

CHURCH CROOKHAM PARISH COUNCIL

Full Council Meeting

Init: _____

Minutes of the Meeting of the Church Crookham Parish Council

Date and Time: Monday 22nd November 2021 from 8.15pm

Place: Oak Hall, Church Crookham Community Centre

Present:

Councillors: Richard Martin (RM) Chair; Gareth Saunders (GSa); Alan Jones (AJ); Mike Thorne (MT); Helen Butler (HB), Michael Burford (MB), John Ford (JF)

Also: Claire Inglis (Clerk)

HDC Cllrs Chris Axaam, Simon Ambler

HCC Cllr Stephen Parker

There were 5 members of the public present

Meeting commenced at 8.28pm

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| 21/198 | Apologies for absence Apologies had been received from Cllrs Bulgin, Harris & Moss |
| 21/199 | To approve minutes of previous meetings To receive and approve as a correct record the minutes of the Full Council Meeting 25th October 2021 It was resolved to approve the minutes as a true record of the meeting Proposed GSa; seconded MB; 6 in favour, 1 abstention. 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 October & 8th November 2021 It was resolved to approve the minutes as a true record of the meeting Proposed JF; seconded GSa; all in favour. |
| 21/200 | Dispensations To receive any written requests for disclosable pecuniary interest dispensations from members None received |
| 21/201 | Declaration of interest relating to any item on the agenda Cllr Martin declared a non-prejudicial declaration of interest in the agenda items 21/204 and 21/205 as there are attendees known to him. |
| 21/202 | Chairman's Announcements As this is the last Full Council meeting prior to Christmas 2021 CCPC would like to wish all residents a very happy Christmas and healthy 2022. |

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| 21/203 | <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>County Cllr Stephen Parker report will be included as an addendum below.</p> <p>Three residents of properties on Channer Gardens attended to comment on agenda item 21/205, with their key concerns being that:</p> <ul style="list-style-type: none"> • Believe CCPC’s Planning Committee was aggressive in their response towards residents’ comments made during the Planning Committee meeting of 17th May 2021 re application 21/00729/AMCON. • Full Council Minutes were not loaded to website in timely manner • Channer Gardens’ residents do not believe CCPC represent views of residents in sticking to 11-year-old plan for installing LEAP (play park) • In the opinion of Channer Gardens’ residents, the LEAP location does not comply with rules on distance from properties • Raised concerns over declarations of interest in relation to alternative locations suggested by Channer Gardens’ residents during the 17th May 2021 Planning Committee meeting. • Raised concerns over safety and access to play park by car • Want to understand why Trim trail location can move about, while the proposed LEAP remains focussed on this location • Hart DC Landscape Architect has recommended that the application is refused on basis of unsuitable topography at the location. |
| 21/205 | <p>Agenda item 21/205 was brought forward in response to the Public Session comments</p> <p>Crookham Park update</p> <p>To receive a report following meeting held with Taylor Wimpey and Hart DC officers relating to delivery of Allamand Play area and agree any actions</p> <p>The Clerk confirmed that publication of the minutes of the Full Council from July 2021 on CCPC’s website had been delayed as a result of human error and that this oversight had since been corrected. The Chair explained that the role of CCPC’s Planning Committee in relation to planning application 21/00729/AMCON was as a statutory consultee, responding to the factual details of the application as presented. Hart DC are the decision-making authority and take into consideration ALL comments made both by statutory consultees and members of the public.</p> <p>The Chair stated that he had attended the Planning Committee meeting in May in a private capacity and while acknowledging that the discussions included forthright opinion by all those who spoke (councillors & public alike), he did not consider that the Committee (collectively or individual members) had been “aggressive” in their tone or approach to considering their consultation response.</p> <p>The Clerk confirmed that councillors are required to declare interests where these are relevant to the matters under discussion. In the context of application 21/00729/AMCON, the relevant location was as proposed within the application documents. While residents of Channer Gardens attending the Planning Committee meeting had suggested other locations for this LEAP, which if presented under a formal proposal for an alternative location by Taylor Wimpey might require some councillors to declare an interest, given that the application under consideration was in relation to the originally consented location no conflicts of interest were applicable. The Chair confirmed that all councillors understand the importance of interests being properly declared as part of any decision making by the parish council.</p> |

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Due to the lengthy process by Taylor Wimpey to deliver the S106 obligation the Clerk has been in ongoing dialogue with Hart Enforcement to understand what action can be taken to ensure TW fulfil these obligations. As a party to the S106 Agreement, CCPC has a responsibility to act in the interests of the whole community of Church Crookham in getting TW to deliver on these legally binding obligations.

