

CHURCH CROOKHAM PARISH COUNCIL

Full Council Meeting

Init:_____

Minutes of the Meeting of the Church Crookham Parish Council

Date and Time: Monday 28th February 2022 at 8pm

Place: Acorn Hall, Church Crookham Community Centre

Present:

Councillors: Gareth Saunders (GSa) Chair, Alan Jones (AJ), Helen Butler (HB), John Ford (JF), Debbie Moss (DM), Michael Burford (MB).

Also: Claire Inglis (Clerk)

HCC Cllr Stephen Parker

There were 2 members of the public present

Meeting commenced at 8pm

22/025	Apologies for absence Apologies had been received from Cllrs Martin, Thorne, Bulgin & Harris
22/026	To approve minutes of previous meetings To receive and approve as a correct record the minutes of the Full Council Meeting 24th January 2022 It was resolved to approve the minutes as a true record of the meeting Proposed GSa; seconded JF; 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 - 24th January & 14th February 2022 It was resolved to approve the minutes as a true record of the meeting Proposed HB; seconded JF; all in favour.
22/027	Dispensations To receive any written requests for disclosable pecuniary interest dispensations from members None received
22/028	Declaration of interest relating to any item on the agenda None received
22/029	Chairman's Announcements There were no Chair's announcements

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22/030	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 Parker's February update can be found as an Appendix to these minutes. In addition, Cllr Parker raised his concerns over the road layout which will be implemented as part of the egress from the new Aldi / Home Bargains site onto Beacon Hill Road and the impact also on the Bourley Road junction with Beacon Hill and Tweseldown. Cllr Parker is looking into availability of funding to make improvements to ensure safe egress from the site. CCPC confirmed that they had objected to the road layout at the time of the application raising these very same concerns. CCPC would also be interested to hear back from Cllr Parker reference the available funding remaining as there was \$285 funding provided by the developer.
22/031	Grant applications To receive and consider approval of grant applications £2,400 of current year budget currently remains unallocated (Annual budget £20k topped up by receipt of £9.5k HDC grant) Allan Walker spoke on the need for improved dust extraction at The Shed following a rise in membership and H&S considerations. The Shed have funded one unit which is working well and need to purchase 3 more. It was resolved to approve a grant of £500 to The Mens Shed for improved filtration system. Proposed JF, Seconded GSa, all in favour.
22/032	Crookham Park update To receive an update on progress of site issues and agree any actions LEAP: On Thursday 17th February Taylor Wimpey's appointed contractor carried out the land survey for the location of the LEAP. This is as promised at the meeting held with TW and HDC planning in November. The report from the findings has been received by TW and Clerk has requested confirmation of when the report will be submitted to the planning dept to enable HDC to then make a decision on the relevant planning application. TW confirmed that they issued the report to Hart DC officers and requested confirmation from them that this was the required information prior to submitting formally. Clerk was requested to seek confirmation whether the planning application in question can receive a split decision thus enabling the trim trail relocation to its correct position. Adoptions: Following the January meeting Cllr Parker kindly referred the HCC streetlight adoption queries through to officers at HCC. A detailed response has been received with the Clerk raising additional queries arising from the response seeking additional clarification. Work to rectify issues with streetlights at locations such as Sandy Lane roundabout at Hamptons Close and Beacon Hill Road with Liepzig are under investigation with works to be ordered once issue determined. Trees: Suggest a meeting with TW to discuss all outstanding issues including replacement trees at a suitable time as the planning timeline becomes apparent.

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22/033	Southampton to London Pipeline Project To receive an update on the local pipeline project and agree treatment of Easement funds Cllrs Moss, Jones and Saunders met with the SLP pipeline team at both locations of CCPC owned land where the new pipe is due to be laid. Top of Naishes Lane and Peter Driver. Discussions about access for road users, relocation of established hedge at Thapa LAP and replacement of hedge and fence were all covered. Await confirmation of the exact pipeline route through Peter Driver as a follow up from the site meeting. Following this meeting a request was made to meet with the pipeline comms team to ensure queries are being responded to from concerned residents and to confirm the arranged road closure details. The meeting took place via Zoom on Monday 21st Feb. Response times to queries is generally good with phone queries the most efficient way of allaying concerns. The Comms team are confident that all emails are answered but this takes a bit longer as depending on the nature of the inquiry e.g., roads, access to property, vegetation clearance with the relevant team member responding accordingly. It was confirmed that road closures along Naishes Lane will roll from South to North (allotment end towards Sandy Lane). The team will endeavour to avoid restricting access to properties throughout the road closures. ONLY if there are unexpected additional services under the road may this become inevitable. Residents are to be reassured that any restrictions will be kept to an absolute minimum. In relation to removal of trees the pipeline project commits to a 1 for 1 tree replacement promise of native trees with a 5-year aftercare program. CCPC has been in receipt of funds relating to the Deed of Easement for CCPC land to be affected by the new pipeline: £3,076 prior year; £9,366 current year to date; £1,256 current year forecast; £2,709 forecast next year. It was resolved to transfer funds received and future funds to Peter Driver EMR. Proposed GSa, Seconded DM, all in favour.
22/034	Hall hire reduced rate period To consider and approve amendment to reduced rate hire charges Currently the parish council offer a reduced hall hire on the following basis: Block bookings only 1pm until 3pm Acorn Hall £7.50 per hour - School holidays only 1pm until 3pm Oak Hall £7.50 per hour - Tuesdays to Thursdays The reduced rate has proven successful to entice groups to run classes over a normally quiet period of the hall timetable and therefore recommending extending this to cover more days of the week. It was resolved to amend the Reduced rate hall hire fee to include Monday to Friday from 1pm until 3pm (Acorn Hall to remain school holidays only) Proposed GSa, Seconded MB, all in favour.

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22/035	Forest School To confirm review by Clerk and confirm ongoing usage of open space Clerk & Facilities Officer visited the Forest school location during February and the area is well kept and maintained by Kate Stewart of the Forest School. She has carried out controlled fires in the enclosed Men's Shed area with the children of Forest School in a safe manner. Kate has expressed an interest in a formal agreement with the parish council for continued use of the land as a Forest School and the Clerk is setting up a meeting to discuss with Kate to understand how she would like to develop the Forest School before exploring the options such as a lease agreement. Following the visit to the site Clerk is happy to recommend ongoing use for Forest School activities for the next 6 months whilst a formal agreement is explored. Kate confirmed that she is keen to explore offering to the wider community as she has received positive feedback from passers-by inquiring about her activities. It was resolved to approve ongoing use of land (Area J) adjacent to allotment site for Forest School activities for the next 6 months whilst exploring a more formal agreement. Proposed GSa, Seconded JF, all in favour.
22/036	Risk Assessment review To review and approve updated Risk Assessment The risk assessment document v.10 was reviewed and updated. It was resolved to approve the updated Risk assessment v.10 Proposed GSa, Seconded DM, all in favour.
22/037	Asset Register To receive report on asset verification and approve verified and updated asset register to include authorisation of disposal of assets Following the verification of assets carried out by Deputy Clerk and Clerk at all sites the asset register has been updated to reflect any changes. It was resolved to approve the asset register and disposals value of £61,865 as of 28th February 2022. Proposed GSa, Seconded JF, all in favour.
22/038	Fidelity Guarantee To review the level of fidelity guarantee covered by the Parish Council insurance policy and recommend any amendments Fidelity Guarantee was reviewed, and it was agreed that the £2M level of cover was acceptable. It was resolved to approve the existing level of Fidelity Guarantee cover of £2M. Proposed GSa, Seconded DM, all in favour.

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22/039	Internal Controls To carry out a review of Internal controls The internal control document v.2 which provides a comprehensive list was reviewed. It was resolved to accept the internal control v.2 document Proposed GSa, Seconded JF, all in favour.
22/040	Quotes To receive and approve quotes for works required It was resolved to approve the following quotes: Approved by email consensus- Charterhouse Tree Care Planting of Beech hedge as agreed by majority to pre-school fence £1510 Emergency tree work approved to remove significant deadwood from trees along Byrne Avenue £920 Under delegated authority Mobile tool to jet wash graffiti/ clean equipment at sites where access to water difficult £200 Fit external access to water for grounds maintenance at Peter Driver £250 Proposed GSa, Seconded AJ, all in favour.
22/041	To approve payment of accounts for February 2022 It was resolved to approve the payments for February 2022 Proposed GSa, seconded JF; all in favour.
22/042	Clerks Report To receive Clerks report and approve any actions arising 1) Clerk and CCO worked with F6 Productions on 23rd and 24th February to obtain further footage to support marketing of the community centre and the parish council. The time spent was productive and the content is due to be edited to meet the criteria set out for the students. The footage provided so far has been shared with Councillors. 2) Tree initiative - Clerk has had further meetings with Graham from Fleet Lions as well as a telephone meeting with the tree consultant to agree locations suitable for planting trees as part of the Queens Green Canopy project. Advice has been given in relation to tree types and suitable (or not) locations and spacing of tree appropriate at each location. Feel free to come and support the Lions on the planting weekend to be held on 26th and 27th March. 3) Azalea - Benches and bins have now been installed. Hedge adjacent to footpath has also been planted to native species. CCTV project costing still being pulled together and a further meeting to ensure best coverage of facility can be achieved. PIR lighting was discussed with CCTV providers but considered sensitivities of residents would not be beneficial to them. 4) Fleet & Crookham Athletics Club held an open event on Saturday 26th to share their club aspirations with the community. It was held over 3 + hours and there was a steady flow of visitors (total approx. 30).

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	Clerk aware of at least 3 residents (2 from road overlooking open space). Overall feedback was positive with residents wishing to see the facility in use and were reassured that the facility is for use by the whole community. Residents with any concerns were given the opportunity to discuss these with club members. Questions raised by club members included responsibility for removal of existing building at Peter Driver? Will there be an information board about Peter Driver at the existing site? Is there an opportunity to name the new Athletics track? To be resolved as part of ongoing discussions. 5) Wildflowers – site meeting to be held Friday 4th March prior to work commencing to prepare the soil.
22/043	To receive monthly safety reports Reports were received
22/044	External Bodies Committee reports To report on external bodies committee meetings attended and recommend any action required by the Parish Council Cllr Harris attended bus meeting report was circulated Cllr Saunders attended FACC meeting report was circulated Cllr Saunders attended Speed watch group training. Police have confirmed that Reading Road South and Aldershot Road will now be included roads for Speed Watch.
22/045	Next meeting To agree next meeting dates and venue Planning Committee - Monday 14th March from 7.30pm Acorn Hall Planning Committee - Monday 28th March from 7.30pm Acorn Hall Full Council - Monday 28th March from 8pm Acorn Hall

The meeting closed at 9.18pm

Signed:

Date: