

CRAWLEY PARISH COUNCIL – MINUTES 24 January 2022

Minutes of the Meeting held on Monday 24 January 2022

Present: Councillors Anderson, Fratter, Boucher, Hall, Whiteley

In attendance: Nicky Breen (Clerk and RFO)

Members of the Public: Four

- 21/22 – 61 Apologies: To receive apologies and approve reasons for absence**
Apologies had been received from Cllr Warwick, Cllr Horrill, Alison Carey (neighbourhood watch).
- 21/22 - 62 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 – 63 Public Session**
There were four members of the public present, one of whom was there to give information relating to CCTV in the village.
Patricia Elkington gave details of the Crawley Litter Picking Group that she has initiated. A village litter pick on 2 January was well supported. Another, outside the village perimeter and with assistance from idverde, is organised for 29 January.
At the Chair's request item 10 on the agenda, SHELAA sites, was then discussed as two members of the public were attending for this particular item.
- 21/22 – 64 SHELAA sites**
The parish council submitted their response to the proposed SHELAA sites to Winchester City Council in December, and since then there have been no further developments. Cllr Anderson has meeting with Cllr Horrill scheduled to further discuss. **Action: Cllr Anderson**
- 21/22 - 65 Minutes of the meeting of 15 November 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 – 66 Reports from City and County Councillors**
Cllrs Warwick and Horrill's reports had been circulated prior to the meeting.
- 21/22 - 67 Report from Neighbourhood Watch**
The report had been received and circulated prior to the meeting. The clerk is to contact Arqiva again to invite their representative to the March meeting. **Action: Clerk**
- 21/22 - 68 Reports from Wardens and Representatives**
- a. Trees**
C & D Trees have provided a quote to ring the ivy on the ash tree by the pond and to clear the three fallen trees along the pathway opposite the pond. The Chair proposed that the council accept the £220 quote and this was unanimously agreed. **Action: Chair**
 - b. Pond**
The annual pond clear took place on Saturday 15 January. Due to other commitments Tim Duncan-Smith is standing down as the pond warden. The parish council is very grateful for his hard work since he became the pond warden in November 2019. Cllr Anderson has spoken to a parishioner who has expressed an interest in taking on the role as pond warden. This is to be followed up. **Action: Chair, Clerk**
 - c. Burial and Memorial Ground**
Nothing specific to report.
 - d. Mowing**
Cllr Fratter is to talk to the contractors about the requirements for next year and obtain quotes. **Action: Cllr Fratter**

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

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e. Footpaths

The bottom of Hacks Lane is particularly muddy. Cllr Hall is to contact Cllr Warwick to see if it is possible to have some gravel laid there, as has been done in the past.

Action: Cllr Hall

f. Highways

Cllr Hall is to contact Hampshire County Council about reported potholes that have not yet been repaired as well as to report a section of kerb near the pond which needs replacing. See also 21/22 -70.

Action: Cllr Hall

g. Biodiversity

The low mow areas in the playground and recreation ground have proved successful and the current regime will stay in place. The number of low mow areas in the churchyard is being increased from two to three.

It is considered that the large number of fish and ducks in the pond are a barrier to making this area more diverse.

Having been approached by a couple of parishioners asking if there could be opportunities to do more in the way of biodiversity, we are keen to engage the parish. As a result, we are looking to find a spokesperson who can talk about Biodiversity at the Annual General Meeting.

Action: Cllr Boucher

h. Church Yard

Nothing specific to report.

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CCTV

A parishioner outlined the complications that installing CCTV to cover the village would involve. These included privacy, GDPR, licensing, signage and cost. He provided further information which the councillors are to consider before discussing the matter again.

Action: All Councillors

21/22 – 70

Village Gateways

Cllr Hall's report below had been circulated prior to the meeting:

Parish Gateways & Traffic Calming Measures

Hampshire Highways have kindly agreed to provide the resources to facilitate in finalising the village gateways. This includes providing the labour and overrides the need for additional licensing to relocate the gateway on the Panoramics road and install an additional post. It does require that we source and provide the new post and that any new relocation is within the guidelines set out of 450mm set back from the road edge.

Highways will also include the provision for sourcing the signs for the gateways should they be within the highways supplier range and will install them. There are clear guidelines as to what can and cannot be installed on gateways. The cost of the signs to be covered by Crawley Parish Council.

Highways have also offered to install yellow backing to the 30mph signs on entry into the village to highlight this speed limit. Repaint the existing road 30mph signs and offer to extend painted 30mph to all 4 entries into the village as well as additional repeater signs within a reasonable distance and location (priority given to visibility & purpose over any predefined distances). As part of the above list of works they will review all signs that need realigning and fixing such as the pair of signs leading from the pond to Stockbridge Road. In terms of timing the works cannot be carried out before April due to budget and contractor availability.

Gateway Relocation & Post Installation An initial meeting at location with highways to confirm exact location and ensure compliance. Cllr Fratter and I have already been to site and propose the following location Relocated further out from the village centre to 51°06'35.8"N 1°23'07.8"W 10.8 meters from the current location Ornamental post to give symmetry to the gateway to be sourced from old supplier.

Duck Signs - Location and Purpose

The duck signs and cost of have been offered to the parish of Crawley by Highways. The Village has been approached and a total vote in favour of the signs was given. In discussions with Highways there are two signs approved and 3 possible locations.

Councillors discussed signage to be added to the gateways and decided that 'Please drive carefully' would be most suitable.

The clerk is to check whether it was previously agreed to having specific symbols on the gateways.

Action: Clerk

Cllr Hall is to obtain a quote for the new post.

Action: Cllr Hall

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

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After discussion it was unanimously agreed to keep the 30mph signs white. Cllrs Hall and Whiteley are to consider the positioning of the 30mph signs and report back to Councillors.

Action: Cllr Hall, Cllr Whiteley

Following consideration councillors recommended that one duck sign be erected on the back of the existing sign on the stretch of grass opposite the pond on Peach Hill Lane. When speaking to Highways Cllr Hall will enquire as to the feasibility of a mirror at the pond junction as requested by a parishioner.

Action: Cllr Hall

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Planning

Annex B below was discussed with no outstanding comments.

New applications

Date Rec'd	Number	Address	Description	Status
06/01/2022	21/02924/LIS	Amberley Cottage Peach Hill Lane	New boiler flue within existing alcove to vent at least 300mm from brick party wall and vertically through tiles of ground floor roof at rear.	Current
<i>No comment</i>				
08/11/2021	21/02872/HOU	Highfield House Peach Hill Lane	Single storey extensions to north and west of house. Increased ridge height of eastern roof and insertion of new dormer. Demolition of existing garage and replacement with new garage and storage.	Current
10/11/2021	21/02901/HOU	Amberley Cottage Peach Hill Lane	Timber garden room (3.9m x 3.4m) (within the curtilage of a listed building)	Current
<i>No comment</i>				
07/12/2021	21/03135/TPC	Highfield House Peach Hill Lane Crawley SO21 2PR	Upon receipt of arboricultural advice we wish to apply for the safe removal of the following trees on our property: Pine Tree (T1) - Multiple trunks from mid-height due to storm damage years ago has rendered the tree potentially unstable. Tree is less than 5 metres from front corner of house so presents a danger, is affecting the property and is also blocking light. Fir Tree (T2) - Growth is at top of tree and is blocking light from the property	Current
25/11/2021	HCC/2021/071 8	Stockbridge Oil Field, Folly Farm, Crawley Road Winchester Crawley SO21 2PH	The drilling of 2 water monitoring boreholes at the existing folly farm oil field sit	Current
15/11/2021	21/02923/HOU	The White House Peach Hill Lane	The erection of an annex in the rear gardens of a large detached house.	Current

Crawley Parish Council has considered this application and would like a Planning Condition placed on the proposed annexe to ensure that it is permanently is linked/ancillary to the main dwelling on the plot and not used, let or sold as separate accommodation.

*In relation to the Village Design Statement **LS1**: New properties and extensions or changes to existing properties should conserve or enhance the character and appearance of the village when viewed from the open countryside. (DM15, DM16, DM17 and DM23), the site plan drawing does not clearly show how the annexe would be viewed from the open countryside at the rear of the property. Whilst there is limited tree screening to the front of the proposed annexe, it would be helpful to see a larger plan of the whole plot that clearly shows how the property and annexe would be viewed from the recreation ground, open fields and footpaths at the back of the property.*

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

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17/11/2021	21/02955/TPO	Pear Tree Cottage Peach Hill Lane	T1 - Yew - Fell Further to the approval 21/01617/TPO for the removal of 4 Yew trees which were causing damage to a listed wall and building, it has become apparent that 1 Yew tree was mistakenly left off the original application. Therefore we are proposing, as in the above mentioned approved application, that this tree be felled for the same reasons of causing damage to a listed wall and that along with a condition of the previous application, another specimen be replanted.	Current
15/10/2021	21/02677/LIS 21/02676/HOU	Paige Cottage Peach Hill Lane Crawley SO21 2PR	Conversion of existing garage / store building to ancillary accommodation and home office	Current
Crawley Parish Council has considered this application and would like a Planning Condition placed on the proposed garage conversion to ensure that it is permanently ancillary to the main dwelling and not used, let or sold as separate accommodation.				

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

Recent Decisions

Date Rec'd	Number	Address	Description	Decision
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.	Permitted
20/10/2021	21/02706/TPC	The Old Thatch	Judas tree x2 - reduction of 3m all over (see original application)	Permitted

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Finance

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

	Payments	Description	Total £
PV62	Alison Carey	Layby Signs - reimbursement	32.69
PV63	Hampshire County Council	Newsletter November	15.20
PV64	HMRC	PAYE November	71.60
PV65	Nicola Breen	Salary November	298.18

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

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PV66	Green Smile LTD	November 2021	369.00
PV67	HMRC	PAYE December	71.60
PV68	Nicola Breen	Salary December	298.18
PV69	Green Smile LTD	December 2021	369.00
PV70	Zoe Palmer	Bulbs	141.59
PV71	Premier Grounds & Garden Maintenance	Green Waste Reimbursement	26.40

	Receipt	Details	Total £
RV12	Blackwell & Moody	Mason B190	95.00
RV13	Richard Steele & Partners	Gwyneth Smith	95.00

Payments PV62-PV71 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. It was noted that Cllrs Anderson and Fratter have submitted an application to WCC for their Winter Support Payment Grant.

c. Confirm 2022/2023 precept figure

It was agreed that the precept be raised to £18000, an increase of £500. The clerk would complete relevant forms.

Action: Clerk

21/22 – 72

Discuss and approve content of the January/February parish newsletter

The following would be included:

Biodiversity update

Litter picking initiative

April Annual Parish Meeting

Platinum Jubilee wild cherry tree

Winchester Movement Strategy

There being no other business the meeting closed at 9.15pm. the date for the next meeting is 21 March.

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