

CHURCH CROOKHAM PARISH COUNCIL

Full Council Meeting

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

Date and Time: Monday 26 February 2024 from 7.45pm

Place: Acorn Hall, Church Crookham Community Centre

Present:

Councillors: Gareth Saunders (GS) Chair, Debbie Moss (DM), Alan Jones (AJ), Bruce Bulgin (BB), Gill Thomas (GT), Peter Collings (PC), John Ford (JF), Michael Burford (MB), Annette Whibley (AW).

Also: Claire Inglis (Clerk)

HCC Cllr Stephen Parker

HDC Cllr Chris Axam

There were 3 member(s) of the public present.

Meeting commenced at 7.45pm

24/037	Apologies for absence Apologies were received from Cllr Nick Baskett
24/038	To approve minutes of previous meetings To receive and approve as a correct record the minutes of the Full Council meeting held on 22nd January 2024 and Extraordinary meeting held 12th February 2024 To receive the minutes and accept recommendations of the following committee meetings and to return to committees any issues for reconsideration: Planning Committee Meetings - 22nd January & 12th February 2024 It was resolved to approve the minutes of Full Council of 22nd January, 12th February, Planning Committee meetings of 22nd January and 12th February. Proposed GS, Seconded PC , all in favour.
24/039	Dispensations To receive any written requests for disclosable pecuniary interest dispensations from members None received
24/040	Declaration of interest relating to any item on the agenda. Cllr Whibley declared an interest in the Fleet Phoenix grant application as a trustee
24/041	Chairman's Announcements The Chair thanked the parish office staff who are very currently very busy facing the challenges of the drainage issue at Peter Driver Sports Ground, the grounds maintenance tender etc.

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24/042	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. 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's February report was received - see appendix
24/043	Grant Applications To receive and consider approval of grant applications The balance remaining in the grant budget £7,295 prior to receipt of the following applications:- It was resolved to award a grant of £1,025 to Fleet Phoenix - Summer Project Proposed GS, seconded DM , 8 in favour, 1 abstention It was resolved to award a grant of £750 to Fleet Carnival - Summer 2024 Proposed GS, seconded BB, all in favour. A proposal of £2,000 to Music on the Views was not carried. It was resolved to award a grant of £1,000 to Music on the Views Proposed PC, seconded GS, 6 in favour, 3 against
24/044	Skate Park To receive a follow up and seek approval for use of skate park for lessons Cllr Ford and Clerk met with Ben from Frontside Skate School following the January meeting. Ben is a very enthusiastic skater who would like to deliver lessons using the CC skate park, he presented his certificates to confirm that he has obtained a DBS certificate, has insurance for public liability up to £10m, and has attended a course on provision of skateboarding lessons. Ben is currently seeking permission to start advertising to hold lessons at the skate park from end March/ early April as the weather improves and days get longer. Discussions included provision of a business plan and detailed lesson plan as well as trial lesson, which Ben is looking to do as well as attend a First Aid Course. Exclusivity cannot be guaranteed at the skate park, Ben explained that taking turns was one of the key aspects to his lesson plan due to his experience in using skate parks, he was also made aware that there may also be a future charge for use of the park for this purpose. One of the benefits to CCPC of Ben's use of the skate park could be having a regular presence by someone who values the facility and could serve as an early warning system for any issues at the park. It was resolved to grant permission for Ben to use the skate park to hold lessons based on the following conditions: Ben is to sign up to Open Spaces Policy Liaise with CCPC to report any issues/ concerns at the park Understand that the facility is not exclusive use during a lesson Attendance on 1st Aid training - proof of attendance to be provided to Clerk Certificates and Insurance kept up to date Proposed GS, seconded MB, all in favour

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24/045	Hampshire County Council Consultations: Future Services Consultation Minerals & Waste Plan: Partial Update Consultation To receive and approve consultation responses Cllr Saunders formulated the following response: Church Crookham Parish Council (CCPC) submits the following response to the Future Services Consultation • Highways: given the given the general state of highways in Hampshire, any cuts to highways maintenance should be resisted. Household Waste Recycling Centres (HWRC): Farnborough HWRC (tier 2) already operates at 89% of capacity (HCC data). Closing Hartley Wintney HWRC (tier 4) and Aldershot HWRC (tier 3) would push Farnborough's HWRC capacity to 153%. How will that be managed? Reducing opening hours would also have a negative effect. The result of these changes is very likely to increase fly tipping in the local area. • Passenger Transport: Cuts to rural bus services to save £800,000 at a time when the 24/25 budget proposal has £73 million over 3 years for an "integrated transport plan" makes little sense and would likely result in more car journeys and increased isolation for some members of the community. • Why are all community transport services being cut when there is such difference between services: - o Dial-a-ride (cost 500k for 54k journeys, £9.26 per journey), - o Taxishare (£157k for 18k journeys including 12@£231 each in one area, £8.72 overall), - o Wheels to work (73k for 34 users, cost to HCC £2,141 per user), - o Connect group hire services, including Fleet connect (142k cost, 59k journeys, £2.40 per journey). Again, the typical users of the Connect services (excl. WTW) do not necessarily have access to alternative transport and would likely suffer from isolation. The new budget includes £43mn for walking and cycling infrastructure- many users of community transport cannot walk or cycle long distances. HCC could commit £40mn to this and retain community transport in full. The disabled bus pass cuts save the county council 70k a year. • School crossing patrols (SCP): SCPs should only be cut once alternative safety measures are in place. When the HCC budget building/infrastructure proposals total £880.6 million over three years and with the proposed "4-year total investment by the county council in the fabric of Hampshire to £1.4bn" it appears that HCC is keener to build new "structures" rather than maintain the existing infrastructure, particularly roads. CCPC also questions how cutting support for community transport balances with HCC commitments to tackle climate change? It was resolved to approve the response to the Future Services Consultation and to offer No Response to the Minerals & Waste Plan: Partial Update Consultation Proposed GS, seconded BB all in favour.
24/046	Grounds Maintenance Contract To receive a recommendation to appoint the Grounds Maintenance contract A summary presentation following all the meetings held to discuss the process was circulated. It was resolved that following the Grounds Maintenance Contract tender process: • Subject to agreement from the incumbent, to extend the existing GM Contract through to 01.09.2024 (as per the existing contract). • Continue with the existing contractor for Athletics Track Maintenance through to 01.09.2024. • Seek quotes for Sports Facilities Maintenance from specialist contractors covering Peter Driver, Athletics Track and Tennis Courts, to start 01.09.2024. • Appoint Company E (present incumbent) to start 01.09.2024 for open spaces provision of maintenance excluding sports pitch maintenance. Contract value £62,500.

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	•At year end move any unspent funds from Grounds Maintenance contract budgets (precept & S106) to EMR Grounds Maintenance. This EMR is to be used to cover any shortfall in the overall budget available for grounds maintenance in 2024/2025. Proposed GS, seconded JF all in favour.
24/047	Taylor Wimpey and Crookham Park Update To receive an update on Taylor Wimpey Crookham Park works Following the January meeting it was agreed to write to TW CEO to escalate concerns over delays to progress on Crookham Park issues. Letter circulated. A holding response has since been received, with a more detailed response to be expected by 28th February. The Clerk will gather further evidence and to reply to TW to ask for a commitment to a meeting date.
24/048	Chesilton Woods To receive an update on Chesilton woods work and consider next steps for implementing ideas submitted by residents Work commenced in the woods before Christmas and the bulk of the major cut back has now been completed. A litter pick is required before the mulch works take place and has been organised for Friday 1st March. A summary list of responses from the last newsletter has been collated based on the common themes of things that local residents would like to see. Following completion of the works, staff may then engage with relevant parties for advice e.g. arboriculturist, tree surgeons, botanist, Friends of Basingbourne Woods. See Appendix 2
24/049	Peter Driver Drainage Works To receive an update on Peter Driver drainage works Further to the approval to appoint T J Hunt to carry out works to resolve the drainage issue at PD this work is set to commence on Monday 26th February. T J Hunt have issued their program of works and Risk Assessment Method statement (RAMS) and Insurance documents as well as their method statement. These have been shared with the QBP Management company, Fisher German (ESSO pipeline) and SGN (gas network) Fisher German manage the safety of the ESSO pipeline and have confirmed their attendance at the dig. Fisher German have agreed to waive any charge for attendance. SGN Intermediate Pressure gas main is in the vicinity of the dig. SGN have given the go ahead and may also attend the dig. QBP management have so far understood what is involved and have verbally given the go ahead. Temporary removal of the planted border may be necessary and Clerk has stated that CCPC will not accept liability for removal and temporary storage of plants/ trees and any subsequent loss after replanting.

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	Monday 26th - Clerk met TJ Hunt on site - fence between sites has been remove & Heras fence erected around dig site to protect members of public. Water is being pumped from QBP attenuation tank overground into culvert on PD site via exposed manhole, to reduce the height of the water. Clerk also met Colliers representative to organise removal of plants. Fisher German & SGN have confirmed attendance from Tuesday.
24/050	Road Use Education To consider a project to increase education about speeds on Church Crookham roads Cllr Collings will lead on a community project to raise awareness for safer use of Church Crookham Roads, by engaging with the local junior school to create a sign for use to promote safer/ slower driving on the local roads.
24/051	Councillor ID Cards To consider purchase and terms of use for Councillor ID cards It was resolved to approve ID cards for councillors with the following conditions: For use only when attending ON BEHALF OF CCPC or representing CCPC at training courses, networking events, CCPC events, planning appeals. To include term of office dates e.g. current term expires May 2026 To be handed in upon resignation from council. Proposed GS, seconded JF all in favour
24/052	Thermal Camera Imaging Project To confirm support for CCPC to conduct thermal imaging on behalf of residents CCPC has already confirmed an interest in taking part in the Thermal Camera imaging project that is being run by Hart. Some trials have been completed by other parish councils and Hart DC is now ready to roll this out further. Residents from Church Crookham (7 in number) have expressed their interest in having their property thermally imaged. HDC has informed CCPC that the camera will become available in next couple of weeks, together with training from an HDC officer who has volunteered to support CCPC. Cllrs JF BB & PC volunteered to take part in the project.
24/053	Allotment Waiting List To receive and approve a recommendation to reduce plot sizes and delegated authority to Clerk to determine plot mix The current allotment waiting list has 49 Church Crookham residents on it, and the demand is predominately for starter and small plots. A current plot holder of a standard plot is would also like to move to a smaller plot. It was resolved to give the clerk delegated authority to determine the future split of standard plots as

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	they become vacant, into starter or small plots, in order to meet the demands of the wating list. 40% of the site is to remain as standard plots. The next allotment inspection should collate the number of under -utilized standard plots and then those plot holders should be contacted to confirm whether they want to continue to manage the whole plot or give up the under-utilized part of the plot. Any available part-plots could then be used to reduce the wating list. Proposed GS, seconded GT, all in favour.
24/054	Overtime To consider and approve a recommendation for staff overtime Clerk met with Chair of Staff and Council to seek additional hours for Community Centre Officer on temporary basis. This would be paid as overtime on the hourly rate of the staff member. The proposal is put forward to seek to future proof resilience in team for cross role knowledge. Team changes are inevitable in the future and by giving options to realign roles or part of roles within future team changes will provide flexibility and less reliance on Clerk and therefore reducing this risk. Up to a maximum of 6 hours per week to be monitored by Clerk and specific task driven. It was resolved to approve the payment of overtime to the Community Centre Officer, at the officer's usual hourly rate, to a maximum of 6 hours per week, for specific tasks monitored by the Clerk. Proposed DM, seconded GS, all in favour
24/055	Flagstone To receive and consider options for approval relating to Flagstone investment placements Full Council Jan 24/017 part of the resolution stated • Of the £334k precept cash in Lloyd's deposit account – deposit £300k in Flagstone 6-month deposit account and retain the balance as general reserve. Subsequently £300k was transferred to Flagstone holding account, however only £297,614 was available for deposit due to Flagstones current requirement to hold £2496.28 in reserves to cover annual management fees. After email consultation with councillors £295,324 (equivalent to total EMR PD Improvements) was deposited with Standard Chartered at 5.10% for 6 months. The balance of £2290 was to be used to top-up the HSBC instant access account, however Flagstone has since informed CCPC that since the HSBC Instant Access account was opened last June the partner bank in question has changed it's minimum and maximum deposit amounts allowed for new top ups to £85k, therefore CCPC is unable to top-up it's instance access account. Options: • To leave £2290 in HSBC holding account on Flagstone platform until sufficient interest has accrued to make the total deposit up to £85,000, at which point the existing HSBC account will have to be closed and a new account opened in order to make the full deposit. Interest rate 5.2% • Close the HSBC instant access account now and open a new instant access account with a deposit of £73,780 (cash on deposit) + £2290 (balance in holding account) + circa £2606 (interest accrued) = £78,676. Best interest rate currently available Hampshire Trust Bank 4.95%.

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	It was resolved to leave £2290 in HSBC holding account on Flagstone platform until sufficient interest has accrued to make the total deposit up to £85,000, at which point the existing HSBC account will have to be closed and a new account opened in order to make the full deposit. Proposed GS, seconded BB all in favour.
24/056	Policy Review To receive and approve any amendments of reviewed policies Anti-Fraud and Corruption Policy proposed changes: to include the deputy clerk's contact details as an alternative to contacting the clerk. Proposed GSa, seconded BB, all in favour
24/057	Fidelity Guarantee To review the level of fidelity guarantee covered by the Parish Council insurance policy and recommend any amendments To review the level of fidelity guarantee covered by the Parish Council insurance policy and recommend any amendments. Report circulated. The current level of cover for all members & employees: £2m. A fidelity guarantee is cover against theft of council money by staff or councillors, therefore the level of cover required should be equivalent to the largest sums of money held during the year. In most parish councils this is usually when the precept is received in April and October, however CCPC also holds large sums of S106 funds. The current level of cover for all members & employees: £2m. Funds held in PC bank accounts at 31st January 2024 - (of which £436,971 is held in Lloyds 36-month bond maturing 12 March 2024 – of which £323,00 will be re-invested.) £ 1.27 million Funds held in CCLA LAPF £ 900,000 Funds held in investments on Flagstone platform £ 500,000 Budgeted revenue & S106 income 2024 2025 (of which the precept £234,769 is received in 2 instalments in April & October) £ 404,678 Budgeted revenue expenditure & S106 expenditure 2024 2025 £ 484,838 Total expected to be managed in 2024 2025 £ 2.59 million Of the £2.59 million, low risk inaccessible funds total £ 1.4 million. It was resolved that no changes were required to the current level of fidelity guarantee. Proposed GS, seconded DM, all in favour

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24/058	Internal Controls To carry out a review of internal controls It was resolved to accept the following changes: • addition of - CCPCs investments are reviewed on a quarterly basis by Finance & Policy committee and reported to Full Council • change - Majority of payments are made by internet payments to Where possible/practicable payments are made by internet payments. Proposed GS, seconded DM all in favour
24/059	Quotes To receive and approve quotes for works required. It was resolved to : • Ratify completed fence repairs approved by FORMS vote - JB Corrie £2585.25 • Approve Treasure Fencing - removal of buggy store in pre-school grounds as the Perspex is damaged and to include replacement section with fencing to match £450. • Approve repair to window mechanism in Oak Hall - Do Anything £495. Proposed GS, seconded GT all in favour
24/060	To approve payment of accounts for February 2024 0 Monthly expenditure and bank reconciliations had been reviewed by Cllrs Moss and Thomas. It was resolved to approve the monthly payments Proposed DM, seconded GT, all in favour
24/061	Clerks Report To receive Clerks report and approve any actions arising To receive Clerk's report and approve any actions arising. A complaint had been received from a regular hirer of the community centre - the council agreed that it is happy for the Clerk to respond accordingly.
24/062	To receive monthly safety reports The reports were reviewed.
24/063	External Bodies Committee reports To report on external bodies committee meetings attended and recommend any action required by the Parish Council To report on external bodies committee meetings attended and recommend any action required by the parish council. Hart District Association Parish & Town Councils attended by Cllr Jones and minutes circulated Hampshire Bus update attended by Cllr Collings and Clerk slides circulated.

