

CHURCH CROOKHAM PARISH COUNCIL

Full Council Meeting

Init: _____

Minutes of the Meeting of the Church Crookham Parish Council

Date and Time: Monday 27th January 2020, 8.00pm

Place: Acorn Hall, Church Crookham Community Centre

Present:

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

Also: Claire Inglis (Clerk)

Cllr John Bennison (HCC)

Cllr Chris Axam (HDC)

There was 1 member of the public present.

001/20	Apologies for absence Apologies were received from Cllr Gill Thomas	
002/20	To approve minutes of previous meetings To receive and approve as a correct record the minutes of the Full Council Meeting 25th November 2019 It was resolved to approve the minutes of the meeting held 25th November 2019. Minutes approved were signed. Proposed RM, Seconded MT, all in favour. To receive the minutes and accept recommendations of the following committee meetings and to return to committees any issues for reconsideration: Planning Committee Meetings - 13th January 2020 Finance & Policy - 13th January 2020 Facilities Committee Meeting - 9th December 2019 It was resolved to approve the minutes of the above meetings and the minutes were signed. Proposed RM, Seconded DM, all in favour.	
003/20	Dispensations – To receive any written requests for disclosable pecuniary interest dispensations from members None received	
004/20	Declaration of interest - relating to any item on the agenda None received	
005/20	Chairman's Announcements No announcements	

CHURCH CROOKHAM PARISH COUNCIL

Full Council Meeting

Init: _____

006/20	Public session – This is an opportunity for members of the public to bring matters relating to items on the agenda to the attention of the committee Cllr Bennison reported: -Thanks to CCPC for advertising the school crossing patrol vacancy via the website and Facebook with 250 hits received. - Recycling centres – ALL households must register their vehicle via the Hants CC website to enable free use of the waste recycling centres in Hampshire or incur a charge from April 2020. - Public consultation on Libraries is currently underway with some under threat of closure (Not Fleet). To have your say visit https://www.hants.gov.uk/aboutthecouncil/haveyoursay/consultations/library-consultation - Interim progress has been made on climate change by reversal of the policy of no wind turbines on HCC owned land. Subject to planning permission some may be proposed in addition to tree planting and solar farms. HCC contribute 1% of carbon emissions within Hampshire so to reduce the carbon footprint of the county everyone will have to do their bit through transport choices, heating of homes etc. Cllr MT asked if the junction improvement proposals as part of the Watery Lane development of Redfields Lane with the A287 can be expedited to improve safety. Cllr Bennison confirmed that this is in the hands of the developer who are looking at the cost implications of the required works. Planning permission for this development was given up to 3 years ago.	
007/20	Parish Council Vacancy To receive applications for Councillor vacancy and to decide whether to co-opt an applicant to the Church Crookham East Ward vacancy Clerk confirmed that one application had been received by the deadline from Mr Alan Jones who was present at the meeting. Alan Jones was introduced to the Council and he explained his desire to become involved in local issues and has a background of volunteering. It was confirmed that he was eligible to stand as a Parish Councillor. It was resolved to Co-opt Alan Jones as a Councillor for the Church Crookham East ward with immediate effect. Proposed RM, Seconded GSa, all in favour.	
008/20	Actual v Budget 2019/20 To receive the actual vs budget figures at the end of the 3rd quarter and to decide whether to accept the recommendations of the Finance & Policy Committee at its meeting held 13th January 2020 for movements to the ear marked reserves. <u>Revenue Budget</u> <u>Income:</u> £ 28k variance in income is due to - £13k increased bookings at the community centre - specifically one dance school which started regular bookings after budget setting last year - £2k income from ESSO Southampton to London Pipeline project and - £13k increase in interest received due to CCLA investment generating approx. £6k per quarter	

CHURCH CROOKHAM PARISH COUNCIL

Full Council Meeting

Init: _____

Expenditure:

variance due to:

- overspend on running costs of community centre, grounds maintenance & supplies i.e. new goal posts for Peter Driver Sports Ground

Projects:

variance due to:

- overspend on community plan project
- un-budgeted expenditure on replacement of pre-school play area surface

EMRS: variance due to various movement transfers from EMR to cover costs of pre-school play area surface, community speedwatch equipment and defib.

Currently underspend for the year looks likely to be £19k against the budget. Please see below for EMR proposals.

REVENUE - Summary Totals 2019 – 2020	Annual Budget	Actual year to date	Forecast	Likely out-turn	Variance
Total income	£ 311,124	£ 307,014	£ 31,802	£ 338,816	£ 27,692
Expenditure	£ 259,489	£ 187,021	£ 74,282	£ 261,303	£ 1,814
Projects	£ 33,400	£ 12,355	£ 29,000	£ 41,355	£ 7,955
EMRs	£ 18,000	£ 4,976	£ 12,313	£ 17,289	£ 711
Net Income/ Expenditure	£ 235	£ 102,661	£ 83,793	£ 18,868	£ 18,633

S106 Budget

Income:

£850k variance in income due to S106 developer funds not included in budget as timing of payment dependent on delivery of assets. £ 383,415 received December 2019

Expenditure:

variance due to:

- £600,000 investment in CCLA LAPF (treated as an expenditure item and recorded on the asset register) offset against corresponding EMR movement. N.B. The reserves reconciliation shows a negative reserve a to more easily track the investment made.
- Underspend on Refuse collection/Litter picking - budget allowed for potential contract with Hart DC for litter picking - not put in place. Litter picking at all parish sites is accounted for under

CHURCH CROOKHAM PARISH COUNCIL

Full Council Meeting

Init: _____

precept expenditure but the cost of additional weekly emptying of bins at the community centre due to litter picking at all sites is paid from S106 funds.

- £2k forecast to be spent on path surfacing at allotment site

Projects:

variance due to:

- Public Art project weathervane payment partly offset by release from EMR

EMRs:

variance due to:

movement from Public Art to cover cost of weathervane (£750 moved from EMR in 2018 to cover payment on account)

S106 receipts moved to playgrounds and open spaces EMRS

S106 - Summary Totals 2019 – 2020	Annual Budget	Actual year to date	Forecast	Likely out-turn	Variance
Total income	£ 10,000	£ 391,577	£ 468,005	£ 859,582	£ 849,582
Expenditure	£ 62,505	£ 620,884	£ 39,797	£ 660,681	£ 598,176
Projects	£ 38,000	£ 22,267	£ 19,033	£ 41,300	£ 3,300
EMRs	£ 10,000	£ 209,948	£ 1,560	£ 208,388	£ 218,388
Net Income/ Expenditure	£ 100,505	£ 41,626	£ 407,615	£ 365,989	£ 466,494

It was resolved to accept the recommendations of the Finance & Policy as below:

a) Move the following unspent budgets at year-end to EMRS:

- Website & email budget (4132) approx. £1,800
- Christmas decorations budget (4819) £ 2,000
- Exterior Seating and Patio (4807) £ 15,000
- Highways & Transport Services (4811) £1,000
- Surfacing for pathway from Tweseldown Infants School £ 5,000
- Overflow Car Park (4833) £14,033 – to be moved to EMR Community Centre construction & EMR name changed to Community Centre Capital Expenditure
- In addition, Events remaining budget to cover costs of VE day event – approx. £1,600
- In addition, Open Space maintenance budget remaining re Tree works to Tree EMR at year end as per agenda item 13/20 upcoming to provide Clerk flexibility to book work as appropriate.

b) Move Basketball Hoop EMR to Play Equipment Replacement EMR

c) Move unspent Bus Shelter budget to an EMR

CHURCH CROOKHAM PARISH COUNCIL

Full Council Meeting

Init: _____

	d) General reserve - any surplus in excess of £ 114,000 to be moved as follows: • Improved parish signage and gateways to a maximum of £25K • Peter Driver Improvements to add remainder. e) CCLA dividend this year to be moved to EMR website development and in future years to be added to general reserves. Proposed RM, Seconded MB, all in favour.	
009/20	Budget 2020/2021 To receive the budget as recommended by the Finance & Policy Committee at its meeting held 13th January 2020 and decide whether to approve or make any final amendments prior to its approval. The budget was presented as reviewed at Finance & Policy Committee. Revenue budget £363k Total income which includes Precept request of £224k £270k Total expenditure £18k Total Project costs and £75k EMR movements S106 Budget £10k Income (Interest) £79k Total expenditure £8k Total Project costs and £10k EMR movements It was resolved to accept the recommendations of the Finance & Policy Committee to accept the Revenue and S106 budget proposals for 2020/21 Proposed RM, Seconded MT, all in favour.	
010/20	Precept 2020/2021 To receive a proposal from the Finance & Policy Committee at its meeting held 13th January 2020 to keep at the same band D level (£53.80) as per prior year and to submit a request to Hart District Council for £224,477.81 Based on the budget proposal in the previous agenda item the Precept request is considered appropriate. In 2019/20 the precept was £222,274 with the tax base at 4131.49 giving a band D household precept of £53.80. The precept has remained at £53.80 since 2010. Hart DC has proposed a tax base of 4172.45 in 2020/2021 which is slight increase of 40.96 on 19/20, if the band D remained the same at 53.80 the precept would increase to £224,477.81 It was resolved to approve the Precept request for 2020/21 of £ 224,477.81 from Hart DC and that the Band D rate remains the same at £ 53.80. Proposed RM, Seconded MB, all in favour.	
011/20	S106 deposits To receive a proposal as recommended by the Finance & Policy Committee at its meeting held 14th January 2019 following review of maturing S106 deposits	

CHURCH CROOKHAM PARISH COUNCIL

Full Council Meeting

Init: _____

	S106 funds were received from the developer in December 2019 total £ 383,415 Further £ 466,445 remains due S106 funds at 31.12.2019: <table border="1"> <thead> <tr> <th></th><th></th><th>Interest rate</th></tr> </thead> <tbody> <tr> <td>HSBC current account</td><td>£ 227.20</td><td></td></tr> <tr> <td>HSBC deposit account</td><td>£ 443,407.11</td><td>.26%</td></tr> <tr> <td>Lloyds 12-month fixed term deposit (matures November 2020)</td><td>£144,272.50</td><td>1.05%</td></tr> <tr> <td>Nationwide 95-day day saver</td><td>£ 605,320.03</td><td>1.05%</td></tr> <tr> <td>Total</td><td>£ 1,193,226.84</td><td></td></tr> </tbody> </table> It was resolved accept the recommendations of the Finance & Policy Committee to invest £ 300,000 with CCLA LAPF and £ 83,000 to be deposited in Nationwide 95-day saver account. Proposed RM, Seconded MT, all in favour.			Interest rate	HSBC current account	£ 227.20		HSBC deposit account	£ 443,407.11	.26%	Lloyds 12-month fixed term deposit (matures November 2020)	£144,272.50	1.05%	Nationwide 95-day day saver	£ 605,320.03	1.05%	Total	£ 1,193,226.84		
		Interest rate																		
HSBC current account	£ 227.20																			
HSBC deposit account	£ 443,407.11	.26%																		
Lloyds 12-month fixed term deposit (matures November 2020)	£144,272.50	1.05%																		
Nationwide 95-day day saver	£ 605,320.03	1.05%																		
Total	£ 1,193,226.84																			
012/20	Key Annual Meeting Dates To agree dates for key 2020 meetings and consider ideas for Annual Parish Meeting topic The following meetings dates were outlined and will be confirmed via the website: April 6th Planning & Facilities PROPOSED APM Thursday April 16th to be held in Acorn (pre-school closed for school holidays) TBC Week commencing 20th April Finance & Policy April 27th Planning & Full Council TBC Monday 11th May Annual Meeting of Council Monday 18th May Planning Other important May dates VE Day Celebration Event Saturday 2nd May District Council polling Thursday 7th May Bank holidays Friday 8th & Monday 25th																			
013/20	Tree Survey Works To consider quotes for tree works and agree to appoint a contractor to carry out the required works The Clerk presented a report which summarised quotes received from 5 contractors for the tree surveys carried out across all CCPC owned sites and works required detailed across four reports. • The tree surgeons invited to quote for the works have excellent reputations and are local contractors that regularly work in the area. • 3 of the 5 contractors that quoted carried out tree works on behalf of CCPC following the 2016 survey.																			

CHURCH CROOKHAM PARISH COUNCIL

Full Council Meeting

Init: _____

- Where contractors were not invited to quote for particular areas this was based on initially the cost differential between other contractors quoting for the same work or were introduced to the process later based on the wide cost differentials being quoted.
- ALL tree surgeons were provided with the same information for each area i.e. the Survey report, summary document prepared by the Clerk and maps of the areas with the tree references on them.
- Only 1 contractor has quoted ALL areas as this contractor was consistently better priced and the other contractors have served as a comparison.
- Contractor 2 has carried out the High priority work on behalf of the Parish Council and this work has been performed as required with the site left tidy after.

The Clerk also summarised the works by Revenue budget areas and S106 budget areas and according to the budget year that the work would need to be carried out by at the latest based on the cheapest quote by area.

By financial Yr	Report 1	Report 2	Report 3	Report 4	Totals
CY	£ 8,545.00	£ 500.00	£ 450.00	£ 2,000.00	£ 11,495.00
20/21		£ 9,978.93	£ -	£ 2,155.00	£ 12,133.93
21/22	£ 3,090.00	£ 1,755.00	£ 190.00	£ 19,725.00	£ 24,760.00
					£ 48,388.93

By financial Yr	Precept	Budget
CY	£ 4,910.00	£ 13,000
20/21	£ 290.00	£ 5,500
21/22	£ 3,330.00	£ 5,500
	£ 8,530.00	

S106	S106 Budget	
£ 6,585.00	£ 23,000	At the time of budgeting the quotes received at that time were such that this budget was not unrealistic
£ 11,843.93	£ 25,000	
£ 21,430.00	£ 20,000	
£ 39,858.93		

It was resolved to appoint Contractor 2 Charterhouse Tree Care Ltd £8,530 Revenue budget and £40,060 S106 budget, to carry out the tree works with authority for the Clerk to call off the work based on priority, location and budget aiming to complete all works by end of 2020/21 financial year.
Proposed RM, MT, all in favour.

014/20

Signage Project

To consider quotes for Finger posts to be installed within Crookham Park

Quotes for the first phase of the signage project have been obtained to enable placing an order for 6 Finger posts to signpost CCPC assets such as Community centre, tennis courts, allotments etc. within Crookham Park.

The prices are very similar

- 1) Broxap £8,708 including delivery
- 2) Furnitubes £8,258 including delivery

Installation provided by 3rd party £1,200

Cllrs queried whether planning permission would be required?

CHURCH CROOKHAM PARISH COUNCIL

Full Council Meeting

Init: _____

	It was resolved to place an order with either company based on quicker lead times subject to any requirement for planning permission. Proposed RM, seconded MT, all in favour. Road signs were then discussed to signpost the Community Centre from outside the development to encourage traffic to use the main route in. Prices will be confirmed to progress this next phase of signage.	
015/20	Pre-school License To receive an updated version of pre-school license and agree any further amendments as advised The draft license was circulated following agreed changes and having been reviewed by HALC legal department utilising the first free hour of advice. Suggested changes from the advice provided have been implemented with 1 issue outstanding: Break clause Cllrs agreed that a better structured break clause would be implemented and a decision to accept the license for signing brought to the February meeting.	
016/20	Cleaning contract To receive an updated version of cleaning contract and agree any further amendments as advised The aim is to regularise the contract between KMC Cleaning Ltd and CCPC as no contract was put in place for cleaning of the Community Centre. The contract was verbally extended at the time of the move to the Comm Centre as KMC were then providing the cleaning service for Peter Driver pavilion. The contract was circulated and discussed. It was resolved to accept the updated version of the cleaning contract with Addendum 1 and agreed a 5-year contract with KMC Cleaning Ltd to be signed by the Clerk on behalf of the Parish Council. Proposed RM, seconded HB, all in favour.	
017/20	Litter Picking & Bin Emptying contract To receive and consider quotes for litter picking contract and agree a term for the contract Currently the cost of all waste disposal to the parish council totals £9,854 per annum. This includes: Hart DC – litter picking and bin emptying at Peter Driver, Azalea, Chesilton, Jubilee park and High Trees KMC – bin emptying on Crookham Park Grundon – waste removal from Comm centre. Going forward • Aim to have the service provided by one provider – which will bring clarity to the costs	

CHURCH CROOKHAM PARISH COUNCIL

Full Council Meeting

Init: _____

	• Aim to have a more bespoke service that has flexibility and responsive to one-off issues • HDC have over the past 3-4 years been unable to provide additional capacity to service Crookham Park • KMC Cleaning Ltd have provided the service to empty bins within Crookham Park with number of bins growing to 21 at this time Quotes were obtained from 2 other suppliers with Hart seemingly unable to fulfill additional capacity within Crookham Park. 1) KMC Cleaning Ltd £8,544 per annum would still require Grundon offloads with total annual cost total £10,262 per annum - KMC would look to employ a litter picker and this also factors in vehicle and demand responsive service i.e. If bin not full not emptied until next round during week 2) Roupcycle £7.65 per bin Can offer a twice weekly bin emptying service with low season and high season litter picking within the per bin price i.e. monthly or fortnightly depending on time of year. In discussion would flex bin emptying to suit location/ bin. It was resolved to give immediate notice to Hart DC ending March 31st, 2020 and appoint KMC Cleaning Limited to perform the litter picking and bin emptying service for an initial 1-year term to be reviewed in January 2021 Proposed RM, Seconded MT, all in favour.	
018/20	VE Day Event To agree the format for the event and approve additional expenditure Saturday 2nd May 2020 from 11am to 3pm A 1940's themed community event centred around live music / dancing acts. Public to utilise grassy area to the rear of the centre to eat picnics and enjoy the entertainment. Family focused with activities included free of charge for children on the day. Drinks and Fish, Chips and ice cream will be available for people to purchase on the day. Booked Live music act Champagne at the Blitz Dance Recital Punch & Judy Show Provisionally booked to be confirmed Live music act Livvy Grace £50 Face painting £200 First Aid – Primo Aid £190 Tea Dance “And Dance” £160 Live music act – Swing/ Jazz band up to £1,300 Proposed other activities to be priced and agreed Afternoon Tea – WI local group – may be some costs Children’s Craft area – materials to be provided Beer tent – outsourced	

CHURCH CROOKHAM PARISH COUNCIL

Full Council Meeting

Init: _____

	Fish & Chip van – outsourced Ice cream van – outsourced Staging & Sound services – costs will be incurred Bunting and Union Jacks – costs Living museum – being investigated Military vehicles – trying to source Fancy Dress – prizes to be awarded costs Councillors agreed that a program of events should be put together to ensure that the program is manageable but also inclusive for all. It was resolved to approve the payment of deposits for provisionally booked items and in addition delegated authority to book a Swing/Jazz band up to £1,300 upon conclusion of a detailed program of events for the afternoon Proposed RM, seconded MT, all in favour.	
019/20	Crookham Park site update To receive an update on progress of site issues and agree any actions TW to provide update on Athletics track • Meeting between Redfields contractor & TW is due to take place week commencing 27th. Clerk to follow up after meeting. • Enforcement commented that Athletics enforcement not priority at this time. TW to arrange viewing of MUGA work • replacement bollards to footpath where works were accessed has now been replaced with need for tarmac to be made good. • TW to establish stewardship of key for padlock and look to book a date to review the works with Parish Council and seek move to handover Kompan installations – to receive an update on outstanding installations Outstanding installs and rectifications • LAP 7 – Completed – bin to be installed • Allamand LEAP – Still no progress made on siting of play area • Trim trails – await outcome of Athletics track • AREA H – replace gates still to be completed Land transfer / S106 monies • Prior land transfer – confirmation of Legal invoices paid being actively chased by Clerk for resolution • £383,415 S106 monies received – land transfer to progress i.e. agree red line plan and progress legals Conveyance plan DRAFT is being copied to Clerk week commencing 27th Jan ahead of official CAD Drawing. • Outstanding S106 funds – Lap 7, Allamand LEAP, Lap 7 land, MUGA and Athletics timeline discussion - approx. £200k of outstanding S106 funds suggested commuted sums for MUGA if transfer can be agreed	

CHURCH CROOKHAM PARISH COUNCIL

Full Council Meeting

Init: _____

	Tree work & planting schemes • 3rd Party land tree works required following survey by CCPC TW to confirm responsibility Survey report and maps given to TW and confirmation received that the work will be planned as per the survey recommendations. • Tree survey report received by CCPC for land to be included in transfer re S106 £383,415 monies received – confirmation of timescales for work required TW provided survey report for areas to be included in the current land transfer and confirmation received that works will be planned as per the survey recommendations. • Dead & replacement tree -TW to update on program of removal and replacement TW confirmed that the window for planting is running short and that confirmation of tree planting contract will be confirmed – removal is being planned of dead trees. • Old compound area planting scheme – original plan included wildflowers plus other planting – contractor who spoke to Councillor only aware of grass to be established. The plans were reviewed, and it was established that the wrong key code document had been provided. TW sent correct document after meeting. Clerk to review. SUD management • To review plan from site walkabout with IYP and confirm responsibility for watercourses plus maintenance to establish fully operational prior to area handover. • Maintenance to clear ditches along Allamand, both sides of Gurkha path running to Ewshot balancing pond, Area F behind Phase 2H and up to first board walkway onto SANG behind Allotment. Ditch beyond this is responsibility of CCPC – quotes to be obtained to clear it. Taylor Wimpey Updates requested re: • Leatherhead involvement in outstanding issues: Gurung Way road layout plans Various issues from the TWST side of the development remain under discussion and meeting being held between both parties to discuss remaining works. • Jubilee Drive road topping out progress Almost complete, discussions with Hampshire have taken place to agree white lining and conclusion of this is anticipated very soon. • Sunken footpath off Jubilee Drive opp. LAP 7 location (this may be underway this week) This repair work was completed confirmed by Clerk • Travel Plan Co-Ordinator – TW to provide any further update if any – dates of bus through and survey Peter Brett Associates (TPC) have signed a further 4-5-year contract with TW so will be looking to promote the bus service when the bus route change can be implemented through the development following discussions with Hampshire Highways and road adoptions are progressed. • Streetlights/ build out repairs update An order needs to be placed for the works to the TW managed build out	
020/20	Grant Drive LAP To receive a request and decide whether to relocate bench within LAP Resident at Grant Drive has requested a relocation / removal of a bench sited within close proximity to his property and due to ongoing antisocial behavior disrupting the household. The bench represents the only remaining element of a trim trail LAP that was installed here back in	

CHURCH CROOKHAM PARISH COUNCIL

Full Council Meeting

Init: _____

	2014/15 and removed by the developer shortly following complaints from residents (trim trails to be located adjacent to athletics track). At the time of removal of the trim trail the bench was also relocated closer to this resident's property. It was agreed that the bench should be relocated but a location could not be determined. Councillors agreed to visit the location to agree a location. Clerk to arrange a date.	
021/20	Grant Applications To receive and consider approval of grant applications Budget for 2019/20 is £20,000 [excluding Basingstoke Canal Contribution] Awarded YTD £100 Victim Support £2,500 1st Crookham Scout Group £500 Challengers - Summer holiday camp £100 Fleet Town Council - Xmas Dinner £810 Crookham Sunshines Pre-School £100 British Legion Annual Poppy Appeal Tweseldown Infants £10,000 Balance outstanding £5,890 1) Fleet Phoenix have asked for a contribution to their total running costs of £4,191 It was resolved to approve a grant of £2,000 to Fleet Phoenix to cover their running costs in 2020 Proposed RM, seconded MT, all in favour.	
022/20	Quotes To receive and approve quotes for works as required (1) Laurel hedge Landform end of Grant Drive to replace dead hedge that died after drought £634 net Decision postponed (2) Five a side fence repairs JB Corrie renowned installers of fence panels (completed works to high net at new MUGA) 9 fence panels of heavier gauge to replace damaged fencing at Peter Driver five-a-side MUGA £1977 net Approved Proposed RM, seconded MT, all in favour. (3) Flower displays Amethyst £4758 (Budget £5000 in 20/21) still requires license for Verne therefore may just exceed budget Displays will include - 6 half barrels at gateway signs, Cosmopolitan Cube – 1 @ Reading Road South shops and Three Tier Planters – 2 @ Northfield and 3 @ Verne	

CHURCH CROOKHAM PARISH COUNCIL

Full Council Meeting

Init: _____

	Approved Proposed RM, seconded MB, all in favour.	
023/20	To approve payment of accounts for December 2019 & January 2020 The reports were received It was resolved to approve the payments of accounts reports for December 2019 and January 2020. Proposed RM, Seconded MT, all in favour.	
024/20	To receive Clerks Report 1) Pipeline Project – received an approach from Carter Jonas who are specialist infrastructure advisors on compensation matters. Clerk asking whether Council would like to meet to discuss what service they could provide. 2) Tree management policy – thank you for feedback received from Councillors re homework set prior to Xmas. Clerk and Deputy Clerk looking to take comments on board and visit sites and assess risk parameters for locations to deliver a draft policy in February. 3) Community Survey report – with the assistance of Cllr Saunders who has summarized points raised from Questions 11 (concerns re vandalism, littering, etc.) Q12 Lengthsman, Q16 General comments – Staff will be tasked to formulate a newsletter to respond to the survey comments summarising some of the common themes and also putting the Lengthsman to work where appropriate. 4) Speedwatch update – PCSO Ben Allman has contacted the volunteers to arrange a training session and the equipment has been received and is being stored at the Community Centre. 5) Azalea working party – would like to engage in progressing Azalea park update to play park equipment with a working party. Cllrs HB and GSa previously expressed an interest. Cllrs to confirm their interest to hold a first discussion so that quotes can be progressed.	
025/20	To receive monthly safety reports Reports were received	
026/20	External Bodies Committee attendance To report on external bodies committee meetings attended and recommend any action required by the Parish Council HDAPTC meeting in Jan – No CCPC representative minutes to be circulated when available Southampton to London Pipeline – Information on upcoming hearings on specific issues is available. Farnborough Airport is due to announce public sessions to inform about airspace changes.	
027/20	To confirm next meeting dates	

CHURCH CROOKHAM PARISH COUNCIL

Full Council Meeting

Init: _____

	Hart DC planning meeting: Wednesday 12 th February 2020	
	CCPC Planning Meeting: 7.30pm 10 th February 2020	
	CCPC Facilities Meeting: 8pm 10 th February 2020	
	CCPC Planning Meeting: 7.30pm 24 th February 2020	
	CCPC Full Council Meeting: 8pm 24 th February 2020	

Meeting closed at 22.16

Signed _____ Date _____