

CRAWLEY PARISH COUNCIL – MINUTES 18 JULY 2022

Minutes of the Meeting held on Monday 18 July 2022

Present: Councillors Anderson, Fratter, Whiteley, Hall

In attendance: Nicky Breen (Clerk and RFO)

Members of the Public: None

- 22/23 - 21 Apologies: To receive apologies and approve reasons for absence**
Apologies had been received from Cllr Boucher, County Cllr Warwick, Alison Carey (neighbourhood watch) and David Jordan (pond warden).
- 22/23 - 22 To receive Declarations of Pecuniary Interests (DPI's) and Other Significant Interests (OSI's) from members concerning specific items on the agenda**
None declared.
- 22-23 - 23 Public Session**
No members of the public were present.
- 22/23 - 24 Minutes of the meeting of 16 & 24 May 2022**
To approve and sign the minutes
The minutes were approved and were signed.
To deal with any matters not on the agenda
None.
- 22/23 - 25 Reports from City and County Councillors**
Cllrs Warwick's report was circulated ahead the meeting.
Cllr Horrill read her report to councillors and is to forward the report to the clerk. In addition she is to make further enquiries as to why the tree in Cricket Close was so severely pruned (22/23-06).
- 22/23 - 26 Report from Neighbourhood Watch**
The report was circulated prior to the meeting with no questions arising.
- 22/23 - 27 Reports from Wardens and Representatives**
- a. Trees**
As mentioned in 22/23-25, Cllr Horrill is to ascertain why a tree in Cricket Close has been heavily pruned.
 - b. Pond**
A bollard by the pond has been dislodged. The clerk is to ask the lengthsman if he is able to rectify this when he next visits on 28 September.
 - c. Burial and Memorial Ground**
Having discussed the role with Cllr Anderson, Vanessa Chapman has agreed to become the warden for the burial and memorial grounds. The clerk is to forward her the relevant documentation.
 - d. Mowing**
Nothing significant to report
 - e. Footpaths**
Nothing significant to report
 - f. Highways**
The Hampshire County Council consultation on 20mph speed limits has now gone live <https://www.hants.gov.uk/transport/transportchemes/20mph-speed-limits-consultation>
The deadline for responses is to 12 September. The clerk is to send this link to those on the database. **Action: Clerk**
 - g. Biodiversity**
Nothing significant to report
 - h. Church Yard**
Nothing specific to report.

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

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- 22/23 – 28 Resignation of Councillor**
 Cllr Hall confirmed that she is resigning as a councillor. The parish council thank her for her support and commitment, and her hard work particularly with the highways and footpaths portfolios. Cllr Hall will continue to oversee the gateways until the ongoing work is complete.
- 22/23 - 29 Portfolio reassignment**
 As was agreed in the last meeting Cllr Whiteley is to hold the portfolios for highways and footpaths (22/23 – 09). **Action: Clerk**
- 22/23 - 30 Village Gateways**
 Cllr Hall is to continue with the gateway project.
- 22/23 - 31 Three Maids Hill**
- Concrete Crusher appeal
 The appeal was successful. The parish council recognize the need for traffic management and bunding.
 - Anaerobic Digester proposal
 A planning application is to be submitted to WCC in August.
- 22/23 - 32 Planning**
 Planning applications were noted.

New applications

Date Rec'd	Number	Address	Description	Status
24/06/2022	22/01394/HOU 22/01395/LIS	The Dower House Peach Hill Lane Crawley	Alterations and Additions to The Dower House including alterations to the roof space above the central wing and addition of single storey boot room with external door located to the east of the north wing.	Current
13/07/2022	22/01561/HOU	The Dower House Peach Hill Lane Crawley	New pool and pool House. Alterations to existing garage	Current
19/04/2022	22/00837/LIS	Beckys Peach Hill Lane	Installation of electric vehicle charger at rear of property (See 22/01325/HOU)	Current

Current applications

Date Rec'd	Number	Address	Description	Status
08/06/22	22/01240/TPO	Paige Cottage Peach Hill Lane	G1 willows - Localised reduction of over hanging branches back to fence-line. This is the re-gen from previous pruning operations.	Current
04/06/22	22/01208/TPO	Crawley Court Peach Hill Lane	cut back the overhanging branch that obstructs the camera and causes multiple alarms when the wind blows. Satellite Farm camera 2 . (2ft on all sides and 1m above the top)	Current
19/04/2022	22/00837/LIS	22/00837/LIS	Installation of electric vehicle charger at rear of property (See 22/01325/HOU)	Current

Recent Decisions

27/04/2022	22/00897/TPO	The Dower House, Peach Hill Lane	T1 - Apple - Fell T2 - T11 - Horse Chestnut - Crown lift to 4m T24 - Sycamore - Fell T25 - Ash - Fell T26 & T27 - Cypress - Fell T29 - Sycamore - Fell T30 - Irish Yew - Fell T32 - Yew - Prune back to give 2m clearance from building G1 - Yew - Prune back encroaching branches. G2 - Horse Chestnut Salpings - Fell G5 - Ash - Fell	Permitted
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Signed.....Date.....

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20/05/2022	22/01076/TPO	Crawley Court Peach Hill Lane	Reduce height of hedge in this boundary area along the sports field Reduce height of Laurels along the pedestrian footpath Fly cut back to mesh fence work and increase height of lower branches along Arqiva boundary (Reduction will be 1m for all above)	Permitted
17/3/2022	22/00595/HOU	Woolbury House, Old Dairy Peach Hill Lane	Demolition of garage, carport and store and construction of replacement garage, carport and store with ancillary accommodation above	Permitted
17/3/2022	22/00595/HOU	Woolbury House, Old Dairy Peach Hill Lane	Demolition of garage, carport and store and construction of replacement garage, carport and store with ancillary accommodation above	Permitted
11/04/2022	22/00659/LIS 22/00790/HOU	Amberley Cottage Peach Hill Lane Crawley Hampshire SO21 2PR	New boiler flue and condensate pipe to rear north and west walls (amended location from approved 21/02924/LIS)	Permitted
11/04/2022	22/00778/TPO	Danebury Cottage Peach Hill Lane Crawley Winchester Hampshire SO21 2PR	T1 Ash tree fell tree has Ash dieback with signs of canopy dysfunction with limited access for cherry picker or Mewp. Tree will need to be climbed, so removed before tree is in later stages of dieback.	Permitted

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Finance

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

Payments

Ref.	Supplier Name	Description	£
PV10	Green Smile LTD	May ground maintenance	424.99
PV11	Hampshire Association of Local Councils	HALC affiliation NALV levy	232.25
PV12	John K. Murray	Internal Audit Fee	295.00
PV13	Nicola Breen	Microsoft fee reimbursement	59.99
PV14	TSOHOST	8.6.22-7.6.23	86.26
PV15	Hampshire County Council	Highway Works	250.00
PV16	Hampshire County Council	May newsletter - Hantsprint	15.20
PV17	Nicola Breen	May Salary	308.90
PV18	HMRC	PAYE May	74.40
PV19	TSOHOST	Overpayment	2.00
PV20	George Philippi Memorial Sports Ground	CIL money for noticeboard	2500.00
PV21	LS Carpentry	Gateway Post	320.00
PV22	Nicola Breen	June Salary	308.90
PV23	HMRC	June PAYE	74.40
PV24	Green Smile LTD	June Ground Maintenance	424.99

Receipts

Ref.	Receipt	Details	£
RV05	Richard Steele & Partners	K Wren Burial	190.00
RV06	HMRC VTR	1/4/21-30/6/22 VAT return	2594.98

Payments PV10-PV24 were approved and receipts noted.

b. To review budget year to date

Cllr Fratter circulated the budget sheets with nothing specific to report.

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

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Review of Governing Documents and Policies

- Financial Regulations

A change to sections 11.1d and 11.1h of the financial regulations was suggested. After discussion it was unanimously agreed to add a clause to 11.1d and that both the upper and lower values should be changed, from £3000 and £100 to £5000 and £1000, to reflect the current cost of goods and services in 11.1h.

This change had been previously checked and cleared with the internal auditor by the clerk.

11.1d) When applications are made to waive financial regulations relating to contracts to enable a price to be negotiated without competition the reason shall be embodied in a recommendation to the council. Any such application shall be formalised at a meeting of the council.

11.1h) When it is to enter into a contract of less than £25,000 in value for the supply of goods or materials or for the execution of works or specialist services other than such goods, materials, works or specialist services as are excepted as set out in paragraph (a) or are covered by paragraph (d) the Clerk or RFO shall obtain 3 quotations (priced descriptions of the proposed supply); where the value is below £5,000 and above £1,000 the Clerk or RFO shall strive to obtain 3 estimates. Otherwise, Regulation 10.3 above shall apply.

- CPC Standing Orders - reviewed with no change recommended
- Health and Safety Policy - reviewed with no change recommended

The clerk is to update the documents accordingly and post on the website.

Action: Clerk

22/23 – 35

Discuss and approve content of the July/August parish newsletter

The following are to be included in the newsletter:

20mph survey link

Concrete crusher approved at appeal

Cllr Hall's resignation

Vanessa Chapman – burial and memorial ground warden

There being no other business the meeting closed at 9.00pm. The date for the next meeting is 19 September.

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