



CHURCH CROOKHAM PARISH COUNCIL

Full Council Meeting Minutes

Date: 22/06/2026

Place: Acorn Hall

In attendance: Cllr John Ford, Cllr David Hawkins, Cllr Dan Hill, Cllr Ed Molyneux, Cllr Debbie Moss, Cllr Gareth Saunders, Cllr Kate Stewart, Cllr Gill Thomas

Also:

Meeting commenced at 19:45

26/135	Apologies for absence To receive apologies for absence Apologies were received from Cllr Bulgin
26/136	Approval of Minutes from previous meetings Minutes circulated with agenda Minutes of Annual meeting held 13th May and Planning Committee meeting of 8th June were approved as a true record Proposed GS, seconded and all in favour.
26/137	Dispensations To receive any written requests for disclosable pecuniary interest dispensations from members. None received
26/138	Declaration of interest relating to any item on the agenda. To receive any declarations of interest from members. None received

26/139	Chair's announcements To receive announcements from the Chair Chair thanked the council for their support during a difficult family time and especially to Cllr Moss who stepped in at the last minute to host the Community Open Evening. Welcomed baby Remi who arrived on 8th June. Our thoughts remain with Cllr Bulgin and his family.
26/140	Public Session HDC Cllr Axam commented on an excellent newsletter from the parish council delivered this week.
26/141	Grant applications To receive and consider approval of grant applications £20k budget Year to date grants approved £1,500 to Challengers Play scheme 1) Music on the Views grant application £1,000 Grant of £1,000 was awarded Proposed GS, seconded GT, all in favour. 2) Tweseldown Forest School grant application for support for beehive project £500 Grant of £500 was awarded Proposed GS, seconded KS, all in favour.
26/142	Crookham Park Update To receive an update on Crookham Park outstanding developer obligations An update meeting took place on Wednesday 18th June between Taylor Wimpey and CCPC represented by Cllr Saunders and Clerk

	Lighting - TW were disappointed to see the open pit remaining on Jubilee Drive down from Boyce Road as they expected GTC to have resolved the light in this area. GTC will be chased to resolve. In terms of open pit on Naishes Lane TW have been waiting on SSEN to inspect exposed cable to verify ownership. Inspection due to take place Friday 19th and TW committed to report back to CCPC. Likely action to temporarily backfill pit until scope of works required to resolve confirmed. Epsilon due to inspect light outside Comm centre as GTC confirmed connections all ok. Block paving on roads - Where movement is causing uplift of block paving TW will aim to resolve at same time as backfill of open lighting pits. Naishes Lane Road adoption - Epsilon have issued test certificates for the lights. HCC only need the as built drawing for infrastructure on the road which TW are currently working on to complete the process. Drain/ Road adoption - Thames Water require a 106 agreement completed for the outfall of the drains from the site to enable commencement of the drainage adoption process. Then works to commence on site will be confirmed. Roadside gulleys - TW committed to a site survey and allocate resources to clear blocked gulleys. Ditch work: Rear of development adjacent to allotments. Ditch design has been agreed with no need for further work at this time. The ditch will be resurveyed later in year to ensure it continues to function adequately to meet the demands. Work to reconfigure the outfall from the balancing pond adjacent to athletics track likely to be agreed and carried out over the summer school break. SANG - some repairs have been carried out on boardwalks and paths. Ecology report was reviewed with some comments passed back for amendment. Then a competitive tender process will take place for the SANG maintenance contract. Legal transfer of land - TW to reconfirm their contact to complete the legal transfer.
26/143	New Committee To propose creation of new Engagement and Events Committee Purpose The Events & Community Engagement Committee would support the Parish Council in developing a joined-up approach to community events, resident engagement and communications. The committee would help strengthen relationships between the Parish Council and residents through events, newsletters, community initiatives, volunteer involvement and effective communication for all generations of the community. Areas of Focus

	Including, but not limited to: Spring Festival / Christmas Event / Community litter picks / Community gardening and environmental initiatives / Resident engagement initiatives for all generations of the community / Content planning for Parish Council newsletters / Content planning for social media and community communications / Promotion of upcoming projects, events and initiatives through e-communications, digital engagement and traditional methods / Encouraging volunteer and community participation across all age groups / Gathering resident feedback to help inform community activities and engagement Why the Committee is Needed Community events, resident engagement and Parish Council communications have continued to grow over recent years. A dedicated committee could help provide a more joined-up and proactive approach to planning, communication and resident engagement, whilst continuing to ensure opportunities are inclusive and accessible for all generations within the community and supporting office staff. It was resolved to approve the new committee and Terms of Reference members to include Cllrs Stewart, Molyneux, Communications Officer. Proposed GS, seconded KS, all in favour.
26/144	QEB Steering Committee Update To receive an update on QEB Steering Committee projects HCC Cllr Alan Oliver sent his apologies but provided a quick update in person in advance of the meeting. QEB Steering Committee meeting - Still awaiting a date to review all the projects with the Hampshire Officer. Sandy Lane school crossing dates for prelims have been confirmed as follows: 29th and 30th June - Investigation works via multiway lights 22nd July to 2ns September - Main works via multiway lights The contractor appointed is Rocon Contractors Limited Cllr Saunders confirmed that all projects funded by the S106 developer funds have now been utilised within the time limit meaning no refund to the developer. Cllr Saunders requested an update as follows: The document from HCC shows the Sandy Lane crossing as “contract award” May 2026 with completion by end-August. Does anyone have an update on this, as I am keen this is not allowed to slip beyond the end of the school summer holidays ?

26/145	Insurance To confirm and approve Insurance arrangements Clerk confirms that the Cyber Insurance policy has been renewed as per approval in April / May The main insurance policy for all other risks is due to be implemented from 1st Jul. In 2025/26 CCPC entered into a 3-year Long Term Agreement with Zurich 25/26 Premium was £8259 incl. IPT 26/27 Premium proposal because of 3-year Long Term Agreement £8227 Sums insured similar with index linked increase in buildings. Clerk and RFO to seek revaluation of buildings to ensure cover adequate. It was resolved to approve the insurance quote and to renew the policy Proposed GS, seconded DH, all in favour.
26/146	Fleet Phoenix To consider support for Fleet Phoenix relocation Cllrs Molyneux and Bulgin will be looking to meet with Fleet Phoenix. In the meantime the Clerk had a small update and wanted to ensure Councillors were aware that the charity need to secure premises during the period of Harlington refurbishment. HDC offices does have space but there may be challenges that need to be thought through. Fleet Phoenix have asked CCPC for support in discussing the issues with HDC and seeing if the challenges can be overcome. All agreed that the process has not been transparent thus far and that a meeting of all parties should be held to ensure that this transparency can be gained. Cllr Saunders committed to inviting a meeting of all parties as soon as possible to ensure that there is time to ensure that the charity has a local base over the next 2 years to provide continuous service to young people in the community.

26/147	Cleaning Contract To review and consider extension of the cleaning contract with Apple Clean In June 2025 the Cleaning contract was awarded to Apple Clean. This was awarded on a one year basis subject to satisfactory performance with the option to extend. A meeting was held in March with the Community Centre Officers and the Contract leads. This meeting addressed minor issues of contract performance and suggested tweaks to some operations. On the whole throughout the annual contract the performance has exceeded expectation with no complaints from any regular customers. Communication with the team is very effective and minor adjustments to issues that have arisen have been successfully implemented. All staff are happy to recommend extension of the contract for a further 2 years commencing 1st July 2026. It was resolved to extend the cleaning contract with Apple Clean for a further 2 years from 1st July 2026 Proposed GS, seconded and all in favour.
26/148	Acceptance of Office To review Acceptance of Office forms to acknowledge consent to receipt of information by electronic means It is recommended the acceptance of office form is amended to include formal acceptance to receive information by electronic means "As per Schedule 12 of the Local Government Act 1972, I consent to the receipt of all council meeting papers by electronic methods. I understand I may withdraw this consent at any time". All Councillors resigned their acceptance of office forms.
26/149	Annual ROSPA Inspection Reports To review the Annual ROSPA inspection reports and approve any necessary actions Following the independent inspection of all CCPC owned and managed play parks reports have been received. Due to the follow up work carried out following the 2025 inspection there are very few issues raised on this report and none considered above Low Risk.

	Facilities Officer's hard work has paid off to ensure that our outdoor spaces remain safe for all. A quote will be obtained to carry out the small items that can be resolved. Councillors thanked the Facilities Officer for all her efforts.
26/150	Payment of accounts To approve payments of accounts reports May & June reports due to early May meeting May signatories were Cllrs Saunders and Moss June signatories were Cllrs Moss and Thomas It was resolved to approve May and June finance reports Proposed GS, seconded JF, all in favour.
26/151	Quotes To consider and approve quotes for works required 1) Comm centre Oak Hall window winders 2 banks broken - Approved up to £850 2) Comm Centre Summer redecoration - Approved £1695 Proposed GS, seconded and all in favour.
26/152	Clerks Report The Clerk reported: All Declaration of Interests and election expenses now submitted Lots of queries from District Councillors ref parking at Bramall Place passed on through IYP. It was agreed to join the review meeting proposed for early July. Cllr Ford raised issue of inconsiderate parking on Gally Hill Road adjacent to church which causes significant issues at peak times. It was agreed to discuss the concerns with our County Councillor and with the Church.
26/153	Safety reports Safety reports were reviewed
26/154	External Bodies Committee Reports

	To report on external bodies committee meetings attended and recommend any action required by the Parish Council Frimley Park Hospital new site Open event 30th June at Comm Centre noted that this is an event by appointment only FACC 9th July GS to attend
26/155	Next Full Council Meeting Upcoming meetings are as follows: 13th July Planning Committee & Finance & Policy 27th July Planning Committee & Full Council August Planning committee if required Tuesday 15th September Planning Committee TBC 28th September Planning Committee & Full Council 12th October Planning Committee & Finance & Policy 26th October Planning Committee & Full Council 9th November Planning Committee 23rd November Planning Committee & Full Council 14th December Planning Committee Meeting was closed at 9.12pm Signed _____ Dated _____