

# CRAWLEY PARISH COUNCIL



[clerk.crawley@parish.hants.gov.uk](mailto:clerk.crawley@parish.hants.gov.uk)

## MINUTES OF THE MEETING HELD AT CRAWLEY VILLAGE HALL ON MONDAY 6<sup>th</sup> JANUARY 2020

**Present:** Councillors Deehan, Hall, Fratter, Phillips and from Item 63 Cllr Collins  
**Apologies:** None  
**In attendance:** Mrs J Judge (Clerk and RFO), Mrs A Carey (Neighbourhood Watch), County Councillor Warwick, City Councillor Horrill, Mr M White (Cricket Warden)  
**Members of the Public:** Four

Year	No		Action
19/20	61	<b>Apologies – to receive apologies and approve reasons for absence</b> None received	
19/20	62	<b>To co-opt a councillor</b> Winchester City Council had confirmed that there had been no request from electors to hold a by election to fill the vacancy created by the departure of Tim Anderson and that the Parish Council could co-opt. Steve Collins had attended the previous parish council meeting, met all councillors and a resume of his skills and experience relevant to the role and reasons for wishing to become a councillor had been circulated. It was unanimously agreed to co-opt Steve Collins. A Declaration of Acceptance of Office was completed at the meeting and the Clerk would arrange completion of further forms including disclosable interests and send an introductory pack.	Clerk
19/20	63	<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 any pecuniary or other significant interests.	
19/20	64	<b>Public Session</b> <b>Welcome and introduction to new contacts at Arqiva – Sarah Sparkes, Senior Property and Facilities Manager, Matt Pye, Corporate Facilities</b> Sarah and Matt explained their roles and points of contact at Arqiva. Alison Craddock, Operational Resilience Manager was unable to attend the meeting. All agreed the relationship with the village was strong. The traffic flow system appeared to work well albeit contractors/delivery vehicles were more difficult to manage. It was noted that speeding at the village limits remained a concern. A police speed check would be arranged with the meeting noting that this was targeted at <b>all</b> drivers entering and leaving the village. A discussion took place about Arqiva boundaries and responsibilities. Arqiva were in the process of completing a tree survey and any branches etc overhanging boundaries would be identified and relevant works completed as a result of this. Arqiva undertook to contact those expressing concern about maintenance of private lanes adjacent to the site boundaries. Martin White took the opportunity to thank Arqiva for the annual donation to the Cricket Club. Sarah and Matt were thanked and left the meeting. <b>Pre application for an agricultural worker's dwelling – Mr and Mrs B Kimber</b> Mr and Kimber outlined their pre-application for an agricultural worker's dwelling adjacent to the Dutch barn on Stockbridge Road answering councillors' questions. A previous application to convert the barn to a dwelling had been refused (ref PNACOU 19/01170). Mr and Mrs Kimber were waiting for a date for their pre-application meeting with Winchester City Council. It was noted that the site fell within the boundaries of the parish of Sparsholt. Further discussion would take place once an application had been submitted. <b>Responsibility for maintenance of The Drive (bell-mouth to Rathcoole)</b> This was discussed as part of the Arqiva item above <b>Clarification of name of lane (leaving village heading towards Rack and Manager and taking left hand turn as short cut to Stockbridge Road)</b> Various names appeared to be use including Noms Lane, Dog Lane, Rabbit Lane. Cllr Horrill indicated that WCC's GPS system should aid clarification. Clerk to investigate. Mr and Mrs Kimber were thanked and left the meeting.	Clerk

