

CHURCH CROOKHAM PARISH COUNCIL

Full Council Meeting

Minutes of the Meeting of the Church Crookham Parish Council

Date and Time: Monday 26th October 2020 8.00pm

Place: remote meeting via Zoom

Present:

Councillors: Richard Martin (RM) Chair; Gareth Saunders (GSa); Cristina Harris (CH); Alan Jones (AJ); Mike Thorne (MT); Helen Butler (HB), Michael Burford (MB), Debbie Moss (DM)

Also: Claire Inglis (Clerk)

Sally du Gay (Deputy clerk)

Clr John Bennison (HCC); Clr Chris Axam (HDC)

There was 1 member of the public present

Z155/20	<p>Apologies for absence</p> <p>No apologies had been received</p>	
Z156/20	<p>To approve minutes of previous meetings To receive and approve as a correct record the minutes of the Full Council Meeting 28th September 2020</p> <p>The minutes were approved as a true record of the meeting Proposed RM seconded MT 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 - 28th September & 12th October 2020 Finance & Policy - 12th October 2020 Circulated</p> <p>The minutes were approved as a true record of the meeting Proposed RM seconded CH all in favour</p>	
Z157/20	<p>Dispensations – To receive any written requests for disclosable pecuniary interest dispensations from members</p> <p>No dispensations had been received</p>	
Z158/20	<p>Declaration of interest - relating to any item on the agenda</p> <p>Clrs RM, MB re allotments Z165/20 & Z166/20</p>	
Z159/20	<p>Chairman’s Announcements</p> <p>The Chair had no announcements to make</p>	

CHURCH CROOKHAM PARISH COUNCIL

Full Council Meeting

Z160/20	<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 J Bennison (HCC) informed the council of the following items:</p> <ul style="list-style-type: none"> • Resurfacing as part of Operation Resilience will take place at Wickham Place starting on 4th Nov for 2 days. • HCC has now taken ownership of approx. 150m of the cycle route from the Gurkha Path along Ewshot Lane to Humphrey Park. Resurfacing will take place across Aldershot Road, along Gables Road to the War Memorial. Yellow lines will be put down to discourage parking by the memorial, the footpath widened, and bollards installed. Works will start on 2nd Nov for five weeks. • Road works to install a joint cycle and footpath by Watery Lane are making good progress, due to complete second week in November. • The same contractors will also be working on the roundabout at the Redfields Lane / A287 junction. The planning application has not yet been decided – due 6th Nov, may need to go to committee. • Remembrance Sunday – the Royal British Legion will be holding a reduced service, not for members of the public. Gally Hill Road will not be closed to traffic and members of the public are being asked to conduct private remembrance moments either at home or at the memorial but not during the service on 8th Nov. <p>Th member of the public was permitted to speak during the relevant agenda item Z161/20, however due to access issues that item was postponed until after item Z163/20</p>	
Z161/20	<p>Grant Application To receive and consider approval of grant applications</p> <p>Fleet Flyers Basketball have applied for £500 for mobile basketball hoop to transport to different venues as a community initiative to introduce basketball as an alternative sport especially to primary school age children in the Fleet and Church Crookham area. The hoop would be set at a lower height to allow younger children to play and could be set up in school gyms to be used for alternative PE lessons at primary schools. Fleet Flyers would also use it to attend community events such as fetes to reach a wider audience.</p> <p>It was resolved that the grant should be awarded but not paid until Fleet Flyers have provided evidence of an appropriate bank account. Proposed RM seconded HB all in favour</p> <p>In order to respond promptly to the request for a grant from the organisation which may be providing Christmas food parcels in the community in place of the usual Christmas dinner offered to residents at the Harlington Centre (due to Covid 19 restrictions), it was resolved that permission to approve the grant should be agreed via email consensus. Proposed RM seconded MB all in favour</p>	<p>RFO</p> <p>Clerk / RFO</p>

CHURCH CROOKHAM PARISH COUNCIL

Full Council Meeting

Z162/20	<p>Taylor Wimpey Update To receive an update on site issues</p> <p><u>LAND TRANSFER</u> S106 commuted sums have been signed off £437k in relation to imminent land transfer which is all but ready to be finalised. Clerk and Facilities Officer have carried out site walkabouts with the grounds maintenance team and IYP management to agree the boundaries of potential crossover on site between all contractors managing different locations. All is set for Landform to commence managing all areas going forward and FO has set up regular meetings to ensure high standards are met.</p> <p><u>Allamand LEAP</u> Kompan have provided a schematic of the play park and overlaid on a map to show the layout in the original location as agreed by Hart planning. TW submitted this to Hart officers to seek agreement to proceed and clarification is being sought regarding the planning authority's response. If a new a planning application is not required, they could proceed within 6 to 8 weeks.</p> <p><u>Travel Plan meeting</u> Cllrs GSa and DM with Clerk attended a meeting hosted by travel plan coordinators Stantec on Thursday 22nd Oct. Also, in attendance: representatives from Hampshire CC, Schools liaison officer, Stagecoach, Hart DC, TW. Slides circulated</p> <p>Points of relevance to CCPC include:</p> <ul style="list-style-type: none"> • Need to develop dedicated travel page on CCPC website to inform residents of more sustainable travel options open to them with maps. • To work with HCC "myjourney" to develop an interactive travel plan for Church Crookham (paid service) https://myjourneyhampshire.com/whiteley-meadows/ • To investigate speed surveys within Crookham Park development to understand the concerns of speeding raised by residents and compare with any available data from 2017 • To be involved in the Hart DC plans for better walking and cycling infrastructure • To support and promote the Travel Plan Coordinators 	
Z163/20	<p>Newsletter To review and approve the newsletter for delivery Draft circulated</p> <p>It was resolved to approve the newsletter Proposed RM seconded GSa all in favour</p>	Clerk / CC Officer
Z164/20	<p>Local Area of Play Identities To approve play content and identities for LAPs acquired Report circulated</p>	

CHURCH CROOKHAM PARISH COUNCIL

Full Council Meeting

	<p>A discussion was held regarding the potential identities of the LAPS due to come under CCPC ownership, to facilitate promoting them via CCPC website and to have signs made to enable them to become known by a common name rather than the location.</p> <p>Also, to provide extra play equipment to make them a more exciting destination for younger children and their families.</p> <p>Suggestions of names for the play parks included:</p> <ul style="list-style-type: none"> ▪ animals – possibly using the first letter of the name of the location as the first letter of the type of animal to enable ease of identity. ▪ Characters from children’s books ▪ Using the type of location as a theme e.g. Rana Drive LAP could be water themed due to its proximity to the balancing pond. <p>It was resolved to allow a budget of £12,000 from S106 Formal Open Spaces budget for play panels, signage, and installation Proposed RM seconded MT all in favour</p>	Clerk / RFO
Z165/20	<p>Allotment inspection report To receive the quarterly allotment inspection report and approve recommended actions Report and suggested letters to tenants circulated.</p> <p>It was noted that the allotment review was subject to the Clerk & FO ensuring that any letters regarding uncultivated plots were double checked against the prior inspection notes given that the letter states the plot “remains uncultivated”.</p> <p>It was resolved to approve the recommended actions Proposed HB seconded DM 6 in favour 2 abstentions</p>	FO
Z166/20	<p>Policy Review To receive and approve policies to include: Policies circulated.</p> <p>As recommended by Finance & Policy Committee</p> <ul style="list-style-type: none"> • Policy on Grants & Donations • Policy on Unauthorised Encampments • Press & Media Policy • Treasury & Investment Policy <p>Other</p> <ul style="list-style-type: none"> • Allotment Rules & regulations • Allotment Allocation Policy • Tennis Policies and Risk Assessment <p>With reference to the grants policy - it was suggested that councillors should each be able to donate £100 per year to a local charity / community group of their choosing, to be taken from the Grants budget Action – RFO to talk to internal auditor re the policy and process required to do this.</p>	RFO

CHURCH CROOKHAM PARISH COUNCIL

Full Council Meeting

	<p>It was resolved to approve the recommendations of the Finance & Policy committee and that no amendments were required to the other policies</p> <p>Proposed MT seconded CH 6 in favour 2 abstentions</p>	RFO
Z167/20	<p>Finance & Policy meeting</p> <p>To review debtors and acknowledge changes to bank mandate and quarterly bank reconciliations carried out</p> <p>It was resolved that:</p> <ul style="list-style-type: none"> ▪ No changes to bank mandates currently ▪ Quarterly bank reconciliations had been checked by Cllr Thorne ▪ To accept the recommendations of the Finance & Policy Committee to write off £39 bad debt. <p>Proposed RM seconded CH all in favour</p>	
Z168/20	<p>Actual vs Budget</p> <p>To review the updated Actual vs Budget figures for half year and the likely reserves at year end</p> <p>Reports circulated</p> <p>The actuals versus budgets were reviewed.</p>	

21:07 AJ left the meeting

Z169/20	<p>S106 Deposit</p> <p>To decide the S106 amount to be redeposited on a 12-month fixed term deposit which matures on 6th November at Lloyds</p> <p>£145,791.51 due to mature on 6th Nov suggest replacing S106 amount with Lloyds on a 12-month fixed deposit</p> <p>It was resolved to deposit the maturing sum in a Lloyds 12-month fixed term deposit.</p> <p>Proposed RM seconded CH 7 in favour 1 abstention</p>	
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21:08 AJ returned to the meeting

Z170/20	<p>To approve October 2020 Finance report</p> <p>Report circulated</p> <p>It was resolved to approve the finance report</p> <p>Proposed DM seconded CH all in favour</p>	
Z171/20	<p>To receive Clerks Report</p> <p>Athletics track progress-</p> <p>Kestrel contract has been received and requires a couple of areas of clarification. A site meeting is due to be held w/c 2nd Nov to iron out details to enable to proceed and book work in for Spring 2021. TW have been chased for the funds.</p> <p>Azalea Project –</p>	

CHURCH CROOKHAM PARISH COUNCIL

Full Council Meeting

	<p>Indicative requotes show that the project will be required to go out on Contract finder. This will therefore be the next step in the project timeline to invite playground providers with an opportunity to quote. The aim to select 3 providers to shortlist and canvas favoured project of residents.</p> <p>Councillor Recruitment – Both vacancies can now be filled by co-option and are being advertised on social media and a banner has been ordered to be placed in the Gally Hill area.</p> <p>Litter Pick – As of Friday, 6 signed up to take part (incl 1 councillor)</p>	
Z172/20	<p>To receive monthly safety reports Reports circulated</p> <p>The safety reports were reviewed.</p>	
Z173/20	<p>Quotes To receive and approve quotes for works as required</p> <p>a) Allotment fence repairs – fence now 5 years old and requires tensioning along its entire length - £1750 S106 Allotment general maintenance</p> <p>b) French Drain to tennis courts – to prevent water sitting on courts after rainfall along outer edge adjacent to school fence - £1752 S106 Formal open space offset by release of S106 EMR set aside for path to school exit</p> <p>c) Boot scraper replacement brushes for 5-a-side pitch / football - £238 Sports Equipment Supplies</p> <p>It was resolved to approve all the quotes Proposed RM seconded GSa all in favour</p>	
Z174/20	<p>External Bodies Committee attendance To report on external bodies committee meetings attended and recommend any action required by the Parish Council</p> <p>Hart Wellbeing –report from Cllr CH circulated</p> <p>Fleet Link – discussion with Fleet TC Analysis of the 2-week data made available:</p> <ul style="list-style-type: none"> • 9 Church Crookham addresses • 55 return journeys in the 2-week period (from 28th Sept) • Of the 9 CC addresses 17 return journeys over the 2-week period • Assuming the road name relates to just one customer from that road repeat journeys by CC customers <ul style="list-style-type: none"> 3 customers used service 1 time over 2-week period 4 customers used service 2 times over 2-week period 2 customers used service 3 times over 2-week period 	
Z175/20	<p>To confirm next meeting dates</p>	

CHURCH CROOKHAM PARISH COUNCIL

Full Council Meeting

	Hart DC planning meeting: Wednesday 11th November 2020 CCPC Staff Committee: 9 th November 2020 CCPC Planning Meeting: 9th November 2020 CCPC Planning Meeting: 23rd November 2020 CCPC Full Council: 23rd November 2020	
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The meeting closed at 21:20

Signed:

Date: