

CHURCH CROOKHAM PARISH COUNCIL

Full Council Meeting

Minutes of the Meeting of the Church Crookham Parish Council

Date and Time: Monday 28th June 2021 8.15pm

Place: Oak Hall, Church Crookham Community Centre, GU52 8AQ

Councillors present:

Richard Martin (RM) Chair; Gareth Saunders (GSa); Cristina Harris (CH); Helen Butler (HB); Bruce Bulgin (BB); Debbie Moss (DM); Cllr Alan Jones (AJ); Cllr Michael Burford (MB); Cllr Mike Thorne (MT) joined the meeting at 8.19pm.

Also: Claire Inglis (Clerk).

HCC Cllr Stephen Parker; HDC Cllr Chris Axam joined the meeting at 8.25pm.

There was 1 member(s) of the public present.

21/111	<p>Apologies for absence</p> <p>Apologies were received from Cllr John Ford</p>
21/112	<p>To approve minutes of previous meetings</p> <p>To receive and approve as a correct record the minutes of the Full Council Meeting 4th May 2021</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 - 17th May & 14th June 2021.</p> <p>It was resolved to approve the minutes of the Annual Meeting held on 4th May 2021 Proposed RM, Seconded Gsa, all in favour.</p> <p>It was resolved to approve the minutes of the Planning Committee meetings held 17th May and 14th June 2021 Proposed RM, Seconded HB, all in favour.</p>
21/113	<p>Dispensations</p> <p>To receive any written requests for disclosable pecuniary interest dispensations from members</p> <p>None received</p>
21/114	<p>Declaration of interest</p> <p>relating to any item on the agenda.</p> <p>None received</p>
21/115	<p>Chairman's Announcements</p> <p>The Chair welcomed the newly elected County Councillor Stephen Parker to the meeting. A formal vote of thanks was recorded for the outgoing County Councillor John Bennison</p> <p>Proposed RM, Seconded Gsa, all in favour.</p>
21/116	<p>Public session</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>Cllr Parker confirmed that the committee structure within Hampshire CC is currently being resolved. At present Cllr Parker has joined the Regulatory Services Committee and the Joint Management Committee with Surrey.</p>

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	<p>Further comment that disruption may be incurred by Church Crookham parish residents as Esso carry out exploratory works in advance of the pipeline replacement project commencing late 2021 on Naishes Lane.</p> <p>Cllr Mike Thorne joined the meeting at 8.19pm.</p>
21/117	<p>Approval of Decisions To review and approve decisions made via Forms.</p> <p>Forms were generated for the following decisions between May 4th meeting and June 28th as per delegated authority. Please See Addendum 1 below for detail of outcomes: 21_06_01 Grant applications 21_06_02 Allotment Inspection report 21_06_03 Tennis membership extension 21_06_04 Quote Football pitch summer renovations 21_06_05 Quote Benches and Bins</p> <p>It was resolved to approve the above decisions Proposed RM, Seconded CH, all in favour.</p>
21/118	<p>Grant applications To receive and consider approval of grant applications.</p> <p>A request for a grant of £10,000 from Tweseldown Playgroup to enhance the outside play equipment. A representative of the committee spoke on the importance of outside play especially following the pandemic and this grant would create an opportunity to improve and better utilise the outside space at a local community playgroup setting, whilst not looking to overdevelop the outside space.</p> <p>It was resolved following discussion to approve the grant of £10,000 to Tweseldown Playgroup Proposed GSa, Seconded MT, all in favour.</p>
21/119	<p>Southampton to London Pipeline To receive an update report on the project progress</p> <p>Cllrs Gsa, BB, JF and AJ met with members of the Pipeline project team to receive an update and a report was circulated. In summary the main contractor has been appointed for the construction phase Taylor Woodrow who have been compiling the detailed design and construction program.</p> <p>Within Church Crookham vegetation clearance is planned for late 2021 with the program of works continuing within Hart during late 2022/ early 2023. Landowners should expect 2 months' notice before commencement on site. Peter Driver sports ground works are currently planned for between August and October 2022. CCPC cited that this was not ideal in terms of football season commencing and would seek to mitigate against any disruption.</p> <p>A further meeting is planned for November 2021.</p>

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21/120	<p>Crookham Park Update To receive an update on site issues</p> <p>During a meeting held via Zoom on 23rd June Cllrs RM, Gsa and DM met with Nigel Phillips of Taylor Wimpey. The following updates were received:</p> <p>1) Trim Trail move – Nigel Phillips confirmed that Kompan are set to remove and store the trim trail before reinstalling. TW is to send a plan of revised location to HDC planning.</p> <p>2) LEAP – Planning determination date is 30th July and Clerk made contact with planning officer post meeting. An officer’s report is due to be signed off with recommendation for refusal which appears contradictory to Hart’s stance on enforcing the delivery of the LEAP through meetings with TW during 2019 and 2020. Clerk has requested a discussion with the enforcement team to establish the way forward and what options are left to explore. This remains as an original S106 obligation in the agreement to which Hart are party to.</p> <p>3) Lights on development – TW confirmed that lights on adopted roads and those covered by deed of dedication will be managed by Hampshire CC. Remaining will be maintained by management company. Clerk to revisit coloured plan and discuss repairs with IYP management company.</p> <p>4) Drains and Road adoptions – CCTV work continues within development for drainage to proceed to adoption of site system. No concerns raised since commencement of works. Work will continue for at least another six weeks. JD Devine are due on site to finalise rectifications from which the spine road adoption should follow quite quickly with the side roads to be completed under deed of dedication shortly after. Works to Leipzig/ Naishes has been put on hold by Hampshire CC due to other works in the surrounding roads. Likely to take place over the summer holiday period.</p> <p>5) Transport – Results of traffic surveys carried out by the travel plan coordinators are anticipated soon. The survey was carried out mid-June.</p> <p>6) Trees – Clerk to send reminder email re the failed trees on area D. Finally as this may be the last opportunity for a meeting with Nigel Phillips prior to his upcoming retirement in July the Parish Council extended their gratitude for the close liaison with the parish council over the full project build out. It has been appreciated by all and he was wished a happy and healthy retirement.</p>
21/121	<p>Consultations To decide whether to respond to Hampshire CC balancing budget consultation and agree response.</p> <p>Cllr Stephen Parker encouraged responses from the public, and it was agreed that the consultation would be advertised and shared via CCPC social media and personal responses deemed appropriate from members.</p>

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21/122	<p>Insurance To receive and approve a quote for parish council insurance policy renewal.</p> <p>The existing policy held with Royal Sun Alliance was placed through brokers WPS Insurance. The policy ran from April 2019 (with free 3 months added to first year) to 1st July 2021. Quotes were requested from Zurich, BHIB, Came & Co (brokers) and WPS Insurance (brokers). Zurich and BHIB declined to quote as both felt that they could not offer a competitive price. As they are both brokers, Came & Co declined to compete against WPS Insurance.</p> <p>The Military Mutual is a true discretionary mutual without shareholders therefore each council placed with them becomes a member of the mutual and premiums, or contributions as they call them, are collected to fund future claims. The expectation is that any valid claim will be paid but the board of the mutual does have the final decision and this can mean that they can also agree to pay claims that may fall outside the coverage of a more traditional insurance policy.</p> <p>In addition to the cover provided by Military Mutual there is a group insurance policy with Builders Direct S.A. which effectively acts as a top up reinsurance cover & gives the members access to the Financial Ombudsman Service & Financial Services Compensation Scheme.</p> <p>In addition to the coverage, as a true discretionary mutual Military Mutual do not have to charge their members insurance premium tax (IPT). However legal expenses are covered by a more traditional insurance-based product with Irwell Insurance Co. and covers both Employment Legal Protection and Legal Expenses and therefore IPT is charged at £10.20 p.a.</p> <p>A comparison of the existing schedule was made to the proposed schedule and the cover appears to be similarly adequate.</p> <p>Actual premium 2020 – 2021 £4,209.67 plus IPT and admin of £530.16 Total £4,739.83 Quote 2021 – 2022 £4,708.46 plus IPT and admin of £35.20 Total £4,743.66. The quoted premium remains the same whether taken for 1 or 3 years.</p> <p>It was resolved to accept the WPS Insurance quote for a term of 3 years Proposed RM, Seconded MB, all in favour.</p>
21/123	<p>Community Centre To consider and agree a policy subject to review for ongoing Covid secure measures at the Community Centre post lock down.</p> <p>As the government look to lift all restrictions in the coming weeks it is suggested that a policy be implemented to confirm some of the Covid-secure measures that will remain in place within the community centre to continue to provide a safe working environment for all.</p> <p>Policy approval was deferred to the July meeting when government stance will be known.</p>
21/124	<p>Hart District Association of Parish & Town Councils nomination form To agree attendance at upcoming HDAPTC meeting and agree response to nomination form.</p> <p>Cllr RM confirmed that he would attend the upcoming meeting to be held on 13th July. No nominations were forthcoming from CCPC members for vacant roles.</p>

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21/125	<p>Quotes To receive and approve quotes for works required.</p> <p>Quotes have been sought and require approval as follows:</p> <p>a) Tennis court markings - Kestrel £1531.25 vs Vitaplay £925 both before VAT Propose Vitaplay to remark court</p> <p>b) Comm Centre paint touch up booked in for summer under delegated authority £315 (would have been the 2 yearly cycle of repaint but due to low usage consider touch up in few areas is all that is required)</p> <p>c) Orchard play park replacement swing set ropes to reinstall swing after it broke. Shackle part not available required complete set of ropes £245 (Parts ordered under delegated authority)</p> <p>d) Peter Driver CCTV installation as per quote from Axis £3815 and budgeted under Project for year.</p> <p>It was resolved to accept the quotes (a) as proposed Vitaplay Proposed RM, Seconded MT, all in favour.</p>
21/126	<p>To approve payment of accounts for May and June 2021</p> <p>Payments of accounts were reviewed.</p> <p>It was resolved to approve the May 2021 payment of accounts approved by Cllrs CH and BB and June 2021 payment of accounts approved by Cllrs RM and Gsa. Proposed RM, Seconded GSa, all in favour.</p>
21/127	<p>Clerks Report To receive Clerk's report and approve any actions arising.</p> <p>Project update Azalea: Updated quotes relating to play markings and bench removal. Equipment is on order, but industry is incurring some delays with installation planned for September. In addition, benches and bins are on order as part of this project.</p> <p>LAPs: Play equipment is on order and await a proposed install date. Carvings from Rob and LAP signs from Firefly Pyrography are ready and are planned for install week commencing 19th July.</p> <p>Athletics track: Clerk has been chasing Kestrel in relation to their lack of on-site works esp. during good weather window. Plant issues delayed another job hence a delay in proceedings. Kestrel have also reassured Clerk that the extra charge re site access is not chargeable on the basis they have not been on site and will give notice of this once the project works resume this coming week.</p> <p>Sensory Garden: Met for site visit with designer and she will scope out specifications for hard landscaping (fees associated with these plans). This will enable CCPC to go out to tender for hard-landscaping aspect of project with infrastructure to enable planting by the working party of residents etc. Watering systems has been discussed aiming to keep it simple and sustainable. Forge artist has been approached for fence design to include rainbow coloured glass feature as well as some metal flowers, birds to be built into the planting design and secured in the ground.</p> <p>Speed watch At a meeting with PCSO Ben Allman he confirmed that the training should be given the green light soon depending on further restrictions. Clerk has charged the battery for the SID equipment ready for a training session. PCSO will contact volunteers to arrange a mutual date and time so await further details</p>

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	<p>on this moving forward.</p> <p>Bus meeting: Having just met with Hartley Wintney members a more detailed summary of the meeting will be provided in relation to the community bus service they are running. Still early days for the service in difficult times but worth watching their progress. Fleet Town Council and CCPC were in attendance and many questions raised.</p>
21/128	<p>To receive monthly safety reports</p> <p>Safety reports were reviewed. Clerk confirmed that Community centre fire door was repaired and will investigate further condition of pre-school shelter.</p>
21/129	<p>External Bodies Committee reports</p> <p>To report on external bodies committee meetings attended and recommend any action required by the Parish Council.</p> <p>CLlr CH further commented on her attendance at the Here for Hart Community Recovery meeting held requesting that details on the Community Pantry scheme and Hart in Employment information is shared and promoted on CCPC social media.</p>
21/130	<p>Next meeting</p> <p>To agree next meeting dates and extension of delegated authority as required</p> <p>Planning meetings to be held 12th and 26th July Full Council meeting due to be held 26th July.</p> <p>It was resolved to approve continuation of the FORMS process until the September meeting Proposed RM, Seconded BB, all in favour.</p>

The meeting closed at 9.01pm

Signed:

Date:

Addendum 1

21 06 01 Grant applications

Grant request received from Victim Support £150 - Amended proposal by Cllr Saunders £300
Please refer to application form under Councillors Area - Full Council - 2021 – Pre-June Decisions
Proposed Resolution "It was resolved to approve a grant to Victim Support for £300"

6 in favour, 4 abstentions (no response)

Grant request received from Challengers Play Centre £500 - Amended proposal by Cllr Saunders £1500
Please refer to application form under Councillors Area - Full Council - 2021 - Pre June Decisions
Proposed Resolution "It was resolved to approve a grant application to Challengers for £1500"

6 in favour, 4 abstentions (no response)

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21 06 02 Allotment Inspection report

It was resolved to approve the findings of the allotment inspection carried out on 7th May 2021 and issue letters to ploholders

5 in favour, 2 abstentions (Dec of interest), 3 abstentions (no response)

21 06 03 Tennis membership extension

It was resolved to extend the membership expiry date of tennis members active as per lockdown periods by up to 4 months

8 in favour, 2 abstentions (no response)

21 06 04 Quote Football pitch summer renovations

It was resolved to accept and approve the quote from Kestrel as detailed in the associated report. Total price £4,724.38 + VAT

6 in favour, 4 abstentions (no response)

21 06 05 Quote Benches and Bins

Azalea refurbishment project: Quotes for Picnic benches, Replacement bench, 2 bins (1 adjacent to replacement bench, 1 adjacent to picnic benches). Budget EMR £5000 Quote total £3514 allowing for install costs to be met from EMR.

7 in favour, 3 abstentions (no response)

Replacement bins at Azalea (2) and Peter Driver (1) : Following audit of bins by contractor to replace broken bin at Azalea and swap open bins for lidded (avoid bins filling with rainwater) at Azalea and Peter Driver quote including delivery and install costs £1,700

7 in favour, 3 abstentions (no response)