

# CHURCH CROOKHAM PARISH COUNCIL

## Full Council Meeting

**Init:** \_\_\_\_\_

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

**Date and Time:** Monday 24<sup>th</sup> June 2019, 8.00pm

**Place:** Acorn Hall, Church Crookham Community Centre

**Present:**

Councillors: Richard Martin (RM) Chair; Cristina Harris (CH); Gill Scott (GSc); Gareth Saunders (GSa); Michael Thorne (MT); Debbie Moss (DM); Helen Butler (HB); Michael Burford (MB).

Also: Claire Inglis (Clerk)

HCC Councillor J Bennison

There were no members of the public present.

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| 127/19 | <b>Apologies for absence</b><br><br><b>Apologies were received from Cllrs. J Radley and G Chatfield</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| 128/19 | <b>To approve minutes of previous meetings</b><br>To receive and approve as a correct record the minutes of the Full Council Meeting 20th May 2019<br><b>It was resolved to approve the minutes of the meeting held</b><br><b>Proposed RM, Seconded DM, all in favour</b><br><br>To receive the minutes and accept recommendations of the following committee meetings and to return to committees any issues for reconsideration:<br>Planning Committee Meetings - 20th May & 10th June 2019<br>Facilities Committee Meeting 10th June 2019<br><b>It was resolved to approve the minutes of the meeting held</b><br><b>Proposed RM, Seconded MT, all in favour</b> |  |
| 129/19 | <b>Dispensations</b> – To receive any written requests for disclosable pecuniary interest dispensations from members<br><br>None received.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| 130/19 | <b>Declaration of interest</b> - relating to any item on the agenda<br><br>None received                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |
| 131/19 | <b>Chairman's Announcements</b><br><br>The Chairman had no announcements to make                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |  |
| 132/19 | <b>Public session</b> – This is an opportunity for members of the public to bring matters relating to items on the agenda to the attention of the committee<br><br>Cllr Bennison reported on the new make-up of the Hampshire County                                                                                                                                                                                                                                                                                                                                                                                                                                |  |

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|        | <p>Council following their Annual meeting.</p> <p>Hampshire CC declared a climate emergency at its first cabinet meeting and over the next 6 months will be working on a plan to be carbon neutral by 2030.</p> <p>Drop-kerb adjustment to be made at Bourley Road to make access from the care home to the local facilities more accessible.</p> <p>CCPC asked if there were plans to install a crossing at the junction of Florence Rd and Reading Rd South? Response - at present there is not the volume of foot traffic in this location to justify a crossing.</p> <p>CCPC commented on the frustration of the commencement of roadworks close to Calthorpe Park School during exam period. Response – the significant amount of roadworks to be carried out during the summer months of good weather provides only a small window. The housebuilder appointed the contractor for what are the S278 works in advance of the housing development and to some extent was out of the control of HCC.</p> |       |
| 133/19 | <p><b>Southampton to London Pipeline</b></p> <p>To decide whether to respond to make a "Relevant Representation" to the Planning Inspectorate</p> <p>Reports were circulated which updated Cllrs on the current status of the project. The Planning Inspectorate has accepted the Planning submissions from Esso. The relevant reports for CCPC include Chapter 12, Chapter 16 and the Planning statement.</p> <p>The Relevant Representation period for the application will open on 26 June 2019 and close at 23:59 on 27 July 2019. As a prescribed consultee under section 42(1)(a) of the 2008 Act or a relevant local authority for the purposes of sections 42(1)(b) and (c) of the 2008 Act, CCPC is invited to register as an Interested Party.</p> <p><b>It was resolved to register CCPC as an Interested Party and the working group to review the Planning statement to prepare the necessary representation in due course.</b></p> <p><b>Proposed RM, Seconded GSa, all in favour.</b></p>    | Clerk |
| 134/19 | <p><b>Consultation</b></p> <p>To decide whether to respond to the Hampshire CC - Balancing the Budget consultation and agree response</p> <p>The survey was circulated and discussed. Promotion of the survey has been made via the noticeboards, and social media for members of public to get involved. Feedback from the survey was to be provided and also suggested that schools advertise the survey via their comms system to further encourage engagement. It was agreed that it was more appropriate for individuals to respond to the survey. At this time there is no suggestion that</p>                                                                                                                                                                                                                                                                                                                                                                                                        |       |

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|        | <p>the service provision will be expected to be provided by Parish Councils unless Town and Parish Councils decide this.</p> <p><b>It was resolved that CCPC as a body not submit a response.</b></p> <p><b>Proposed RM, Seconded MT, all in favour.</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |       |
| 135/19 | <p><b>Consultation</b></p> <p>To decide whether to respond to the Hampshire Pension Fund proposed changes consultation and agree response</p> <p>Report providing background information were circulated and discussed. Notes from the workshop attended by the RFO:</p> <ul style="list-style-type: none"> <li>• All figures were based on 2016 valuation; 2019 valuation will not be available until late this year.</li> <li>• The presentation appeared to suggest the changes were a foregone conclusion and that Town &amp; Parish Councils (TPCs) will form their own group as no alternative was being offered.</li> <li>• No examples were presented regarding the possibility of the TPCs remaining in the Scheduled Bodies Group (SBG), therefore difficult to make any comparison between staying in the SBG or moving to TPC grouping.</li> <li>• When asked to present the example figures for TPCs remaining in the SBG the actuaries were not keen to present those figures – stating that the only figures available are 2016 (same as the rest of the presentation) and that basically they do not want a situation where all the parish councils come back with differing proposals as that could result in individual rates being calculated for each council.</li> <li>• Other suggestions included TPCs being grouped with Hants CC – again not received well by the actuaries.</li> <li>• Options appear to be either follow the actuary recommended route of agreeing to a TPC group, stay within in the SBG or requesting individual rates.</li> </ul> <p>The response must be by written letter emailed to pension services by 26<sup>th</sup> June</p> <p><b>Recommendation:</b></p> <ul style="list-style-type: none"> <li>• That the TPC group should remain in the SBG for now</li> <li>• That the Pension Fund should delay any proposed changes until after publication of the March 2019 evaluation</li> <li>• That any proposed changes should be consulted fully on again and show all options and their effects on the TPCs</li> </ul> <p><b>It was resolved to submit a response to the consultation as per the above recommendation.</b></p> <p><b>Proposed MT, seconded MB, all in favour.</b></p> | Clerk |
| 136/19 | <p><b>Staff Update</b></p> <p>To receive and agree recommendations of the Staff Committee</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |       |

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|        | <p>The Community Centre Officer is due to complete her six-month probationary period in the role. The Clerk circulated a report to the staff committee and then wider to Full Council to summarise her performance in the role under the criteria set in the job description.</p> <p><b>The Staff committee were happy to recommend that Rebecca Reilly be offered the role on a permanent basis going forward following successful completion of her probationary period.</b></p> <p><b>Proposed RM, Seconded GSc, all in favour.</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Clerk |
| 137/19 | <p><b>CCLA Investment</b></p> <p>To decide to appoint signatories to authorise the CCLA investment as per 085/19 and to resolve to not reinvest the dividends in the fund: and to decide to use all S106 interest received at the council's discretion</p> <p><b>It was resolved to appoint signatories as follows:</b></p> <p><b>GSc, RM, DM, GSa &amp; CH on Local Authority Property Fund account and to authorise the RFO to receive correspondence from CCLA LAPF; to further resolve NOT to reinvest dividends in the fund and CCPC to have the ability to use the S106 interest received as ongoing revenue not specifically S106 expenditure.</b></p> <p><b>Proposed RM, Seconded MB, all in favour.</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | RFO   |
| 138/19 | <p><b>Taylor Wimpey</b></p> <p>To receive an update from Taylor Wimpey on site issues</p> <p><b>Athletics and MUGA delivery</b> - Taylor Wimpey are in legal discussions with contractor and TW are going to issue a formal line to the Parish Council expected by 28<sup>th</sup> June 19</p> <p><b>Kompan Outstanding installations</b> - LAP 7 – Due to annual leave there has been a slight delay in responding to the release of the report by Hart DC Planning following the PREAPP meeting held. TW will be writing to the various parties involved.</p> <p>Kompan are expected on site in next 4-6 weeks to complete outstanding areas with layout schematic for Allamand LEAP expected from Kompan to factor in fall of the land.</p> <p>PCSO's continue to report no anti-social behaviour in Grant Drive – CCPC to monitor for any future reports.</p> <p><b>Balance of Land to transfer</b> - Clerk to arrange on site walkabout to discuss remaining areas with TW.</p> <p><b>Removal of dead trees</b> - IYP have been contacted to book this task in and to discuss management of drainage channels.</p> <p><b>Taylor Wimpey Other issues:</b></p> <p><b>Gurung Way road layout plans</b> - TW provided a map which highlighted the</p> |       |

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|        | <p>roads on the development to be adopted. TW are to discuss options for access onto Gurung Way with management company following final top out of Jubilee Road. Suggested that residents affected in these locations are involved. Access onto Gurung Way in front of community centre on original plans is not due to be blocked at this location.</p> <p><b>Jubilee Drive road layout confirmation</b> - Islands still to be installed as well as other works not implemented by TWST division but the island to be shortened to enable access into parking areas</p> <p><b>Travel Plan coordinator</b> –Still plans for bus to travel through development in September (October depending on final top out of road) with promotion of service at that time.</p> <p><b>SANG Survey / Website</b> –Issues raised at previous SANG meeting are being addressed and due to be reported on at the upcoming meeting planned for September. The survey results have been analysed and CCPC to be provided with outcomes. Numerous meetings have been held with Hart DC to discuss outcomes of survey and use of the SANG in a wider context again to be followed up at t/he upcoming meeting. Website (URL to be Naisheswoodsang.co.uk) is being reviewed prior to publication.</p> <p><b>Junction for allotment toilet</b> - Works planned for week commencing 24<sup>th</sup> June</p> <p><b>Drainage works from school</b> - TW made aware that significant drainage works took place as CCPC aware that TW still have drainage works to carry out in this location</p> <p><b>Streetlights/ build out repairs update</b> - To be followed up as only back from leave this week and not got this info to hand on progress.</p> | Clerk |
| 139/19 | <p><b>Overflow Car Park Planning Application</b></p> <p>To consider next steps in light of statutory consultee comments</p> <p>Further to the Planning meeting held 10<sup>th</sup> June CCPC sought comment from the Planning officer</p> <p><b>Planning Officer comments in discussion with CCPC</b></p> <ul style="list-style-type: none"> <li>• In relation to Hampshire CC position regarding a “Holding Objection” it is advised that CCPC provide evidence of current car park capacity. Photographic evidence would be acceptable.</li> <li>• To “suspend” the planning process as opposed to withdraw the application would require exceptional circumstances and the planning officer suggested that providing the additional information to respond to the Holding objection would not be considered “exceptional” and therefore withdrawal and resubmission would be recommended.</li> <li>• In questioning one of the concerns “loss of open space” if CCPC were to mitigate this by removing the internal boundary fence and using the plastic reinforced mesh which grass grows through. Planning Officer considered that whilst anything to soften the visual is worth considering how the space would be managed as a car park would need to be considered by CCPC and</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                            |       |

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|        | <p>the planning authority would be assessing the application in terms of its intended use as a car park.</p> <ul style="list-style-type: none"> <li>• The need for the overflow car park would therefore be required to justify the loss of open space.</li> </ul> <p><b><u>CCPC conclusions and recommendations</u></b></p> <p>CCPC believe there is still a need for overflow car parking space for continued expansion of activities at the Community Centre and the surrounding public open space.</p> <p>The currently proposed location is considered to be the most viable having considered</p> <ul style="list-style-type: none"> <li>○ The end of the current car park is limited by the large trees and tree root zone which would not provide the same space</li> <li>○ through the current overflow has also been considered but this would reduce immediate capacity in the overflow as this would channel traffic through the existing capacity</li> </ul> <ul style="list-style-type: none"> <li>• In evidencing the utilisation of current capacity it is considered this is best achieved through photographic evidence and weekend usage evidenced from the Bookings system (as no staff on site at weekends) as suggested by planning.</li> <li>• Due to the time this requires it is considered appropriate to withdraw the application to enable collation of this further info and look to resubmit in due course.</li> <li>• Further clarification of materials and detailed outline of the relevant site will also be reviewed.</li> <li>• Prior to resubmission all relevant application docs will be presented to Facilities or Full Council.</li> </ul> <p><b>It was resolved to withdraw the planning application and take actions as per the conclusions and recommendations to bring to a Facilities and/or Full Council meeting in due course.</b></p> <p><b>Proposed GSa, Seconded MT, 7 in favour, 1 abstention.</b></p> | Clerk |
| 140/19 | <p><b>Grants</b></p> <p>To receive and decide whether to approve grant applications</p> <p>Budget for 2019/20 is £20,000 [excluding Basingstoke Canal Contribution]<br/>£100 Victim Support awarded YTD</p> <p>Grant application from 1st Crookham Scout Group £4,590 was re-evaluated following the submission of further information which included confirmation of the amount requested and accounts to December 2018.</p> <p>It was proposed that the Scout Group be awarded 80% of the grant request<br/>Proposed MB, Seconded GSa Motion was not carried.</p> <p>It was proposed that the Scout Group be awarded the full grant request<br/>Proposed GSc, Seconded HB, Motion was not carried.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |       |

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|        | <p><b>It was resolved to award the Scout Group £2,500 with an invitation to submit a request later in the year if fundraising is unsuccessful to meet the target and encourage attendance at the meeting.</b><br/> <b>Proposed RM, Seconded DM, 5 in favour, 3 against.</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | RFO/<br>Clerk |
| 141/19 | <p><b>Quotes</b><br/> To receive and approve quotes for works</p> <p><b>It was resolved to approve quotes for works required as per 1-3 below:</b></p> <ol style="list-style-type: none"> <li>1) Champagne at the Ritz - Deposit for VE Family picnic day (£600 1-hour slot renowned singing group)<br/> Outline budget of £3,500 from 2020/21 budget but on the basis that the current year budget may overrun due to payments of deposits</li> <li>2) Racking for shed to make storage of hirer equipment safer and reduce conflict between customers £597 + VAT</li> <li>3) Rob Beckinsale - Following on from our inspection of the installed carvings, please find below an estimate for the refurbishment, repair work and treatment of the existing carvings.<br/> Labour £650, Treatment (Osmo UV extra) £140- Total £790 with allowance up to £850 to include Memorial Hall maple carving, <p><b>Proposed RM, Seconded HB, all in favour.</b></p> </li></ol>                                                                            |               |
| 142/19 | <p><b>To approve payment of accounts for June 2019</b></p> <p><b>It was resolved to approve the payment of accounts for June 2019</b><br/> <b>Proposed GSc, Seconded MB, all in favour.</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |               |
| 143/19 | <p><b>To receive Clerks Report</b></p> <p><b><u>Society of Local Council Clerks Hampshire Branch Meeting</u></b></p> <p>Clerk attended on June 20<sup>th</sup> at Alresford main topic was a transport initiative by a Hampshire parish – unfortunately speaker was unable to attend at last minute and item was postponed. Other issues raised re HALC/ SLCC relationship going forward.</p> <p><b><u>Work Experience student week commencing 17<sup>th</sup> June</u></b><br/> The office staff supported a work experience student during the week by providing a wide variety of tasks which included: Understanding the work of the council and assisting in the agenda setting process, Updating the parish Council mapping system, updating a presentation for display in the centre, visiting sites to carry out Health &amp; safety inspections and carry out maintenance tasks amongst other general office duties.<br/> A report was received from the student which showed that he gained some real benefit from the experience.</p> |               |

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|        | <p><b><u>SLP Option agreement payment</u></b></p> <p>CCPC were in receipt of £1972 from Esso in relation to the Option agreement 1<sup>st</sup> installation and Option signing incentive because achieved within timescales.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| 144/19 | <p><b>To receive monthly safety reports</b></p> <p>Reports were received.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |
| 145/19 | <p><b>External Bodies Committee attendance</b></p> <p>To report on external bodies committee meetings attended and recommend any action required by the Parish Council</p> <ul style="list-style-type: none"> <li>• Hart Voluntary Action Feedback report provided by CH</li> <li>• Hart Youth Forum – launch postponed until Sept 19</li> <li>• Fleet Link meeting being arranged for August 19</li> <li>• Flood Forum – S Hope of Hart DC contacted all parishes to request they notify of any flooding issues following the recent heavy rainfalls. CCPC were contacted by 1 resident (put in touch with S Hope) and reported localised flooding on Gally Hill Rd.</li> <li>• HDAPTC 9<sup>th</sup> July RM/ MT and Clerk to confirm attendance</li> </ul> |  |
| 146/19 | <p><b>To confirm next meeting dates</b></p> <p>Hart DC planning meeting: Wednesday 10th July 2019<br/> CCPC Planning Meeting: 7.45pm 8th July 2019<br/> NO JULY Facilities Meeting<br/> CCPC Planning Meeting: 7.30pm 22nd July 2019<br/> CCPC Full Council Meeting: 22nd July 2019</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |

Meeting closed at 21.43pm

Signed \_\_\_\_\_ Date \_\_\_\_\_