reminded to contact Unity Bank to set up their internet access and logon to activate their logons so that more councillors are able to authorise electronic payments.

58/17 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 Bennison (HCC) provided the following updates:

- Cllr. Bennison will be attending the Fleet Phoenix event and can provide a lift for any Parish Councillors that wish to attend.



- County Elections will be taking place on 4th May, now if Purdah.
- Work has started on Bourley Road to improve drainage and resurface the road from Beacon Hill to end of race course. HCC have discovered a chamber that requires additional work.

59/17 Community Bus service

To receive an update on the community bus service.

It was reported that the Transport in Hart group were preparing a survey that can be circulated to all residents in Hart to gather information about use of community transport

Work continues with Hampshire County Council to look at providing an additional mini bus service in Fleet and Church Crookham. Meeting to be scheduled in April.

60/17 Projects 2017/2018

To review projects in the budget for 2017/2018 and to assign councillors to projects.

The following projects were reviewed and councillors were assigned to each project to act as main point of contact for staff working on each project.

2016/17

- CCTV statue and skate park, (40K) CI/JH
- GYM Equipment, (£30K) JH/ HB/GS
- Storage Shed, (£30K) SdG

2017/2018

- Planters Shops and Gateways Church Crookham (£5K) JH/CI/GS
- Pathway Azalea Park (£23K), SdG/HB/MB
- New plaque bolder Lynwood (£400), CI/RJ
- Peter Driver refurbishment project (gather requirements, prepare spec. (£150K) summer 2019 building work CI/JH/RJ/JS/HB/GS
- 2xdefibrillator (£4K) CI/RJ
- Benches for orchard and Mary Barry memorial bench (£4.2K) (wait until land transferred). Include signage and information board. JH/GS/HB
- External seating area by community centre (£10K) wait until land transferred and TW compound removed. JH/GS/DM
- Highways projects (£5K) JH/RJ
- Christmas decorations (£5K) JB/GS
- Public art project (£50K) JH/GS/HB/DC
- Management plan for tennis courts and MUGA JH/HB/GC

61/17 Shed at Community Centre

To receive an update on the new shed for the community centre site and review quotes and decide which quotes to accept for the provision of the shed, base, electrics and connecting path.

A report was circulated with costs from a number of suppliers some of which could deliver all aspects of the project (building, base, electrics and pathway), others that could supply parts of the projects. HDC has confirmed that this would fall under permitted development. The Pre-school have been informed. Where possible the work would be scheduled to take place in school holidays to minimise disturbance to children in the pre-school.

After a discussion about the quotes and the plans it was **resolved** to award the work to Rookery Barn for the 10m x 3m Oak building, base and electrics for £24,659 and to Ewshot plant and demolition for the tarmac path £2,750 GC/DC all in favour. The clerk was asked to check that the costs included drainage to a soakaway. Funding will be provided from the money remaining in the Community Centre



contribution fund which stands at £54,119. The remainder (£26,710) will be put towards the Community Centre garden project or for additional parking at the community centre.

Clerk

62/17

Athletics

To receive an update following a meeting with the Fleet and Church Crookham Athletics club on 20th March.

The Chairman reported that a meeting took place on 20th March between the Athletics Club and three members of the Parish Council (GC/RJ/HC)

The Athletics club introduced James Bretel an architect that has been recruited to prepare a planning application for the athletics area and Richard Murray a Town Planning consultant.

The athletics club explained that they would be looking to get planning permission for an athletics facility that would be implemented in phases. Initially it is likely to include a pavilion with storage and lighting for the athletics track, eventually they would like to install an 800m all weather running track. The club envisaged a low fence around the area to keep dogs off the facility and the club would require exclusive use for training nights in the week and matches on some weekends. They thought that the latest time for the lighting would be 9pm on training nights.

Before investing too much money in the project the Athletics club would like the Parish Council to give them a letter of intent confirming that the Parish Council intend to work with the Fleet and Church Crookham Athletics Club to enable them to develop an athletics area at Crookham Park. That the Parish Council would be prepared to offer a lease of 99 years and that the athletics grass running track will be fit for purpose when made available in 2018/2019.

Councillors requested a business plan that provided outline plans of the facility and details of how the site would be managed to meet the needs of the athletics club whilst also providing public access for local residents. They also asked that the club considered parking and the management of movements in and out of the car park.

It had been agreed that the athletics club would provide the parish council with outline plans including their thoughts on the ongoing management and maintenance of the area together with their formal request for a letter of intent.

63/17

Gym Equipment

To consider tenders for Gym Equipment and to select a short list for public consultation.

It was reported that the out-door gym project was advertised on contract finder, with a close date of 17th March 2017.

Responses had been received from the following companies:

- Caloo
- Centurian
- Streetscape
- TGO
- Vitaplay
- TGO
- Kompan

Schemes had been reviewed against the selection criteria by the sports officer Sam Knowles, the clerk, Cllr. Helen Butler, Allotment and recreation officer Claire Inglis and Cllr. Gill Scott who have recommended that schemes submitted from the following companies are shortlisted. Wicksteed, TGO and Kompan.



The three selected by the majority that looked at them all met the specification, these three had the best signage and all use QR technology, they have good warranties and all are within budget. Some companies did not supply all the information requested in the specification.

It was **resolved** that plans from Wicksteed, TGO and Kompan plans would be shortlisted and go to public consultation. Plans will be made available to users at Peter Driver playing fields and the athletics club and personal trainers will also be asked for their opinion. Plans will be displayed in the community centre.

Clerk

A decision on the final selection will be made at the PC meeting on the 22nd May for a July installation.

64/17 Ear marked reserves

To decide whether to move funds to ear-marked reserves for the following projects budget items that will not have been completed by the year end 31st March 2017:

- Gym Equipment £25K
- Parish Maps £4K
- Defibrillator £1K

It was **resolved** to move funds detailed above to ear-marked reserves to complete the projects in 2017 2018.

65/17 APM

To agree the format for the APM on 31st May and to agree a guest speaker

It was resolved to ask Bob Scofield to present the plans for the Harlington at the APM if he was available.

- Local police will be invited they may like to consult with public via APM
- Displays of projects in 2016/17 and projects planned for 2017/18
- Photos of Parish (Aerial, orchard, skate park, Azalea Park, tree works)
- Agenda agreed
- Annual report to be circulated
- Annual accounts to be circulated
- Cheese and wine to be provided
- Apologies from Cllr. Butler and Cllr. Moss.

Clerk

20:56 Cllr Burford left the meeting at 20:56

66/17 Consultations

Homelessness survey: <https://www.hart.gov.uk/homelessness-strategy-survey-councillors>

It was **resolved** that Councillors Scott and Chatfield would look at the survey and complete it on behalf of the Parish Council if they felt they had sufficient information to do so.

Clerk

67/17 To approve payment of accounts and to review any quotations received for February 2017

No quotes for approval. It was **resolved** to approve the payments for March 2017. Please see website for Finance report.

RFO

68/17 To receive the clerks report

The clerk reported the following:

1. Acoustic fencing for wheel park – delivered for installation due to start on 3rd April. Should be completed by Easter holidays.
2. CCTV provision for statue and skate park –
 - discussions continuing with Baydale and Taylor Wimpey.
 - Taylor Wimpey can start laying duct very soon. Costs of £5k plus



- (additional cost waiting for extra depth for laying of water pipe for Athletics club).
- Taylor Wimpey to provide cost of concrete bases for CCTV camera posts (Baydale cost £2.4k approx.)
 - The Parish Council will need to apply for planning permission for CCTV posts if exceed 4m in height.
3. Meeting taken place with 'It's Your Place' the new management company for Crookham Park to discuss working together where appropriate to cover the maintenance of the open spaces. There are still issues to be resolved with the original management company before Its Your Place can start on site. They are based in Fleet.
 4. Clerk has requested quotes for maintenance work for community centre and Peter Driver Pavilion from a number of local companies. One local company had declined to quote, no response from others. Our building may be too small. We are also looking at individual quotes for Heating/plumbing, fire alarm, security system, electricity.
 5. Decoration of the Community Centre has been booked in for the 14th August for two weeks. Classes will be informed. Other maintenance tasks will also be scheduled for this period.
 6. Defibrilators - Contacted Richard Taylor at SE ambulance services, local and happy to assist and can provide prices. 3K may be a little short of required amount. Quotes will also be requested from St Johns Ambulance and Community Heartbeat.
 7. Broken window at community centre being replaced on 12th April in Easter holidays
 8. Bourley Road – HCC drainage work is taking place outside Peter Driver sports field.
 9. Water leak at Peter Driver pavilion. Currently investigating the source of problem, may need to replace the cold water tank. Building regularly checked by staff and cleaners to monitor issue. Contractors to look at issue early week commencing 27th March.
 10. Community Centre to be used as polling station on 4th May from 7.00am to 10.00pm

69/17 To receive monthly safety report
Circulated and accepted.

70/17 To receive monthly crime report
Circulated and accepted.

71/17 To receive other reports.

1. Quetta and Humphrey Park – (DM) nothing to report
2. Fleet Link (HB) – nothing to report
3. FACC update (JA) – report circulated.
4. HDAPTC (GC) – next meeting 11th April 2017, CCCC
5. Memorial Hall (MB) - complaint received about overgrown hedge, already cut back.
6. Allotments (HB) - Valves fitted to troughs, continuing to monitor water leak
7. Alms Houses (JS) – Meeting held on 20th March, brief report from Cllr. Silvester
8. Other

72/17 Items for next meeting:

- Candidates for Chairs and Vice Chair positions, and representatives on outside bodies
- CCTV



Date of next meeting: 24th April 2017

There being no further business, the meeting closed at 21:15pm

Signed.....

Date.....