



CHURCH CROOKHAM PARISH COUNCIL

Full Council Meeting Minutes

Date: 22/09/2025
Place: Acorn Hall
In attendance: Cllr Bruce Bulgin, Cllr Dan Hill, Cllr Debbie Moss, Cllr Gareth Saunders, Cllr Kate Stewart, Cllr Annette Whibley
Also: Clerk, Claire Inglis; Deputy Clerk, Sam Rowe; HDC Councillor Axam; HCC Councillor Parker

Meeting commenced at 19:45

25/187	Apologies for absence Apologies were received from Cllrs Thomas, Ford and Burford.
25/188	Approval of Minutes from previous meetings To approve minutes of the following meetings: Full Council Monday 28th April 2025 Planning Committee meeting held 28th April 2025 Minutes were approved as a true record of the meetings. Proposed GS, seconded BB, all in favour.
25/189	Dispensations To receive any written requests for disclosable pecuniary interest dispensations from members. None received
25/190	Declaration of interest relating to any item on the agenda. To receive any declarations of interest from members. None received
25/191	Chair's announcements Chair made the following announcements - To put on record Alan Jones stepped down as Cllr on 9 Sept. in a meeting with Clerk and Chairman. HDC have been notified. Hopefully everyone will have received and read the Councillor code of conduct as circulated with meeting notice Chairman's attendance at RAF Odiham annual event earlier this month and was pleased to hear that money will be spent on the staff quarter.

	Thanks to Cllr Whibley for representing CCPC by laying a wreath at VJ Day event in August Thanks to Fleet Phoenix for another successful Summer Project Chair will attend HDAPTC on Sep 30th, agenda circulated. Next QEB Steering Committee meeting to be held on 6th October. Cllr Saunders commented that Rushmoor BC had extended their injunction against traveller incursions, and that he was still awaiting an updated response from Hart DC as to why Hart continue to remain vulnerable to on going incursions.
25/192	Public Session Cllr Axam agreed to chase a response to the traveller incursion issue from Hart DC. Cllr Axam also confirmed that the Local Government Review options were due to be considered later in the week. The options have a number of similarities with all options looking to partner with Rushmoor and Basingstoke. Cllr Parker reported that included in his monthly report is a link to the consultation on the Sandy Lane crossing which closes on the 24th and requested that this be shared with residents to respond prior to closing date. Cllr Parker also commented that there are significant problems with the Stagecoach school and college services with concerning driver behaviour, route issues, school children arriving late or not being picked up by bus from stops. Many residents and their young people are getting very stressed about the situation and CCPC Councillors asked Cllr Parker to escalate this with the depot.
25/193	Crookham Park Update To receive an update on Crookham Park outstanding developer obligations As reported in the latest newsletter the ditch work to the rear of the community centre in the SANG has been completed. Chair, Clerk and Facilities Officer met with contractor to discuss remediation work to CCPC owned land that was used for vehicle movements and material storage to ensure that they will be repaired. This work was underway at the time of the meeting and were satisfied with the quality of the work done and content with the methods to be used to leave as found. Within the SANG woodland CCPC discussed the need for safety fencing to ensure that the footpath was delineated clearly to prevent access into the ditch. Taylor Wimpey have alerted CCPC to the need for the CCPC managed ditch to be cleared, a quote will be obtained. In terms of other progress a face to face meeting has been arranged for 10th October between the working party and Taylor Wimpey. This meeting will in particular request an update on broken/disconnected lights within the development.
25/194	Farnborough Airport An update on Farnborough Airport Limited (FAL) News from FAL on their planning application. In summary, they have dropped the increase in overall proposed movements. Whilst still seeking to amend the lower end of the weight limit of the heavier aircraft (in part to support Gulfstream's business at Farnborough, a major employer on the airfield) They have also amended the increase they require to non-weekday movements. CCPC response to the consultation in November 2023 was -

