

CHURCH CROOKHAM PARISH COUNCIL

Full Council Meeting

Init: _____

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

Date and Time: Monday 27th January 2025 from 7.45pm

Place: Acorn Hall, Church Crookham Community Centre

Present:

Councillors: Gareth Saunders (GS) Kate Stewart (KS), Alan Jones (AJ), Annette Whibley (AW), Gill Thomas (GT), Debbie Moss (DM), John Ford (JF) Alan Jones (AJ)

Also: Claire Inglis (Clerk) and Sam Rowe (Deputy Clerk)

HCC Cllr Stephen Parker

HDC Cllr Chris Axam

There were 5 member(s) of the public present.

Meeting commenced at 7.45pm

25/001	Apologies for absence The chair opened the meeting with a moments silence for Holocaust Memorial Day Apologies received from Cllr Bulgin & Burford
25/002	To approve minutes of previous meetings To receive and approve as a correct record the minutes of the Full Council Meeting 25th November 2024 To receive the minutes, approve and accept recommendations of the following committee meetings and to return to committees any issues for reconsideration: Planning Committee Meetings - December 9th, January 13th Finance & Policy Meeting - January 13th It was resolved to approve minutes as listed as correct record of meetings Proposed GS, seconded GT, all in favour
25/003	Dispensations To receive any written requests for disclosable pecuniary interest dispensations from members None received
25/004	Declaration of interest relating to any item on the agenda. Cllr Moss re agenda item 25/012
25/005	Chairman's Announcements Chairman welcomed Christie Haslett our new Community Centre & Events Officer to the council, commenting that she has already made an early impact in her role.
25/006	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. County Cllr Parker updated further on his January 25 report re attendance at the QEB steering committee meeting - See agenda item 25/033.

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	On Devolution, he explained the process that had taken place so far at Hampshire CC and the need for elections to be postponed. It was agreed to discuss this further under agenda item 25/012.																																														
25/007	PCSO Update To receive an update from our local PCSO Sam Page PCSO Sam Page, in attendance was welcomed back after maternity leave and she reported that she would be happy to deliver crime statistic data for the locality at the next meeting, but that Church Crookham remains a low crime area. She has lived and worked locally for four plus years and would be happy to host surgeries from the community centre subject to her new 9 - 5 working pattern. It was agreed to put out a poll on the desire for police surgeries.																																														
25/008	Actual vs Budget April to December 2024 To receive and approve recommendations of the Finance & Policy Committee review of updated actual vs. budget figures for April to December 2024 Finance & Policy minutes detail the information relevant to this agenda item and the decisions that F&P recommend <u>Church Crookham Parish Council Actual vs Budget 2024 2025</u> April 2024 - December 2024 <u>Summary of Total Income, Expenditure, Projects and movements to Ear-Marked Reserves (EMRs)</u> <table><tr><th colspan="2">Precept or S106</th><th colspan="4">Precept</th></tr><tr><th rowspan="2">Inc or Exp</th><th rowspan="2">Type</th><th colspan="4">Values</th></tr><tr><th>Sum of Budget 24/25</th><th>Sum of Actuals year to date</th><th>Sum of Forecast</th><th>Sum of Total year to date</th></tr><tr><td>Income</td><td></td><td>404,678</td><td>402,242</td><td>41,568</td><td>445,758</td></tr><tr><td>Exp</td><td></td><td>-368,064</td><td>-249,892</td><td>-112,965</td><td>-362,920</td></tr><tr><td>Project</td><td></td><td>-9,000</td><td>-21,702</td><td>-9,000</td><td>-30,702</td></tr><tr><td>EMR</td><td></td><td>-27,875</td><td>-26,866</td><td>0</td><td>-26,866</td></tr><tr><td>Grand Total</td><td></td><td>-261</td><td>103,782</td><td>-80,397</td><td>25,270</td></tr></table> Precept Income Facility Income - (football bookings and Community centre bookings) likely to be £6k better than budget due to cautious budgeting Interest received - on Flagstone investments and bank interest likely to be £20k better than budget due to Flagstone cash investment based on managed cashflow requirements Sundry income - Grant paid from Hart DC reference UK Shared Prosperity Fund - Access to Athletics budget £14.7k, and grant from Football Foundation for goal posts £1k. Precept Expenditure Employment - likely to be £16k better than budget due to change to employee profile Admin costs higher due to:- Bank Charges - second half year forecast may improve due to Flagstone management fee removed as reflected in lower interest rates. IT Licences and HR Support Comm Centre Rates - Budgeted for anticipated charge but received discretionary discount (therefore will continue to budget for rateable value) £7.5k less cost this year	Precept or S106		Precept				Inc or Exp	Type	Values				Sum of Budget 24/25	Sum of Actuals year to date	Sum of Forecast	Sum of Total year to date	Income		404,678	402,242	41,568	445,758	Exp		-368,064	-249,892	-112,965	-362,920	Project		-9,000	-21,702	-9,000	-30,702	EMR		-27,875	-26,866	0	-26,866	Grand Total		-261	103,782	-80,397	25,270
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Grounds Maintenance

Open space maintenance - £19k costs taken in year for pitch renovations partially offset by true run rate in GM contract - hence potential overspend against budget to seek recommendation to full council.

Project Spend - £19k Athletics cost partially offset by HDC UKSPF grant of £15k.

EMR movements - as budgeted

S106 Actual vs Budget- Precept Income

Church Crookham Parish Council Actual vs Budget 2024 2025

April 2024 - December 2024

Summary of Total Income, Expenditure, Projects and movements to Ear-Marked Reserves (EMRs)

Precept or S106 S106		Values			
Inc or Exp	Type	Sum of Budget 24/25	Sum of Actuals year to date	Sum of Forecast	Sum of Total year to date
Income		0	100,000	0	100,000
Exp		-95,035	-123,581	-36,254	-159,835
Project		-13,000	5,669	0	5,669
EMR			-48,623	0	-48,623
Grand Total		-108,035	-66,535	-36,254	-102,789

S106 Income

Maturing investment relates to Nationwide deposit on Flagstone which became less than 12 months to maturity hence moved from Investment status to cash

S106 Expenditure

Non-Project spend £75k YTD vs annual budget £95k

Grounds maintenance contract renewal commenced September 1st so new run rate will be billed going forward hence low spend vs actual YTD.

Open Space Knee rail project to protect open spaces hit taken in year £17.5K

Tree works has been completed may go over budget depending on timing of Channer Close copse works.

Investment Spend - surplus Flagstone cash reinvested for 4 years – to be used in future as inflationary protection

Project Spend - planting project not likely in this financial year.

Public Art - completion of Sensory Garden pieces

Projects - To be budgeted under OS Maintenance in future years

EMR movements

Public Art - EMR now spent and closed

Net Flagstone investment movements offset Maturing Investment and Investment spend detailed above.

It was resolved to approve the Finance & Policy Committee recommendations re the forecasted surplus of £25k in the precept budget.

- Increase the budget for Community grants by £4k based on grant applications due to be considered at January Full Council meeting.

- Community Centre Roof repairs invoice now reflected in forecast for Community centre maintenance of £5.5k

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	- The remaining surplus will increase the CCLA mitigation EMR. Proposed GS, seconded AJ, all in favour.
25/009	Ear Marked Reserves To consider and approve recommendation of Finance & Policy Committee meeting held 13th January for year-end EMR movements. Total Ear Marked Reserves held £738k Precept EMRs £566k S106 £172K (net of £900k CCLA and £773k Flagstone held in cash or property investments) Precept EMR movements in year £30k annual budgeted EMR offset by £3k expenditure on computer hardware and new SID S106 expenditure to be reflected in EMR movements at year end. It was resolved to approve the Finance & Policy Committee recommendations to make the following changes to the EMR's: - Parish Maps to be merge with website and computer EMR and re named as IT. - Sports Equipment to merge with Community capital project. - Highways and Transport to merge with Inflation mitigation and S106 SANG and Allotment car park/access road and Sandy lane car park.(Still tracking S106 EMR as this is ring fenced) - Peter Driver Sports Ground information board to merge with Peter Driver Improvements. - Lynwood Path resurfacing balance after project complete to merge with Open space project. - S106 Community Centre Capital Expenditure and Environmental impact Assessment to merge with precept Community centre EMR. Proposed GS, Seconded DM, all in favour.
25/010	Grant Applications To receive and consider approval of grant applications From the £16k budget to date grants awarded total £11.5k to Challengers, Vine Church, Citizens Advice, Fleet Festivities, Art Festival, Poppy Appeal, Fleet Xmas Lunch and Church Crookham Junior School. Remaining budget therefore £4.5k prior to decision made under 25/008 to increase the budget this year by £4k from anticipated year end surplus. a) Mens Shed £750 to improve dust extraction and filtration - A proposal to fund 3 extraction/filtration units needed by the Mens Shed was put forward on the grounds of health & safety for all shed members. Approved grant of £2,250 Proposed NB, seconded AW, all in favour. b) 101st Church Crookham Scout Group - grant for purchase of trailer to enhance camp out events Approved grant of £4,000 Proposed GS, seconded DM, all in favour. c) Mustard Seed £250 for staff laptop Approved grant of £250 proposed GS, seconded AW, all in favour. d) Fleet Carnival committee £1,000 for 2025 Carnival Decision deferred to February meeting due to response to council queries on the application.

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25/011

Taylor Wimpey and Crookham Park Update

To receive an update on Crookham Park outstanding developer obligations
Meeting held Friday 24th on site with 2 TW representatives - a very useful meeting

TW instructed Frontier Surrey to repair the damage to the paving in the roadway at the junction of Jubilee and Boyce, and also asked them to place bollards in front of the build-outs on Leipzig to make them more visible.

Jack at TW will follow up with Bancums who did the recent resurfacing works on the development and ask that they return to remove the dropped kerb on Boyce/Byrne where the TWWL compound was and make good the pavement there. TW claim it was part of the works instructed.

Met at the Outdoor gym to discuss work in progress - CCPC expressed concern over the workmanship and will not accept gym back in the current state. TW confirmed that new mats will be used instead of those too damaged to be effective and that the ground will be levelled beforehand back. Work anticipated in approx. 2 weeks' time subject to drier weather.

Lights within development - CCPC observed that some repairs have been carried out with lights working now. TW agreed to share the report from their contractor with their findings of those still not working and those considered repaired for CCPC to report back.

Ditch work within development - Meeting included a walk to discuss the required works to ditch at rear of athletics track. This will be quite disruptive to residents and users of the open space/ SANG. Trees will need to be cut down in SANG to enable the works. The ditch work is required to avoid an enforcement notice from Hampshire CC as the ditch was not installed as per the original plans. TW commit to safe working and access cordoned off as well as clear messaging to residents in advance of the works due to commence in approx. 2 weeks' time for a period of 6 to 8 weeks. There will be further ditch work to the rear of the development which TW will further update as discussions with their appointed contractor progress to include CCPC plans to improve drainage around the allotment site. CCPC advised TW to ensure that tree works in the SANG do not require any special permissions.

Gurung Way road layout - TW confirmed that they would liaise with their partners at TW South Thames division to confirm the design and final layout of road. They would look to replace the drop kerb that provided access to the TW compound there and remove the sleeping policemen and repair any holes drilled to fit bolts.

Road / sewer adoptions - TW have met a significant hurdle with Thames Water which is holding up sewer adoptions and thus may require TW to obtain a Section 50 licence with highways to at least progress road adoptions. Discussions with HCC will continue to work towards this.

Leipzig Road works - Contractor appointed to carry out works to repair build outs in Leipzig are ignoring TW emails and calls. TW looking to escalate this to get repairs done so that adoption handover to HCC can take place.

Clerk to confirm in writing to TW that the SANG tree removals are likely to be covered by a TPO and thus expect TW to follow the correct protocol to request appropriate permissions.

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25/012	County Council Elections 2025 To consider a response to HCC request to postpone elections Cllr Saunders thanked Cllr Whibley for providing the information that was sourced from the Hampshire CC statements published in response to the decision to progress devolution which in the opinion of County Councillors at Hampshire must postpone 2025 elections to ensure that the tight timeline set by central government is met. CCPC councillors asked "Why the rush?" Cllr Saunders responded to the comment by Cllr Parker that elections "must" be postponed. "65% of councillors voted to suspend elections and, in his opinion, this serves to self-interest". This is not a party political issue this is concern over democracy delayed is democracy denied. Cllr Saunders proposed a letter to be sent to the Minister for Housing, Communities & Local Government Jim McMahon on behalf of Church Crookham Parish Council and all its residents requesting that the elections and therefore democracy is not delayed. Proposed GT, seconded NB, 1 abstention, 7 in favour.
25/013	Council Tax To consider a response to HCC proposal for 15% increase to Council tax Cllr Saunders thanked Cllr Whibley for pulling information together to understand the potential impact after the Hampshire County Council announcement that they have submitted a request to central government to raise their share of council tax by 15%. This would impact band D properties an uplift of £230 per annum just for the HCC uplift. Cllr Saunders proposed sending a letter to the Leader of Hampshire County Council to raise concern about the anti-democratic means of requesting such a significant uplift to council tax, avoiding a referendum of its residents. This will bring significant hardship to households in Church Crookham where we continue to see greater demand for support through food banks and other support agencies. Proposed GS, seconded NB, all in favour.
25/014	Farnborough Airport Planning Update To receive an update on Farnborough Airport Planning Application In November Natural England responded to FAL's planning app (23/00794) - SUMMARY OF NATURAL ENGLAND'S ADVICE OBJECTION Natural England objects to this proposal. As submitted, we consider it will have an adverse effect on the integrity of Thames Basin Heaths Special Protection Area (SPA) and it could impact the interest features for which Eelmoor Marsh Site of Special Scientific Interest (SSSI) and Bourley and Long Valley SSSI have been notified. Natural England disagree that the supporting evidence to demonstrate beyond reasonable scientific doubt that the modelled increase to noise pollution, via frequency of noise events at and above a 69.9 decibel threshold, will not lead to an adverse effect on integrity of the Thames Basin Heaths SPA Annex 1 qualifying bird species – Nightjar, Woodlark and Dartford Warbler. FAL CEO Simon Geere states in his letter "we have not been able to fully address a very small number of outstanding concerns from statutory consultees." It is understood that senior management are struggling to counter Natural England's points and there may have been some departures among the senior staff, hence the need to pause the application. While FAL say they will be bringing the application back later this year, the recent fall in Air Traffic Movements at Farnborough may result in some of the headline details changing, if they can even address Natural England's

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	concerns. a) to increase the maximum number of annual aircraft movements from 50,000 to 70,000 per annum, including an increase in non-weekday aircraft movements from 8,900 to 18,900 per annum, b) to amend the aircraft weight category of 50,000 - 80,000 Kg, to 55,000 - 80,000 Kg, and an increase from 1,500 to 2,100 annual aircraft movements within this category, including an increase from 270 to 570 annual aircraft movements for non-weekdays, The increase to weekend movements may be their top priority as they have had to limit their business for some months. The change to the weight category has been necessary since one of their bigger clients started operating larger aircraft (the Global 7500).
25/015	Award Road To consider an action plan to resolve the ownership and management of Award Road (footpath) In response to a resident trying to establish ownership of the footway of Award Road to the rear of their property due to unstable tree stump that then subsequently fell and damaged property CCPC has been proactive to seek a permanent solution to future safety of persons and property. <u>Actions undertaken so far</u> Cllr Moss contacted Hampshire Officer who confirmed that HCC maintain the scrub along Award Road (no mention of trees) Clerk met and walked Award Road with HDC Cllr Butler to assess how many trees / identify trees of concern and door knock to seek local knowledge of ownership. No local knowledge forthcoming. HDC Cllr Butler asked staff at Grange Estate for any knowledge on ownership – none. HDC Cllr Butler asked Jenny and James Radley – think either HCC or Diocese Church land Clerk taken photos of trees of concern and shared with Sapling Arboriculture to seek advice and any local knowledge of Award Road. (Advice informed next steps) Clerk has emailed Fleet TC Clerk to request info sharing on limits of their responsibility in relation to mapping and land ownership to ensure that no trees are left out of scope of this exercise to ensure resident / property safety in the future. <u>Actions suggested to ensure future safety of residents and property</u> Upon advice from Arboriculturist write to both HDC and HCC to seek immediate solution to urgent safety concerns: HDC - The district has discretionary powers under https://www.legislation.gov.uk/ukpga/1976/57/section/23 HCC – The County has discretionary powers under https://www.legislation.gov.uk/ukpga/1980/66/section/154 Currently CCPC do not have a Duty of Care to act and if action is taken this will be deemed acceptance of liability if any future tree falls or damage. Arrange meeting with CCPC, HDC and HCC Officers to discuss a long-term resolution to safety concerns. Use HCC/ HDC Officer skillset to assess urgent safety concerns and agree action plan to deal with them. Seek legal assistance to establish ownership and potential adoption if CCPC agree to this route. CCPC to appoint Lengthsman to cut back overgrown verges to ensure early Spring growth does not inhibit use of path. Confirm limitations of Fleet TC ownership/ responsibility for the record Notify residents of work being undertaken to resolve future safety issues.

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	It was resolved to engage legal support and to progress the above actions to ensure future safety of persons and property along Award Road footway. Proposed GS, seconded GT, all in favour.
25/016	Social Media Update To receive an update on Parish Council Social Media Our new CCO and Events Officer has been busy gearing up the CCPC and Community Centre social media profile. FB has seen proactive posts relating to safety in parks and damage to property, planning permission re athletics track and a good review relating to UKSPF project Plus wider community matters such as promoting the Money matters course due to be run by CAB. A new Instagram profile has been set up and this will also be used to give updates on PC and comm centre activities. Newsletter will seek to advertise all our social media channels and offer to sign up for an electronic newsletter by email. To facilitate this CCO is looking to subscribe to: Canva Splice (video editor) & e.g. Mailchimp from Promotion and Publicity budget @ approx. £45 per month It was resolved to approve subscriptions as listed Proposed GS, seconded JF, all in favour.
25/017	Internal Audit To confirm appointment and review the effectiveness and independence of internal audit and approve interim audit report if available Town and Parish Councils in England, and Community Councils in Wales, are required to maintain an Internal Audit. This requirement is set out in the Accounts and Audit Regulations 2015 which states; "A relevant authority must undertake an effective internal audit to evaluate the effectiveness of its risk management, control and governance processes" In England further Guidance on Internal Audit is contained within Part 4 of The Practitioners Guide issued by JPAG. - Scope of internal audit – covers all financial records, parish council and committee minutes, policy documents. The audits are carried out using a standard Internal Audit checklist, which has been compiled with reference to the requirements of the Annual Internal Audit Report, the Practitioners Guide, and the Accounts and Audit Regulations. The checklist is subject to regular review to reflect any changes in requirements and consists of around 180 individuals checks, some of which will not be applicable in every circumstance. A response is made to every item on the checklist. If exceptions are identified, then these would be subject to more detailed review and may give rise to an Audit Observation and Recommendation. A summary of the Audit Observations is provided to the Council for the Clerks review and agreement. Once agreed, the Observations, Internal Audit Summary and cover letter are submitted for subsequent review by Council. - Independence of internal auditor – Totally independent no links to the Parish Council other than for

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	internal audit. - Competence of internal auditor - Kevin Rose and his team at IAC Audit are well qualified. - Relationships – not related to any member of the Parish Council. - Audit planning and reporting – audit is carried out following advice originally set out by the audit commission. IAC have been appointed as internal auditors carried out an interim audit on 23rd January 2025. Final report is awaited. F&P committee recommend Kevin Rose IAC Ltd to carry out 24/25 audit based on change of key personnel in the year and that having acknowledged that there is no need to change auditors would seek to appoint Kevin Rose IAC Ltd to continue as Internal auditor in 25/26. Internal audit was held 23rd January. It was resolved to appoint Kevin Rose as Internal Auditor for 25/26 having carried out a review to confirm independence and competences to carry out audit. Proposed GS, seconded GT, all in favour.
25/018	Draft Budget 2025/26 To receive and approve draft budget as recommended by Finance & Policy Committee 2025/2026 S106 budget of £116,908 expenditure {from S106 reserves} was presented and Precept budget updated following Finance & Policy Committee meeting, i.e. move CCTV lines under Admin, with a CCTV subheading A balanced budget was presented with a Precept of £255,689 Other Income £206,350 Expenditure £379,022 EMR movements £83,017 It was resolved to approve the S106 budget and Precept budget as presented. Proposed GS, seconded GT, all in favour.
25/019	Precept Request 2025/2026 To confirm and approve the Precept request as per approved budget for 2025/26 Further to the approval of the Precept budget in 25/018 the precept is put forward for approval of £255,689 Based on a budget of: Facilities Income £95,200 Other Income £64,800 Expenditure: Admin £45,880 Environment & recreation £135,920 Voluntary Organisations & Grants £31,250 Wages & Salaries £150,323 Projects £9,000 Professional fees £4,430

