

# CHURCH CROOKHAM PARISH COUNCIL

## Full Council Meeting

Initials:

Date:

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

**Date and Time:** Monday 22nd February 2021 8.00pm

**Place:** remote meeting via Zoom

#### Councillors present:

Richard Martin (RM) Chair; Gareth Saunders (GSa); Cristina Harris (CH); Alan Jones (AJ); Mike Thorne (MT); Helen Butler (HB); Bruce Bulgin (BB); John Ford (JF); Debbie Moss (DM).

Also: Claire Inglis (Clerk); Sally du Gay (Deputy Clerk)

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

There were 3 member(s) of the public present

21/Z026	<b>Apologies for absence</b>  Cllr MB sent apologies
21/Z027	<b>To approve minutes of previous meetings</b> To receive and approve as a correct record the minutes of the Full Council Meeting 25th January 2021 To receive the minutes and accept recommendations of the following committee meetings and to return to committees any issues for reconsideration: Planning Committee Meetings - 25th January & 8th February 2021  <b>Minutes of the Full Council meeting of the 25th January were accepted as a true record of the meeting. Proposed GSa, Seconded CH, 8 in favour, 1 abstention. Minutes of the Planning Committee meeting of the 25th January were accepted as a true record of the meeting. Proposed HB, Seconded GSa, 8 in favour, 1 abstention. Minutes of the Planning Committee meeting of the 8th February were accepted as a true record of the meeting. Proposed RM, Seconded GSa, all in favour.</b>
21/Z028	<b>Dispensations</b> To receive any written requests for disclosable pecuniary interest dispensations from members  None received
21/Z029	<b>Declaration of interest</b> relating to any item on the agenda.  None received

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21/Z030	<p><b>Chairman's Announcements</b></p> <p>The Chair made the following announcement: Planning application 20/02827/AMCOM Land At Watery Lane Church Crookham Fleet Hampshire Variation of Condition 37 attached to Planning Permission 14/00504/MAJOR dated 26/06/2015 to allow the roundabout to be completed and fully operational prior to the 50th occupation of the development was refused at committee by Hart DC. The reason: - In the absence of any detailed information to the contrary, the proposed delivery of the mitigation (roundabout) at the A287/Redfields Lane intersection before the occupation of the 50th dwelling, could be likely to result in a severe impact on the existing operation of the intersection and consequently on the local highway network and safety of highway users, all contrary to policy INF3 of the adopted Hart Local Plan and Sites 2016-2032, saved policy GEN1(viii) of the Hart District Local Plan - Replacement (1996-2006), paragraph 109 of the National Planning Policy Framework (2019) and policy TM02 of the emerging Crookham Village Parish Neighbourhood Plan 2016-2032. It was noted in the HCC representatives comments where reference was made to a 76 week construction period and given that commencement of works is some way off it will be the best part of 2 years before work will be complete.</p>
21/Z031	<p><b>Public session</b></p> <p>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>HCC Cllr John Bennison provided updates: Council Tax is likely to be approved at the HCC meeting due to be held on Thursday 25th Feb proposing a 4.99% increase of which 2.99% is for Adult social care the rest general and/or police. 6th May elections will be held for some local parishes, district wards at county level and the Police &amp; Crime commissioner. The 10 yearly census takes place on March 21st. Local test &amp; Trace service is being implemented at a more local level and asymptomatic testing for COVID-19 will also be in place at the HDC offices. Vertu junction works has been delayed due to additional drainage works required to the site entrance. Roundabout at A287 works will be required to commence. It is understood that an appeal has been submitted against the 20/00184 original application requesting a delay to implementation so any commencement will be subject to the outcome of this appeal. Currently Redfields Lane is closed to enable SSE works to the Watery Lane site. What with the Pipeline project there is likely to be much disruption and road closures in the vicinity for a prolonged period. Questions raised including a query over Cllr Bennisons engagement with the planning officer. Cllr Bennison responded that his calls to many on the team system were logged for the record. Clarification was also sought over the conflict between a program of works mention over 50 weeks and 76 weeks. The response assumed the difference was the number of weeks of the program that would not impact the live road.</p>

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21/Z032	<p><b>Grant Applications</b></p> <p>To receive and consider approval of grant applications</p> <p><b>2 grant requests were submitted in the month.</b></p> <p><b>Expended to date = £1,850 of £20,000 budget made up of £2,850 grants paid offset by release of accrual for Scouts fencing project (delayed).</b></p> <p><b>Grant requested by Friends of Crookham Infants School £6,000 for new play equipment to encourage greater activity and improve motor skills of children. Question was raised whether there was a need for additional funding to cover cost of safety surfacing or maintenance. It was confirmed that funding for neither was required.</b></p> <p><b>It was resolved to approve a grant of £6,000 to FOCIS (Under General Power S137)</b></p> <p><b>Proposed RM, Seconded HB, all in favour.</b></p> <p><b>Grant requested by Men's Shed to cover running costs £600 following a year where memberships have been down due to closure of shed through COVID-19 restrictions. The shed are looking to report a £900 loss for the year based on not reopening for a further couple of months.</b></p> <p><b>It was resolved to approve a grant of £900 to Men's Shed</b></p> <p><b>Proposed JF, Seconded GSa, all in favour.</b></p>
21/Z033	<p><b>Azalea Play Park Project</b></p> <p>To agree the working party to review and shortlist the tender submissions for Azalea play park</p> <p><b>Following approval of the scope for the Azalea play park refurbishment project the details were put on Contract Finder week commencing Thursday 4th Feb with deadline of March 1st. (Currently 246 views on CF with 2 site visits carried out) It is the intention to include members of public (those that expressed an interest) and at least 3 Councillors to analyse submissions from play companies against criteria to enable short list to be put out for a consultation to all residents via social media advertised in newsletter.</b></p> <p><b>Cllrs CH, HB, DM, JF and AJ volunteered to be members of working party to analyse submissions.</b></p> <p><b>Please note that the roundabout has now been taken out of action following a report of further deterioration of the bearings. This was highlighted in the Rospa report as LOW RISK and one to MONITOR. The parents of the child who had an accident whilst playing on it complained about it still being in use. Clerk has provided evidence of the reporting regime in place in response to the complaint. The roundabout will therefore need to be replaced as part of the overall scheme with contract finder details to be updated accordingly.</b></p>

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21/Z034	<p><b>Local Area of Play Identities</b></p> <p>To approve play content and identities for LAPs acquired</p> <p>A PowerPoint presentation was provided to show current content of 5 Local Areas of Play (LAPs) within the Crookham Park development: Crossways LAP, Rana Drive LAP, Gregory Drive LAP, Boyce Road LAP and Byrne Avenue LAP and a proposal for play equipment to enhance them appealing to under 8's whilst creating identities for the play area and implement attractive and statutory signage.</p> <p>It was resolved to accept the proposal:</p> <p>Crossways LAP - Ladybird Lair Play Area to ONLY include carved ladybird and play area signage in recognition of previous concerns of potential noise from this LAP</p> <p>Rana LAP - Duck Pond Play Area as proposal</p> <p>Gregory Drive - Snail (on a) Trail Play Area as proposal</p> <p>Boyce Road - Robin Square Play Area as proposal</p> <p>Byrne Avenue - Hedgehog House Play Area as proposal</p> <p>Play items up to £12,000 from S106 Formal Open Space budget; £7,050 Artwork carvings and artwork for signs from S106 Art EMR and £3,800 signage materials and installation from Signage EMR).</p> <p>Proposed RM, Seconded GSa, all in favour.</p>
21/Z035	<p><b>Athletics Track</b></p> <p>To approve resident communication to be issued in advance of works</p> <p>The draft letter to residents who are likely to be impacted by the athletics track works was considered.</p> <p>It was resolved to approve the letter for delivery subject to inclusion of Kestrel operating hours and provision of contact details for a Kestrel team member and details to be included on the website.</p> <p>Proposed RM, Seconded DM, all in favour.</p>
21/Z036	<p><b>CCTV at Reading Road South</b></p> <p>To approve ongoing support for CCTV charges from Hart DC</p> <p>Clerk presented information to review cross charges from Hart DC for CCTV at Reading Road South/ Beacon Hill Road and Aldershot Road. It was agreed that more information about the community safety aspect of the camera use will be sought to enable a decision to be made about ongoing payment for the service. To be brought to the March meeting.</p>
21/Z037	<p><b>Crookham Park site update</b></p> <p>To receive an update on progress of site issues and agree any actions</p> <p>A meeting has been requested with Taylor Wimpey re the final outstanding issues.</p> <p>The issues relate to road adoptions and the final play area (plus Trim trails)</p> <p>LEAP and Trim Trails - the equipment for the trim trails is on order and due to land in about 4/6 weeks.</p> <p>CCPC considered that the location suggested as per the schematic provided was suitable subject to avoidance of any drainage channels across the area and ensuring the drainage is suitable for installation here. Also the clerk to re-raise the discussion of a path to access the SANG across this section of land.</p> <p>With regards to the remedials TW are still waiting for the section agreements to be sorted, once this is done they can get J Devine back.</p> <p>TW have acknowledged Clerks email re Kestrel doing remedial works so will notify CCPC once J Devine are looking to start</p>

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21/Z038	<p><b>Risk Assessment Review</b>  To review and approve the updated Risk Assessment</p> <p>The risk assessment document v.9 was reviewed and updated to include matters concerning the pandemic, SLP pipeline and trees as well as new land and asset acquisition in the year.  It was resolved to approve the updated Risk assessment v.9  Proposed RM, Seconded MT, all in favour.</p>
21/Z039	<p><b>Fidelity Guarantee</b>  To review the level of fidelity guarantee covered by the Parish Council insurance policy and recommend any amendments</p> <p>Fidelity Guarantee was reviewed and it was agreed that the level of cover was acceptable.  It was resolved to approve the existing level of Fidelity Guarantee cover.  Proposed RM, Seconded Gsa, all in favour.</p>
21/Z040	<p><b>Internal Control</b>  To carry out a review of Internal controls</p> <p>The internal control document v.1 which provides a comprehensive list was reviewed.  It was resolved to accept the internal control v.1 document  Proposed RM, Seconded DM , all in favour.</p>
21/Z041	<p><b>Flower Displays</b>  To approve flower displays for 2021 as per budget item</p> <p>The budget for 2021/22 flower displays is £6,000. The quote has been revised to reduce half tubs to 6 from 7 and display cubes of flowers at all other locations. The quote is for £5,600 however there will be a need to purchase licences at approx. £700 will mean the budget is overspent.</p> <p>It was resolved to accept the quote and acknowledge the overspend of approx. £300  Proposed RM, Seconded Gsa, all in favour.</p>
21/Z042	<p><b>Quotes</b>  To consider and approve any quotes</p> <p>(1) Anti-climb solution to MUGA fence at Peter Driver - JB Corrie renowned for fencing and previously carried out work for CCPC £5,726  It was resolved to accept the quote whilst obtaining solutions at the Crookham Park MUGA and tennis courts  Proposed RM, Seconded JF, 8 in favour, 1 against.  Quote actioned under Clerk delegated authority was acknowledged:</p> <p>(2) JFK Plumbing repairs at allotment - leaking trough and lagging to water inlet to toilet £150</p>
21/Z043	<p><b>To approve payment of accounts for February 2021</b></p> <p>Payments of accounts were reviewed.  It was resolved to approve the February payment of accounts  Proposed DM, Seconded CH, all in favour.</p>

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21/Z044	<p><b>To receive Clerks Report</b></p> <p>1) SLP team have been in contact and are suggesting a meeting end of March for a project update. Dates will be circulated to Cllr working party.</p> <p>2) Please refer to SLR report which shows the number of activations on the speed indicator device deployed around the parish.</p> <p>3) Grounds maintenance contractor - Key change in personnel. Alex the contract manager has now left the organisation. The replacement Steve has been met and understands the expectations of the contract. Looking to work closely and incorporate site visits into the monthly meetings to ensure a smooth transition.</p> <p>4) Signage - All finger post installations have now been completed and 3 road signs installed to direct from the entrances to Crookham Park to Community Centre. Final phase of project underway to ensure all facility signage is up to date.</p> <p>5) Asset register - RFO will circulate the asset register and councillors are requested to volunteer to verify assets at each of the locations</p> <p>6) Allotments - All plot holders have been contacted and FO has met with some to discuss continuing with their plots. 5 tenants have decided not to continue (some problem plots amongst them) plots already reallocated. More than 60 on waiting list. Inspection is due in March (Volunteers requested) with some leniency based on work in advance to ensure commitment from current residents.</p> <p>7) Audit dates for 2020/21 audit have been arranged and following training session RFO plans to close accounts package down at year end in-house.</p> <p>8) Lengthsman scheme - It looks likely that Lengthsman scheme will continue into 2021/22 and CCPC have acknowledged desire to participate. A list of works is available and will be prioritised. Budget of £1k was spent quite quickly last year so may tap into EMR to enable additional works.</p>
21/Z045	<p><b>To receive monthly safety reports</b></p> <p>Reports were received - Staff to monitor poor drainage at High Trees and Crossways LEAP.</p>
21/Z046	<p><b>External Bodies Committee attendance</b></p> <p>To report on external bodies committee meetings attended and recommend any action required by the Parish Council</p> <p>Cllr Gsa provided a report from the FACC meeting held on Thursday 18th February.</p> <p>Cllr BB provided a verbal report on the Hart Voluntary Action meeting held Monday 22nd February.</p>
21/Z047	<p><b>To agree a date for the next meeting</b></p> <p>Planning Meeting 7.30pm, 8th March</p> <p>Planning Meeting 7.30pm, 22nd March followed by</p> <p>Full Council Meeting 8pm, 22nd March</p>
	<p><b>Meeting closed at: 9.46pm</b></p> <p>Signed _____ Date _____</p>