A meeting was held between all of the S106 stakeholders on Friday 12th November - Taylor Wimpey, Hart District Planning Officer and Landscape Architect, District Cllr Ambler and Church Crookham Parish Councillors to find a solution for all in the community.

CCPC had been made aware of a previous meeting held between TW and Hart DC officers and as a party to the S106 agreement voiced its disappointment in not being invited to that meeting.

The planning application 21/00729/AMCON to install the final play area within Crookham Park between Allamand Close and Channer Gardens remains "Undecided" by the planning authority (i.e. Hart DC). The purpose of the stakeholder meeting was to determine a way to move the process forward.

Discussion points included:

- The planning application 21/00729/AMCON needs to be dealt with and brought to a point of determination by Hart DC.
- Hart DC confirmed that from an Enforcement perspective, the obligation remains for TW to deliver the remaining LEAP per the S106 Agreement.
- Landscape Architect confirmed that changes to Accessibility requirements in July 2021 mean that currently the topography at the location is unsuitable for a LEAP.
- Questions asked regarding what TW can do to deliver the LEAP at that location as originally intended and to exhaust all their efforts to resolve one way or another.
- TW obliged to deliver detailed topographical information as requested months ago so that the planning application can be determined by Hart DC.

The outcome of the meeting agreed the following actions between all parties as follows:
It was agreed that

- 1) Priority should be given to the efforts to install the LEAP in the original location (Allamand Close/ Channer Gardens) by Taylor Wimpey.
- 2) TW will obtain a detailed topography report to show how the Allamand (Channer Gardens) LEAP could work in the currently approved location to give to planning department and enable them to make a decision on the current application.
- 3) In the event that the planning application for the LEAP in the original location at Allamand Close/ Channer Gardens is refused and TW demonstrate that they have exhausted all reasonable avenues to deliver a LEAP in this location, TW should obtain a design concept for a LEAP adjacent to the NEAP (Orchard play park) for CCPC to present to the whole community of Church Crookham.

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| 21/204 | <p>Fleet Lions Tree Planting Initiative</p> <p>To receive a request from Fleet Lions to support tree planting in Church Crookham through school fundraising</p> <p>Fleet Lions extended their thanks for supporting their IT project in 2020 which would not have been possible without this support. The Fleet Lions spoke on a plan to work with schools, in light of the recent COP26 and the Queens Green Canopy, to promote tree planting and is seeking to work with the parish council to provide suitable locations to plant trees purchased/donated to the Lions with sponsorship money raised by the local Church Crookham schools. Schools signed up to get involved currently include Crookham Juniors but hoping to involve all Church Crookham schools. It is possible that upwards of 300 trees could be planted.</p> <p>Cllr GSa firstly thanked the Lions Club for the tree planted to commemorate the Queen's platinum jubilee and was hoping that the parish council could aim to achieve planting of a further 69 trees in the year but with this sounding like a great initiative. The logistics of this would potentially require a significant area, potentially at a few local areas. The Lions confirmed that they have begun to actively seek land including in Fleet and Elvetham. Any trees planted will need to be carefully considered in terms of the appropriate species in the appropriate location. Also commented that Taylor Wimpey are being pursued to replace failed trees and</p> <p>It was resolved to work with the Lions to provide CCPC owned land locations for tree planting with each tree dedicated by a school child bring plan to January meeting to mobilise the planting before April.</p> <p>Proposed RM, Seconded GSa, all in favour.</p> |
| 21/206 | <p>Sandy Lane Car Park Lease</p> <p>To receive amendments proposed by tenant solicitor for approval</p> <p>The suggested changes proposed by the Sandy Lane car park tenant solicitor were received by Council.</p> <p>It was resolved to accept the changes as proposed and complete the tenancy agreement with all parties signing the final version:</p> <p>1) Proposed Clause 3 "Break Date: Any date after the 31st January 2026"</p> <p>2) Proposed Clause 18.1 "The Tenant may terminate this lease by serving a Break Notice on the Landlord not less than six months before the Break Date provided that such Notice shall not expire prior to the 31st January 2026."</p> <p>3) Proposed Schedule 2, Clause 10 "Assignment and underletting The Tenant shall not assign, underlet, charge, part with or share possession or share occupation of this lease or the Property or hold the lease on trust for any person but may Assign the whole of the Lease with the Landlord's consent such consent not to be unreasonably withheld or delayed."</p> <p>Proposed RM, Seconded MB, all in favour.</p> |

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| 21/207 | <p>Fleet Link</p> <p>To confirm ongoing funding support for the Fleet Link service into 2022/23 financial year</p> <p>Clerk has requested contract status with Rushmoor Voluntary Services from Hampshire CC as CCPC and Fleet TC only committed to an additional year of support i.e., 2021/22 financial year. In 2021/22 £3705 was paid to maintain the service for the residents of Church Crookham. HCC have responded that they will be proposing to extend the service contract for a further year to March 2023 and the contract price will be as per 21/22 with added inflation.</p> <p>At the recent Hampshire Bus Strategy event attended by Cllr Harris and Clerk, Fleet Link was seeing better return to use of the service than a number of other services around the county. Hampshire also launched their Bus Strategy Improvement Plan (slides provided as part of October meeting documents). Transport in Hart have also issued information about bus services and the challenges that lay ahead so it will be important for CCPC to be represented as the strategy is implemented to secure a viable bus service for local residents in the future.</p> <p>Cllr MT would like all options to be explored for a more cost-effective alternative solution for those that need this vital service.</p> <p>It was resolved on the basis that the service is a vital resource to commit to support of the Fleet Link service for 1 additional year contract in 2022/23 subject to Fleet Town Council's continued contribution and for clear usage data to be provided to enable the decision-making process for a reasonable alternative to the service.</p> <p>Proposed MT, Seconded JF, all in favour.</p> |
| 21/208 | <p>Peter Driver pavilion refurbishment project</p> <p>To appoint a working party of Councillors for the Peter Driver pavilion refurbishment project</p> <p>Seeking support for a small working party to ensure that the project has Councillor oversight and decisions are fully transparent in view of the size of the planned budgeted cost of £250k +. This will require commitment to some extra meetings to discuss the project at key stages.</p> <p>The responsibilities of the working party would be to ensure that the project has oversight by a small group who will then ensure that Full Council are fully informed of the steps taken to deliver this project.</p> <p>This is important from the perspective of the amount of public money put aside for this project, £250k +, and to ensure that it has support from the local community and the regular users of the sports ground facility. This will be especially important from the audit perspective.</p> <p>Key stages of the project as suggested below:</p> <ul style="list-style-type: none"> Community engagement Planning discussions Design discussions Tender process Appointment of contractor <p>Cllr Harris, Ford, Butler and Saunders agreed to for the working party.</p> |

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| 21/209 | <p>F6 Productions - Media students from Farnborough 6th Form College</p> <p>To receive an update on the Media project with students and approve support for logo sweatshirts</p> <p>Clerk, Comm Centre Officer and Facilities Officer met with the Blue Team Media students to be introduced on 10th November and talk about what CCPC want in terms of media for the website to promote its facilities.</p> <p>This was followed by a visit to the community centre by the team on 17th November to see the Community centre and understand the layout of the building and how they might approach filming of the centre to promote it to customers.</p> <p>The team plan to attend the Xmas event to capture some footage of this with the main filming window between January and March.</p> <p>A contribution to the hoodies to include CCPC logo was suggested to provide the students with a "uniform" when filming at locations.</p> <p>It was resolved to approve £350 plus Vat towards logo jumpers for F6 students from the website budget.</p> <p>Proposed GSa, Seconded RM, all in favour.</p> |
| 21/210 | <p>Trading request</p> <p>To receive a request to receive permission to trade from overflow car park subject to Hart District Council licence application</p> <p>The trading licence consultation period with Hart DC licencing dept. for Mamma Lourdes wood fired pizza van has been granted with no objections. CCPC granted permission as landowner at the Sept. meeting for Thursday evenings for the pizza trader.</p> <p>A further request for permission to trade from the car park has been received for Wednesday evenings 4pm to 8pm from Crumpy's Smoke Shack. Crumpy's offer gourmet smashed burgers topped with different styles of smoked meats such as pulled pork and smoked and braised beef. The business focuses on local ingredients and businesses. For example, all the meat is supplied by a local butcher in North Camp, and they are currently in the process of finding a local bakery to supply the buns.</p> <p>It was resolved to grant permission for Crumpy's Smoke Shack to trade from overflow car park on Wednesdays 4pm - 8pm subject to approval of a street trading licence issued by Hart DC and to be reviewed in 6 months.</p> <p>Proposed RM, Seconded MT, all in favour.</p> |
| 21/211 | <p>Athletics Club drop in event</p> <p>To agree to support a drop-in event by the Fleet & Crookham Athletics Club and confirm Councillor attendance</p> <p>The Athletics club requested use of the community centre hall for a drop in event for residents to engage with their plans to have a base / building adjacent to the athletics track. We have suggested advertising the event via our January newsletter and await confirmation of a date. The club would like the event to take place as soon as possible to enable a planning application to be made. They are seeking alternative venues in case the hall diary will not accommodate them.</p> <p>It was resolved to allow the Clerk delegated authority to offer the club use of a hall free of charge on the basis of benefit for the wider community and neighbouring residents and arrange this event.</p> |

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| | <p>Councillors to be in attendance depending on date and availability. Proposed RM, Seconded GSa, all in favour.</p> |
| 21/212 | <p>Audit To acknowledge outcome of external audit 2020/21 accounts and to receive report from the 2021/22 interim internal audit.</p> <p>The External Audit report for 2020/21 was reviewed and confirmed that the relevant statutory notices were published on the noticeboards and website as required.</p> <p>It was resolved to approve the Internal interim audit report for 2021/22 as carried out on November 1st. No concerns over the recommendation as the schedule of policy review states that there will be a review of risk annually in February. Proposed RM, Seconded MB, all in favour.</p> |
| 21/213 | <p>Quarterly bank records To confirm completion of quarterly bank reconciliation review as at 30th September 2021</p> <p>It was confirmed that Cllr Butler carried out the quarterly bank reconciliation review for qtr. ended 30/9/21. Cllr MB volunteered to carry out the next quarterly bank reconciliation review in January 2022.</p> |
| 21/214 | <p>Community Infrastructure Levy - Hart Consultation To decide whether to respond to the consultation and agree response Report circulated</p> <p>Community Infrastructure Levy is money that can benefit the whole community through the planning process adding cost to the applicant and gives greater flexibility than S106 agreements which tend to restrict usage of funds e.g. S106 Art budget allowed for expenditure only within Crookham Park.</p> <p>It was resolved to submit a comment to the consultation that Church Crookham parish Council welcomes the proposal to introduce CIL and is supportive whilst disappointed that this had not been explored and implemented earlier in Hart's Local Plan consultations. Proposed MT; seconded MB; all in favour</p> |
| 21/215 | <p>Grant application To receive and consider approval of grant applications</p> <p>No applications received prior to meeting. Budget remaining this financial year £2.4k.</p> |

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| 21/216 | <p>Staff Committee Subject to Confidential minute: To receive and approve recommendations of the Staff Committee meeting held 1st November 2021</p> <p>Subject to Confidential minute. The minutes of the Staff Committee meeting held 1st November were approved as an accurate record of the meeting Proposed RM, Seconded MT, all in favour.</p> <p>The following recommendations were approved in relation to the Staff Committee minutes of meeting held 1st November 2021 Minute reference 06/21 Training budget 07/21 Staffing requirements - Facilities Officer contract amendments 08/21 Salary Review - Other staff Proposed RM, Seconded MT, all in favour.</p> |
| 21/217 | <p>Quotes To receive and approve quotes for works required</p> <p>1) Following a leak in the Ladies toilet sink this impacted on the outside toilet (share an adjacent wall) lifting flooring. Similar lifting has occurred in Acorn hall pre-school toilets as well as panels between toilets needing minor repairs. Worked is booked for Xmas holidays due to strong smelling glue JFK £480 plus VAT 2) Larger size newsletter i.e. printed 4 pages £446 as more content for January newsletter.</p> <p>It was resolved to approve quotes 1 and 2 above Proposed RM, Seconded MT, all in favour.</p> |
| 21/218 | <p>To approve payment of accounts for November 2021</p> <p>It was resolved to approve the payments for November 2021 Proposed RM, seconded GSa; all in favour.</p> |
| 21/219 | <p>Clerks Report To receive Clerks report and approve any actions arising</p> <p>Christmas event volunteers were reminded of arrival time for Saturday 27th event.</p> <p>Cllr Ford is joining Clerk and Facilities Officer to discuss the CCTV options with the provider to ensure that the best solution is provided based on the investment.</p> <p>Clerk and RFO will be on leave from 17th December with Comm Centre officer on leave from 20th December. Facilities Officer will be available until Wednesday before Christmas then Parish Office closed until 4th January. There are limited bookings during this period with those using the building set up for independent access.</p> |
| 21/220 | <p>To receive monthly safety reports</p> <p>Reports were received</p> |

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| 21/221 | External Bodies Committee reports To report on external bodies committee meetings attended and recommend any action required by the Parish Council Cllr Harris had provided a report following her attendance at the Hampshire Assoc. of Local Councils AGM. |
| 21/222 | Next meeting To agree next meeting dates and venue January 10th Planning Committee followed by Finance & Policy Committee January 24th Planning Committee followed by Full Council 8pm subject to move to Acorn (Space to be assessed for Covid safety) |

The meeting closed at 9.50pm

Signed:

Date: