

CRAWLEY PARISH COUNCIL



clerk.crawley@parish.hants.gov.uk

MINUTES OF THE MEETING HELD AT CRAWLEY VILLAGE HALL ON MONDAY 16th SEPTEMBER 2019

Present: Councillors Anderson, Deehan, Hall, Fratter, Phillips
Apologies: Councillor Warwick
In attendance: Mrs J Judge (Clerk and RFO), Mrs A Carey (Neighbourhood Watch), City Councillor Horrill, Mr M White (Cricket Warden)
Members of the Public: None

Year	No		Action
19/20	33	<p>Apologies – to receive apologies and approve reasons for absence Apologies were received and accepted from County Councillor Warwick.</p>	
19/20	34	<p>To receive declarations of Pecuniary Interests (DPI's) and Other Significant Interests (OSI's) from members concerning specific items on the agenda Cllr Anderson declared a pecuniary interest in PV 27 see minute 19/20 43 below. Cllr Hall declared an interest in planning application 19/01794/TPO see minute 19/20 42 below.</p>	
19/20	35	<p>Public Session There was no public session with no members of the public present.</p>	
19/20	36	<p>Minutes of meeting of 9th July 2019 To approve and sign the minutes The minutes were approved and signed. To deal with any matters not on the agenda Ref minute no 19/20 24 Winchester City Council had agreed that a smaller purple beech <i>Fagus sylvatica 'purpurea'</i> with a girth of 6-8cm be planted at the burial ground.</p>	
19/20	37	<p>Report from Neighbourhood Watch Mrs Carey updated the meeting as per the attached report. Various methods of blocking laybys on the A272 to prevent parking had previously been discussed. Mrs Carey had confirmed with the police that if damage was caused to cultivated plant life by parking this would be classified as criminal damage, however, obtaining evidence would be problematic. It was decided to continue to pursue the idea of placing tree trunks in the laybys with Cllr Anderson in contact with relevant landowners. Mrs Carey was thanked and left the meeting. Cllr Horrill joined the meeting during this item.</p>	
19/20	38	<p>Reports from City and County Councillors County Cllr Warwick's report attached. In addition, Cllr Warwick had updated on the extension of kerbing by the pond (19/20 07 and 19/20 22). Andy Shaw of Hampshire Highways had concluded "The verge falls within the highway, the boundary of which is taken to be the mid-point of the hedge. Installation of kerbs is not a desirable approach as it would create a maintenance liability and is counter to usual practice on rural roads." Cllrs Warwick and Horrill were continuing to seek solutions noting precedent for kerbing and its effectiveness in the neighbouring village of Sparsholt. City Councillor Horrill highlighted</p> <ul style="list-style-type: none"> • Delivery of black boxes for glass collection had taken place. It appeared that not all Crawley residents had received these. With new vehicles and a new schedule there may be disruption to waste collection services during the Autumn period. • The Planning Committee had approved the application at Land of East of Station Road for mixed use development involving the erection of buildings up to 5 storeys from street level, a lower ground floor level and basement to provide up to 17,972 sqm of office (use classes B1), up to 1,896 sqm of mixed uses including potential retail, restaurant/cafe, bar and leisure uses (use class A1, A3, A4 and D2) and retention and refurbishment of the old registry office, associated car parking in basement (up to 95 spaces) and minimum of 156 cycle parking spaces and associated works. 	

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

		<ul style="list-style-type: none"> • Cllr Horrill was disappointed to report no further news on the “Movement Strategy” and was concerned about the implications for Park and Ride sites. • The Local Plan Consultation for the five-year period 2031 to 2036 had been delayed. • The Sports and Leisure Park build was on schedule. <p>Cllr Horrill was thanked and left the meeting.</p>																					
19/20	39	<p>Reports from Tree and Cricket Wardens</p> <p>Martin White reported an enjoyable cricket season with many visiting clubs complementing the ground. The Pavilion Risk Assessment documentation was being reviewed. Mr White was thanked and left the meeting.</p> <p>Cllr Anderson, the Tree Warden, reported that the fallen willow tree at the pond had been removed. An application to pollard a further three willow trees at the pond had been made and response was awaited from Winchester City Council.</p> <p>Cllr Anderson, Cllr Phillips, Cllr Fratter and the clerk would arrange to meet at the burial ground to determine the precise location of the replacement tree (ref 19/20 36)</p>	Cllrs Anderson Phillips Fratter & Clerk																				
19/20	40	<p>Representatives Reports including review of risk assessment procedures</p> <p>Risk assessment documentation had been updated. Councillors with frequent inspections were texting their comments to the clerk who was then completing relevant reports.</p> <p>a. Burial Ground The replacement tree was noted as above</p> <p>b. Mowing and Footpaths It was agreed to ask the lengthsman to clear the footpath at Greenways (ref 19/20 26)</p> <p>c. Highways Cllr Hall reported that work at Hacks Lane had been undertaken. The village gateways application was being finalised. An updated consultation had been sent to those on the village email communication list with the original design of gateway preferred by the majority (ref 19/20 23)</p> <p>d. Playground Cllr Phillips had identified that replacement matting would be needed at the bottom of the green slide and rubber pigeon spikes required over the swings. In addition, new football nets were required in the recreation area. Appropriate suppliers/installers for these would be identified.</p> <p>e. Pond to include report from Crawley Village Pond Working Group Current works had been completed albeit some temporary damage had been caused by the removal of the fallen willow tree.</p> <p>f. Memorial Ground The cleaning of the name plate on the Memorial Stone had been completed. A wreath would be purchased for November’s Memorial Service.</p>	Cllr Phillips																				
19/20	41	<p>Identify tasks for next lengthsman visit 25th September 2019</p> <p>The lengthsman’s priority task would be the clearing of the Greenways footpath.</p>																					
19/20	42	<p>Planning</p> <p>a. Annex B as below was discussed with comments noted in italics</p> <p>New Applications</p> <table border="1" data-bbox="239 1512 1340 2016"> <thead> <tr> <th>Date Rec'd</th> <th>Number</th> <th>Address</th> <th>Description</th> <th>Comments by</th> </tr> </thead> <tbody> <tr> <td>03/09/2019</td> <td>19/01894/TPC</td> <td>Crawley Pond Peach Hill Lane</td> <td>Pollard 3 willow trees sitting by the pond one has just fallen into it</td> <td></td> </tr> <tr> <td colspan="5"><i>Application made by parish council</i></td> </tr> <tr> <td>20/08/2019</td> <td>19/01794/TPO</td> <td>Chalk Hills Peach Hill Lane</td> <td>Fast growing Conifer like trees, originally erected to create boundary hedge are overgrown. The property was derelict for several years and the trees have overgrown and are restricting growth and health of broadleaves, and pre-existing trees within the boundary. Maintenance of the boundary above 2metres is restrictive and difficult.</td> <td></td> </tr> </tbody> </table>	Date Rec'd	Number	Address	Description	Comments by	03/09/2019	19/01894/TPC	Crawley Pond Peach Hill Lane	Pollard 3 willow trees sitting by the pond one has just fallen into it		<i>Application made by parish council</i>					20/08/2019	19/01794/TPO	Chalk Hills Peach Hill Lane	Fast growing Conifer like trees, originally erected to create boundary hedge are overgrown. The property was derelict for several years and the trees have overgrown and are restricting growth and health of broadleaves, and pre-existing trees within the boundary. Maintenance of the boundary above 2metres is restrictive and difficult.		
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			<p>The Boundary line is approximately 60metres and there are approximately 8 trees within this application currently in excess of 5-7metres tall.</p> <p>Tom Fisher a local Tree Surgeon has visited the site and quoted for reducing the heights by 30% and trimming back extended branches to create a neater and more maintainable line from both sides of the boundary. He has advised that initially the reduction will expose darker areas where leaf growth has not been able to develop but hopefully over time this will reduce, he has also advised that with any action involving reduction there is a risk that the trees may not fully grow back again. Because the boundary adjoins the graveyard in the event that this were to happen, we would seek to replace the existing screening with new planting or fencing should planting prove obstructive.</p>	
<i>Support this application adjoining the burial ground.</i>				
19/08/2019	19/01775/HOU	The Paddocks Long Park Lane	Attic Conversion with 5no new roof windows	04/10/2019
<i>No comment</i>				
12/08/2019	19/01727/TPC	3 Kingswell Cottages Peach Hill Lane	I am applying to remove a large ash tree at the front of the property to the Right, close to the pavement. This is blocking light to the garden and becoming entangled with overhead cable. I am aiming to create a classic cottage garden at the property and would like to replace the ash with a tree more in keeping with this, such as a magnolia grandiflora.	
<i>No comment</i>				
07/08/2019	19/01704/TPC	Little Court Peach Hill Lane	Fell Ash Tree, it has overhanging dying branches to the neighbours we think the Ash the has die back disease	
<i>No comment</i>				
07/08/2019	19/01699/TPO	Yew Tree Cottage Peach Hill Lane	T1 Cut back longer branches around crown by 1 to 1.5m to clear property overhead wires and improve shape of tree	
<i>No comment</i>				
23/08/2019	19/01603/TPO	Crawley Court Peach Hill	T1 Dead tree - Fell G1 - Crown lift by 1m	
<i>No comment</i>				

Signed..... Date

Decision Awaited

Date Rec'd	Number	Address	Description	Status
04/06/2019	19/01231/TPO	Crawley Court Peach Hill Lane	T1: Fir - Fell. Poor condition T2: Fir - Fell. Benefit the long-term development of adjacent better-quality trees	
13/06/2018 Validated 28/06/2018	18/01452/FUL	The Fox and Hounds Peach Hill Lane	Application Reference Number: 17/01726/FUL Date of Decision: 01/09/2017 Condition Number(s): MATERIAL AMENDMENTS TO AMEND APPROVED DESIGN RE CONDITIONS 7, 8 AND 21.	Current
13/06/2018 Validated 28/06/2018	18/01461/LIS	The Fox and Hounds Peach Hill Lane	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	Current

Recent Decisions

Date Rec'd	Number	Address	Description	Status
08/07/2019	19/01491/TPC	Yeomans Crawley Road	T1. Macrocarpa. Reduce the lowest southwestern branch overhanging the garage by up to 3meters. Reduce the lowest western branch overhanging the utility line by approx 2.5 to 3 meters. Remove 1x dead lowest limb approximately 4meters in length and 20cm in diameter. T2 Pine - Fell (Dead)	That no objection be raised
20/06/2019	19/01170/PNACOU	The Dutch Barn Stockbridge Road Crawley	Conversion of barn to dwelling house (note located in the parish of Sparsholt)	Prior approval details REFUSED
20/06/2019	19/01369/HOU	Hazelgrove Long Park Lane	Single storey rear extension and internal alterations to allow larger bedrooms, for bedrooms 1, 2 and 3 and additional bedroom 4 and cloakroom to entrance lobby. Front extension to extend below existing roof overhang to provide larger home office / study and enlarged utility room	Application permitted
20/06/2019	19/01367/TPC	Crawley Manor Peach Hill	T1 Fir - remove one stem overhanging and closest to Paige Cottage T2 Holly - reduce back branches overhanging Paige Cottage by 2m max	That no objection be raised
10/05/2019	19/01039/HOU 19/01040/LIS	Yeomans Crawley Road	Single storey oak framed garden room to side	Application permitted

b. Village Design Statement Update

The Village Design Statement Group had met a further three times since the last parish council meeting. The wording of the draft document had been completed and a copy was distributed to councillors for comment (this would also be emailed). The Group were now focusing on inclusion of photos and maps ahead of discussion with WCC and village consultation.

All

Signed..... Date

19/20 43 Finance

a. **Recent transactions – to approve income and expenditure since last meeting**

PV 27 Financial regulations had been waived to make emergency expenditure of £882.06 to erect an anti-theft bollard at the entrance to the Cricket Ground. All councillors had agreed to this following suspicious activity around the area which had led to concerns that travellers may be viewing this as a potential site. This had been reported to the police and the procedure of what action to take in the event of travellers entering the site checked with Winchester City Council. PV26 to PV34 were approved and receipts noted.

		Total £	VAT	Ex VAT
PV 26	Scandor - Grounds Maintenance - Cuts 9, 10, 11, 12	381.60	63.60	318.00
PV 27	ftl Thatching - Cricket Ground Bollards	882.06	147.01	735.05
PV 28	WCC - Sewerage Charges - Cricket Ground	25.50		25.50
PV 29	HCC - Newsletter - July	12.00		12.00
PV 30	Jill Judge - Salary - July (includes lengthsman paymen	591.76		591.76
PV 31	HMRC - Jill Judge - PAYE	59.60		59.60
PV 32	Scandor - Grounds Maintenance - Cuts 13,14,15,16,17	477.00	79.50	397.50
PV 33	Jill Judge - Salary - August	351.76		351.76
PV 34	Southern Electric - Cricket Club	44.19	2.10	42.09
	Total Payments	2825.47	292.21	2533.26
	Receipts:			
RV 07	Newsletter - refund	5.40		
		5.40		

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

The cost of the bollard (PV27), the invoice received for removal of fallen willow tree (£725 before VAT) and quoted costs for pollarding three willow trees (see below) meant that budgeted amounts had been exceeded and appropriate reserves would be utilised. The precept was due to be considered at the November meeting and an increase might be required.

c. **Review and approve annual insurance payment**

The AXA policy was a three-year long-term agreement and the invoice of £888.29 represented a 4% index linked increase on the sums insured. It was agreed to make this payment and noted that the three years ended in September 2020.

d. **Review quotes received for the pollarding of three willow trees at the pond and approve**

Quotes had been received and distributed to councillors but until approval was received from WCC it was not possible to approve.

e. **Consider grant request from Citizens Advice Bureau**

A request for £130 had been made. With a small donations pot councillor agreed to a contribution of £50 recognising the free impartial advice that this organisation had and could make to parishioners.

Clerk

Clerk

19/20 44 **Discuss and approve contents of September parish newsletter**

The following would be included:
 Village gateway update
 Glass recycling boxes and new refuse collection arrangements

19/20 45 **Date of next meeting**

The next meeting would take place on MONDAY 18th November

There being no other business the meeting closed at 10.10 pm