

# CRAWLEY PARISH COUNCIL

## Minutes of the Meeting held at Crawley Village Hall on Monday 18 September 2017

### ATTENDANCE

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

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

| Year  | No |   | Action |
|-------|----|---|--------|
| 17/18 | 28 | <p><b>Apologies: To receive apologies and approve reasons for absence</b><br/>Apologies were received from Cllr J Warwick and PSCO K Croutear</p>   |        |
| 17/18 | 29 | <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><br/>No declarations were made</p>   |        |
| 17/18 | 30 | <p><b>Public Session</b><br/>Two members of the public attended the meeting to express their ongoing concerns about the Littleton Road entrance/exit to village and the danger that speeding cars posed where line of sight from driveways was limited. Cllr Deehan highlighted that the recently completed traffic and speed report to be discussed later in the meeting (see no 34) had identified the issue. In addition, he volunteered to meet residents at their homes to understand concerns further.</p> <p>Mrs Carey reported that white lines had been remarked that day but not extended as she had anticipated. Cllr Deehan would inspect and confirm with HCC that lines were correctly marked.</p> <p>The Village Library was going well with a swop system in place with South Wonston meaning a plentiful supply of books for all ages.</p> |        |
| 17/18 | 31 | <p><b>Minutes of meeting of 17 July 2017</b><br/><b>To approve and sign the minutes</b><br/>With amendments to correct tree work completed (grave yard and pond not memorial garden) minutes were approved and signed as a true record. Proposed Cllr Phillips, seconded Cllr Fratter<br/><b>To deal with any matters arising not on the agenda</b><br/>There were no matters arising.</p>  |        |
| 17/18 | 32 | <p><b>Reports from Police and Neighbourhood Watch</b><br/>PSCO Croutear had sent apologies<br/>Neighbourhood Watch Co-ordinator, Mrs Carey, updated the meeting as per the attached report,</p>   |        |
| 17/18 | 33 | <p><b>Reports from City and County Councillors (note this item taken following traffic and speed report)</b><br/>County Councillor Jan Warwick was unable to attend the meeting but had sent a report as attached.<br/>City Councillor Horrill reported<br/>Projects</p> <ul style="list-style-type: none"> <li>• Bus Station - The bus station had been re-opened following improvement works made to passenger areas including walkways, shelters and real-time passenger information. The bus station had reserved its direction of travel with buses driving</li> </ul>   |        |

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| 17/18 | 34 | <p>through the station from The Broadway to Friarsgate. Feedback had been positive evidencing the proactive actions that the City Council were taking.</p> <ul style="list-style-type: none"> <li>• Station Approach – Architects had been appointed for the project to redevelop the area between the Cattlemarket and the railway station. The inclusion of Grade A office space was a key aspect in encouraging businesses and jobs</li> <li>• Central Winchester Regeneration – Plans for a replacement surgery for St Clements situated on Upper Brook Street Car Park had been approved by the Council’s Cabinet. With Kings Barton and other new housing projects coming on line the provision of such medical services was vital.</li> <li>• Bar End Leisure Facility – being developed in conjunction with Winchester University the mix of facilities etc was about to be confirmed and it was anticipated that the build would be completed in 2020.</li> <li>• Universal Credit, to be introduced in April 2018 is a new benefit for people living on a low income, or who are out of work. Universal Credit replaces other benefits with a simpler, single monthly payment. Cllr Horrill highlighted that this will only be able to be claimed on line (which may not be suitable for all) and that could be an eight-week period where claimants have no money as the system is introduced. A top up credit card was to be trialled with the Works and Pensions Department.</li> <li>• Winchester City Council had been awarded £900,000 from central government to help local businesses struggling with higher business rates bill with smaller businesses being prioritised.</li> <li>• Historically new housing numbers had been calculated at local level. This was now being changed to a top down approach with Central Government saying that 20% more housing was needed than currently planned.</li> <li>• Hampshire County Council was targeting £140m cost savings (see County Councillors Report) which meant an inevitable spin off to the City Council as services were cut</li> </ul> <p><b>Traffic &amp; Speed Report – Observations, Discussions and possible actions</b></p> <p>A traffic and speed survey had been completed by Ampfield Traffic Consultants Limited with eight Speed Data Recorder’s (SDR’s) deployed. Four of these were placed within the village (The Homestead, Hacks Lane, Burial Ground, Littleton Road bend near pond) and four at the key gateways to the village (Stockbridge Road, Rack &amp; Manager Road, Littleton Road, Andover Road).</p> <p>Results of the survey had been received and circulated to all councillors ahead of the meeting. Cllr Deehan highlighted that the survey gave a record of volume of vehicles entering and leaving the village.</p> <p>Initial observations were that speeds within the centre of the village were pretty good slowed by parked vehicles. However, the speeds past the burial ground were higher than the lower part of the village and speeds around the bend in Littleton Road near the pond were high on a dangerous stretch of road.</p> <p>Data recorded at the gateways showed Stockbridge Road to have the highest volumes with the road wide and open.</p> <p>Detailed interpretation of the data was needed before any conclusions could be reached and it was agreed that the survey should be made available to all residents via the website.</p> <p>Cllr Hall had during the summer period observed what other villages were doing to calm traffic with deterrents such as gateways, pinch points, signage etc. Cllr Horrill suggested that the Parish Council contact County Councillor Jan Warwick, who would be able to give advice on measures available, what was permitted and the experience of other villages.</p> <p>Cllrs Deehan and Hall would report back to the Parish Council in November with further findings and possible actions for discussion.</p> <p>Cllr Horrill had joined the meeting during this item. Members of the public left the meeting once this discussion had concluded.</p> | <p>Clerk</p> <p>Cllr Hall</p> <p>Cllr Hall<br/>Cllr<br/>Deehan</p> |
|-------|----|--|--|

| 17/18   | 35           | <p><b>Review of Crawley Fest</b><br/>Cllr Phillips congratulated Cllr Anderson and organisers of Crawley Fest for such a fantastic event. Unfortunately, some residents had been disappointed at the speed of clean up afterwards. There were several unavoidable reasons for this. However, clean up did and would, in the event of another Crawley Fest, form part of planning.</p>   |   |                       |         |             |        |            |              |                          |   |                       |   |  |  |  |  |            |              |                                |                                  |                       |  |
|---|--------------|---|---|-----------------------|---------|-------------|--------|------------|--------------|--------------------------|---|-----------------------|---|--|--|--|--|------------|--------------|--------------------------------|----------------------------------|-----------------------|--|
| 17/18   | 36           | <p><b>Reports from Tree and Cricket Wardens</b><br/>Following the previous parish council meeting the Tree Warden had obtained a quotation to complete work at the memorial garden, the playground and the pond. At a total cost of £1714.17 this was agreed.<br/>There was no cricket warden report.</p>   | Cllr Anderson   |                       |         |             |        |            |              |                          |   |                       |   |  |  |  |  |            |              |                                |                                  |                       |  |
| 17/18   | 37           | <p><b>Representatives' Reports</b></p> <p><b>Burial Ground</b><br/>Cllr Phillips was investigating options for replacement of the bench situated at the back of the burial ground.</p> <p><b>Mowing and Footpaths</b><br/>The footpath referred to in the previous minutes had been cleared by the landowner and Robert Smith at no cost to the parish council.<br/>Cllr Phillips was obtaining quotes for cutting the hedges at the cricket ground.</p> <p><b>Roads &amp; Verges</b><br/>Cllr Hall had received helpful background emails from former councillor Heather Stewart.</p> <p><b>Buses &amp; Signs</b><br/>Aqiva had a new timetable which the clerk would add to the website. Cllr Hall would check signs and those that needed vegetation clearing ahead of the lengthsman's visit.</p> <p><b>Playground</b><br/>An annual playground inspection had taken place. The seesaw had been removed and it was recommended that metal spikes to deter birds on the top of the swings be removed and replaced with alternative plastic spikes.</p> <p><b>Pond</b><br/>Tree work was to be carried out as reported in the tree warden's report.</p> | Cllr Phillips<br><br>Cllr Phillips<br><br>Cllr Hall<br><br>Cllr Phillips                            |                       |         |             |        |            |              |                          |   |                       |   |  |  |  |  |            |              |                                |                                  |                       |  |
| 17/18   | 38           | <p><b>Jobs for next Lengthsman Visit</b><br/>Cllr Phillips and Cllr Hall would complete the worksheet ahead of the lengthsman's next visit on 27 September.</p>   | Cllr Phillips   |                       |         |             |        |            |              |                          |   |                       |   |  |  |  |  |            |              |                                |                                  |                       |  |
| 17/18   | 39           | <p><b>Parish Councillor Communication between meetings</b><br/>It was clarified that where action was required between meetings, for example a decision to comment on a planning application, details should be circulated by email to all councillors for consideration and approval. If an individual portfolio holder needed to complete correspondence that did not involve any decision this could be done and reported as appropriate.</p>  |   |                       |         |             |        |            |              |                          |   |                       |   |  |  |  |  |            |              |                                |                                  |                       |  |
| 17/18   | 40           | <p><b>Planning</b><br/>There were no new applications to consider<br/>Decisions were awaited as follows</p> <table border="1"> <thead> <tr> <th>Date Rec'd</th> <th>Number</th> <th>Address</th> <th>Description</th> <th>Status</th> </tr> </thead> <tbody> <tr> <td>18/08/2017</td> <td>17/02156/LIS</td> <td>The Homestead Peach Hill</td> <td>Proposed new side window to converted barn following planning approval - amendment to 16/01185/LIS.</td> <td>Pending consideration</td> </tr> <tr> <td colspan="5"><i>The Parish Council had made no specific comments relating to this application. (Cllr Deehan as homeowner did not participate in this decision)</i></td> </tr> <tr> <td>07/07/2017</td> <td>17/01782/FUL</td> <td>Honeysuckle Cottage Peach Hill</td> <td>Replacement dwelling with garage</td> <td>Pending Consideration</td> </tr> </tbody> </table>   | Date Rec'd  | Number                | Address | Description | Status | 18/08/2017 | 17/02156/LIS | The Homestead Peach Hill | Proposed new side window to converted barn following planning approval - amendment to 16/01185/LIS. | Pending consideration | <i>The Parish Council had made no specific comments relating to this application. (Cllr Deehan as homeowner did not participate in this decision)</i> |  |  |  |  | 07/07/2017 | 17/01782/FUL | Honeysuckle Cottage Peach Hill | Replacement dwelling with garage | Pending Consideration |  |
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| 18/08/2017  | 17/02156/LIS | The Homestead Peach Hill  | Proposed new side window to converted barn following planning approval - amendment to 16/01185/LIS. | Pending consideration |         |             |        |            |              |                          |   |                       |   |  |  |  |  |            |              |                                |                                  |                       |  |
| <i>The Parish Council had made no specific comments relating to this application. (Cllr Deehan as homeowner did not participate in this decision)</i> |              |   |   |                       |         |             |        |            |              |                          |   |                       |   |  |  |  |  |            |              |                                |                                  |                       |  |
| 07/07/2017  | 17/01782/FUL | Honeysuckle Cottage Peach Hill  | Replacement dwelling with garage  | Pending Consideration |         |             |        |            |              |                          |   |                       |   |  |  |  |  |            |              |                                |                                  |                       |  |

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| <i>The Parish Council had made no specific comments relating to this application.</i>   |              |  |   |                       |
| 06/07/2017  | 17/01767/HOU | Greenways<br>Peach Hill                            | Removal of existing garage, shed and green house and erection of new oak building. (AFFECTS THE SETTING OF A PUBLIC RIGHT OF WAY) (AFFECTS THE SETTING OF A LISTED BUILDING). | Pending Consideration |
| <i>Comment sent to planning officer "I notice the expiry date for this application was 6 September but I know that you were away last week. You will recall that the parish council asked for clarification of materials to be used as below. Based on the description of materials in the application form, we now have no comment to make."</i> |              |  |   |                       |
| 31/01/2017  | 17/00291/FUL | The Farmhouse<br>New Barn<br>Farm New<br>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 were noted as follows**

| Date Rec'd | Number                       | Address                                      | Description   | Status                |
|------------|------------------------------|--|---|-----------------------|
| 03/07/2017 | 17/01726/FUL<br>17/01727/LIS | Fox &<br>Hounds                              | Refurbishment and extensions of existing public house/restaurant with letting rooms, with demolition of part including outbuilding and external and internal alterations, together with new parking, ancillary works and landscaping  | Application permitted |
| 31/05/2017 | 17/01445/TPO                 | The Old<br>Post Office<br>Peach Hill<br>Lane | 1 No Horse Chestnut, Fell to ground level   | Application permitted |
| 07/06/2017 | 17/01508/TPO                 | The White<br>House<br>Peach Hill<br>Lane     | T1 Sycamore Remove<br>Crossed and rubbing branches. T2 Magnolia x2<br>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 | Application permitted |

City Councillor Horrill drew attention to an appeal to the Secretary of State against the decision of Winchester City Council to refuse to grant planning permission for demolition of exiting poly tunnel garage and replacement with new three bed dwelling at 12 New Barn Farm Cottages (17/00003/FUL). The Parish Council had commented

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|       |    | <p><i>“Crawley Parish Council does not support planning applications for new dwellings on previously undeveloped land, in order to maintain the character and amenity of the Village. In this instance, however, we would defer to the opinions of the nearby residents and neighbours, whose interests and opinions we would ask to be recognised and considered by the Authority. As such our comment is neutral in this matter.”</i> Thus, the Parish Council had decided not to make further written representation but noted that Winchester City Council would continue to object on the basis that this was a potential new development in the countryside. Cllr Horrill left the meeting.</p>  |                                  |
| 17/18 | 41 | <p><b>Finance</b><br/> <b>Recent transactions – to approve income and expenditure since last meeting</b><br/> Income including reimbursement for sewage payment from the Cricket Club was noted.<br/> Payments PV27 to PV38 were reviewed and approved.<br/> <b>To review budget year to date</b><br/> Cllr Fratter reviewed the budget noting tree expenditure. A detailed review would take place in November ahead of precept setting in January.<br/> <b>Approval of acceptance of Notice of Conclusion of Audit and Annual Return to 31 March 2017</b><br/> The notice of conclusion of audit and annual return to 31 March 2017 were approved and accepted.<br/> <b>Addition of Rina Hall as a bank signatory</b><br/> It was resolved that Rina Hall be added as a bank signatory and councillors completed the co-operative bank change of account signatories’ documentation.<br/> <b>Renewal of Annual Insurance</b><br/> Came &amp; Company, insurance broker, had provided quotes from three insurers together with core cover comparison. Quotes were reviewed and the recommendation of Came &amp; Company to select Inspire/AXA agreed.</p> | <p>Cllr Fratter</p> <p>Clerk</p> |
| 17/18 | 42 | <p><b>Update from Councillors on risk assessments completed</b><br/> It was noted that six-month risk assessments would be due shortly for the churchyard and memorial garden.</p>   |                                  |
| 17/18 | 43 | <p><b>Date of Next Meeting</b><br/> 20 November 2017</p>   |                                  |
| 17/18 | 44 | <p><b>Dates of Meetings for 2018</b><br/> 15 January<br/> 19 March<br/> 21 May<br/> 16 July<br/> 17 September<br/> 19 November<br/> Annual Parish Meeting to be arranged</p>   |                                  |

Signed.....Date .....

