

# CRAWLEY PARISH COUNCIL



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## MINUTES OF THE MEETING HELD AT CRAWLEY VILLAGE HALL ON MONDAY 18<sup>th</sup> NOVEMBER 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  
**Members of the Public:** Five

Year	No		Action
19/20	46	<b>Apologies – to receive apologies and approve reasons for absence</b> Apologies were received and accepted from County Councillor Warwick.	
19/20	47	<b>Resignation of a Councillor</b> It was noted that Tim Anderson had indicated that he wished to resign as a councillor and that this would be his last meeting.	
19/20	48	<b>To receive declarations of Pecuniary Interests (DPI's) and Other Significant Interests (OSI's) from members concerning specific items on the agenda</b> Councillors present did not declare and pecuniary or other significant interests.	
19/20	49	<b>Confirm details of a planned Summer Ball for Winchester Hospice on Saturday 6<sup>th</sup> June</b> Six members of the village had formed a Crawley Ball Organising Committee. Its aim was to host a Summer Ball in Crawley for the village and surrounding community providing high quality entertainment whilst also raising funds for local charity Winchester Hospice. Helen Dollin, the Event Manager and Jeremy Bennett responsible for Legal and Compliance joined the parish council meeting to explain more about the planned 2020 Ball and provided a helpful background paper. A draft contract for the hire of the Recreation Ground had been prepared and would be finalised by the Parish Council and sent to the Organising Committee for completion. Liaison with the Parish Council and Neighbourhood Watch would continue during the planning period and the event itself. Mrs Dollin and Mr Bennett were thanked and left the meeting (Cllr Horrill joined the meeting during this item)	Cllr Deehan/ Clerk
19/20	50	<b>Public Session</b> The placement of tree trunks in the unofficial laybys that had been created on the road between the village and the A272 was again discussed (ref 19/20 07 19/20 24 19/20 51). Family members of one of the landowners adjacent to the laybys attended the meeting and were willing to be part of a team effort to put measures in place to prevent parking. Initially land ownership of the laybys needed to be confirmed with HCC and Highways rules confirmed. It was agreed that dialogue between all would continue to clarify these points. The members of the public attending were thanked for their help in this matter and left the meeting.	Cllr Deehan
19/20	51	<b>Minutes of meeting of 16<sup>th</sup> September 2019</b> <b>To approve and sign the minutes</b> The minutes were approved and signed. <b>To deal with any matters not on the agenda</b> There were no matters arising not on the agenda	
19/20	52	<b>Report from Neighbourhood Watch</b> Mrs Carey updated the meeting as per the attached report emphasising vigilance following incidents of outbuildings/sheds being targeted both on the outskirts of Crawley and neighbouring villages. ; Mrs Carey was thanked and left the meeting.	

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

19/20	53	<p><b>Reports from City and County Councillors</b>  County Cllr Warwick's report attached.  City Councillor Horrill highlighted</p> <ul style="list-style-type: none"> <li>• The General Election meant that Winchester City Council was currently in purdah.</li> <li>• A legal challenge to the city council's approval of the planning application for the Station Approach meant that the development would be delayed. As a result, WCC would be unable to meet the spending deadline for the £5m grant from the Local Enterprise Partnership and this funding would be lost.</li> <li>• Wheelabrator Harewood's proposed Waste-to-Energy Facility that would be located off the A303 north of Barton Stacey was highlighted with consultation currently taking place.</li> </ul> <p>Recent problems with bin collections were raised and Cllr Horrill indicated that she was happy for parishioners to contact her to help solve these.  Cllrs Warwick and Horrill continue to pursue the installation of kerbing by the pond and asked to be kept updated on the village gateway installation programme in order to ensure a co-ordinated approach to highways issues in the village.  Cllr Horrill was thanked and left the meeting.</p>	Cllr Hall
19/20	54	<p><b>Reports from Tree and Cricket Wardens</b>  There was no cricket report.  Winchester City Council had approved the application to pollard three willow trees at the pond (ref 19/20 39) and the work had subsequently been carried out. However, there was debate as to whether the extent of cutting was adequate to achieve the purpose of preventing damage to an adjacent property in the event of the trees falling. It was agreed that Cllrs Deehan and Fratter would meet on site on the morning of 22 November to assess and report back to all via email. Comments received from the tree surgeon were noted.  The Purple Beech, <i>Fagus sylvatica 'purpurea'</i>, to replace the sycamore in the burial ground had been ordered and was due to be delivered in early December. (ref 19/20 09, 19/20 24, 19/20 39). Its siting had been approved by Winchester City Council.</p>	
19/20	55	<p><b>Representatives Reports</b></p> <p><b>a. Burial Ground</b>  Six or seven people had kindly helped tidy up the burial ground as part of the recent village clean-up. It was noted that a bench needed to be replaced and parishioner had previously undertaken to do this. Cllr Phillips would follow this up. The path would benefit from new gravel being added and the clerk would investigate the availability of grants to aid in completion of this task. It would be beneficial to add a further knob to the gate to facilitate easy opening and closing. Cllr Deehan would examine the gates and advise of appropriate action.</p> <p><b>b. Mowing and Footpaths</b>  An annual review of contracts with both Scandor and Robert Smith was scheduled to ensure completion ahead of the new financial year. In addition, Robert Smith would be asked to quote for maintaining the hedge on the Greenways footpath twice a year.</p> <p><b>c. Highways</b>  Cllr Hall reported that she had requested on several occasions that the signs that had been left at Hacks Lane following Operation Resilience be removed. It was agreed that the parish council would return these to the depot.  Following a further consultation during the summer on the gateway design the gateway licence application had been re-opened. A contractor's licence fee of £450 would need to be paid, the quote for the specification design and make up revised and availability of contractors to do work confirmed. It was noted that the licence would require renewal every five years at a cost of £125. Various sources of funding had been identified for the gates.  The Parish Council had been asked if it wished to participate in a taxi share scheme with Littleton &amp; Harestock, Kings Somborne and Stockbridge parish councils. This would provide an additional taxi service for parishioners to that already running on Thursdays supplementing the 16 public bus service. A financial contribution of £500 would be required. With residents of Crawley having the benefit of the Arqiva bus service several times a day and the parish having a limited precept, councillors did not believe this would be of particular benefit. However, before declining the invitation Cllr Hall would check the existing take up of the Thursday service and if it gave any additional help to less mobile residents.</p> <p><b>d. Playground</b>  It was agreed that the annual inspection would be completed by the Play Inspection Company at a cost of £44.95 in January 2020. The Clerk would confirm this with Winchester City Council.  Cllr Phillips had identified appropriate football nets, and these would be fitted by councillors (ref 19/20 40). The lengthsmen would be asked to complete several maintenance/tidy up tasks during his visit in December.</p>	<p>Cllr Phillips/  Clerk/  Cllr Deehan</p> <p>Cllr Phillips</p> <p>Cllr Hall/  Clerk</p> <p>Clerk/  Cllr Phillips</p>

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

- e. **Pond to include report from Crawley Village Pond Working Group**  
Tim Duncan Smith, a parishioner, who had been involved with pond projects alongside Cllr Anderson for several years and was a member of the Pond Working Group had kindly agreed to take on the position of Pond Warden. He had provided a comprehensive report which had been circulated to councillors ahead of the meeting.
- f. **Memorial Ground**  
With a recent tidy up and the cleaning of the name plate on the Memorial Stone the ground was in good order for the recent Remembrance Service.

9/20 56 Finance

- a. **Recent transactions – to approve income and expenditure since last meeting**  
Payments PV 35 to PV 51 were approved and receipts noted

	The following bills require approval for payment	Total £	VAT	Ex VAT
PV 35	C&D Trees - Removal fallen willow - Pond	870.00	145.00	725.00
PV 36	Came & Co - Annual Insurance	888.29		888.29
PV 37	Scandor - Grounds Maintenance - Cuts 18,19,20,21	381.60	63.60	318.00
PV 38	Jill Judge - Salary - September	351.96		351.96
PV 39	Gregory Collins - Church Gates & Wall Capping	2027.04	337.84	1689.20
PV 40	HCC - Newsletter (September)	12.00		12.00
PV 41	Scandor - Grounds Maintenance - Cut 22	95.40	15.90	79.50
PV 42	Citizens Advice Bureau - Donation	50.00		50.00
PV 43	Business Stream - Water - Recreation Ground	101.06		101.06
PV 44	Business Stream - Water - Pond	22.42		22.42
PV 45	Jill Judge - Salary - October	351.76		351.76
PV 46	4K Media Ltd - VDS Photos	240.00	40.00	200.00
PV 47	Blackwell & Moody - War Memorial Cleaning	144.00	24.00	120.00
PV 48	Royal British Legion - Wreath	25.00		25.00
PV 49	Scandor - Grounds Maintenance - Cut 23	95.40	15.90	79.50
PV 50	Uni-Guard Fire Protection - Annual Service Pavillion	30.00	5.00	25.00
PV 51	Jill Judge - Salary - November	351.96		351.96
	<b>Total Payments</b>	<b>6037.89</b>	<b>647.24</b>	<b>5390.65</b>
	<b>Receipts:</b>			
RV 07	Crawley Church Donation	225.00		
RV 08	Precept	7500.00		
		<b>7725.00</b>		

- b. **To review budget year to date**  
The unexpectedly high amount of expenditure relating to trees was noted with the invoice relating to the pollarding of trees at the pond still be paid.
- c. **Budget planning for 2020/21**  
Cllr Fratter suggested that the precept be increased from £15000 to £16000 (a 6.6% increase) in 2020/21 with further increases in the following one/two years. This was in recognition of tree costs and the unexpected addition of a security bollard at the playground entrance during the current year giving the wish to rebuild reserves. In addition, it was recognised that continuing cost cutting at City and County level meant parish councils faced higher expenditure to maintain village infrastructure. It was noted that many tasks in the village were completed by the same group of willing volunteers and that this goodwill should not be taken for granted. It was therefore suggested by some councillors that the precept might be increased by a greater amount in 2020/21 with the view that extra amount per household in monetary terms was not great. A final decision would be made at the January meeting.

19/20 57 **Identify tasks for next lengthsman visit 18<sup>th</sup> December 2019**  
Cllr Phillips had several tasks identified including various works at the playground and if time allowed tidying up around the bench area at the end of Hacks Lane

Cllr Phillips

19/20 58 **Planning**  
a. Annex B as below was discussed with comments noted in italics  
**New applications**

Date Rec'd	Number	Address	Description	Comments by
04/11/2019	19/02432/TPO	Beckys Peach Hill Lane	T1 Ash - Moribund. Pollard to above main fork (Leave as standing deadwood) T2 Yew - Crown Thin by 10% (Crown clean)	
<i>No comment</i>				
21/10/2018	19/02306/TPO	5 Post Cottages Peach Hill Lane	Horse chestnut (T1) - Fell. Tree has shed a stem leaving a large wound at union of four other stems and is within striking distance of the road, tree also now has poor amenity value due to the loss of part of the canopy	
<i>No comment</i>				
07/10/2019	19/02197/LIS 19/02196/HOU	Pond Cottage Peach Hill Lane	Provision of replacement front porch to Pond Cottage	19/11/2019
<p><i>The clerk was asked to submit a neutral comment as follows:</i>  <i>This is a highly attractive and visible property and forms part of an important village street scape. We would ask to be advised of the view of the Historical Buildings Officer particularly as the proposed new porch is asymmetrical and larger than the existing.</i></p>				
01/10/2019	19/02141/FUL	Arqiva Ltd Crawley Court	Proposed alteration to the front façade of central entrance building (known as the link building). This relates to the removal of the glass, glazing bars and panels on lower and upper levels facing the front and replacing them with reflective glass and concealed glazing bars. The supporting fabric of the building to remain the same.	14/11/2019
<i>This application had been approved since publication of the agenda.</i>				

**Decision awaited**

Date Rec'd	Number	Address	Description	Status
05/09/2019	19/01922/HOU	The White House Peach Hill	Construction of a domestic inground swimming pool. (MAY AFFECT THE SETTING OF A LISTED BUILDING).	Current
23/08/2019	19/01603/TPO	Crawley Court Peach Hill	T1 Dead tree - Fell G1 - Crown lift by 1m	
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

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

**Recent Decisions**

Date Rec'd	Number	Address	Description	Comments by
02/10/2019	19/02164/TPO	Bluebell Cottage Hacks Lane	T1 Horse Chestnut - Reduce by one third and cut back from hacks lane - treat old cuts T2 Field Maple - Remove dead wood to make safe treat old cuts T3 4 No. Horse Chestnut(s) - Fugus growing on one trunk. Reduce all to make safe T4 2x Field Maple Remove leaning stem, remove deadwood from other T5 2x Horse Chestnut joined at base, little bark damage climb to check to make safe T6 2x Lime - Remove deadwood	Application permitted
20/09/2019	19/02069/TPO	Arqiva Ltd Crawley Court	2 No. Elm - Remove. Moribund and potential danger to people and property	Application withdrawn
11/09/2019	19/01967/TPC	Manor Lodge Peach Hill	T1 Ash - fell T2 Ash - fell	That no objection be raised
11/09/2019	19/01971/HOU	4 Cricket Close	Single storey rear extension	Application permitted
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	That no objection be raised
20/08/2019	19/01794/TPO	Chalk Hills Peach Hill Lane	G1 - 8 x Western Red Cedar, 1 x Sycamore. South West boundary between Chalk Hills and cemetery. Reduce height by approx. 7m and trim back sides.	That no objection be raised
19/08/2019	19/01775/HOU	The Paddocks Long Park Lane	Attic Conversion with 5no new roof windows	Application permitted
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.	That no objection be raised
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	That no objection be raised
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	Application permitted
23/08/2019	19/01603/TPO	Crawley Court Peach Hill	T1 Dead tree - Fell G1 - Crown lift by 1m	

All

**b. Village Design Statement Update**

A draft had now been completed and submitted to Winchester City Council for comment and guidance on next steps. It was noted that Jenny Nell, the former Head of Strategic Planning, had left the council and Cllr Phillips and the clerk were planning to visit Lee Smith to discuss the VDS further.

19/20 59

**Discuss and approve contents of September parish newsletter**

The following would be included:

Thank you to departing councillor Tim Anderson and notification of vacancy  
Village gateway update

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

19/20	60	<p>Recent work to trees at pond A date for a village clean up in February ahead of NGS Garden openings Notification of various consultations/awards</p> <p><b>Dates for 2020 Parish Council Meetings</b> With Councillor Fratter away for part of January it was decided to move forward the meeting which would also ensure that the precept requirement had been finalised ahead of submission to WCC. Meetings would therefore take place</p> <p>Monday January 6<sup>th</sup> Monday March 16<sup>th</sup> Monday May 18<sup>th</sup> Monday July 20<sup>th</sup> Monday September 21<sup>st</sup> Monday November 16<sup>th</sup></p> <p>The Annual Parish Meeting would be scheduled for either Monday 20<sup>th</sup> April or Monday 27<sup>th</sup> April depending on availability of proposed guest speaker and room.</p> <p><b>Cllr Anderson formally tendered his resignation which was reluctantly accepted with the Chair acknowledging his valuable contribution to the parish council and engagement with the community.</b> <b>The clerk would post a casual vacancy sign on the noticeboard and website and if an election was not requested the parish council would look to co-opt at the January meeting.</b></p> <p><b>There being no other business the meeting closed at 10.15pm.</b></p>	Clerk
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Signed..... Date .....