

CRAWLEY PARISH COUNCIL – MINUTES 21 NOVEMBER 2022

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Minutes of the Meeting held on Monday 21 November 2022

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

- 22/23 - 51 Apologies: To receive apologies and approve reasons for absence**
Apologies had been received from County Cllr Warwick, David Jordan (pond warden), Vanessa Chapman (burial ground warden), Alison Carey (neighbourhood watch).
- 22/23 - 52 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 - 53 Public Session**
No members of the public were present.
- 22/23 - 54 Minutes of the meeting of 26 September 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 - 55 Reports from City and County Councillors**
Cllr Horrill's report had been circulated prior to the meeting. She stressed the importance of considering the changes to the Local Plan and submitting comments by 14 December. The Parish Council are in the process of formulating their response and parishioners are encouraged to comment as these comments will influence the content of the new Local Plan.
[Winchester District Local Plan 2019-2039: Regulation 18 Consultation - Winchester City Council - Citizen Space](#)
Cllr Horrill noted that the Parish Council should be checking/reviewing the Village Design Statement.
Cllrs Warwick's report had been circulated ahead the meeting. There were no matters arising.
Action: All Councillors
- 22/23 - 56 Report from Neighbourhood Watch**
The report was circulated prior to the meeting with no questions arising.
- 22/23 - 57 Reports from Wardens and Representatives**
- a. Trees**
Nothing significant to report.
 - b. Pond**
Nothing significant to report.
 - c. Burial and Memorial Ground**
War memorial-nothing to report.
Burial ground-a request has been made for off road parking to be made available.
The request was noted and the decision was to take no action at the current time.
 - d. Mowing**
Nothing significant to report
 - e. Footpaths**
The steps have been repaired and the path cleared on the footpath to the field on the right of the road towards Panoramics. The Parish Council are grateful to those who carried out this work.
 - f. Highways**
Nothing significant to report

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

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g. Biodiversity

Cllr Boucher is waiting for more information concerning the suppliers for the proposed Anaerobic Digester in order that Councillors can look further into the traffic plan which currently permits use of the Littleton Road and road between the Stockbridge Road and the A272.
Action: Cllr Boucher

h. Church Yard

Nothing specific to report.

22/23 – 58

Arqiva Transport Grant

The Arqiva bus is due to stop on Christmas Eve. Arqiva have provided a donation to help with transport for carers/vulnerable users of the service, which the Parish Council will manage.

Action: Clerk

22/23 - 59

Local Bus

Cllr Anderson has looked into the provision of a new bus to possibly operate once the Arqiva bus stops. Unfortunately this is prohibitively expensive and cannot be considered.

22/23 - 60

White Lines

Hampshire Highways have appointed a contractor with repainting the white lines in the village. This will be done by the end of the financial year.

22/23 - 61

Kerb Repair

The Clerk is to contact Hampshire Highways regarding the repair of 6 kerb stones opposite the pond.

Action: Clerk

22/23 - 62

Lengthsman 4 January

Tasks identified:

Strimming the verges near the church

Possible repair/painting to the bus shelter. Councillors are to meet at the bus stop and discuss what work needs to be carried out.

Action: Cllrs Anderson, Fratter, Whiteley

22/23 – 63

Three Maids Hill

- Anaerobic Digester proposal

This had been discussed earlier in the meeting (22/23 – 57g)

22/23 – 64

Planning

New applications

30/09/2022	22/02191/HOU	Chalk Hills Peach Hill Lane Crawley	Erection of Single Storey Side Extension -	Current
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The Parish Council notes that the proposed application would extend the current building line of the village to the West. The Parish Council asks for WCC's view on whether this would create a planning issue in any way?

Current applications

Date Rec'd	Number	Address	Description	Status
30/06/2022	22/01436/HOU	Greenways Peach Hill Lane Crawley	Conversion of outbuildings to habitable use(SEE 22/01437/LIS)	Current
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	New pool and pool House. Alterations to existing garage	Current

Recent Decisions

05/08/2022	22/01773/TPO	Pond House Peach Hill Lane Crawley	T1 - Yew tree. Fell for reasons justified in the attached report. T2 - Walnut. Reduce the West aspect by up to 4m	Permitted
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Signed.....Date.....

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			to allow a 4m clearance of the adjacent property (see report).	
20/10/2022	22/02343/TPC	Kingswell Cottages Peach Hill Lane Crawley	There are two prunus in the front of the property that require pruning. One prunus nigra that hangs over the pavement and is a scrappy shape. I would like to raise the canopy slightly to allow in restricted access on the pavement and in the garden side to allow more light onto the flower beds. The tree would also need a light prune to tidy the shape. There is a flowering cherry close to the house. This requires the branches to be reduced away from the house and balanced on the rest of the tree. There are also a number of small crossed and misplaced branches to remove. Overall no more than a 15-20% reduction I would think	Permitted
18/08/2022	22/01867/TPO	Crawley Court Peach Hill Lane	All mixed species of trees. G1: reduce trees by approx. 2-3m G2: reduce trees by approx. 3-5m, width approx. 15-25m Green waste from G1 & G2 will be taken to a licensed waste facility site G3: reduce trees by approx. 3-5m, width approx. 15-25m (green waste will be chipped and left to degrade)	Permitted
18/08/2022	22/01867/TPO	Crawley Court Peach Hill Lane	All mixed species of trees. G1: reduce trees by approx. 2-3m G2: reduce trees by approx. 3-5m, width approx. 15-25m Green waste from G1 & G2 will be taken to a licensed waste facility site G3: reduce trees by approx. 3-5m, width approx. 15-25m (green waste will be chipped and left to degrade)	Permitted

Cllr Boucher has started work on the feedback form the Parish Council regarding the proposed changes to the Local Plan. Cllrs Fratter, Anderson and Whiteley are also to consider responses and the Parish Council comments will be submitted by the 14 December.

Action: All Councillors

22/23 - 65

Finance

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

Payments

Ref	Supplier	Details	£
PV36	Gallagher Insurance	Annual Insurance 28.9.22	1000.47
PV37	HMRC	PAYE September	74.20
PV38	Nicola Breen	Salary September	309.10
PV39	PKF Littlejohn LLP	External Audit	240.00
PV40	Green Smile LTD	September grounds maintenance	424.99
PV41	Business Stream	Pond 25/7/22-5/10/22	10.18
PV42	Green Smile LTD	October grounds maintenance	424.99
PV43	Hampshire County Council	Newsletter September	15.20
PV44	Simonato Design Studio Ltd	Sign Post Painting	720.00
PV45	JRB Enterprise	Dog Waste Bags	69.36
PV46	Royal British Legion	Wreath donation	20.00
PV47	Durley Parish Council	Planning Training HB	25.00
PV48	Winchester Citizens Advice	Grant request	100.00
PV49	HMRC	PAYE - October	74.40
PV50	Nicola Breen	Salary -October	308.90

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

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Receipts

Ref.	Receipt	Details	£
RV10	Richard Steele & Partners	S Bolger burial	190.00
RV11	Arqiva	Transport donation	1000.00

Payments PV36-PV50 were approved and receipts noted.

b. Discuss Budget 2023-2024

Cllr Fratter circulated the budget sheets with nothing specific to report. He has prepared a draft budget sheet for 2023-2024. This will be discussed further at the next meeting when the final version is available.

Action: Cllr Fratter

c. Discuss Precept 2023-2024

The initial calculations indicate an increase of 5.5% to the precept. This will be discussed at the next meeting when the finalised budget sheets are available. The Clerk has informed Winchester City Council that we will notify them of our precept figure after the January Parish Council meeting.

d. Review and approve annual insurance payment

The Ecclesiastical policy is a three-year long-term agreement until September 2023. The premium (including IPT and all fees) for the year is £1,000.47. This is an increase of £52.35 on last year's figure. Councillors approved to the payment with the view to seeking other quotes next year when the agreement will have expired.

**22/23 - 66 Review of Governing Documents and Policies
Risk assessments**

This item was deferred to the January meeting.

Action: Clerk, Cllr Fratter

22/23 – 67 Discuss and approve content of the November/December parish newsletter

The following are to be included in the newsletter:

- Local Plan
- Broadband
- Councillor vacancy
- Ukrainian support link
- Arqiva bus – new finish date
- Highways – fly tipping officer, pot hole reporting

22/23 – 68 Dates for 2023 Parish Council Meetings

The January meeting will be Monday 16 January. Meetings for the remainder of the year will be discussed at this meeting.

There being no other business the meeting closed at 9.10pm. The date for the next meeting is 16 January 2023.

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