

# CRAWLEY PARISH COUNCIL

## Minutes of the Meeting held at Crawley Village Hall

**on Monday 25 June 2018**

### ATTENDANCE

Cllr C Phillips (Chair) P  
 Cllr F Fratter P  
 Cllr T Anderson P  
 Cllr P Deehan P  
 Cllr R Hall P

Mrs A Carey – Neighbourhood Watch (Part)  
 One member of the public

Year	No		Action
18/19	17	<p><b>Apologies: To receive apologies and approve reasons for absence</b>            There were no apologies with all councillors presents. City Councillor Horrill had sent a message saying that she hoped to join the meeting later in the evening.</p>	
18/19	18	<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>            No declarations were made</p>	
18/19	19	<p><b>Public Session</b>            A member of the public highlighted</p> <ul style="list-style-type: none"> <li>• The broken trough by the pond. This had been noted at the previous meeting and actions continued to be taken to establish responsibility for repair.</li> <li>• The path by Greenways was very overgrown and needed attention to make it passable (ref minute 18/19 26)</li> <li>• The length and positioning of white lines had been raised by some concerned about the impact of the larger pub car park (ref minute 18/19 23)</li> </ul>	
18/19	20	<p><b>Minutes of meeting of 15 May 2018</b>  <b>To approve and sign the minutes</b>            The minutes were approved and signed  <b>To deal with any matters arising not on the agenda</b>            There were no matters arising.</p>	
18/19	21	<p><b>Reports from Police and Neighbourhood Watch</b>            Mrs Carey's report attached.            The feasibility of installing CCTV in the village was being investigated. Mrs Carey would talk to both the owners of the pub and relevant personnel at Arqiva to establish CCTV arrangements of each and the possibility of a co-ordinated approach.</p>	
18/19	22	<p><b>Reports from City and County Councillors</b>            County Councillor Warwick sent a report as attached.            City Councillor Horrill was unable to reach the meeting before its closure and sent a report as attached.</p>	
18/19	23	<p><b>Traffic &amp; Speed Report – Next Actions</b>  <b>Village Gateways</b>            With gateway sites identified discussions with owners of adjoining land were almost complete. The next step would be to submit proposals to Highways taking in account experience of the Boarhunt Parish Council where gates had been successfully installed.  <b>The Fox - Construction Traffic Flow and Parking</b>            Weekly meetings with the pub continued to take place with updates provided on Facebook to alert users to potential large deliveries which may provide temporary road obstruction. There were conflicting reports about construction traffic parking. It was agreed that the parish council was taking a proactive approach to tackle concerns.</p>	

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

18/19	24	<p><b>The Fox – Access to and from Car Park</b> Concerns had been raised that parked cars may reduce visibility for those entering and leaving the pub car park. This could be alleviated by extending white lines in front of the pub entrance by 1500mm and Cllr Deehan would contact Highways to request this. It was agreed that it was not possible to support a request to establish a no parking zone as the road was narrow.</p>	Cllr Deehan															
18/19	25	<p><b>Report from Tree and Cricket Wardens</b> The Tree Warden reported no specific problems. Following the recent “tidy up” at the Burial Ground Cllr Phillips noted that trees at the boundary were overhanging the road and suggested that these be trimmed back in the Autumn. There was no Cricket report.</p>																
18/19	25	<p><b>Representatives Reports</b></p> <p>a. <b>Burial Ground</b> – Cllr Phillips reported that the bench was to be replaced. It was disappointing that only three people participated in the “tidy up” at the burial ground. It was noted that that with several areas to tidy up that volunteers had been spilt amongst the “Village Clean Up” tasks and that the overall turnout was low (ref Communications minute 18/19 30)</p> <p>b. <b>Mowing and Footpaths</b> – ref lengthsman minute 18/19 26</p> <p>c. <b>Roads and Verges</b> – Cllr Hall reported that Highways would clear the drains by the pond, however, they were not responsible for any repair. There was a further drainage problem in the car park for Crawley Cottages behind the Village Hall. This was thought to be the responsibility of Winchester City Council and City Cllr Horrill would be asked for advice. Pot holes continued to be monitored and reported to land owners/HCC as appropriate. Cllr Deehan awaited response from WCC about the “craters” by the recreation ground (ref minute 17/18 75 and 18/19 06).</p> <p>d. <b>Buses and Signs</b> – Village Signs were obscured by vegetation – ref lengthsman minute 18/19 26</p> <p>e. <b>Playground</b> – The replacement slide initially installed had not been satisfactory and the supplier had now fitted a new slide which Cllr Phillips reported was up to the standard anticipated. As part of the Village Clean Up the playground area had been tidied up.</p> <p>f. <b>Pond</b> – Again the area had benefited from the Village Clean Up. However, it was noted that the reeds were obstructing the view of the pond for anyone sitting on the bench and would benefit from cutting.</p> <p>g. <b>Memorial Ground</b> - Cllr Deehan reported that the area was looking good and plans were being made to scarify and seed at the end of September to try and ensure that the Memorial Ground looked its best for the November Remembrance Service.</p>	Cllr Deehan															
18/19	26	<p><b>Jobs for next lengthsman visit on 4 July</b> Cllr Phillips would be away. Cllr Anderson would meet the lengthsman team. Tasks would include clearing vegetation currently obscuring village signs, clearing the footpath by Greenways and the footpath by the pond.</p>	Cllr Anderson															
18/19	27	<p><b>Planning</b></p> <p>a. The following were noted</p> <p>Decision awaited</p> <table border="1" data-bbox="193 1496 1422 1951"> <thead> <tr> <th>Date Rec'd</th> <th>Number</th> <th>Address</th> <th>Description</th> <th>Status</th> </tr> </thead> <tbody> <tr> <td>02/05/2018</td> <td>18/01124/FUL</td> <td>Tall Trees Peach Hill Lane</td> <td>Application Reference Number: 15/00581/FUL (as varied by NMA 18/00385/NMA on 27th April 2018) Date of Decision: 15/06/2015 Condition Number(s): Condition 4 Conditions(s) Removal: To vary elevations of house, position of garage and elevation treatment of garage. See cover letter for full details of new drawing references and those superseded</td> <td>Pending consideration</td> </tr> <tr> <td>25/04/2018</td> <td>18/01002/HOU</td> <td>Poplars Long Park</td> <td>Demolition of attached front garage and replacement single storey extension</td> <td>Pending decision (Application permitted post agenda publication)</td> </tr> </tbody> </table>	Date Rec'd	Number	Address	Description	Status	02/05/2018	18/01124/FUL	Tall Trees Peach Hill Lane	Application Reference Number: 15/00581/FUL (as varied by NMA 18/00385/NMA on 27th April 2018) Date of Decision: 15/06/2015 Condition Number(s): Condition 4 Conditions(s) Removal: To vary elevations of house, position of garage and elevation treatment of garage. See cover letter for full details of new drawing references and those superseded	Pending consideration	25/04/2018	18/01002/HOU	Poplars Long Park	Demolition of attached front garage and replacement single storey extension	Pending decision (Application permitted post agenda publication)	
Date Rec'd	Number	Address	Description	Status														
02/05/2018	18/01124/FUL	Tall Trees Peach Hill Lane	Application Reference Number: 15/00581/FUL (as varied by NMA 18/00385/NMA on 27th April 2018) Date of Decision: 15/06/2015 Condition Number(s): Condition 4 Conditions(s) Removal: To vary elevations of house, position of garage and elevation treatment of garage. See cover letter for full details of new drawing references and those superseded	Pending consideration														
25/04/2018	18/01002/HOU	Poplars Long Park	Demolition of attached front garage and replacement single storey extension	Pending decision (Application permitted post agenda publication)														

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

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.	Current
------------	--------------	--	---	---------

**Recent decisions**

Date Rec'd	Number	Address	Description	Status
04/06/2018	18/01389/TPC	Kingswell House Peach Hill Lane	2 x Sycamore. Fell to ground level. 1 x Norway Maple: Clear electricity wire of any tertiary branches	No objection
4/04/2018	18/01018/TPO	Tall Trees Crawley Hampshire SO21 2PZ	Remove all ash and sycamore located in woodland within 5 metres of eastern boundary. Works agreed during site meeting with Ivan Gurdler, arboricultural officer.	Application permitted
19/03/2018	18/00711/HOU	The Beeches Northwood Park Sparsholt SO21 2LX	18/00711/HOU   Extensions and alterations to existing dwelling (AMENDED DESCRIPTION)	Application permitted

It was noted that the Sec 73 application (18/00703/FUL) related to the Anaerobic Digester at Sparsholt College was to be considered at the WCC Planning Committee on Thursday 26 July. Arrangements would be made for a Crawley Parish Councillor to be present and to speak as an objector.

A listed building application related to the continuing development at the Fox and Hounds had been submitted to WCC and once this was verified the Parish Council and residents would be consulted.

**b. Village Design Statement**

This had been refreshed to include more up to date photos etc, but the text had not been amended. However, WCC had advised for this “update” to be adopted as supplementary planning guidance (SPD), consultation would need to be undertaken with all the statutory agencies and bodies specified in planning legislation reporting any responses back to the Council’s Cabinet (Local Plan) Committee for formal adoption, and revocation of any existing SPD. A meeting had been arranged with Jenny Nell, Head of Strategic Planning at WCC, to discuss this further.

Cllr Deehan

18/19 28

**Finance**

**a. Current Financial Position – to approve Income and Expenditure since last meeting**

Payments PV 11 to 16 were approved and income from the burial ground noted.

		Chq No	Total £	VAT	Ex VAT
PV 11	John Murray - Internal Audit	601	260.00		260.00
PV 12	Southern Electric - Cricket Club	602	23.13	1.10	22.03
PV 13	Scandor (5 cuts)	603	477.00	79.50	397.50
PV 14	Jill Judge - Salary - May	604	303.82		303.82
PV 15	HMRC - PAYE - May	605	3.80		3.80
PV 16	HCC - Newsletter	606	12.00		12.00
	<b>Total Payments</b>		<b>1079.75</b>	<b>80.60</b>	<b>999.15</b>

**b. To review budget year to date**

The budget summary page had been finalised and was circulated together with detailed budget calculations. Cllr Fratter explained that at this early stage in the financial year the budget was to plan.

**c. Review of Burial Ground Charges**

Cllr Fratter reported that he and the clerk had reviewed charges considering Church of England fees, the cost of running the burial ground and current fees in force at other burial grounds. As a result, it was suggested that fees be increase by just under 10%. Thus, the purchase cost of a grave

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

space and exclusive right of burial, internment or reopening of grave or headstone up to 4 feet high or a flat stone rising from £165 to £180 (as attached). This was unanimously agreed.

**d. Review of Clerk's Salary**

For ease of administration it was agreed that the clerk's salary would be reviewed on a financial year basis (previously 1 August to 31 July). This also fitted with the annual timing of pay awards as agreed by the National Joint Council for Local Government Services. As a result, the clerk would be due back pay – the amount of which would be calculated and agreed with councillors at the next meeting.

18/19 29

**Communications to Parishioners**

Communication around the Village took several formats including a Village Face Book Site (not run by the Parish Council), a bimonthly hard copy Parish Council newsletter, noticeboards and the Parish Council website. The recent Village Clean Up with its poor number of attendees had highlighted the need for the Parish Council to find a more effective way of communicating specific events and news to parishioners. It was agreed that an email list may be the best route. Parishioners would have to agree to their emails being used for such purposes. Cllr Deehan would draw up a plan on the best way to collect emails with appropriate authorisation for use.

Cllr Fratter

18/19 30

**Date of Next Meeting – 17 September 2018**

It was noted that should the need arise to discuss a specific matter ahead of this date appropriate arrangements would be made. The normal July meeting had been held early to ensure a quorum of councillors.

Cllr Deehan

--	--	--	--

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