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

19/20	65	<p><b>Update Summer Ball for Winchester Hospice on Saturday 6<sup>th</sup> June</b></p> <p>The contract for the hire of the Recreation Ground for the purposes of a Summer Ball from 4<sup>th</sup> June to 9<sup>th</sup> June 2020 had been agreed with the Ball Organising Committee. The event organiser, Helen Dollin, had undertaken to regularly update the parish council about the event.</p> <p>It was agreed that a safe for the keys to the bollard at the entry to the ground would be purchased.</p>	Cllr Deehan
19/20	66	<p><b>Minutes of meeting of 18<sup>th</sup> November 2019</b></p> <p><b>To approve and sign the minutes</b></p> <p>The minutes were approved and signed.</p> <p><b>To deal with any matters arising not on the agenda</b></p> <p>The ongoing issue of “smells” from the septic tank at the Fox was raised. It was noted that this matter was in the hands of Winchester City Council’s Environmental Health team.</p>	
19/20	67	<p><b>Report from Neighbourhood Watch</b></p> <p>Mrs Carey updated the meeting as per the attached report.</p> <p>Mrs Carey would arrange police speed check as discussed in the public session part of the meeting.</p> <p>Mrs Carey was thanked and left the meeting.</p>	Mrs Carey
19/20	68	<p><b>Reports from City and County Councillors</b></p> <p>County Cllr Warwick’s report attached. In addition, Cllr Warwick highlighted</p> <ul style="list-style-type: none"> <li>• Groundwater levels were high meaning that those in at risk areas may find it prudent to remove items from cellars</li> <li>• There was ongoing dialogue about the placement of tree trunks or similar in the unofficial laybys created on the road between the village and the A272 to discourage parking. The possibility of creating an “exclusion zone” in the area to prevent antisocial behaviour was discussed. Cllr Warwick and Cllr Deehan would continue to investigate options and report as appropriate. (ref 19/20 07 19/20 24 19/20 37 19/20 50)</li> </ul> <p>City Councillor Horrill highlighted</p> <ul style="list-style-type: none"> <li>• In ten weeks, there would be a further period of purdah ahead of local elections on 7<sup>th</sup> May.</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>• Operational difficulties with bin collections following the change in waste contract in October to incorporate glass collection continued. The tender for renewal in the Autumn would result in an eight-year waste contract.</li> <li>• The current administration was considering charging for green waste and evening and Sunday parking. A public consultation was open for residents to comment on budget proposals.</li> <li>• A “Rough Sleep” count had taken place and Winchester. New accommodation to aid the homeless had been opened in Sussex Street.</li> <li>• Planning applications for new housing developments were being delayed by concerns over nitrates pollution in the Solent (impact of agricultural run off and run off from domestic wastewater on marine life)</li> </ul> <p>Cllrs Warwick and Horrill were thanked and left the meeting.</p>	Cllr Warwick/ Cllr Deehan
19/20	69	<p><b>Reports from Tree and Cricket Wardens</b></p> <p>Martin White, Cricket Warden, reported that indoor practice had now commenced.</p> <p>The agreement for the use of Crawley Recreation Ground and Pavilion enabled the Cricket Club to “receive payment for use of the facility for its own or other cricket related purposes. In this event, Crawley Parish Council will be paid the first £250 received in any year; any receipts in excess of £250 will be shared equally by Crawley Parish Council and Crawley Crows Cricket Club”. It was agreed to review this clause.</p> <p>The Chair and the Cricket Warden were reviewing risk assessment documentation.</p> <p>It was noted that the hedge in the cricket ground area was overgrown in places and a work party would be organised to tidy this up.</p> <p>Mr White was thanked and left the meeting.</p> <p>New councillor Steve Collins agreed to take on the role of tree warden. He and the Chair would meet to complete a walk around of the village noting the trees within the remit of the Parish Council at the Pond, Recreation Ground and Burial Ground.</p> <p>The Purple Beech, <i>Fagus sylvatica ‘purpurea’</i>, to replace the sycamore in the burial ground had been planted (ref 19/20 54)</p>	Cllr Fratter/ Mr White  Cllr Deehan/ Mr White  Cllr Deehan/ Collins

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

19/20	70	<p><b>Representatives Reports</b></p> <p><b>a. Burial Ground</b> A parishioner had kindly replaced the bench (ref 19/20 55a). The clerk had investigated the possibility of a County Councillor grant to replace gravel on the path and subject to obtaining quotes this was an option. Cllr Phillips would thus arrange quotes. It was noted that ivy needed removing on two trees and this would be arranged.</p> <p><b>b. Mowing and Footpaths</b> Cllr Phillips was reviewing contracts with both Scandor and Robert Smith was scheduled to ensure completion ahead of the new financial year. It was noted that the path by Greenways may be able to be included in HCC's priority cutting list. Clerk to investigate.</p> <p><b>c. Highways</b> Cllr Hall updated the meeting that Wheelers had discontinued their contract running the N16 Bus Route covering Crawley. As an interim measure Stagecoach had taken on the service whilst a tendering process was underway for a new operator. The parishes covered by the N16 route (Littleton &amp; Harestock, Kings Somborne, Stockbridge) were in contact and it was hoped that going forward the service could operate at more convenient times for users. The Hampshire County Council licence authorising the Parish Council to provide village boundary gates had been received.</p> <p><b>d. Playground</b> The lengthsman had completed several maintenance/tidy up tasks during his visit in December. The fence between the playground and field needed renewing and quotes would be sought. A football net was to be purchased.</p> <p><b>e. Pond to include report from Crawley Village Pond Working Group</b> Tim Duncan Smith's report attached.</p> <p><b>f. Memorial Ground</b> Nothing specific to report.</p>	Cllr Phillips  Clerk  Cllr Phillips																																																																											
19/20	71	<p><b>Finance</b></p> <p><b>a. Recent transactions – to approve income and expenditure since last meeting</b> Payments PV 52 to PV 59 were approved and receipts noted</p> <table border="1" data-bbox="287 1041 1332 1657"> <thead> <tr> <th></th> <th>The following bills require approval for payment</th> <th>Total £</th> <th>VAT</th> <th>Ex VAT</th> </tr> </thead> <tbody> <tr> <td>PV 52</td> <td>Merritt - Pollarding three willows at pond</td> <td>1,500.00</td> <td>250.00</td> <td>1250.00</td> </tr> <tr> <td>PV 53</td> <td>SSE - Cricket Club (DIRECT DEBIT)</td> <td>55.69</td> <td>2.65</td> <td>53.04</td> </tr> <tr> <td>PV 54</td> <td>Crawley Village Hall Trust - Meeting Room for 2020</td> <td>129.60</td> <td></td> <td>129.60</td> </tr> <tr> <td>PV 55</td> <td>HCC - Newsletter ( November)</td> <td>12.00</td> <td></td> <td>12.00</td> </tr> <tr> <td>PV 56</td> <td>Jill Judge - Ashridge Nurseries - beech tree</td> <td>66.78</td> <td>11.13</td> <td>55.65</td> </tr> <tr> <td>PV 57</td> <td>Scandor - Grounds Maintenance - Cut 24</td> <td>95.40</td> <td>15.90</td> <td>79.50</td> </tr> <tr> <td>PV 58</td> <td>Premier Grounds &amp; Garden - waste removal/staples</td> <td>32.49</td> <td>5.42</td> <td>27.07</td> </tr> <tr> <td>PV 59</td> <td>Jill Judge - Salary - December</td> <td>351.76</td> <td></td> <td>351.76</td> </tr> <tr> <td></td> <td><b>Total Payments</b></td> <td><b>2243.72</b></td> <td><b>285.10</b></td> <td><b>1958.62</b></td> </tr> <tr> <td></td> <td><b>Receipts:</b></td> <td></td> <td></td> <td></td> </tr> <tr> <td>RV 09</td> <td>Donation</td> <td>500.00</td> <td></td> <td></td> </tr> <tr> <td>RV 10</td> <td>VAT</td> <td>1,299.39</td> <td></td> <td></td> </tr> <tr> <td>RV 11</td> <td>Blackwell &amp; Moody - Memorial Stone</td> <td>180.00</td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td><b>1979.39</b></td> <td></td> <td></td> </tr> </tbody> </table> <p><b>b. To review budget year to date</b> Nothing specific to report – most of the funding for the Beech Tree in the Burial Ground had come from the Tree Fund which now had a zero balance.</p> <p><b>c. To discuss annual grounds maintenance contracts for Robert Smith Landscaping and Garden Maintenance Ltd and Scandor Landscape Contractors Limited for financial year commencing 1 April 2020</b> Councillor Phillips would contact both contractors and propose no change in terms for the financial year 2020/21.</p> <p><b>d. To review the clerk's salary for the financial year commencing 1 April 2020</b> An appraisal was due later in the month. Pay scales as based on the local government pay scales negotiated by the National Joint Council (NJC) for Local Government Services had yet to be announced.</p>		The following bills require approval for payment	Total £	VAT	Ex VAT	PV 52	Merritt - Pollarding three willows at pond	1,500.00	250.00	1250.00	PV 53	SSE - Cricket Club (DIRECT DEBIT)	55.69	2.65	53.04	PV 54	Crawley Village Hall Trust - Meeting Room for 2020	129.60		129.60	PV 55	HCC - Newsletter ( November)	12.00		12.00	PV 56	Jill Judge - Ashridge Nurseries - beech tree	66.78	11.13	55.65	PV 57	Scandor - Grounds Maintenance - Cut 24	95.40	15.90	79.50	PV 58	Premier Grounds & Garden - waste removal/staples	32.49	5.42	27.07	PV 59	Jill Judge - Salary - December	351.76		351.76		<b>Total Payments</b>	<b>2243.72</b>	<b>285.10</b>	<b>1958.62</b>		<b>Receipts:</b>				RV 09	Donation	500.00			RV 10	VAT	1,299.39			RV 11	Blackwell & Moody - Memorial Stone	180.00					<b>1979.39</b>			Cllr Phillips
	The following bills require approval for payment	Total £	VAT	Ex VAT																																																																										
PV 52	Merritt - Pollarding three willows at pond	1,500.00	250.00	1250.00																																																																										
PV 53	SSE - Cricket Club (DIRECT DEBIT)	55.69	2.65	53.04																																																																										
PV 54	Crawley Village Hall Trust - Meeting Room for 2020	129.60		129.60																																																																										
PV 55	HCC - Newsletter ( November)	12.00		12.00																																																																										
PV 56	Jill Judge - Ashridge Nurseries - beech tree	66.78	11.13	55.65																																																																										
PV 57	Scandor - Grounds Maintenance - Cut 24	95.40	15.90	79.50																																																																										
PV 58	Premier Grounds & Garden - waste removal/staples	32.49	5.42	27.07																																																																										
PV 59	Jill Judge - Salary - December	351.76		351.76																																																																										
	<b>Total Payments</b>	<b>2243.72</b>	<b>285.10</b>	<b>1958.62</b>																																																																										
	<b>Receipts:</b>																																																																													
RV 09	Donation	500.00																																																																												
RV 10	VAT	1,299.39																																																																												
RV 11	Blackwell & Moody - Memorial Stone	180.00																																																																												
		<b>1979.39</b>																																																																												

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

19/20 72

**e. To approve an increase in precept for 2020/21**

Following discussion at the previous meeting and subsequent emails it was agreed that the precept be increased to £17,500 an increase of £2,500. Whilst this was a 17.2% increase in monetary terms it represented a less than £1 per month for a Band D householder. The clerk would complete relevant forms and Cllr Fratter explain the reasoning to parishioners at the Annual Parish Meeting in April.

**Planning**

a. Annex B as below was noted with no specific actions

**New applications**

Date Rec'd	Number	Address	Description	Comments by
25/11/2019	19/02600/TPC	Pitter Cottage Peach Hill Lane	T1 - Beech. Crown lift and thin, reduction in size	

**Decision awaited**

Date Rec'd	Number	Address	Description	Status
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)	Current
23/08/2019	19/01603/TPO	Crawley Court Peach Hill	T1 Dead tree - Fell G1 - Crown lift by 1m	Current
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	Current
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	Comments by
06/12/2019	19/02735/APN	Yew Tree Buildings Stockbridge Road	Agricultural grain store	No objection
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	Application permitted
07/10/2019	19/02197/LIS 19/02196/HOU	Pond Cottage Peach Hill Lane	Provision of replacement front porch to Pond Cottage	Application permitted

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

		01/10/2019	19/02141/FUL	Arqiva Ltd Crawley Court	Proposed alteration to the front facade 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.	Application permitted
		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).	Application permitted
		<p><b>b. Village Design Statement Update</b>  Cllr Phillips and the clerk had met with Lee Smith of Winchester City Council to discuss the VDS Draft. It was an extremely helpful meeting and Mr Smith had subsequently amended the draft to cross reference Local Plan references to specific guidelines. This would be discussed with the VDS Group on 9<sup>th</sup> January with the hope that documentation would be ready for village consultation at the beginning of February.</p>				
19/20	73	<p><b>Discuss and approve contents of January parish newsletter</b>  The following would be included:  Welcome to new councillor Steve Collins  Village gateway update  Reminder of date for a village clean up in February ahead of NGS Garden openings  Details of how to register vehicle for access to the tip (effective 1st April 2020)</p>				
19/20	74	<p><b>Date of next meeting/confirmation of Annual Parish Meeting</b>  The next meeting would take place on Monday 16<sup>th</sup> March. The Annual Parish Meeting would take place on Monday 20<sup>th</sup> April.</p> <p><b>There being no other business the meeting closed at 9.50pm.</b></p>				

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