

**Minutes of the Meeting held on
Monday 15 November 2021**

Present: Councillors Anderson, Fratter, Boucher
In attendance: Nicky Breen (Clerk and RFO), Alison Carey
Members of the Public: None

- 21/22 – 48 Apologies: To receive apologies and approve reasons for absence**
Apologies had been received from Cllr Hall, Cllr Whiteley, Cllr Warwick, Cllr Horrill, Tim Duncan-Smith (Pond Warden)
- 21/22 - 49 To receive Declarations of Pecuniary Interests (DPI's) and Other Significant Interests (OSI's) from members concerning specific items on the agenda**
No interests were declared relating to the meeting.
- 21/22 – 50 Public Session**
Alison Carey mentioned that the latches on both pedestrian gates to the recreation ground are broken. The Chair is aware and is looking into obtaining more substantial latches. **Action: Chair**
She said that the verge at the top of Hacks Lane alongside the flint wall appears to be encroaching onto the road. The Clerk is to approach Cllr Warwick to see if this verge can be maintained by HCC. **Action: Clerk**
- 21/22 - 51 Minutes of the meeting of 20 September 2021**
To approve and sign the minutes
The minutes were approved and were signed.
To deal with any matters not on the agenda
None
- 21/22 – 52 Reports from City and County Councillors**
Cllrs Warwick and Horrill's reports had been circulated prior to the meeting. The Clerk is to forward the community grant information supplied by Cllr Warwick to a member of the Village Hall Committee. **Action: Clerk**
- 21/22 - 53 Report from Neighbourhood Watch**
The report had been received and circulated prior to the meeting.
Councillors agreed to the purchase of signs displaying 'Private Woodland No Public Access', 'Keep to Public Footpath' and 'CCTV In Operation' to be erected on both sides of the road by the layby near Panoramics, the cost of the signs is £32.69. Councillors would like a rubbish bin in the layby. Clerk is to ask Cllr Horrill if this is a possibility.
Arqiva has a new contact, the Clerk is to invite him to the next parish council meeting in January.
CCTV – The Chair is to approach the pub again to ask if they can accommodate a CCTV camera for the lower stretch of the village. **Action: Clerk, Chair**
- 21/22 - 54 Reports from Wardens and Representatives**
- a. Trees**
A tree surgeon is to be asked to ring the ash tree by the pond on the Paige Cottage boundary to remove the ivy. They will be asked to check for signs of Ash Die-Back in this tree. **Action: Chair**
 - b. Pond**
The date proposed for the annual pond clear is Saturday 15 January. The Chair is to suggest this to the pond warden. **Action: Chair**
 - c. Burial and Memorial Ground**
Nothing specific to report.
 - d. Mowing**
Cllr Fratter had met with the parochial church council to discuss the mowing of the churchyard. It is important that the churchyard is kept tidy as wedding photographs are taken here. Councillors agreed with the proposal to leave a small area on the right at the back where there are no graves unmown until September. The slope at the front is to be mown from July onwards.

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

The contract with the maintenance company is to be modified to include strimming around the gateways and the pond.

e. Footpaths

Nothing specific to report.

f. Highways

Nothing specific to report.

g. Biodiversity

Cllr Boucher is in contact with Tristan Norton in order to gauge how he feels the biodiversity initiative is working and suggestions for the scheme moving forward. **Action: Cllr Boucher**

h. Church Yard

Nothing specific to report.

21/22 - 55

Portfolio review

• **A review of the responsibilities that can be assigned to individual councillors & associated volunteers**

Cllr Boucher is to continue with the Planning portfolio however she will call on other Councillors should assistance be required.

• **A review of the distribution of those responsibilities**

The distribution of the Councillor responsibilities is listed below:

Cllr Anderson	Trees
Cllr Fratter	Finance and Mowing
Cllr Boucher	Planning and Biodiversity
Cllr Hall	Highways
Cllr Whiteley	Burial and Memorial Ground

21/22 – 55

To prepare worksheet for lengthsman visit 22 December 2021

There are no pressing matters that need addressing. Clerk is to contact Steve Collins to obtain jobs to give to the lengthsman. **Action: Clerk**

21/22 – 56

Planning

Annex B below was discussed with no outstanding comments.

New applications

Date Rec'd	Number	Address	Description	Status
11/10/2021	21/02884/TPO	Amberley Cottage Peach Hill Lane Crawley	(prev 21/02618/TPC) Yew (T1) - Reduce by 2m overall - primarily to reduce away from thatched property but overall reduction will help maintain an aesthetically pleasing shape and well balanced tree.	Current
20/10/2021	21/02706/TPC	The Old Thatch	Judas tree x2 - reduction of 3m all over (see original application)	Current

Current Applications

Date Rec'd	Number	Address	Description	Status
13/06/2021	21/01890/HOU 21/01891/LIS	The Dower House Peach Hill Lane Crawley	Proposed alterations and additions to the Dower House, including alterations to the roof space above the central wing (addition of conservation rooflights) and addition of single storey boot room with external door located to the east of the north wing.	Current
05/05/2021	21/01202/HOU 21/01203/LIS	Pear Tree Cottage Peach Hill Lane	Alterations and rear extensions	Current
23/08/2019	19/01603/TPO	Crawley Court Peach Hill	T1 Dead tree - Fell G1 - Crown lift by 1m	Permitted
<i>Since publication of the agenda this application has been permitted</i>				

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

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	Permitted
<i>Since publication of the agenda this application has been permitted</i>				

Recent Decisions

Date Rec'd	Number	Address	Description	Decision
02/09/2021	21/02314/LDP	6 Hacks Lane Crawley SO21 2PY	The proposal seeks to demolition a side utility room, garage and lean to of a semi detached residential property and in its place construction a side kitchen / dining extension within permitted development rights	Permitted
25/08/2021	21/02261/LDP	Crawley Manor Peach Hill Lane Crawley SO21 2PR	Installation of a Hot Tub in the garden, Installation of a Swim Spa in the garden with sun cover, Associated decking	Permitted
02/08/2021	21/02055/HOU	Greystones Littleton Road Crawley SO21 2QD	Two storey extension and single storey additions to the rear to provide open plan kitchen/living space, with additional bedroom and bathroom facilities to the first floor	Permitted
30/06/2021	21/01774/HOU	1 Winsley Cottages Northwood Park Sparsholt SO21 2LX	Careful demolition of existing asbestos cement clad garage and external store and construction of new external store and covered car port	Permitted

21/22 – 57

Finance

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

	Payments	Description	Total £
PV50	Hampshire County Council	County Supplies	17.60
PV51	Came & Company	Insurance 28/09/21-27/09/22	948.12
PV52	Tim Anderson	Cut Key reimbursement	25.00
PV53	HMRC	PAYE September	71.60
PV54	Nicola Breen	Salary September	298.18
PV55	Chloe Breen	Filing work	40.00
PV56	Royal British Legion	Poppy appeal	17.00
PV57	Green Smile LTD	October 2021	369.00
PV58	HMRC	PAYE October	71.60
PV59	Nicola Breen	Salary October	298.18
PV60	Nicola Breen	Meeting snack reimbursement	38.96
PV61	Business Stream	Water pond 26/7-5/10	9.56
	Receipts		
RV11	Kirton Farm	Grant Balance	342.00

Payments PV50-PV61 were approved and receipts noted.

b. To review budget year to date

The budget sheets had been circulated prior to the meeting. There has been no change to the budget.

c. Budget planning for 2022/23

The 2022/23 budget and precept are to be discussed in the January meeting.

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

21/22 – 58 Review of Governing Documents and Policies
This item had been put on the agenda in error and was not discussed.

21/22 – 59 Discuss and approve content of the December parish newsletter
The following would be included:
HCC School Application dates
Open Parish Meeting

21/22 - 60 Dates for 2022 Parish Council Meetings
Dates were agreed as follows:

Monday January 24
Monday March 21
Monday May 16
Monday July 18
Monday September 19
Monday November 21
The Annual Parish Meeting is provisionally scheduled for Monday 25 April

There being no other business the meeting closed at 8.50pm. the date for the next meeting is 24 January.

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