	To oppose the increase in total Air Traffic Movements (ATMs) from 50k to 70k (now lowered FAL) To propose that flights on non-weekdays be capped at 13,500 (The new proposal by FAL matches this) To object to the increase in ATMs of heavier aircraft, with CCPC prepared to concede to 405 annual ATMs for non-weekdays. (The new proposal by FAL matches this). The Chair commented that without the (technical) change to the weight limit it can be seen that FAL are now aligned with the planning comment submitted by CCPC to Rushmoor BC. These concession will be considered when a new planning application comes forward for consultation from Rushmoor Borough Council. Any CCPC comment should seek better air quality monitoring by the airport.
25/195	Southern Gas Replacement Works To receive an update on SGN works within Church Crookham and Stagecoach services Progress update Some good progress was made week of 15th September, the team have installed 120m of new pipe, exposed both connections in Ferndale and on Gables Road. All going well, Gables Road and Ferndale connections were close to completion to be followed by road reinstatement. Further updates will continue to be provided this week ahead of changes to the traffic management. SGN Major Works thank the community for their continued support and local councillors for helping with sharing updates. SGN work in Gally Hill Road Gally Hill Road has been closed to through traffic since 14 October and access has been via the Wyvern end, with Ferndale Road open. This is likely to change in the next few weeks and access will be via the Coxheath Road end, with Ferndale Road open. The team have had a number of technical issues and these include the need to hand dig around high voltage electricity cables. The main issue is that the pipes are 100 years old and other utilities have been placed on top of them. These have not always been accurately mapped. CCPC has had weekly meetings with SGN via Teams and these have been extremely helpful. They have also responded well to any queries raised between these meetings. The work has been complex to date, but they hope that once they move past Ferndale Road that the pace will pick up. It is possible that the Aldershot Road works will start later than planned. But it is equally possible that they will pick up time and avoid any delays. The residents of Portland Drive have been very unhappy about the fact that the road will be closed at the Gally Hill Road end for the duration of the works, which are likely to end in March 2026. One of our key concerns is the closure of Sandy Lane, which is currently scheduled for the end of January. We organised a meeting with the schools, other councillors, the Memorial Hall, the police and Hampshire Parking on Friday 18 September. The idea of this meeting was to identify the sorts of issues that could arise during the closure and how these can be mitigated. This initiative has been welcomed by other local organisations and the discussions were very useful. Stagecoach diversions during SGN works

	Stagecoach services have had to be diverted, as they can no longer go along Gally Hill Road. There have been multiple complaints from residents that their children are getting to school and college very late and that the diversion routes have not been followed, as well as unsafe driving practices. We understand that our County Councillors have been discussing these issues with Stagecoach and are escalating as required. No Child should receive late records when this issue is being caused by problems with the Stagecoach service. We have been asked to refer any Church Crookham residents who have issues with the Stagecoach service to report them to the company and make Councillor Stephen Parker aware of these.
25/196	Memorial bench update To confirm licence details to install memorial bench at War Memorial The memorial bench donated by the Lions has required certain permissions to facilitate installation on a pavement through Hampshire County Council. 25/077 March quotes approved £750 for S115 licence. Once the process commenced it emerged that an agreement was required via HCC legal dept. This has been drawn up and the costs for the S115 have been waived to direct the costs towards the legal work. Clerk presented Draft Licence for approval and confirmed the next steps that are required to allow for install by Remembrance Sunday. Required notices: 1. Clause 5.1.16 a) of this Licence to issue the relevant notices? The notices must be placed on the land for 28 days for any objections. To send proof/photo that the notices have been placed at the site. Those notices must be issued prior the commence or permit commencement of the Works i.e. before the bench is installed. The s115G of the Highways Act 1980 says the following, but please read the whole s115 G for further requirements under this section: 2) <i>A council shall publish a notice under this section—</i> (a) <i>by affixing it in a conspicuous position at or near the place to which the proposal relates; and</i> (b) <i>by serving a copy of the notice on the owner and occupier of any premises appearing to the council to be likely to be materially affected.</i> 2) The clause 5.1.16 c) of this Licence requires CCPC to consult any local planning authority pursuant to section 115H of the 1980 Act. To contact them and let HCC know what they said, providing a copy of their response. It was resolved to approve the Licence for signing and to follow the required steps to install the bench as per the licence. Proposed GS, seconded and all in favour.
25/197	Allotment To receive an update report and allotment inspection report and approve any actions Thank you to Cllrs Moss and Hill for assisting Elise in carrying out the Allotment inspection. The results were circulated. It was resolved to approve the outcome of the allotment inspection and to issue the recommended notices to tenants. Proposed DH, seconded and 6 in favour, 1 abstention It was suggested that high standard plots should be recognised as part of the inspection e.g. presenting a Gold Star award. Shed Inspections Facilities Officer carried out a "notice period" on shed spaces for tenants to confirm whether they still use / need their shed space to facilitate a clear out to improve

	health and safety in the shed. The PC send £5 per plot per annum to the committee as per the T&Cs and the responsibilities of the TA was provided. It was agreed to request a breakdown of the Tenants Association account on the basis that CCPC funds them. It was also agreed to appoint Roupcycle to remove rubbish from site after shed clearance and the Tenants Assoc to be responsible thereafter for ensuring tidy shed space. Men's Shed Electricity CCPC has been in discussion with Men's Shed who are looking to have Solar installed on the Men's Shed. The Chair has now secured a donation of solar panels. Subject to CCPC approval Men's Shed would look to take over the electricity supply account from CCPC as this helps them achieve lower costs than the current cross charge from CCPC. The supply address has been updated to allow MS to obtain quotes from suppliers. This account is part of the HCC bulk buy in but have spoken to the HCC lead on these accounts and with CCPC permission this account can be removed by completing the form. It was resolved to grant permission for the electricity account to be transferred over to Mens Shed. Proposed GS, seconded and all in favour.
25/198	Grounds Maintenance Contract Update To receive an update on Grounds Maintenance contractors and approve renewal of annual contract for sports facilities As part of the appointment of the Grounds maintenance contract process the contract was split between Sports Facilities and Other Areas (Playparks and Open Spaces) John O'Connor responsible for the Sports Facilities were put on a one year contract and this is now due for renewal. There has been a 3% price uplift. It was resolved to approve renewal of the rolling annual contract at £19,099 per annum for sports facility sites. Proposed GS, seconded and all in favour. Landform were reappointed as contractor for Other Sites at the last round on a 5 year contract based primarily on their knowledge of sites and site lead having good engagement with the team. Concerns have been raised with the performance of the contract with the contract manager who is currently trying to recruit for the contract lead on site. Clerk has written to Contract Manager to confirm that this is being considered by the council. They have confirmed that they fully understand our position and will work with us to implement a new contract lead and or assist in any handover if applicable. It was agreed to request that Landform subcontract out ride on mower work to ensure open spaces remain safe and tidy until the situation is resolved.
25/199	Play Park Upgrade To consider the play park upgrade proposals and approve quotes to appoint contractor Facilities Officer has engaged with a number of providers to design plans and quote for enhancements to the smaller play parks within the development. The aim to improve the quality of play for crawlers and toddlers with the larger play parks providing development opportunities for older children.

	Reason for proposal To remove boulders and logs that were originally installed by developer that have proven to provide no play quality and considered a hazard within these small settings. To reimagine the spaces to make them more appealing to parents with small children that can play in a safe, small, non-intimidating space learning developmental skills. Contractors engaged Facilities Officer has been discussing with a number of contractors for nearly a year. The background work for this project has been significant involving on-site meetings to look at each play area, discuss the potential and vision for improving the play areas for this younger demographic. Play contractors sales departments are notoriously busy and involves their vision and ideas going through the design department. In summary the engagement process has involved a lot of back and forth and there has been one stand out contractor that fulfilled the brief more than others. Consultation has been undertaken - boards in comm centre, advertised on social media, signs posted at all play parks. A small number of feedback comments made but on whole very positive. Positive feedback also given verbally in comm centre. Budget note S106 Playgrounds EMR (to manage and maintain CP play areas) - Currently balance of £658,700 (due to run out in 2040/41 15 financial years from now). Originally received from developer £665,680 therefore less than £7k spent to date. Play park project seen as an enhancement to these areas replacing logs and boulders for better play quality. Expectation of budget was unknown at time of concept as the size of the play parks were considered a limiting factor. 4 companies were involved in the discussions to develop ideas over a long period of time, these companies were because they directly approached us or had done work for the council previously or more recently, therefore not advertised wider. It was resolved to approve to appoint Red Monkey for the play park project. The parish council are content that the Financial regulations have been fulfilled with direct and indirect engagement with 5 play companies. The proposals ranged from £20k to £60k and approve the contractor that felt brought best play value for each area for the price. It was also noted that the price includes relocation of benches and bins to provide a safer play area to achieve the proposal. Total price £45,802 Proposed GS, seconded and all in favour.
25/200	Scooter Track Project To consider the Scooter track proposal and approve quotes to appoint a contractor Facilities Officer engaged with a number of providers to provide plans and quotes for a scooter track to sit alongside the skate park in Church Crookham. Reason for proposal To provide something for younger children to feel involved whilst learning to scoot, ride, skate etc. without feeling like they are in the way of more experienced skaters. The Parish Council have been working with the local scouts group to build road safety skills into the design such as knowledge of road signs. The aim is for this area to be wholly family-inclusive and to be able to provide a safe and fun experience for all ages and abilities. Contractors engaged 3 Contractors expressed interest in the project. Only 2 progressed to design and quote phase Designs evolved with assistance from Scout Group Consultation was undertaken - boards in comm centre, advertised on social media,

	signs posted at skate park. Few actual feedback comments made wholly positive. Positive feedback also given verbally in comm centre. Seek to receive 30min of planning advice for £114 to ensure any requirement for planning. Final designs similar from both contractor. Budget note S106 Playgrounds EMR (to manage and maintain CP play areas) - Currently balance of £658,700 (due to run out in 2040/41 15 financial years from now). Originally received from developer £665,680 therefore less than £7k spent to date. It was resolved to appoint Playsafe to carry out the contract installation due partly to their tarmac specification. Scooter track seen as an enhancement to the skate park. Expectation of budget was unknown at time of concept and 5 companies expressed interest. 2 No responses from further engagement and 1 too busy for timescales therefore not advertised wider. Project price £25,984 plus VAT. Proposed GS, seconded and all in favour.
25/201	Event Review To provide a review of the community event and approve Christmas event budget 10 year celebration of the Community Centre held on 29th August was a great success followed by the final Fleet Phoenix Friday Fun event. Thanks to Events Officer for putting on a great event that drew a good number of residents and past councillors and staff who were thanked for their ambition to take on design and construction of the building. Food and Cake, Face painter, Stallholders of current hirers and other community support groups were all in attendance. A further opportunity to display the consultation of the scooter track and play parks which drew positive comments. An opportunity to mingle and chat in a relaxed event. Next Event Planned Christmas Festival to be held on Saturday 29th November 12pm until 4pm. Event proposal was provided which would require exceeded Event budget partly due to additional 10-year celebration event. It was resolved to approve a £1,500 budget for the Christmas event Proposed GS, seconded and all in favour.
25/202	Other Staff Matters To confirm Facilities Officer hours At the staff meeting held in October it was agreed that at the discretion of the Clerk the Facilities Officer could work up to 25 hours. Facilities now has capacity to work these hours with an additional hour on top total 6 hours above the original contract. Therefore seek to approve permanent contract change. Capacity needed with big projects about to go live and Peter Driver pavilion refurb next on the program of works. It was resolved to approve a 26 hour per week revision to the Facilities Officer contract. Proposed GS, seconded and all in favour.
25/203	Payment of accounts To approve current month payment of accounts report The August and September payment of accounts reports were provided for review

	and approval. It was resolved to approve the August and September finance reports Proposed BB, seconded and all in favour.
25/204	Quotes To receive and approve quotes for works required a) MUGA goals - now causing a health & safety issue so need a replacement. 2 quotes from fencing contractor who manufacture and fit MUGA fencing i) Like for like still requiring net purchase which degrade £,2686.50 ii) Fencing as per the MUGA manufactured bespoke to create a permanent structure £4,737.14 b) Street snooker repair - for health & safety reasons £975 c) Mulch under Oak trees - required to preserve senior oaks as advised by Tree consultant and Tree surgeons due to hotter/drier summers £3,600 d) Ratify Marble Run quote for materials - £4,925 - will be working with Mens Shed throughout development and build of each unit to ensure meet needs and to agree install locations. e) Electrical work for health & safety after roof leaks last winter £485 f) Bollard toppers for car park bollards £40 additional bollard toppers for overflow car park £224 It was resolved to approve quotes aii), b, c, d, e and f as above Proposed GS, seconded and all in favour. Works ordered quotes for include: Meeting to discuss Christmas tree lights Tues 23rd at 11am Fence repairs at Allamand and on roadside down towards Allotments Fence at Peter Driver to rear of site Fitting of bollards above Removal of boulders / logs in advance of play park works (leave in Ladybird) Orchard play park divots in path (at same time as Lynwood path works approved due to commence 29th September). Skate park edging to prevent run off of silt onto surface - erosion free membrane Ditch clearance to rear of allotments and area F Allotment drainage (quote approved work to follow Taylor Wimpey required rectifications)
25/205	Clerks Report To receive Clerks report and approve any actions arising Unmetered Supply The first bills for the Azalea electricity account for the CCTV system have ben received but have been queried. This was requested as an Unmetered supply (assumed electricity usage therefore a fixed billed amount per month). This has not been the case whilst on UMS the bills are very high and these have been queried through HCC Bulk buy dept. Tommies Under construction by Mens Shed - only one road licence for install required believe to be FOC Lynwood Path Works due to commence to resurface and tidy up edging along Lynwood on Monday 29th Sept. Quarterly bank recs

	Will be circulated to non-bank signatories via Docusign. We will include clear instructions for this process as non-signatories will not have had exposure to this process. Ditches Taylor Wimpey requested that CCPC look at some ditch clearance to rear of development in advance of their works. Hence included in the list of Job Quote orders as mentioned under above agenda item. SID not working The newish SID is with the supplier being diagnosed as was not turning on. They will deploy a temp one this week until a fault is diagnosed.
25/206	Safety reports To receive monthly reports Monthly reports were reviewed
25/207	External Bodies Committee Reports To report on external bodies committee meetings attended and recommend any action required by the Parish Council Cllr Ford - Memorial Minutes provided (taken as read at meeting) Any questions please let John know in advance as he was unable to attend. Cllr Saunders Farnborough Airport information delivered under above agenda item. Cllrs Whibley and Moss in attendance of regular SGN update meeting also considered under above agenda item. This included an additional meeting at Church Crookham Junior School to discuss need for careful management of traffic during the Sandy Lane closure early 2026. (Also to discuss concerns over absence of school patrol officer on Sandy Lane)
25/208	Next Full Council Meeting Please note the following dates for upcoming meetings: 6th October Staff Committee Meeting 7pm 13th October Planning Committee 7.30pm followed by Finance & Policy Committee from 7.45pm 27th October Planning Committee 7.30pm followed by Full Council from 7.45pm 10th November Planning Committee 7.30pm 24th November Planning Committee 7.30pm followed by Full Council from 7.45pm 8th December Planning Committee 7.30pm NO December Full Council Meeting closed at 9.24pm Signed _____ Date _____