

CHURCH CROOKHAM PARISH COUNCIL

Full Council Meeting

Init: _____

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

Date and Time: Monday 24th October 2022 from 7.45pm

Place: Acorn Hall, Church Crookham Community Centre

Present:

Councillors: Gareth Saunders (GSa) Chair, Bruce Bulgin (BB) Vice-Chair, John Ford (JF), Debbie Moss (DM), Annette Whibley (AW), Peter Collings (PC), Michael Burford (MB), Mike Thorne (MT).

Following co-option Cllr Nick Baskett (NB).

Also: Claire Inglis (Clerk)

HCC Cllr Stephen Parker

HDC Cllr Chris Axam

There were 4 member(s) of the public present

Meeting commenced at 7.46pm

22/193	Apologies for absence Apologies were received from Cllr Jones
22/194	To approve minutes of previous meetings To receive and approve as a correct record the minutes of the Full Council meeting held on 26th September 2022 It was resolved to approve the minutes of the Full Council held 26th September as a true record of the meeting. Proposed GSa, Seconded BB, all in favour. 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 September & 10th October It was resolved to approve the minutes of the planning committee meetings Proposed BB, Seconded GSa, all in favour. Finance & Policy Committee - 10th October It was resolved to approve the minutes of the finance & policy committee meeting Proposed GSa, Seconded AW, all in favour.
22/195	Dispensations To receive any written requests for disclosable pecuniary interest dispensations from members None received
22/196	Declaration of interest relating to any item on the agenda. None received

CHURCH CROOKHAM PARISH COUNCIL

Full Council Meeting

Init: _____

22/197	Chairman's Announcements The concerns over social media reports of ASB at the Aldi site were discussed. Chair thanked Cllr Whibley for keeping residents informed of police intervention and to Cllr Butcher for liaising with the police. Cllr Parker confirmed that the Police & Crime Commissioner had also been notified. The police are working on a permanent solution. It was agreed that CCPC will send letters to the landlord of the site to voice concerns raised by residents to encourage action to be taken to prevent ongoing issues at this site. And to also write to the Aldi and Home Bargains management to ask them to encourage their landlord to take action.
22/198	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. Cllr Parker report was circulated and highlighted the issue of encouraging older drivers to consider taking a confidential driving skills assessment to give them confidence that they remain a safe driver. The A287 roundabout is very nearly complete and just waiting on final road signs on the build outs approaching the roundabout. Cllr Axam confirmed that Chief Exec. Patricia Hughes has stood down.
22/199	Councillor Co-Option To consider approval of an application for councillor vacancy Upon receipt of an application for Co-option it was resolved to appoint Mr Nick Baskett as Councillor and the declaration of office was duly signed. Proposed GSa, Seconded MT, all in favour. Cllr Baskett joined the meeting.
22/200	Fleet Phoenix To receive an update on the Fleet Phoenix projects and their work in the community Charlotte and Lucy from Fleet Phoenix visited and gave a presentation to explain who Fleet Phoenix are, what the organisation does and the impact their work upon the community. Main aim of Fleet Phoenix is about "Empowering young people to thrive". The charity was borne out of the County Council's austerity measures taken in 2011. Fleet Phoenix are working to put young people at the heart of their community supporting them through any issues that are affecting them in their lives. This can be through 1:1 work, in groups or on the streets with Fleet Phoenix providing a safe environment for experiencing and developing life skills. Charlotte and her team strive to build trust with young people and their families which then allows them to tackle a variety of complex issues, issues that are limitless in their variety and complexity. In the past 12 months the charity has had more than 1832 contacts with young people and delivered over 335 face to face sessions, dedicating over 1909 hours of face to face work with young people. The charity is funded through fundraising initiatives, donations, grants and service level agreements. Over 200 families in Church Crookham alone are supported by Fleet Phoenix.

CHURCH CROOKHAM PARISH COUNCIL

Full Council Meeting

Init: _____

	Fleet Phoenix can be further supported by becoming a trustee, financial support, spreading the word about who they are and what they do, becoming involved, visiting them and volunteering.
22/201	Grant Applications To receive and consider approval of grant applications Grant budget for year is £20,000: To date expenditure from this budget £10,767 relates to grants paid to Victim support £150, Challengers summer camps for disabled children & families £1,500, Lions of Fleet £110 Jubilee celebration transport, Fleet Phoenix £2,500 Open Door project, Minding the Garden £6,507 in support of staff costs to run mental health & physical wellbeing project. Applications were received from: Fleet Town Council : £200 to support Community Christmas lunch It was resolved to grant Fleet Town Council £200 towards the Community Christmas Lunch. Proposed GSa, Seconded DM, all in favour. Men's Shed: £762 to create additional exterior work space It was resolved to grant Mens Shed £762 towards creating additional exterior work space Proposed MT, Seconded BB, all in favour.
22/202	Finance & Policy meeting To review debtors and acknowledge review of quarterly bank reconciliations carried out and receive the quarterly CCLA investment report Debtors report was reviewed and the following progress on outstanding debt acknowledged. Since F&P committee was held, aged debtors has improved due to payments received from customers, as well as majority of August outstanding debt. It was acknowledged that the quarterly bank recs from last quarter were completed. Cllr Baskett volunteered to carry out review of 2nd quarter bank recs. Update on CCLA investment performance was acknowledged as below: Based on net asset valuation of 347.79p, the current mid-market valuation of the CCLA investment has decreased to £ £960,992 from £1,003,600 at the end of June. Original investment was £900,000. Dividend for June to September tbc. Please note that CCPC is in receipt of letter from CCLA dated 18th Oct which advises that until further notice that they will be exercising their discretion to extend the redemption notice period from the current 90 days to 6 months with immediate effect.
22/203	Finance & Policy Committee and Bank mandate To approve, following their request, removal of Councillor Whibley from Finance & Policy Committee and bank mandate and seek additional committee member to be approved Further to request from Cllr Whibley it was resolved to remove her from the Finance and Policy Committee and bank mandate with Cllr Baskett to join Finance & Policy Committee and bank mandate Proposed GSa, Seconded BB, all in favour.

CHURCH CROOKHAM PARISH COUNCIL

Full Council Meeting

Init: _____

22/204

Actual vs Budget

To review actual vs budget figures at half year to end of September and ear marked reserves

Actual vs Budget figures were reviewed.

REVENUE - Summary Totals 2022-2023	Annual Budget	Actual year to date 6 months	Forecast 6 months	Likely out- turn	Variance
Total income	£ 356,748	£ 290,762	£ 69,905	£ 360,667	£ 3,918
Expenditure	£ 331,249	£ 138,865	£ 183,550	£ 322,415	£ 8,834
Projects	£ 3,500	£ 25, 063	£ 6,500	£ 31,563	£ 28,063
EMR movements	£ 22,000	£ 5,463	£ 10,000	£ 4,537	£ 17,463
Income/ Expenditure	£ 1	£ 132,298	£ 130,145	£ 2,152	£ 2,152

Revenue income: community centre income reduced due to loss of regular bookings. Concession income may also reduce

Revenue expenditure:

Forecast to be under budget, little expenditure required for Election Services, £1875 (i.e., quarter of election costs) could be moved to a new EMR Election costs and then continued over future years to save up for future elections rather than budget full amount once every 4 years, remainder to be released to general reserve.

Christmas decorations budget not required this year – released to general reserve

Audit fees lower than expected.

Parish events – smaller required for remainder of year due to lack of planned events – released to general reserve

Fleet Link – surplus could be moved to EMR Highways & Transport

Community centre cleaning costs – now includes security lock ups as no longer invoiced separately, offset by release of £2000 of equipment budget not required.

Peter Driver electricity – variance of £4250. Electricity is purchased by Hants CC Laser purchasing group from Npower. The Laser framework runs from 1st October 2020 to 30th September 2024, Hants CC decided to realign the first year to a financial year which required an 18-month contract. An 18-month price was agreed with Npower, which included built in provisos and a reconciliation was requested when the 18 months were up, as a credit was expected. Unfortunately, this exercise coincided with the invasion of Ukraine, difficulty with supply of utilities, increased pricing and Npower changing from one billing system to another.

The flexible pricing reconciliation resulted in an additional charge of £4837.42 followed by a credit of £93. The contract is now on a fixed price for 12 months with no further reconciliations. Notifications of the indicative price for 23/24 are due in November, plus Hants CC will be seeking support to extend the 4 year framework to 31st March 2025 to fully re-align with the financial year, followed by a further 4 year framework starting 1st April 2025.

Allotments ground maintenance currently under budget.

CHURCH CROOKHAM PARISH COUNCIL

Full Council Meeting

Init: _____

Projects:

Projects not yet started.

A further £3000 has been added to the defibrillator budget for the potential installation at Northfield Road – currently under investigation.

Parish Maps and Website expenditure offset by EMR movements.

Variance due to expenditure to date on athletics track improvements funded from EMRs and not budget.

Ear marked reserves:

Additional £10,000 added to EMR Peter Driver Improvements for potential new locking system, other movements are those agreed in the budget plus expenditure on athletics track, fence for pre-school from comm centre EMR and parish map project.

S106 - Summary Totals 2022 - 2023	Annual Budget	Actual year to date 6 months	Forecast 6 months	Likely out-turn	Variance
Total income	£ 2,500	£ 2,809	£ 3,637	£ 6,446	£ 3,946
Expenditure	£ 84,155	£ 23,050	£ 63,246	£ 86,296	£ 2,141
Projects	£ 8,000		£ 8,000	£ 8,000	0
EMR movements		£ 9,191	£ 0	£ 9,191	£ 9,191
Income/ Expenditure Excluding EMR offset	£89,655	£ 31,291	£ 67, 609	£ 87,850	£ 1,805

S106 income: budget income is interest on S106 funds, interest rates gradually rising.

S106 expenditure: open space maintenance expenditure includes installation of CCTV at Crookham Park.

Projects – planting not yet started.

Ear marked reserves:

Showing movements to cover quarterly S106 expenditure.

22/205

Draft Budget

To consider any additional changes to the Draft budget for 23/24

No further projects were put forward and budget will be finalised subject to next quarter performance against current budget to seek approval at January Full Council. The deficit showing in 25/26 budget year is not considered a concern at this time as this represents a very small proportion of total income.

CHURCH CROOKHAM PARISH COUNCIL

Full Council Meeting

Init: _____

22/206	Defibrillator To approve installation of new defibrillator at Northfield Road parade of shops Further to the September meeting where approval for replacement defibrillator at Allotment was given from the original budget, and following the analysis of actual vs budget year to date, additional budget has been allocated to facilitate installation of an further defibrillator in the community in the current financial year. Abyl assisted by Richard Taylor of the ambulance service who organises maintenance of CCPC defibs a visit to Northfield Road parade of shops was carried out and 2 potential siting options discussed. The hairdressing salon were receptive to hosting the defib and covering the electricity for the unit (quoted at £4 per annum). A further visit followed to meet with all the business partners to confirm that a defib unit would fit on the wall outside the business. The landlord, hairdressing business partners and management company of the whole building (residential and commercial) are all happy for the install to take place. It was resolved to approve £3,000 to install a new defibrillator to include cabinet, defibrillator and install costs at Northfield Road parade of shops. Proposed GSa, Seconded DM, all in favour.
22/207	Southampton to London Pipeline To receive an update on the Pipeline project An update to the pipeline works was provided: Peter Driver - Site enabling works is currently delayed due to water main that runs through the opened up gap between Peter Driver and the Tweseldown course requiring further investigation to understand engineering impact. Compensation claim as circulated has now been submitted to Fisher German for loss of income due to impact on grass pitches and not having usual teams able to play as no full-sized pitches available. Claim totals £6,661. As at Friday 21st the only question that has been raised is "Is CCPC making any savings through non-use of the pavilion this season". The response has been that the footballers do not have that much of a cost footprint as the pavilion is only utilised for changing rooms and use of toilets. Fisher German previously asked if CCPC would be happy to appoint a contractor to carry out remediation works following the laying of the pipe. CCPC confirmed acceptance to this option and commenced discussions with Kestrel. Clerk has now been notified that FG are appointing direct and has set up a meeting with the contractor to discuss additional works at the site to obtain quotes for pitch renovations. SANG - works on the SANG is now nearly complete. The pipeline has been tied in at the upper end of Naishes Lane adjacent to Thapa Close. Cllr Collings has been observing works and regularly requesting road sweeper to clean the roads as they have been getting very muddy with movement of machinery. Naishes Lane - works continues towards entrance to Kukri Gardens and the final stretch towards the completed area through the woodland towards Beacon Hill Road. Access to Kukri residents will be maintained throughout to minimise disruption. Letter sent to Kukri residents has been shared in Councillors area. Beacon Hill Road - traffic lights will manage one lane traffic as the pipeline comes out of the woodland towards Aldi from November 7th.

