



CHURCH CROOKHAM PARISH COUNCIL

Full Council Meeting Minutes

Date: 27/10/2025
Place: Acorn Hall
In attendance: Cllr Bruce Bulgin, Cllr Michael Burford, Cllr John Ford, Cllr Dan Hill, Cllr Debbie Moss, Cllr Gareth Saunders, Cllr Kate Stewart, Cllr Gill Thomas, Cllr Annette Whibley
Also: Clerk Claire Inglis, HCC Councillor Parker and 2 representatives from Fleet Phoenix

Meeting commenced at 19:30

25/209	Apologies for absence No apologies were received
25/210	Approval of Minutes from previous meetings To approve minutes of the following meetings: The minutes of the following meetings were approved as a true record of the meeting: Full Council 22nd September 2025 It was noted that the Play Park quote approved under 25/199 in September was shown excluding VAT £45,802 Planning Committee 13th October 2025 Finance & Policy Committee 13th October Proposed GS, seconded and all in favour
25/211	Dispensations To receive any written requests for disclosable pecuniary interest dispensations from members. None received
25/212	Declaration of interest relating to any item on the agenda. To receive any declarations of interest from members. Cllr Moss declared an interest re grant application for Tweseldown Play Group grant 25/215 Cllr Whibley declared an interest re Fleet Phoenix agenda item 25/216
25/213	Chair's announcements No announcements made
25/214	Public Session

	Cllr Parker was asked whether Hampshire CC can improve awareness of the No Right Turn out of the Tesco Express onto Reading Road South. Suggestions include posters in Tesco store. Reports indicate that the new signage is not having a significant impact on driver behaviour. Cllr Parker has asked the Police to carry out some enforcement at the location. It was agreed that CCPC would include this in the next newsletter.
25/215	Grant applications To receive and consider approval of grant applications Approved to date £11,092.50 to Fleet Spurs £1,000, Poppy Appeal £177.50, Life Education £1,015, Challengers £1,500, Citizens Advice £2,000, Fleet Town Festivities £1,000 Christmas event, Crookham Junior School £4,400 Bike Shelter i) Tweseldown Playgroup seek £500 towards fencing costs at new playgroup venue. ii) FTC & Christians together £300 Christmas Lunch It was resolved to approve the above grants Proposed GS, seconded BB, 8 in favour and 1 abstention.
25/216	Crookham Park Update To receive an update on Crookham Park outstanding developer obligations Following an on site meeting with Taylor Wimpey representatives the following issues were discussed: Ditch to rear of development: CCPC agree to some clearance of ditch. TW will supply a comparison quote from one of your suppliers to facilitate the work required by TW to rectify the ditch construction. Management of maturing shrubs and trees: Walked through Rana Drive and Walker Close and discussed sight lines at junctions in relation to shrubbery and trees. It was agreed that TW need to implement management of maturing planting scheme throughout development. This particular location is apparently not covered by IYP but it was agreed that it makes sense for their contractor to include this work even if IYP cross charge. TW to discuss with IYP sooner rather than later as we are being contacted by residents on a number of issues similar to these. Also to avoid the situation in the next point below. Urgent follow up re maturing trees since we met: The weekend following our meeting the parish council was contacted in relation to two trees being felled within the development having commented on them during the meeting. Councillors approached the tree contractor who cited permission from land owner. When told the landowner was TW they backtracked. Whilst these trees may not have been covered by a TPO they should have been protected by the planning conditions in relation to the landscaping for the overall plan for the site. CCPC aim to make sure that awareness is raised with residents that trees cannot just be lopped down and this makes the above point important to ensure they are maintained by IYP/ TW to avoid residents taking matters into their own hands. CCPC have taken this up with Hart DC tree department and seek a resolution even if it is replacement trees from the residents who ordered the work. Thapa Close LAP not land transferred The original development plan for a LAP to be installed on Thapa Close and land transferred to CCPC. This location was NOT suitable for a LAP which was subsequently installed on the Channer Gardens open space. Therefore this land

	was never to be transferred to CCPC. In the past there has been maintenance here (not CCPC) but recently has been neglected. A resident is complaining about this. TW asked to confirm to IYP that this needs to be managed by them going forward. Clerk asked CCPC GM team to sort as a one-off. Walker Close Subsidence At the Walker Close location the apparent road subsidence and the need for making safe for 2 wheeled vehicles in particular was discussed. Temporary repair has taken place to allow for further investigations to be carried out as to the cause and resolution. CCPC to be kept informed with updates on this issue and the possible impact in relation to a repair and timing of said repair. Loose road name signs CCPC pointed out that some road signs are now loose in the ground and need rectification. CCPC will provide a list of locations of known wobbly signs within development for rectification. Road Markings White lines throughout the development are now fading and we are receiving reports from residents relating to this. TW asked to audit white lines and rectify where required. Blocked Road Drains Dragons Way near Dragons Park drain blocked but another audit requested to make sure the drains covers are winter ready. Ditch work to rear of development At the location of near completed works it was agreed for TW to extend fence panel one more stretch to edge of path where path is narrow vs entrance to ditch. Remaining stretch to be to logs laid to edge of path. CCPC understand that further works are required to correct the headwall at the bridge / path entrance to the SANG, prior to sign off of the work by HCC. Contractor to liaise with CCPC on timings and mitigation for access to this location. Lights - not working/ Carriageway correction works TW confirmed that a further price had been sought from a contractor to carry out carriageway correction works and excavate for light repairs/ connections by GTC. TW to confirm when the price is approved and when the work due to be carried out. This includes rumble strip to footpath on Byrne/ removal and rectification of road on Gurung Way (speed hump removal). This work is likely to be carried out in January 26. Drainage/ Road adoption TW asked to confirm status on this issue and anticipated timescales to include handover of Leipzig Road. Next meeting requested for an update meeting in November week commencing 10th November.
25/217	Farnborough Airport An update on Farnborough Airport Limited Councillor Saunders reported that Farnborough Airport Limited (FAL) submitted an EIA in advance of their modified planning application. 25/00483/SCOPE the closing date for comments was October 3rd. It was agreed that CCPC should continue to push for better monitoring of the air that we breathe in the vicinity of the flight path, as it impacts all of our residents. CCPC submitted the following response as agreed by email CCPC request that Farnborough Airport Limited make full measurement of particulates and ultrafine particles at each of the sites that they currently use to measure the

	noise impact on the local population. Information from Farnborough Noise Group “Farnborough Airport Ltd (FAL) will put in a planning application in due course. Within that there will be an Environmental Impact Assessment (EIA) which provides information on the environmental impact of the proposed expansion. The EIA is only about the environment, it is not about jobs, regional growth, the airport’s legacy, etc. The scope of the EIA proposed by FAL is very limited and if Rushmoor Borough Council (RBC) accepts the airport’s current proposed scope, there will be very little in FAL’s planning application. The geographic area covered by the assessment is tiny – just a few miles from the airport, but the airport, its flightpaths and an increase in weekend flights have a significant impact up to 15 miles away. The rules for an EIA do not limit geographic scope. It must assess significant impacts – anywhere, to anyone or anything. Most councils, including Rushmoor, have declared a climate emergency and have local planning policies to reduce emissions (e.g. introducing electric busses, promoting cycling & walking). Private jets are the most polluting form of transport by far, and any increase in private jets completely undermines the efforts of councils and the public to reduce their emissions. The proposal does not properly consider the impact on human health relating to pollution. There has been no appropriate measurement of particulates and ultrafine particles despite there being extensive medical research showing the harm to health from noise and particulates. Despite being advised many times (including by the CEO of the CAA), FAL has not measured a baseline for noise and particulates. It is largely relying on modelling which is not accurate and not reflective of the real situation. For example, FAL intends to model just noise from its aircraft. FAL is not measuring particulates, including ultrafine particles. Ultrafines are a known and significant pollutant. https://researchportal.ukhsa.gov.uk/en/publications/sources-of-particle-number-concentration-and-noise-near-london-ga“
25/218	Southern Gas Replacement Works To receive an update on discussions with SGN on upcoming works within Church Crookham <i>Update as at 22 October</i> Essential gas main replacement – Gally Hill Road, Church Crookham SGN engineers are making good progress working along Gally Hill Road – currently there are no changes to the vehicle access arrangements for Gally Hill Road. This week the team will be completing property service connections to the new main installed, all going to plan they will be ready to move along Gally Hill Road to complete their next section from Wednesday 29 October. From Wednesday 29 October the closure will move along Gally Hill Road, the road will be closed from the church car park to the junction of Aldershot Road – this will mean • From Wednesday 29 October, Gally Hill Road will be closed from the junction of Aldershot Road to before the entrance to Christ Church car park

	• No vehicle access to Gally Hill Road from Aldershot Road • Vehicle access to Gally Hill Road, the Church and for residents living within the closure will be from Ferndown Road/school end of the closure • The Gally Hill Road entrance to the Wyvern Public House will be closed – vehicle access to the pub car park will be from Aldershot Road • Pedestrian and cycle access is maintained at all times Aldershot Road works - next week we hope to be in a position to provide an update regarding the timing for the planned work on Aldershot Road. Next meeting to seek clarification on Gally Hill reopening timing in relation to commencement on Aldershot Road. Stagecoach issues continue with the number 10 service including different ticket prices for the same journey. County Councillors Parker and Forster continue liaison with Stagecoach to resolve.
25/219	Councillor Co-Option To receive an update following Councillor resignation Following resignation from Councillor Jones, he requested a written response to his submitted complaint (previously circulated). This was provided by Clerk in agreement with Chair. Clerk then received a Code of Conduct inquiry from Hart DC as Mr Jones had escalated his complaint. The Monitoring Officer requested confirmation that the complaint was dealt with internally by CCPC which has been confirmed. The nature of the resignation (only verbal) however is under question as it should be received in writing. Clerk has set out in detail the events leading up to Mr Jones resignation and awaits a response from Hart DC on how to proceed in relation to seeking a replacement Councillor by co-option.
25/220	Event Review To provide a an update on Christmas event to be held 29th November Plans for the Christmas event are well under way. Stall holders are all confirmed. Event layout has been planned to bring Santa queue inside (see quote for queue management equipment) Car park signage has been ordered to ensure all future events can be managed even more effectively. Childrens Christmas competition due to be launched beginning of November through schools and local social media. Theme to decorate a Christmas card - one winning entry per age group (4 age groups). Each Christmas card will then be sent to a resident in some of the care homes around Church Crookham linking communities at Christmas. Fleet TC to lend radio mikes once again. Photo protocols will be considered for the event.
25/221	Actual vs Budget To review the actual vs budget figures for 2nd quarter 2025/26 S106 Actual vs Budget

Inc or Exp	Type	Values		
		Sum of Budget 25/26	Sum of Actuals year to date	Sum of Half Yr Budget
+ Income			100,000	0
- Exp	Grounds Maintenance	-102,400	-36,606	-51,200
	Allotment	-14,100	-8,106	-7,050
	C Park Open Spaces	-408	-77	-204
	Investment		-200,000	0
Exp Total		-116,908	-244,789	-58,454
+ To EMR		0	100,000	0
Grand Total		-116,908	-44,789	-58,454

YTD General expenditure £44k vs 2nd Qtr budget of £58k.

Investments- Due to the early-termination of the Sainsburys cash deposit in July, a£100k was reinvested with Aldermore for 18mths and the matured £100k on Aldermore was reinvested with Hampshire Trust for 5yrs. This shows a net zero movements of investments.

Other Expenditure

Grounds Maintenance has been billed 5mths ytd.

Allotment spend include £3k for the scaffold plot markers.

Playground maintenance re ROSPA reports £4k.

Await invoices for Summer tree watering.

Precept Actual vs Budget

Inc or Exp	Type	Values		
		Sum of Budget 25/26	Sum of Actuals year to date	Sum of Half Yr Budget
+ Income		462,039	375,830	231,019
- Exp	Employment Other	-3,558	-967	-1,779
	Employment PAYE	-141,743	-70,789	-70,872
	Admin	-63,002	-31,894	-31,501
	Community Support	-31,475	-12,956	-15,738
	Comm Centre Costs	-53,978	-42,075	-26,989
	Peter Driver Premises	-8,703	-4,039	-4,351
	Grounds Maintenance	-61,107	-34,858	-30,553
	Tennis Courts	-2,244	-795	-1,122
	Supplies	-510	-386	-255
	Allotment Ancillary Facilities	-7,703	-1,651	-3,852
Exp Total		-374,022	-200,410	-187,011
+ Project		-5,000	0	-2,500
+ To EMR		-83,016	-83,016	-41,508
+ From EMR		0	22,680	0
Grand Total		0	115,084	0

Income

Precept second tranche of £128k was received in September.

Other facility income on track.

	Flagstone interest on matured cash deposits to date - £11k Precept deposits, £26k S106 deposits. Expenditure Christmas decorations - quote has been requested. Computer hardware has increased due to the increased security package. Christmas event will go over budget for Parish events, £1500 agreed to be added to budget (10yr anniversary was not budgeted for). Await Basingstoke Canal invoice. Cleaning and security has increased due to our new contract in place. Comm centre costs - £11k for the artificial grass, £5k deposit for Acorn storage both offset by EMR releases. Grounds Maintenance - Peter Driver height barrier £4k and Azalea Slide £9k both offset by insurance pay-out and EMR/HDC S106 pay-out respectively. Otherwise expenditure generally as budgeted
25/222	Ear Marked Reserves To review ear marked reserves and general reserves end of September 30th quarter 2 YTD Precept EMR movements represent the budgeted EMR movements in the year. EMR releases YTD include £11k new artificial grass surface, £4k Azalea slide, £5k tree planting and £3k Acorn storage. £8k will be released for the the Lynwood Path resurfacing EMR, £4k to be transferred to open spaces EMR as previously approved. Ear Marked Reserves held at the end September total £996k. Of which £869k Precept EMRs and £127k S106 (net of investments £1.44M which are shown as negative EMRs) It was resolved to continue to consolidate EMRs, any that have a zero balance at year-end to be closed and to make the below changes - Remove Zero Precept EMRs 344 Tree Works 351 Lynwood Path - now that work is complete. Any future works for both to be drawn down from 320 Open Spaces. S106 Zero EMRs 380 SANG car park 385 Sandy Lane car park 386 Public art 390 Community Centre capital projects Consolidation of existing small balances 321 Defibrillator move balance (1k) to 339 Community Capital Projects 323 Lengthsman move balance (3k) to 333 Highways & Transport Services. Proposed GS, seconded GT all in favour
25/223	Investment quarterly review To review the performance of the councils investments, deposits and instant access accounts and make recommendations to Full Council for any actions required CCLA The CCLA income remains consistent & capital is slowly recovering. There is a slight drop in yield percentage this month, but this is more of a cyclical movement

	that will see a rise back to usual levels from next month. CCLA is being taken over by another fund manager - Jupiter. Financial Conduct Authority approval is expected by Jan/Feb 26. There will be no changes to how CCLA operate the funds. The current investment of £900,000 which is a unit holding of 276,314. As of 30th September 2025 the current mid-market valuation was 2.8299p per unit thus a valuation of £782k. The mitigation shortfall of £118k is now partially offset by the EMR now £85K. . Flagstone Cash deposits Precept and S106 cash deposits held at the end of September - £1028K S106 cash investments held at the end of September - £549K Chair confirmed that all financial institution deposit criteria were met as per CCPC Treasury & Investment policy at the time of placing since the last F&P meeting. Standard Chartered Bank £95,725 matured on 01/09/2025, £60k was rolled to Standard Chartered Bank 3mths, £35,725 was deposited with Hampshire Trust Bank instant access. Standard Chartered Bank £152,790 matured on 24/09/2025 rolled to Standard Chartered Bank precept maturing 24/12/2025. FCMB £295,324 6mths to 23/02/26. Aldermore £90,000 12mth to 29/05/2026. Required recommendation of Finance & Policy Committee for approval Standard Chartered Bank precept £60,000 maturing 03/12/2025.Withdraw funds to Unity Deposit funds to cover Q4 2025/2026 expenditure Standard Chartered Bank precept £152,790.34 maturing 24/12/2025. Rollover for 3mths Proposed GS, seconded AW, all in favour. Chair confirmed that all financial institution deposit criteria were met as per CCPC Treasury & Investment policy at the time of placing since the last F&P meeting. Other Bank balances at end September Precept Unity current account 27k Unity payroll account 5k Unity deposit account 136k Flagstone cash deposits £719k S106 HSBC Current and Deposit £18k Flagstone cash deposits £309k
25/224	Debtors reports To review reports and recommend for approval at Full Council Debtors report shows total debt outstanding of £5025.30, mainly due to terms on grass football season paid in 2 tranches approx £4.2k of outstanding balance. Letters issued to chase old debtors total £500 approx. Since Finance & Policy Committee meeting over £300 of old debt now collected.
25/225	Notice of Conclusion of Audit To receive external audit report and recommend actions required and approval at Full Council

	External Auditor Report is acknowledged and other matters raised within report discussed: CCPC did not account for interest earned on Flagstone - see comments below 'The smaller authority have provided a bank reconciliation which agrees to Section 2, box 8. However the bank reconciliation does not agree with all bank statements provided. The authority have confirmed that for two accounts interest applied to the accounts in the year was not included in the account. Boxes 3, 7 and 8 are understated' CCPC confirm that Flagstone interest on instant access will be accounted for at year end. CCPC confirm the website was updated with final signed external audit report as of 30th September. It was proposed to accept the comments in the external auditors report. Proposed GS, Seconded and all in favour.
25/226	Staff Committee Matters To receive and approve recommendations of the Staff Committee meeting held Monday 6th October During September there were a number of meetings held namely to carry out the appraisal process of staff and summarise outcomes to put forward proposals at the Staff Committee meeting for the salary review. The following recommendations from the Staff Committee meeting were proposed for approval at Full Council: a) Staff Committee minutes represent a true record of the meeting held on 6th October b) Confirmation of Pension re-enrolment process was undertaken c) No change to staffing requirements necessary d) Receive confirmation of the annual appraisal process completed e) Approve recommended Salary review as detailed in the minutes. Approved Proposed GS, seconded DM, all in favour.
25/227	Payment of accounts To approve current month payment of accounts report October Finance report was approved Proposed DM, seconded JF and all in favour.
25/228	Quotes To receive and approve quotes for works required Approved Bollards - 8 bollards for site safety @ £164 per unit + shipping £110 Removal of boulders from small play parks for relocation £625 CCTV quote to rectify - Axis to replace power unit for Crookham Park CCTV £316 Retrospective due to safety concerns - Peter Driver MUGA fence repair - £932 Replacement microwave in Comm Centre £328 Deep clean comm centre hirer furniture - £210 Queue management equipment - £255 Wish list pre-school - Just under allowance approved £5k Signage - Have ordered heavy duty car park signage for future events £approx TBC

	Ditch clearance work to rear of allotment £2,550. Proposed GS, seconded and all in favour.
25/229	Clerks Report To receive Clerks report and approve any actions arising Grounds maintenance contract update New team member has started and office staff have walked around site to discuss details of contract. Has made a promising start and areas are looking tidy. Plenty of winter work to keep the team busy. Tommys / Remembrance Service Tommys have been installed around the parish by Mens Shed and RBL. CCPC thanks passed to them. Remembrance service arrangements are well underway. Rehearsal will take place with use of Fleet Phoenix equipment. Requires 2 representatives to lay wreath and read names of the fallen at the ceremony on 9th. Cllrs Bulgin and Saunders. Memorial bench For Gally Hill Road - Agreement has been received and Chair Cllr Saunders was approved as the nominated person to sign the HCC agreement and then proceed to install. Scooter track It was confirmed that Planning permission is required so an application has been submitted. HDC require additional information before the application is validated.
25/230	Fleet Phoenix To receive an update from Fleet Phoenix Fleet Phoenix gave a presentation to update CCPC on their activities and reported on the success of the Summer event sponsored by the parish council. Numbers attending were up on the previous year and the event was really appreciated by local families. Having a free event for the children and their families on a Friday night during the summer holidays was the most cited benefit to the community. There were lessons to be learned including photo protocols and these will be enhanced further next year. CCPC were presented with a Thank You card from residents that attended the events. It was resolved to approve a budget of £3,224 for the 2026 Summer Project from the Events budget 2026/27 Proposed GS, seconded KS, 8 in favour, 1 abstention.
25/231	Fleet Connect To consider and approve the Fleet Connect renewed contract New contract has been issued but includes a requirement to pay into bus replacement fund. This has been discussed with Fleet Town Council and agreed that an EMR will be held by CCPC and FTC rather than pay over to Hampshire CC. Clerk and Chair due to meet to agree terms of contract before signing.
25/232	Safety reports To receive monthly reports Monthly reports were reviewed
25/233	External Bodies Committee Reports

	To report on external bodies committee meetings attended and recommend any action required by the Parish Council QEB Steering Committee - meeting cancelled. Clerk has chased for rescheduled date. FACC - next meeting to be held 20th November. Cllr Moss attended Hampshire Employers Pension Update.
25/234	Next Full Council Meeting Dates for upcoming meetings All from 7.30pm November 10th Planning Committee 24th Planning Committee followed by Full Council December 8th Planning Committee January 12th Planning Committee followed by Finance & Policy Committee 26th Planning Committee followed by Full Council Meeting closed at 9.07pm Signed _____ Dated _____