

# CRAWLEY PARISH COUNCIL

## Minutes of the Meeting held at Crawley Village Hall on Monday 17 July 2017

### ATTENDANCE

Cllr C Phillips (Chair)  
 Cllr F Fratter  
 Cllr T Anderson  
 Cllr P Deehan  
 Mrs J Judge (Clerk)

Present (part): Cllr C Horrill, Cllr J Warwick, Mrs A Carey (Neighbourhood Watch)  
 Seven members of the public

Year	No		Action
17/18	13	<p><b>Apologies: To receive apologies and approve reasons for absence</b>            There were no apologies will all councillors present at the meeting</p>	
17/18	14	<p><b>To receive Declarations of Pecuniary Interests (DPI's) and Other Significant Interests (OSI's) from members concerning specific items on the Agenda</b>            Planning application 17/01508/TPO – Cllr Deehan was the owner of a neighbouring property.</p>	
17/18	15	<p><b>Public Session – Discuss concerns about parking at the Fox &amp; Hounds</b>            A number of residents that lived close to the pub felt that the indicated extension/increase in covers by the new owners of the Fox &amp; Hounds was not proportionate to the expected number of parking spaces. This would mean that customers would be parking along the main street and beyond with associated disruption and safety concerns.</p> <p>It was emphasised that until such time the formal planning application was published the precise details of the applicant's plans were unknown. The Parish Council would review the application when received.</p> <p>Cllr Horrill highlighted the routes by which comments could be made</p> <p><b>1. Planning</b></p> <ul style="list-style-type: none"> <li>• Both individuals and the parish council could submit comments to WCC</li> <li>• If desired the parish council could request that the application be considered by the Planning Committee</li> <li>• Cllr Horrill could comment as Ward Councillor</li> </ul> <p><b>2. Licensing</b></p> <ul style="list-style-type: none"> <li>• The Licensing Committee would review any development to assess impact on area</li> <li>• Both individuals and the parish council could submit comments</li> <li>• Cllr Horrill could comment as Ward Councillor</li> </ul> <p>Cllr Horrill would check the status of the application and report back.</p> <p>It was suggested that “white lines” in the village be reviewed. Cllr Warwick explained that these could be in place within ten days of agreement. It was agreed a member of the Highways Department would conduct a site visit, walking key areas of the village with councillors/parishioners as appropriate.</p> <p>It was explained that conditions could be attached to planning approvals including traffic management plans.            The Chair thanked members of the public for their participation expressing their concerns ahead of the formal planning application anticipated from the new owners of the Fox &amp; Hounds.</p> <p>Members of the public left the meeting.</p> <p>Alison Carey presented a case for the purchase of two dog bag dispensers (£94.80 each) and bags to be placed at the entrances to the recreation ground/playarea. Councillors agreed this would be helpful in alleviating the ongoing problem of dog</p>	<p>Cllr Horrill</p> <p>Cllr Horrill</p>

		mess discussed at previous meeting and agreed this expenditure. Cllr Anderson would arrange purchase to ensure that dispensers were in place as soon as possible.	Cllr Anderson
17/18	16	<p><b>Minutes of meeting of 15 May 2017</b></p> <p><b>To approve and sign the minutes</b> The minutes were approved and signed as a true record</p> <p><b>To deal with any matters arising not on the agenda</b> The Clerk's Contract of Employment had been revised to incorporate her appointment as both Clerk and Responsible Financial Officer. (Ref Minutes of May 2017 12c Report of the Internal Auditor).</p>	
17/18	17	<p><b>Co-option of a new councillor</b> Rina Hall was unable to attend the meeting. The Chair had met with Rina explaining what being a parish councillor was about and Rina had outlined her wish to be involved. Rina was known to many having lived in the village since 2012, participated in village events and had been working with Cllr Peter Deehan and others to tackle traffic concerns. Cllr Fratter proposed and Cllr Phillips seconded the co-option of Rina Hall to the Parish Council The clerk would arrange for a declaration of acceptance of office to be completed together with disclosure of pecuniary interests.</p>	Clerk
17/18	18	<p><b>Report from Police and Neighbourhood Watch</b> PSCO Croutear had sent apologies Neighbourhood Watch Co-ordinator, Alison Carey, updated the meeting as per the attached report</p>	
17/18	19	<p><b>Reports from City and County Councillors</b> City Councillor Horrill highlighted</p> <ul style="list-style-type: none"> <li>• Bus Station - The bus station had been closed for improvement works on Monday 10 July for approximately 8 weeks. The improvement works would create a safer environment for pedestrians and bus users and install significant improvements to real time bus information.</li> <li>• Central Winchester Regeneration - The vision had been presented on 4 July to a formal meeting of the Council's Informal Policy Group (IPG) by Marcus Adams from JTP, the architects and master planners appointed by Winchester City Council to work with the community to develop the vision and Supplementary Planning Document (SPD) for the area. It was noted that it was planned to open culverts which would both be attractive and improve flood defences.</li> <li>• New Leisure Centre at Bar End – public engagement sessions were about to take place. It was envisaged the new facility would be complete in 2020 and along with sporting facilities the impact on transport and traffic would be considered.</li> <li>• Winchester City Council has been awarded £900,000 from central government to help local businesses struggling with changes in their business rates bill. A consultation was taking place to ensure that this was allocated to those that needed it</li> <li>• After the summer break a consultation on the use of the River Park site would be launched.</li> </ul>	
17/18	20	<p><b>Reports from Tree and Cricket Wardens</b></p> <p><b>Trees</b> A large branch/limb from an ash tree in a parishioner's garden had fallen into the cricket ground. The owner was in the process of applying to WCC for permission to remove the tree.</p> <ul style="list-style-type: none"> <li>• Tree maintenance work had been completed in both the burial ground and the memorial ground (ref suggestions for enhancement – risk assessment 3 April 2017)</li> <li>• It was noted that there was a tree in the playground that was effectively dead but hidden by ivy. It was agreed to seek advice from C&amp;D trees</li> <li>• Tree surgeons had indicated that the best course of action for a ..... Tree by the pond that appeared dead in part, was to drop the height by half and remove dead</li> </ul>	<p>Cllr Anderson</p> <p>Cllr Anderson</p>

		limbs. This would require planning consent and it was agreed to ask C&D Trees to review.																	
		<ul style="list-style-type: none"> <li>The Tree Warden highlighted that the willows by the pond would at some stage start to deteriorate and suggested planning for the this by planting willow sapling in an appropriate location. All agreed this was sensible and the tree warden would follow up in the autumn/winter.</li> </ul>		Cllr Anderson															
17/18	21	<p><b>Cricket</b> No report from the warden</p> <p><b>Representatives' Reports</b></p> <p><b>Burial Ground</b> Cllr Phillips reported that whilst some areas of grass may not have been cleared after cutting this was deliberate to protect wild flowers and cuttings would be cleared on Robert Smith's next visit. As reported earlier in the meeting tree work had been completed removing low hanging branches etc that were in danger of obstructing the path. A bench that had been donated was in a very poor state of repair and needed to be removed and a replacement sourced.</p> <p><b>Mowing and Footpaths</b> There was nothing specific to report in relation to mowing. However, one footpath was particularly difficult to access given seasonal growth. As the lengthsman was not due to visit for a number of weeks it was decided to obtain a quote for clearance.</p> <p><b>Roads &amp; Verges</b> This portfolio would be handed to new councillor, Rina Hall</p> <p><b>Buses &amp; Signs</b> Again, this portfolio would become the responsibility of the new councillor. Meantime Cllr Phillips reported that the lengthsman had cleared vegetation etc around signs on 5 July visit.</p> <p><b>Playground</b> An annual review was due and the clerk would obtain quotes. A number of ideas were discussed in relation to the seesaw and its removal, repair or replacement.</p> <p><b>Pond</b> The duck house had been renovated and successfully re-floated. Potential tree work and tree planting had been discussed earlier in the meeting in the tree warden's report.</p>		Cllr Phillips  Cllr Phillips															
17/18	22	<p><b>Review of Lengthsman Visit</b> Cllr Philip reported that she was very happy with the work completed by the new lengthsman team on 5 July.</p>		Clerk															
17/18	23	<p><b>Review of Governance Documents</b> Financial Regulations adopted by Crawley Parish Council set the following procedures in relation to quotations "the Clerk/RFO shall obtain 3 quotations (priced descriptions of the proposed supply); where the value is below £3000 and above £100 the Clerk/RFO shall strive to obtain 3 estimates" It was agreed that It was practical to change the lower limit to £1000.</p>		Clerk															
17/18	24	<p><b>Planning</b> It was not felt necessary to record comment on either of the current tree application. Awaited and recent decisions were noted.</p>																	
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		Peach Hill Lane	branches. T2 Magnolia x2 Fell to ground level. T3 Bat and Italian conifer tip prune to reshape. T4 crown lift to 2.5m above ground level. T5 Quercus Ilex Crown reduce to a finished height of 5m and a spread of 6m. T6 Conifers ( x8) crown reduce to a finished height of 2m. T9 Oak remove epicormic growth	
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#### Decision awaited

Date Rec'd	Number	Address	Description	Status
31/01/2017	17/00291/FUL	The Farmhouse New Barn Farm New Barn Lane	Renewal of temporary stationing of mobile home for occupation of assistant dairy person during August to March for a period of 5 years.	Registered

#### Recent decisions

Date Rec'd	Number	Address	Description	Status
13/04/2017	17/01100/LIS	Pitter Cottage Peach Hill Lane	Ground floor rear extension and minor alterations to interior of existing cottage	Application permitted
10/03/2017	17/00718/HOU	New Forge Hacks Lane	New roof light to new increase in loft conversion	Application permitted

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#### Finance

##### Recent transactions – to approve income and expenditure since last meeting

Income including VAT repayment was noted.

Payments PV10 to PV26 were reviewed and approved.

##### To review budget year to date

There were no substantial changes to the budget. Following payment for fish population reduction the pond fund had been fully utilised.

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#### Update from Councillors on risk assessments completed

There was nothing specific to report other than items recorded earlier in the meeting

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#### Date of Next Meeting

18 September 2017