CHURCH CROOKHAM PARISH COUNCIL

Full Council Meeting

Init: _____

	Clerk asked to follow up on the following issues: Timescales and defect period to be confirmed and ensure included in legal documentation SANG reinstatement works to ensure soil screening is carried out as part of topsoil reinstatement Naishes Lane drainage enhancement works to ensure that this work is still to be carried out
22/208	Crookham Park Update - including roads To receive an update on Crookham Park issues and approve any required actions LEAP: Further to the planning issues surrounding the outstanding LEAP CCPC are finally in receipt of a proposal for an alternative facility in place of the LEAP to be discussed in a meeting with TW. 5 Units has been mentioned in terms of Taylor Wimpey budgetary constraints (equal value to LEAP) but the slides depict consideration of accessible equipment in the mix. The location displayed on the Kompan slide is not what was discussed and this will need to be confirmed as part of any planning submission. The proposal includes outdoor gym equipment to be situated adjacent to the basketball MUGA, athletics track, tennis courts and the proposed location for the athletics club house. Working party currently includes Cllrs Saunders and Moss. Cllr Collings volunteered to join the working party to take the discussions forward with TW and Hart planners and re-raise other site issues outstanding. A meeting to be arranged by Clerk.
22/209	Sensory Garden Project Update To receive an update on the timeline and progress of the Sensory Garden project Meetings have been held to establish next steps to progress the sensory garden project: 2 meetings took place with Garden designer to confirm positioning of garden within location based on tree root zone 1 meeting held with potential blacksmith to create artistic fence and art feature within garden (potential for community involvement) Outcomes of meeting with garden designer include: Agree to create a mood board to display for resident consultation especially residents from Gurung Way that will overlook (will include blacksmith designs) Specification to enable grounds contractor to quote for setting out of paths and irrigation system, benches, sleeper wall etc. Seek to invite contractors to provide quotes to bring to November meeting to enable contractor to be booked for early Spring works - subject to outcome of resident consultation. Agree to spray paint layout in conjunction with consultation via mood board EMRs held for project: S106 Public Art - £28,537 to include artistic fence and central garden feature Precept Sensory Garden - £24,660 to include path install, irrigation system, benches, sleeper wall, wooden fence and balustrade, rockery (propose relocate boulders from NEAP creating potential space for additional play equip in future). Planting potentially from Planting budget 23/24.

CHURCH CROOKHAM PARISH COUNCIL

Full Council Meeting

Init: _____

22/210	Quotes To receive and approve quotes for works required None
22/211	To approve payment of accounts for October 2022 It was resolved to approve the payment of accounts for October 2022 Proposed PC, Seconded JF, all in favour.
22/212	Clerks Report To receive Clerks report and approve any actions arising F6 Production team - Following presenting the project scope to F6 media students pitches were put forward from 4 teams. All proved that the students had listened to the brief but Orange team proposed a blend of graphics and media to enhance media presence. Malcolm and I will be meeting the team on 2nd November. Kestrel/ Athletics - have been continuing to cut grass see photos provided this week. Secondary drainage works still not commenced but latest indications to take place week commencing 24th. Speed watch - a request was put forward to supply signs to be mounted at the speed watch locations and Clerk was put in touch with company who provide them. Examples provided in Councillors area. Locations are being audited to provide information on suitable lampposts to then inquire about pricing of signs and permissions to mount and any associated costs from HCC. Are CCPC supportive of signs at the locations if feasible (EMR held of £4,410 Improved parish signage) It was agreed to cost install prior to determining style and wording for signs. Clerk has inquired about Thermal imaging camera scheme offered by Hart to give residents an opportunity to hire them to assess how thermally efficient their houses are and then seek to improve and save costs long term. Councillors happy to support this initiative, Clerk to confirm interest to Hart DC.
22/213	To receive monthly safety reports Reports were received
22/214	External Bodies Committee reports To report on external bodies committee meetings attended and recommend any action required by the Parish Council Cllr Saunders attended Farnborough Airport meeting. Reiterated complaints about the increased number of flights over Church Crookham and since there has been a noticeable reduction. Next meeting due to be held 3rd November and will continue to ensure that the airport held to account ensuring flights following the correct flight paths to lessen the impact on Church Crookham residents. Cllr Saunders also attended Hampshire Pension Fund update to represent CCPC as an employer. Cllr Collings report on HDAPTC was circulated. HDC are encouraging parishes to participate in the thermal imaging camera project.

CHURCH CROOKHAM PARISH COUNCIL

Full Council Meeting

Init: _____

22/215	To agree dates of next meetings Meetings due to be held: 14th Nov Planning Committee 7.30pm Staff Committee Propose 15th or 16th Nov TBC 28th Nov Planning Committee 7.30pm followed by Full Council 12th Dec Planning Committee 7.30pm 9th January Planning Committee 7.30pm followed by Finance & policy Committee 23rd January Planning Committee 7.30pm followed by Full Council
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The meeting closed at 9.38pm

Signed:

Date: