

These are the unadopted minutes of the Crookham Parish Council meeting of 6 January 2003, please refer to the unadopted minutes of the February 2003 meeting for any amendments.

MINUTES OF THE MEETING OF 6 JANUARY 2003

Present: Cllr. S. Ambler (Chairman)
Cllr. Mrs. J. Brooks
Cllr. P. Collins
Cllr. P.F. Crawley
Cllr. N. Dent
Cllr. D. Jackson
Cllr. S. Payne
Cllr. K. Rusby
Mrs. C.A. Leversha (Clerk)

001/03 APOLOGIES FOR ABSENCE (Min.169/02)

No apologies.

002/03 MINUTES OF THE MEETING OF 2 DECEMBER 2002 TO APPROVE (Min.170/02)

Minute 176/02 second sentence insert “White`s” between “the request” and minor typing errors were corrected and the Minutes were then agreed as a true record and signed by the Chairman.

003/03 DECLARATIONS OF INTEREST IN ANY MATTER ON THE AGENDA (Min. 171/02)

Standing declaration until the Village Hall item is determined. Cllr. Peter Crawley and Cllr. Paul Collins both advised that they were members of the Crookham Street Social Club and both advised that they did not regard it as a prejudicial interest and would continue to participate in the village hall negotiations.

004/03 PUBLIC PARTICIPATION (maximum of 3 minutes per speaker on any matter) (Min.172/02)

The Chairman sought permission to adjourn the meeting for the public to speak and this was so agreed.

The occupants of Cedar Cottage raised a large number of issues and a written note of some of these was passed to the Chairman. There was concern that anything should be discussed in camera. The Chairman said that in view of an issue to be dealt with later, which had personal information, he would be asking permission of Members to deal with that item in confidence. He advised that it was perfectly normal for sensitive financial information to be dealt with in confidential and that was why the minutes read as they did.

The Chairman then closed the meeting to the public.

005/03 FINANCIAL MATTERS

Members decided that they would like the Treasurer`s report produced one week before the meeting so that all Members could have sight of it in enough time to approve it at the Parish Meeting. Only major items would need to be reported at the meeting if they were different to the report.

(Post meeting note: No action required as Members happy with individual copies being presented at the meeting.)

006/03 PLANNING (Min.173/02)

(i) General

Zephon House

Clerk has chased up the paperwork with Charles Herbert.

Nyasaland – Mobile Home

A planning application is now awaited.

(ii) Trees

Nothing to report.

(iii) Report of the Planning Cttee

Cllr. Jackson spoke to his report. Copy to go with the Minutes and copies to be posted on the noticeboards.

Action – Clerk.

(iv) Velmead Community Centre

Chairman has still to get a date from Carol Peake – Clerk has chased her up and Chairman will do so if he hasn't heard within a few days.

Action - Chairman

007/03 SECTION 106 MONEYS – ZEBON COPSE ESTATE (Min.174/02)

The Clerk has chased up the play area for Brandon Road and she has also chased up the re-allocation of 106 money to Hitches Lane.

Action – Chairman to give Clerk a copy of the works the Leisure Cttee had agreed should be done and Clerk to circulate to all Cllrs.

Action – Clerk to ensure that the Leisure Cttee meet (on 20 January 03 at 8pm at Hart offices – also invite Paul Dickinson along) with officers to agree a way forward.

Cllr. Collins reiterated how he had made a case for the use of the 106 money for Zebon Copse at Hart Full Council but where he had been unable to get any firm response. The words “vicinity, locality and area” are used to define the area where such money can be spent but it is fairly open ended. Information gleaned in the past indicates that 75% of the money should be spent on the estate and 25% could be used for a central use.

008/03 NEW VILLAGE HALL (Min. 176/02)

The Chairman advised that he and Cllr. Crawley had gone back over the papers and had decided that they had missed a fundamental point in that no one had decided exactly what was needed. We need to go back to the drawing board to decide what we want, consult users and consult the village and as time has drifted on consultees need to be reviewed as it is not totally clear exactly who should be represented. The Chairman's thoughts are that we should address these issue before we go further.

Cllr. Dent totally agreed – the first thing is how many people we need the hall to accommodate. Cllr. Crawley advised that occasionally there was a need to accommodate more than 100 people. Cllr. Dent said there was also an issue about the car parking and the Chairman was right we need to evaluate. Cllr. Jackson said we are all trying to preserve village life but this is different to the needs of the large proportion of the parish – i.e. Zebon Copse. Cllr. Collins said what we are about is to satisfy the needs of the old village. Cllr. Collins reminded Members said that if there is an amenity on a site a planning permission can be granted provided the amenity is replaced.

Cllr. Crawley reminded Members that all the relevant issues had been covered in the past and could be revisited again if need be. Cllr. Brooks said she is aware that this has been going on for a long time and was it not now time to go out and find out who would use it, what the need is etc. etc.

Cllr. Crawley said that he had proposed a way forward, we need to find out if it is practicable – what are the restrictions on this particular scheme. Once we know them then ask the question “is this worth having”.

Cllr. Mrs. Brooks said we would have to do a survey anyway so why not do this in tandem with the practicalities.

1. What support is there for a village hall.
2. What proposals do we want peoples opinion on.

The Chairman said we had agreed that at some stage a management cttee needed to be formed and we should keep on with what we are doing but also have a public meeting and try to form a management cttee to drive the project forward with the support of the CVA and parish council.

Cllr. Jackson proposed that we hold a public meeting for all members of the public and potential users to establish the requirements of a possible new village hall so we can gather evidence to design the building. The Chairman supported this proposal but said we would continue with our present initiative.

This was so Resolved – 5 in favour – 3 against.

Cllr. Mrs. Brooks proposed that we continue with the feasibility study

Cllr. Collins reminded Members we had agreed this at the previous meeting. Cllr. Crawley said he had produced a paper as a way forward and Members were asked to vote on whether to agree his points as detailed in his Letter which had been circulated to all Councillors.

Amendments were made to Cllr. Crawley`s letter which he agreed to and the Chairman will issue a new draft by Wednesday.

Action – Chairman.

009/03 MATTERS ARISING (Min. 177/02)

(i) Lea Green

Weekly playground check reports in file. The Byelaw signs have been removed and the play area sign has been destroyed.

Action Clerk

(ii) Electoral Review

Awaiting Cllr. Jacksons draft (when he has time to compose it)

Action – Cllr. Jackson to draft letter.

(iii) Flooding

Clerk has still to contact Cmdr Grace what the procedure is supposed to be when we are on flood alert.

Action – Clerk ref. above and request an update from our Flooding Consultant in February as to whether the work has been carried out.

(iv) Grants for Public Transport

Nothing further to report.

(v) Grants for Parish Plan

Action - Cllrs. Ambler & Collins.

(vi) Grants for Community Service

Action – Cllr. Crawley.

(vii) Parish Review

Awaiting decision from HDC.

(viii) Barbed Wire Fencing

Action – Cllr. Collins

(ix) **Youth Facilities**

The Youth Service have called a public meeting for Tuesday 28 January 2003 at 8.30 pm at the Community Centre. ZCRA has circulated

(x) **Noticeboard Theft**

The board has reappeared and is with the Chairman.

Action - Clerk to advise the police.

The Chairman has spoken to residents and they would like the noticeboard to be placed other side of the road –

Action – Clerk to organise and advise contractor to contact chairman for board and site and remember to put the map on it which they have.

Remove from Agenda.

(xii) **Risk Assessment Policy**

Action – Clerk to produce a RAP.

010/03 FINANCE (Min.178/02)

(i) **General**

Members agreed the notes of the Budget Meeting with the deletion of the quote from the Fleet Rangers. Resolved – the Budget was accepted and will be incorporated into the Minutes of this meeting.

BUDGET FOR 2003/04

GENERAL EXPENDITURE

Clerk's salary (£4154.60))	£4,155.00
Use of office)	£500.00
Supplies)	£205.00
Telephone/fax/website/postages)	£440.00
Literature (2 copies of local plan))	£100.00
Courses, mileage/travel (do a form))	£300.00
Hall hire)	£300.00
Asset maintenance & repairs)	£1,625.00
Play area inspections £600/metal seats painting £300 (get a condition report)/amenity areas (post office & bus stop)£325 labour £100 plants/Repair of equipment £500.)	
Insurance (ask how much to increase to £5m))	£1,400.00
HAPTC/SLCC/etc)	£360.00
Audit)	£120.00
Election costs)	£1,200.00
Miscellaneous)	£3,875.00
Youth worker pro rata £3,000/Transport £875. (It costs £5k a year to fund 2 workers for one night a week))	
Street Lighting)	£850.00
TOTAL	=	£15,430.00

SECTION 137 EXPENDITURE

Grants)	£900.00
WI £450/Twinning £150/50th Anniversary of Hort Society £300.		
Subscriptions)	£80.00
Miscellaneous)	£2,300.00
Concrete bed under Poulters Bridge £500/ Leaf accumulation through the woods between Malthouse Bridge and Londlandes areas £1,000/Yearly leaf blowing in the autumn £500/ Chairman`s expenses £300		
TOTAL	=	£3,280.00

CAPITAL EXPENDITURE

Village Hall Fund)	£1,000.00
Highways)	£3,000.00
TOTAL	=	£4,000.00

General expenditure	£13,700.00
Section 137	£3,280.00
Capital	£4,000.00
	<u>£20,980.00</u>

Members decided not to reduce Reserves in the light of the possible expenditure on traffic calming.

INCOME

Precept	£21,000.00
Interest	£1,480.00
Other	£30.00
	<u>£22,510.00</u>

(ii) Treasurers report

“1. Since the last report on 2 December we have received interest on our Bank of Ireland account of £132.44. On 13 December we drew cheque no. 100374 for £226.69 and banked it in our Bank of Ireland a/c. On 31 December cheques were drawn on our Barclays a/c:

No. 100376	Mrs. C.A. Leversha	£1,198.66
	- Clerk`s salary £1003.58/Office £125.00 Expenses £61.38; VAT £8.40	
No. 100377	Hampshire County Council	£597.15
	- Street Lighting 2002/03 & VAT £88.94	
No. 100378	Southern Electric Contracting Ltd	£7,365.97
	- footpath lighting Zebon Copse Estate	

No. 100379 - Crookham Village Women`s Institute £425.00
- Grant & Hall Hire

The VAT refund claim for the quarter ended 31 December 2002 in the sum of £1,290.59 has been submitted to HM Inland Revenue.

2. The balances at Bank as per Cash Book at today`s date are:

Bank of Ireland £36,850.00

Barclays Bank £8.24

3. There are no further cheques for signature at present, but there could be before the next meeting which would be backed by invoices if Councillors were asked for signatures.

4. The budget, as agreed at the meeting on 4 December should be confirmed at this meeting. I have informed the Clerk and some Councillors already that I believe the bank interest has been over-estimated by £200 and should now read £1480. However such a minor alteration should not affect the suggested precept of £21,000 – similar to that for 2002/2003

E&OE”

Members expressed their pleasure with having individual copies of the report to read and it was agreed that the Treasurer be invited to submit a bill for his photocopying costs.

Action – Clerk

Members accepted the Report of the Honorary Treasurer and it was signed by the Chairman.

011/03 LIGHTING (Min. 179/02)

(i) General

Clerk to advise contractor that a footway light is not working.

012/03 HIGHWAYS - ROADS, PAVEMENTS & FOOTPATHS (Min.180/02)

(i) General

Plinth

Plinth needs the Zebon Copse sign which Bryant`s agreed to put on it and they also need to alter the fence.

Action – Clerk.

Pilcot Road Footway

HCC at Hook have looked at the possibilities for constructing a footway from Knight Close to the Queens Head bridge in Dogmersfield. Initial costs are £35k for a standard footway but additional costs would arise for overcoming difficulties with verge levels etc and services from statutory undertakers. The Clerk has written to Dogmersfield School regarding a school travel plan which could release funding under the safer routes to school scheme, no reply yet.

Action - Clerk

(ii) Pavement for Brook Hill

Pedestrian signs are in hand. Investigations have ascertained that there is no HCC land which could be used to implement a footway along the bend at the foot of Brook Hill but HCC willing to enter into negotiations with landowners.

Action - Clerk

(iii) Traffic Calming

The Clerk has written to HCC with regard to getting the 30mph limit extended

out from Hitches Lane and out from Crondall Road on the basis that it would appear that this can be done without the need for permanent traffic calming.
Reply awaited.

(iv) Rebuild of Malthouse Bridge

The Clerk has written strongly objecting to having a rail erected on the parapet of Malthouse Bridge. Reply awaited.

(v) Footpaths General

Cllr. Jackson expressed strong concerns at the condition of the path either side of the swingbridge as a result of the works being undertaken to the culvert. Work has stopped at present due to the weather conditions and a further notice has been received advising that the closure is extended to 29 March 2003. It was agreed that a meeting be called with Rob Thompson RoW officer.

Action – Clerk contact Rob Thompson and give him Cllr. Jackson`s email address so he can liaise direct with him.

(vi) Repairs to Swingbridge Track

Nothing further to report.

013/032 RECORD OF CORRESPONDENCE CIRCULATED (Min.181/02)

Circ: 8.12.02

NEH Division Police Service Plan/Community Action News Update 31/South Downs National Park Designation Order/HAPTC116-02/115-02/113/02/Hampshire Compact Annual Report 2001/02/HDC Corporate Plan – Cabinet Paper/HDC Info Bulletin no 5/Agenda & Mins Services PRP 17.12.02

Circ:21.12.02

HAPTC Bulletin 205 – one copy for each cllr/Mail 117.-2 /HDC Parish Transport/CHC News & Annual Report/Hart Matters/Council Agenda & Mins 19.12.02/ Standards Board booklet/Cottrell Almshouses Vacancy/Objection ltr to Brunley planning application/HAPTC\ Mail 119-02/120-02/121-02/ltr ref gypsy sites/ Rural Transport Seminar/Community Action News no 32/CPRE tcg newsletter

Circ: 4.1.03

Copy ltrs/Rushmoor Borough Council Ltr ref Consultative Cttee for Farnborough Aerodrome/HAPTC mail 001/03/002-03/003-03/HDC Dev Ctrl Agenda & Minutes for 14.1.03

014/03 INFORMATION SHARING & AGENDA ITEMS (Min.182/02)

Information sought from the HHA as to eligibility of two persons for the Rural Exception Scheme at Knight Close.

Cllr. Jackson advised that there is a talk in the Velmead Community Centre on the Canal by Tony Harmsworth on 24 January.

Clerk to advise planning department of HDC to mail all applications from 31 Jan to 14 Feb Cllr. Jackson and Members agreed that any requirement to a public meeting notice be produced by him.

015/03 DATE OF NEXT MEETING (Min.183/02)

The Next Meeting will be held on Monday, 17 February 2003 at 7.45 pm in the WI Hall.

The meeting closed at 10.30.