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	Transfer to/from £27,875 It was resolved to approve a Precept request of £255,689, Proposed GS, Seconded GT, all in favour
25/020	Debtors' & Creditors report To review Debtors and Creditors as at 31.12.24 Debtors balance as at 31.12.24 was £4,120 prior months debt. Due to chasing this has now been reduced to £1,541 and do not have concerns over any remaining amounts outstanding. Creditors balance double payment of Castle Water due to DDR issue now resolved in January.
25/021	Financial institution credit ratings To review financial institution credit ratings Report on financial credit ratings of financial institutions currently used by parish council was reviewed. Flagstone, Unity and HSBC. Risk is considered to be well spread including the CCLA investment. Ratings are regularly monitored now monthly on Flagstone platform and it is noted that the deposits when made met the criteria set by the council.
25/022	Investment quarterly review To receive the quarterly investment review and approve any Finance & Policy committee recommendations CCLA Current investment £900,000 with a unit holding of 276,314 As at 31st December the current mid-market valuation was 2.7997p per unit thus a valuation of £773,593 an improvement on the September quarter close of £762k. Therefore, the amount to mitigate has reduced to £126k, with an EMR currently held of £6.6k to mitigate. The total dividend payout since investment has been £179k net of fees. Dividend for October to December is due to be paid at the end of January. The dividend to date has been added to the general reserves for expenditure as per minute ref 08/20 in 2020. CCPC continues to view the CCLA as a long-term investment of at least 10 years since investment in 2019, based on the annual expenditure of management and maintenance of Crookham Park, currently estimated at approx. £100k per annum. Investments with Flagstone have been structured to release £100k per annum until end 31/32 so the CCLA investment should not be required until 32/33. Flagstone Cash Deposits During December two cash deposits matured: -£149.6k Sainsburys Precept cash on 18th December interest of £3,760.57 drawn down. - Deposit rolled over for 3 months including £3k holding account balance therefore £152.8k rolled over until 18th March. -£100k Nationwide S106 cash deposit 18month matured on 30th December interest of £6,990 to be drawn down. - Deposit rolled over for 3 months until 30th March balance to be used to replenish S106 expenditure in 24/25. Finance & Policy committee recommend to Full council the following actions:

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	Sainsburys £152,790.34 maturing 18th March - Proposed to roll for another 3 months. Nationwide £295,324, maturing 20th February - Proposed to roll for 6 months, seek to remain with Nationwide subject to interest rate. Sainsburys £100,000, maturing 30th March. Move to Unity Trust bank account. Currently held on Flagstone: £533k Precept Cash £185k S106 cash £773 S106 Investment (i.e. longer-term cash deposits held) £7k interest on holding account to be transferred to Unity. General reserve currently at £201k with 3 months of expenditure approx. £80k in remainder of the financial year. The Chair commented that he is comfortable with the general reserves at this time. It was resolved to approve the Finance & Policy Committee recommendations for Flagstone movements in February and March Proposed GS, seconded DM, all in favour.
25/023	Direct debits and standing orders. To review and approve direct debits, standing orders, BACs and CHAPS payment A list of current and proposed suppliers for payment by DDR is provided as recommended by F&P Committee It was resolved to approve the current and proposed list of Direct debits to be set up Proposed GS, seconded NB, all in favour.
25/024	Crookham Sunshines Sunshade To receive a request from Crookham Sunshine Preschool to install a sunshade in the outside play area Preschool who rent the Acorn Hall have submitted a request for a sunshade to be installed in the rear of the garden space. This would be funded by them and the setting manager has confirmed that the Trustees have agreed to the expenditure subject to CCPC approval of the installation. This would be on the area of the astroturf area. CCPC are currently seeking an opinion on the potential need for replacement of the astroturf due to its age and its degradation over the 10 years since install with a significant amount of wear and tear in that time. Any need for replacement/ maintenance of the surface will be coordinated with the install of the canopy if approved. It was resolved to approve installation of sunshade in outside play area funded by Crookham Sunshines play group Proposed GS, seconded NB, all in favour.
25/025	Schedule of Charges To review schedule of charges and approve recommendations of Finance & Policy Committee. The schedule of charges was presented with recommendations which were approved Proposed GS, seconded GT, all in favour.

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25/026	Events 2024 and 2025 To receive an update on Christmas event held 30th November 2024 and propose events for 2025 2024 Christmas Event The November 30th Christmas Event was a huge success with children queuing for Santa to meet and receive a free gift. Stall holders were selling their wares although commented that a bit quieter than prior year. A great team effort by councillors and staff and the community participants all enjoyed the afternoon. Christmas winners of the bauble competition chosen by Santa were notified and awarded prizes and will feature in the newsletter. Events proposed for 2025 May 17th Spring Festival - will be starting to pull together all participants for this event to bring the community together to enjoy activities and displays. November 29th for Christmas 2025 event in diary Litter Picks to be planned beginning with February 20th in half term Sensory Garden volunteers and activities Community Centre 10 year anniversary celebration event - showcasing customers, cake, bunting, councillors and previous staff involved
25/027	Mini Projects To consider quotes for small scale projects (other quotes under 25/029) 1) Azalea Play park slide replacement - Preferred option 2 Vitaplay this will be net of £5k HDC S106 funds held on behalf of CCPC £9,350 2) Lynwood Path refurb as detailed - Currently booked for Sept but subject to drainage works may be able to pull forward £8,284 Gunns Contractor 3) Drainage - @ allotments and @bottom of athletics track near outdoor gym - work slot booked for late March (drainage at allotments may be subject to permissions and TW drainage works close to location so need to understand timings of TW work) - maybe bring Lynwood path forward Outdoor gym approved £2,730 Gunns Contractor 4) Knee rail project - materials left over from Kukri Gardens work meant that eg Gurkha statue area could be carried out by just purchasing top rails. Quote is for an additional 423m which includes area from in front of comm centre to Gurkha Road and around the Gurkha statue materials and installation. £6,950 install by Treasure Fencing £11,520 materials by Plastecowood Proposed GS, seconded NB, all in favour.
25/028	Staff Committee Matters To receive minutes of Staff Committee Meeting held 7th January and approve any recommendations Minutes from the Staff Committee and the recommendations under agenda items: 07/25 CCO Officer 08/25 Completion of Probationary period 09/25 Staffing Budget requirements

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	Recommendations approved Proposed GS, seconded DM, all in favour.
25/029	Quotes To receive and approve quotes for works required Other quotes Allotment CCTV - requires additional cost due to new cabling required - Breakdown of costs to be requested before approval Approved below Congresso Licence - Meeting management software £588 12 month licence Orchard Play Park - ROSPA identified urgent repairs - local company £1,133 - 2 pieces of equipment Maintenance - Install bin at Chesilton / Repair top rail to fence rear of Nugent rotten and/or missing / Straps to knee rail make safe £1,250 Maintenance - Comm centre oak hall heaters intermittent working under delegated authority during cold spell - established never installed correctly now resolved and more effective Proposed GS, seconded NB, all in favour.
25/030	To approve payment of accounts for December 2024 & January 2025 Reports were received Signatories December Cllrs GS and GT Signatories January Cllrs NB and JF It was resolved to approve payment reports for December 24 and January 25 Proposed GS, seconded NB, all in favour.
25/031	Clerk's Report To receive Clerk's report and approve any actions arising No additional items to report
25/032	To receive monthly safety reports All Sites available - Comm centre awaited due to training to be undergone
25/033	External Bodies Committee reports To report on external bodies committee meetings attended and recommend any action required by the Parish Council QEB Steering Committee met - Sandy Lane and Reading Road South zebra crossings are progressing being well advance in design. It is hoped that they will be implemented by the summer. No Right Turn out of Tesco onto Reading Road South and Aldi onto Beacon Hill Road - await final approval of signs. At the meeting a controversial proposal for the junction of Bourley Road with Beacon Hill Road was put forward to include closure of end of Tweseldown Road. CCPC feel this would not be viable based on local traffic flows and would push traffic onto smaller roads.

CHURCH CROOKHAM PARISH COUNCIL

Full Council Meeting

Init: _____

25/034	To agree dates of next meetings Upcoming meetings 2024/25 dates were agreed as follows: 10th February 7.30pm PLANNING 24th February 7.30pm PLANNING followed by FULL COUNCIL from 7.45pm 10th March 7.30pm PLANNING 24th March 7.30pm PLANNING followed by FULL COUNCIL from 7.45pm 14th April 7.30pm PLANNING followed by FINANCE & POLICY from 7.45pm 28th April 7.30pm PLANNING followed by FULL COUNCIL from 7.45pm 6th , 7th or 8th May Annual Residents Meeting 12th May 7.30pm PLANNING 19th May 7.30pm ANNUAL MEETING of the FULL COUNCIL
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The meeting closed at 9:55pm

Signed:

Date: