

CRAWLEY PARISH COUNCIL

Minutes of the Meeting held at Crawley Village Hall on Monday 19 September 2016

ATTENDANCE

Mr F Fratter
Mrs C Phillips (Chairman)
Mrs H Stewart
Mrs J Judge (Clerk)

Also present: Martin White (to Item 9), Cllr Horrill (part)

1. APOLOGIES

Apologies were received from Cllr Anderson, Alison Carey and PSCO Kerry Croutear.

2. DECLARATIONS OF INTEREST

There were no declarations of interest from those present at the meeting.

3. MINUTES OF MEETING OF 18 JULY 2016

The minutes of the previous meeting of 18 July, having been previously circulated, were agreed and duly signed as a true record. Proposed by Cllr Philips, seconded by Cllr Fratter.

4. PUBLIC SESSION

No members of the public attended the meeting

5. POLICE REPORT & NEIGHBOURHOOD WATCH

Alison Carey, Neighbourhood Watch, was unable to attend the meeting but had sent a written report (attached) that the clerk read to the meeting.

6. VACANCY FOR A COUNCILLOR

Due to the resignation of Dr Tom Willsher there was a vacancy for a councillor. A notice had been displayed on both the village notice board and the website notifying parishioners of a casual vacancy. If an election was not requested a councillor would be co-opted.

7. REPORTS FROM DISTRICT AND COUNTY COUNCILLORS

This item was taken after Item 9 Planning.

8. REPORTS FROM TREE AND CRICKET WARDENS

Trees (Cllr Anderson)

Cllr Anderson was unable to attend the meeting.

Cricket

Martin White (MW) reported the success of a recent tournament raising £1200. As previously reported the new roof was on the pavilion and new matting had also been put in place.

As owner of the pavilion the Parish Council had entered into an agreement with Gigabean to provide internet access for users of the building. An agreement would be put in place between the Parish Council and the Cricket Club setting out terms and conditions of use of this service.

MW had received risk assessment documentation from the Clerk and would review.

MW was thanked and he left the meeting.

9. PLANNING – Annex B

a. Planning – Current Applications and recent decisions by WCC (Annex B)

Cllr Fratter updated the meeting as follows

Awaiting Decision

Date Rec'd	Number	Address	Description	P C Comments
04/07	16/01512/TPO	Yew Tree Cottage	1 no. Yew to remove lowest 2 branches towards highway at approx. 3m, remove low secondary growth to clear wires and allow light to property 3-4m from ground level, no more than 25mm pruning cuts for crown lift	-
30/06	16/01475/FUL	The Beeches	Construction of a replacement dwelling	No comment
17/05	16/01184/FUL/ 16/01185/LIS	The Homestead	Install lintol, remove clay tile roof repair walls and replace thatch	No comment

Recent decisions by WCC

Date Rec'd	Number	Address	Description	Decision
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14/06	16/01337/FUL	Bower Cottage	Demolition of existing attached garden room, new single storey rear extension, new dormer window to replace existing roof window	Application permitted
13/06	16/01353/TPC	The Fox & Hounds	1no. elder - fell to ground level and eco plug the stump	No objection
25/05	16/01168/LIS	Pond Cottage	Proposed new oak frame garage to replace the old garage	Application withdrawn
05/04	16/00724/LIS	Pond Cottage	Improve the existing access to the site by widening the entrance by 1m. Increase the height of the boundary wall from 4ft to 6.6ft by adding hurdles on top of the existing flint stone wall.	Application permitted

b. Update proposed Anaerobic Digester and Education Building at Sparsholt College

Ecotricity had resubmitted its application for an anaerobic digester and education building. Following review of this over the summer period and agreement from councillor the Parish Council had again submitted an objection to this application. Cllr Horrill joined the meeting at this stage and reported that the application would be considered by the Planning Committee on the morning of 13 October. Sparsholt Parish Council had invited Crawley and the other objecting parish councils to a meeting to discuss how best to utilise the time available to present objections. City and District Councillors had received an invite from the College to a Briefing Event on Monday 3 October focussed on the Hampshire Centre for the Demonstration of Environmental Technologies.

10. REPORTS FROM CITY AND COUNTY COUNCILLORS

There was no report from the County Councillor.

City Councillor Horrill reported that the resident's disabled parking space that had been incorrectly put behind the Village Hall would be moved to a more convenient area and was on the works list. Fencing work had been carried out at 1 Cricket Close but CH needed to check that the final part by the sewerage works was in place.

The bin by the Cricket Pavilion had been emptied and CH would check the positioning of the various bins in the recreation area. She highlighted that green bins were dual purpose enabling collection of dog bags.

It was understood that the pub owner was responsible for the bottle bank at the Fox and Hounds and on a recent visit to the now closed pub the area had appeared tidier.

Cllr Horrill was thanked by all for her actions in getting these jobs completed.

At city level Councillor Horrill reported

- Works were being carried out in the St George's Street area to make it more attractive.
- Winchester City Council and Hampshire County Council were completing a traffic assessment in order to form a coherent traffic plan going forward.
- A decision had been made not to appoint to the highest scoring bidder in the Design Competition for Station Approach and the Council was now giving consideration to how the development could be progressed.

Cllr Horrill left the meeting.

11. FINANCE:

a. Financial Statement as at 30 August 2016

Copies were circulated showing available funds. Annex A showing the current financial position was reviewed and approval for payments PV31 to PV41 given.

b. Renewal of Annual Insurance

With an increase in the Playground Equipment sum insured to £30000 and higher insurance premium tax the annual premium had increased to £881.37 (previous year £796.46). Councillors agreed to pay Came and Company this amount with £38.04 to be charged to the Cricket Club for cover of the roller.

c. Repair of Churchyard Wall

- d. As the Church Room had been built by R H Hammond and the damaged section of wall is adjacent to that, it was agreed prudent to use the same contractor to reduce risk. A quote for £875.87 ex VAT had been received. Given the location of the repair near the Church Rooms the cost would be split between the Parish Council and PCC. The quote was approved and the clerk would contact the contractor for a date to commence work duly notifying the neighbouring property.

Action: Clerk

e. Budget Update

Cllr Fratter updated councillors noting the above items and highlighting that the invoice for the new double activity tower at the playground had now been received and totalled £11280 ex VAT. Funds raised for Phase 2 of the playground work included a £4000 grant from IGas covered £10328.45 of this amount with the balance of £951.55 to be paid by the Parish Council.

f. Approval of Annual Return including BDO certificate

The annual return including the external auditor certificate and report were approved and accepted. Notice of conclusion of the audit had been placed on the main village notice board. The annual return was available on the parish council website.

12. REPRESENTATIVES' REPORTS

- a. **Burial Ground** – Cllr Phillips suggested that a “tidy up” be organised.
- b. **Mowing and Footpaths** - It was noted that some footpaths remained seasonally overgrown and where appropriate landowners would be contacted. Mowing was up to date.
- c. **Roads and Verges** - Cllr Stewart reported that the dangerous man hole cover highlighted at the previous meeting had been reported. Hacks Lane had been resurfaced. With parking outside the Village Hall making it difficult for the residents of Amberley Cottage to enter and exit their driveway it was agreed to recommend white line painting opposite the cottage. **Action: Cllr Stewart**
Speeding remained an ongoing discussion.
- d. **Buses and Signs** - Cllr Stewart was following up on the possibility of diversion of the Wheelers bus to provide an additional service. She had cleaned all the signs in the village that she could reach and removed any overhanging foliage.
- e. **Playground** – Further fundraising was planned to fund additional items and works to form Phase 3 of the playground project. A date had been set for a bulb planting session.
- f. **Pond** – Cllr Anderson was unable to attend the meeting. It was noted that the Dragons Teeth needed to be replaced by the pond. **Action: Cllr Anderson**

13. UPDATE FROM COUNCILLORS ON RISK ASSESSMENTS COMPLETED

The risk assessment schedule had been updated with relevant councillor responsibilities and circulated together with record sheets for each area.

Cllr Stewart had completed assessment of the Memorial Garden on 9th August.

14. REVIEW OF CRAWLEY BURIAL GROUND TERMS AND CONDITIONS

It was agreed to add the wording in italics below to the charging sheet to ensure that monuments and headstones were kept in good repair.

Under heading of Monuments, Headstones and Inscriptions

For a right to erect or place one of the following *and for keeping in the same repair*

Action: Clerk

15. DATE OF NEXT MEETING

There being no further business, the meeting ended at 9.25pm. The next meeting would take place on 21 November 2016.

Meetings for 2017 were provisionally agreed as 16 January, 20 March, 15 May, 17 July, 18 September and 20 November with the Annual Parish Meeting date to be confirmed.

Action: Clerk

Signed.....
Chairman

Date.....