

CHURCH CROOKHAM PARISH COUNCIL

Full Council Meeting

Minutes of the Meeting of the Full Council of Church Crookham Parish Council

Date and Time: Monday 26th March 2018 – 8.00pm

Place: Acorn Hall, Church Crookham Community Centre

Present:

Councillors: Cllr. Gill Chatfield (GC) (Chair), Cllr. Richard Martin (RM), Cllr. Peter Collings (PC), Cllr Gill Scott (GS), Michael Burford (MB).

Also: Claire Inglis (Clerk)

Cllr. John Bennison (HCC)

Cllr. Jenny Radley (HDC)

There were 0 other member of the public present.

052/18	<p>Apologies for absence</p> <p>Debbie Moss, Helen Butler, Cristina Harris and Cameron Miller.</p>	
053/18	<p>To approve minutes of previous meetings To receive and approve as a correct record the minutes of the Full Council Meeting 26th February 2018 Proposed: GC seconded: MB, all in favour</p> <p>To receive the minutes and accept recommendations of the following committee meetings and to return to committees any issues for reconsideration: Planning Committee Meetings - 26th February & 12th March 2018 Facilities Committee Meeting - 12th February 2018 Proposed: GC seconded: RM, all in favour</p>	
054/18	<p>Dispensations – To receive any written requests for disclosable pecuniary interest dispensations from members</p> <p>None received</p>	
055/18	<p>Declaration of interest - relating to any item on the agenda.</p> <p>None received</p>	
056/18	<p>Chairman’s Announcements</p> <p>LAPs - District Cllr J Radley met with HDC planners re LAPS at Crookham Park. CCPC expressed concern over this meeting causing further delay in delivery of a planning decision. Update from Planning officers they visited and walked the whole site last</p>	

Claire Inglis Parish clerk, 11 June 2018

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	<p>week and have reviewed what has been installed and what is still to come. The officers are seeking further advice on a couple of points arising from the visit. Cllrs asked the Clerk to confirm that Taylor Wimpey have been included in the progress being made.</p> <p>Grit bins - There has been a call for grit bins throughout the development following the spate of bad weather. Currently CCPC owned ones are located in areas managed by CCPC. Possibly a responsibility of the management company in future with an overview of the whole site required. Will the school be priority 1 for gritting in future? Cllr. Bennison will look to confirm.</p> <p>Fleet Town Council - asked to meet with Clerk & Chair for a catch up. Main topic was bus services and looking at a future shared service. Also asked whether CCPC would reconsider contributing to Harlington project a decision was taken in June 2017 not to contribute. It was agreed that this was a post-election period discussion if the new council have a desire to raise this issue.</p> <p>Tennis Event received a good turn out on Sunday. Thanks to be passed on to Avondale Tennis coaches for their time and support for the event, Sainsbury's for providing treats for the children and other supporters of the event. Now have 10 members signed up since Sunday lunchtime!</p>	Clerk
057/18	<p>Public session – This is an opportunity for members of the public to bring matters relating to items on the agenda to the attention of the committee.</p> <p>Cllr Radley reported:</p> <p>290 responses to the Local Plan consultation which closed today. Major developers have given their input also. The responses will be reviewed and minor changes only hoped for prior to pushing the Plan forward to final adoption in 2019.</p> <p>A meeting will take place tomorrow on the MOD land off Bourley Road to discuss the fencing installed to manage access by the public safely when being used by the army. Clerk to attend and report back.</p> <p>No 7 bus route will be taken over by Reading buses on the Northern route. There are concerns over the interconnection with other services but it is a case of getting information to users about the changes to the service.</p> <p>QEB steering group meeting was useful in resolving some misunderstandings.</p> <p>Cllr Bennison reported:</p>	Clerk

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	<p>Council Tax was agreed at Full Council on 22nd February approving the 5.99% increase.</p> <p>Priority 1 roads through Church Crookham were gritted during the winter weather which includes the main roads through the parish. Schools are normally included in priority 1 but will verify. Farmers locally also helped out with snow ploughs.</p> <p>Operation Resilience has now successfully tackled drainage issues local to Church Crookham including Basingbourne Rd, Gordon Avenue, Beaufort Rd. New gullies are also due to be installed on Gally Hill Rd to improve the drainage issues that have been incurred there.</p> <p>Crossing on Reading Rd South has been approved which sits just outside the Church Crookham border.</p> <p>Windy Gap now has a permanent order placed on it for No Right Turn but allowing cyclists to turn right at the junction. The kerbs will be re-engineered to enable larger vehicles to turn left without mounting the left hand kerb. The longer term plan for the junction is still to be agreed sometime in the future.</p> <p>Bourley Rd works will continue for a further two to three weeks with some reparation to the road surface required following electric installation to the buildings at Tweseldown.</p>	
058/18	<p>QEB Steering Group To receive a report on meeting held 19th March 2018</p> <p>Peter Collings provided a verbal summary of the outcome of the meeting: Meeting was positive and helped clarify some misconceptions. 2022 was thought to be the deadline for the expiry of the first tranche of the QEB monies, this is a misunderstanding, and the actual expiry date for the whole £3M is 2026, ten years after the last payment was made in 2016. List of priorities - HCC stepping back on what they prioritised and CCPC were told to ignore the colour coding as the green, amber, red coding was misleading and did not suggest that one project had priority over another. All 15 in the list are being considered with equal merit. Calthorpe Park school cycleway has not been dismissed and parking may be negotiated with the leisure centre as long as there is a safe crossing established to cross Hitches Lane. No money from the S106 contributions will be spent on feasibility studies as this is restricted by the S106 agreement. Some projects are likely to attract funding from other future developments such as Pyestock. Karen Brisley and Frank Baxter were in attendance from HCC.</p>	

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	<p>Next step - HCC have taken on board comments from Steering committee All projects will go forward for consideration as HCC are prepared to spend money on these shortlisted ones. Cllr Humby portfolio holder for Highways will be making the final decision when these are presented to him on 16th April.</p> <p>CCPC are required to make a representation to specifically identify the projects it wishes to put forward.</p> <p>It was resolved to reiterate the preferred CCPC projects as previously stated X including the additional information regarding the evidence of low usage of Fleet Station from Crookham Park. Proposed PC, Seconded RM, all in favour.</p>	Clerk
059/18	<p>Community Bus Service To agree the contract price and proposed fares for Fleet Link service contract 2018/19</p> <p>Budget for Fleet Link £3711 in 18/19 has been confirmed to the Community Bus organisers and increased fare information commented on by CCPC. Fares have not been adjusted in many years and the majority of users who gain concessionary fares will not pay the full increase. The comment on potential loss of users due to fares was taken on board and will be monitored and reported on.</p> <p>It was resolved to confirm the Community Bus contribution for 2018/19 of £3,711 and acknowledge the revised fares from 2018/19. Proposed GC, Seconded MB, all in favour.</p>	Clerk
060/18	<p>Asset Register To receive report on asset verification and approve verified and updated asset register to include authorisation of disposal of assets</p> <p>All Councillors have been involved in verifying assets at locations around the parish and reported back any discrepancies which have been investigated and the relevant changes made to the asset register.</p> <p>It was resolved to confirm acceptance of the verified and updated asset register Proposed GC, Seconded PC, all in favour.</p>	RFO
061/18	<p>General Data Protection Regulation (GDPR) To receive an update on progress towards implementation of GDPR and approve change to TOR of Finance & Policy committee re role of Data controller</p>	

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	<p>Clerk updated Councillors on progress made towards implementation date for GDPR Staff have met and discussed date held and how processed looking at physical and data security issues.</p> <p>Physical security has been reviewed and changes implemented. Protocols are being developed for data storage aiming to reduce paper office environment and to meet the criteria of the new legislation with a purge of old data to be reviewed subsequently.</p> <p>Regular customers will be contacted for affirmative consent to data held and new customer documentation will be developed to obtain consent at that point.</p> <p>Work will continue towards being ready for implementation.</p> <p>It was resolved to accept the updated Terms of reference for the Finance & Policy Committee recognising their role as Data Controller Proposed GC, Seconded RM, all in favour.</p>	<p>All</p> <p>RFO</p>
062/18	<p>Survey To decide whether to respond to the Perceptions of CCTV survey and agree the response</p> <p>Responses to the survey were agreed. In summary CCPC are supportive of CCTV in the parish to openly monitor activity in public areas for the purpose of preventing and detecting crime and increasing public safety. CCPC would be willing to contribute to the running costs of such monitoring but only in areas within the parish where antisocial behavior is likely to take place or is known to occur.</p> <p>Clerk to submit responses to the survey.</p>	<p>Clerk</p>
063/18	<p>Consultation To decide whether to respond to the Southampton to London Pipeline Project Consultation and agree the response</p> <p>Consultation commenced 19th March and runs until 30th April with the northern part of route relevant to CCPC. CCPC were invited to a Landowner presentation event in Alton on Monday 5th March. Representatives from the project management team talked CCPC representatives (2 councillors and Clerk) through the overall plan and impact on Church Crookham. At this time there are no plans to change the route through Church Crookham and therefore should have minimal impact on residents. The pipeline runs adjacent to Peter Driver Sports Ground owned by CCPC and disruption will have to be managed closely although this is the only area where the pipe might divert slightly.</p>	

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	<p>The anticipated timeline for this Major project is not likely to impact for at least 2 to 3 years due to the scale of the project and the length of the pipeline to be replaced. Therefore, it could be many years before this happens.</p> <p>In relation to a consultation response: Option J – shows minor change to the current route taken by the pipeline through Church Crookham. This does not appear to impact on residential areas but appears to show a divert away from Peter Driver Sports Ground.</p> <p>Options M and Q would move the pipeline away from Church Crookham fully.</p> <p>It was resolved to submit a Neutral response to question 4 on Option J Proposed GC, Seconded RM, 1 abstention, all others in favour.</p> <p>A proposal to submit a Strongly in Favour of routes Q, M Proposed RM, Seconded MB, 3 against was not carried.</p> <p>It was resolved to submit a Neutral response to question 5 Option M and question 6 Option Q Proposed GC, Seconded PC, 2 against, 1 other on favour.</p> <p>Clerk to submit response to consultation</p>	Clerk
064/18	<p>Grant Applications To consider any new grants and to decide action on British Legion offer to return surplus grant</p> <p>At the October Parish Council meeting it was decided to award a grant of £250 for the Great Pilgrimage 90 to the British Legion. They exceeded their fundraising requirement and as stated in their grant application any excess funds would be refunded by the Legion. Hence they have asked for a formal decision from CCPC whether it wants a refund or leave it for them to put towards a future event.</p> <p>It was resolved to confirm that the British Legion can retain the excess grant with no conditions on how it is used. Proposed GC, Seconded PC, all in favour.</p>	Clerk
065/18	<p>Newsletter / Flyer To decide whether to send out a flyer advert for the Annual Parish Meeting confirming the speakers</p>	

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	<p>It was resolved to issue an A5 flyer to advertise the Annual Parish Meeting to be held 9th May 2018 at a print and delivery cost of £507. Proposed GC, Seconded RM, all in favour.</p>	Clerk
066/18	<p>Quotes</p> <p>None</p>	
067/18	<p>To approve payment of accounts for March 2018 and authorise budget items overspent in year</p> <p>Report circulated and reviewed.</p> <p>It was resolved to approve the payment of accounts for March 2018. Proposed GC, Seconded RM, all in favour.</p> <p>Payments against budget in the year will be considered at Finance & Policy Committee meeting in April and brought to Full Council in April.</p>	
068/18	<p>Earmarked Reserves To decide whether to move project budgets to Earmarked Reserves for completion in 2018/19</p> <p>Projects that have been progressed but will not complete until new financial year require their budget to be transferred to an Earmarked reserve for expenditure in 2018/19 otherwise it would move to General Reserves and includes: £1,495 Mary Barry bench £23,000 Azalea Park path</p> <p>It was resolved to move the above listed project budgets to an Earmarked reserve in 2018/19 Proposed GC, Seconded PC, all in favour.</p>	RFO
069/18	<p>To receive Clerks Report</p> <p>Community Centre Staff aware of issues with youngsters outside Community centre – police reports have been submitted and CCTV footage shared. Drugs found outside Comm Centre on Sunday am will be collected by PCSO. Cleaner called the Police on Thursday evening due to noise levels and threatening behaviour – same night issues at Sainsbury's were reported to the Police. Staff will</p>	

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	<p>continue to monitor but have now excluded public from Reception area and use of Mag locks after hours – No complaints issued about this from customers.</p> <p>CCTV The cameras have been checked and are able to get onto internet. The images cannot yet be relayed to Rushmoor for monitoring. Reduced internet speeds at Rushmoor leisure centre end were being investigated by BT last week 19th March and Baydale hope to finally commission the cameras this week.</p> <p>To investigate additional cameras at the Community Centre.</p> <p>Year End Payroll process RFO has run the year end payroll process to enable finalised yearend figures to be reported. Reports required to be signed at this meeting.</p> <p>Staff Holiday & Other VDU work assessments carried out and issues arising from them in hand i.e. order screen platforms for 2 staff members that need height adjustment.</p> <p>Over Easter holidays most staff are about. Clerk may take TOIL earned over weekend event and generally accrued Deputy Clerk – In Facilities Officer – In Events – Off from 29th March – Back in office 16th April</p>	
070/18	<p>To receive monthly safety reports</p> <p>Reports received</p>	
071/18	<p>To receive monthly crime report</p> <p>Report received</p>	
072/18	<p>To receive other reports</p> <p>Quetta & Humphrey Park - (DM) – Nothing to report Fleet Link - (HB) - HB unable to attend recent meeting but minutes have been circulated. Fleet Town Council interested in looking at alternative bus service to incorporate commuter service. Discussions to be had following election period. FACC Update - (CH) – J Radley to confirm next meeting date HDAPTC - (GC) - Next meeting 10th April at Key Centre Elvetham Heath GC and maybe RM to attend Memorial Hall - (MB) – Date to be confirmed for carving of Maple tree design. Allotments - (HB) – Nothing to report Alms Houses – (Vacant) Next meeting 4th September - appoint councillor after election period Other -The Environment Agency has asked if Hart District Council would be willing to</p>	

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	host a meeting between themselves and the District and Parish Councillors about flood risk and the potential for flood alleviation schemes in Fleet (Sandy Lane Ditch area/ Church Crookham) Save the Date 11 th May 2pm – 4pm	Clerk
073/18	To agree a date for the next meeting – 23rd April 2018 Meeting closed at 21.39pm	

Signed

Date

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