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24/064	To agree dates of next meetings Upcoming meetings 2024: Planning 11th March 7.30pm Planning 25th March 7.30pm followed by Full Council from 7.45pm Planning 8th April 7.30pm Finance & Policy 15th April 7.30pm Planning 22nd April 7.30pm followed by Full Council from 7.45pm Annual Parish Meeting 29th April from 7pm Planning 13th May 7.30pm Planning Tuesday 28th May 7.30pm followed by ANNUAL MEETING from 7.45pm
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The meeting closed at 9.51pm

Signed:

Date:

Appendix 1

Update from Hampshire County Councillor Stephen Parker

January 2024

1. County Council Budget Consultation

You will no doubt have seen the publicity about councils 'going bust' in the last few months. The latest was Nottingham City Council, closer to home Southampton City Council is close to declaring it cannot deliver a balanced budget and Somerset Council is asking the Government to allow them to increase Council Tax by 10% this year to avoid the same situation. Hampshire County Council is not in that position, yet. Unusually for many councils it projects its finances ahead by a number of years. As I have mentioned before, these projections show that while it will be able to balance its budget for the next two years, by 2026 there will be an anticipated shortfall of £132 million.

The County Council has a legal responsibility to carry out certain functions. Examples of this are social care costs for older people, support for those with disabilities, the care of vulnerable children and young people and school transport for those who meet the statutory criteria. These mandatory services are increasingly expensive without sufficient government support to fund them fully.

Other services are discretionary, the council chooses to do these. HCC therefore has to consider ways by which it can balance its budget going forward, absent government support. As a result, it has now launched its consultation on how it might change its discretionary services to meet that budget shortfall. These include:

School Crossing Patrols - HCC do not have a legal duty to provide school crossing patrols. It does however have a legal duty to ensure children can travel to school safely.

Winter Gritting Routes - these have not been reviewed in many years, so it will be testing whether the current network is needed.

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Community Transport and Bus Services - there is no legal duty for the County Council to support community transport or to subsidise bus routes. However, both these can play a vital role in combatting social isolation and enabling access to vital services.

HWRCs – I talk more about this below.

You can read more about the consultation here:

<https://www.hants.gov.uk/aboutthecouncil/haveyoursay/consultations/future-services-consultation> I

do encourage you to take part, do not rely on others to do so.

2. Household Waste and Recycling Centres (HWRCs)

Hampshire is the best served county in terms of its waste and recycling centres, we have more per square mile, per head of population and open them longer than any other area. As a Waste Disposal Authority, the county council is obligated to arrange for the deposit of household and garden waste at no charge under the Environmental Protection Act 1990. In 2022/23, residents made 2.1 million bookings, depositing nearly 120,000 tonnes of waste across our 24 HWRCs, costing over £10 million a year to operate.

The county council is now consulting on a range of proposed changes to save money, including:

- charging for discretionary services (such as premium booking slots, additional services by site staff and chargeable items like gloves and sacks)
- alternative delivery models, such as handing over management to charities or community organisations or districts or borough managing some sites
- reductions to types of waste accepted at some sites
- reducing opening days and or hours
- Potential reductions to opening hours and days to achieve savings
- reducing the number of sites.

In assessing whether sites should be considered for closure, the council has split the sites into four tiers, based upon their size, usage and the cost of running them and is consulting on three options: no closures; just closing Tier 4; or closing Tiers 3 and 4. The tiers are as follows:

- Tier 1 are newer, larger sites; these are Andover, Basingstoke, Eastleigh, Gosport, Segensworth, Waterlooville and Winchester
- Tier 2 are strategic locations which may need some investment; these are Alton, Efford, Farnborough, Havant and Netley
- Tier 3 are smaller, more operationally challenging sites and comprise Aldershot, Bordon, Casbrook (Romsey), Hedge End, Marchwood, Petersfield and Somerley
- Tier 4 are the smallest sites, poorest performing and most expensive to run; they are Alresford, Bishops Waltham, Fair Oak, Hartley Wintney, Hayling Island.

For us in Hart, the Hartley Wintney one which will concern us most. It is a constrained site with no path to improvement and down a narrow country lane. It is the site of choice for those in the North

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of the district including much of Fleet. In the course of this exercise, the County Council will have to consider how we provide for those residents in the future.

Not all the proposals may be taken forward but savings will have to be found, especially following the additional £2m per annum cost as a result of the Government's ban on charging for DIY waste, as I mentioned last month.

3. New 20mph policy introduced

HCC's new policy on 20mph speed limits has now been introduced. The new policy allows the council is to introduce speed restrictions where there is a proven safety need for them, for example outside schools. In addition it allows communities to request the introduction of 20mph zones in their own area, subject to meeting specified criteria.

One of criteria, as I have mentioned before, is clear evidence of community support as 20mph zones can be very divisive. Secondly, communities will need to fund the introduction of the schemes they request themselves. This should be possible through the use of Community Infrastructure Levy, S106 or other forms of developer contributions. Given the financial challenges I have referred to above, the county council does not have the resources to fund these. Communities should also give thought to measures to reduce speed, such as Speed Indicator Devices where not already in use. Such devices need to be those which collect data on speeds etc. to inform any future changes to traffic regulations.

Appendix 2

Chesilton Feedback Action Plan

Introduce better paths for access to walk in, through, around woods	Path	Tracks suitable for elderly	CCPC would need to seek advice as to the best surface for this and cost up. Would need to be sustainable in terms of cost, suitable to environment and maintenance.
Introduce seating	Some concern voiced over ASB	Suggestion that could be natural feature e.g. log bench	CCPC need to carefully consider location and access to bin within woodland that is accessible for removal by contractor.
Encourage wildlife	Suggestions include introduction of Bird boxes Bug boxes Bat boxes Owl boxes		CCPC to understand the best locations for sightings these so as to encourage wildlife and appropriate numbers and placement of items in relation to each other.
Native planting	Residents keen to see new and native planting	Friends of Chesilton suggested to assist.	CCPC to seek advice from Arboriculturist, woodland expertise, tree surgeons to understand best suited to the environment and for future management.

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<i>Orobanche hederæ</i>	Hampshire notable plant location provided by resident and tree surgeon aware of its location.	Do we protect this area in some way?	CCPC to understand seek advice from experts.
Holly native	Resident did not want to see further removal but tree surgeon already planned to leave some larger plants in woodland to be managed.		CCPC to understand the management and maintenance required for remaining holly. The holly blue butterfly is known to the area.
Flytipping	Newsletter to state not to be encouraged sign up to green waste or compost at home		CCPC to consider notice damage / impact that dumping garden waste can have. Also educate through newsletter.
Concerns over ASB	More open now less likely. Possibility no matter where.	Report any ASB	Woodland more open therefore less likely to be any serious ASB activity in woodland.
Den building	Not a popular choice	Friends of Chesilton suggested that this would be good ONLY if organised through groups such as Cubs, etc.	CCPC to seek advice and only invoke if an organised activity to educate youngsters of the value of woodland.
Bin and dog poo bag dispenser	Suggested to promote better behaviour by dog owners		CCPC to investigate best location for bin and poo bag dispenser. Associated signage to describe the environment, discourage flytipping etc.
Levelling of cycle route	Only 1 or 2 suggested levelling the bike track but activity has decreased on this. 1 resident happy to see youngsters playing in this way on woods.	Could be seen as a positive with youngsters playing outside and is difficult to deter, monitor and costly.	CCPC to monitor activity and any associated ASB. Keep area tidy.
Friends of Chesilton	Suggested by one resident to support work in woodland: Get involved in Litter picks Community picnic Working parties		CCPC to invite to litter pick and seek connections to set up a group and encourage participation.