

# CRAWLEY PARISH COUNCIL – MINUTES 16 JANUARY 2023

## Minutes of the Meeting held on Monday 16 January 2023

**Present:** Councillors Anderson, Fratter, Boucher, Whiteley  
**In attendance:** Nicky Breen (Clerk and RFO), Alison Carey (neighbourhood watch), Vanessa Chapman (burial ground)  
**Members of the Public:** None

- 22/23 - 69      Apologies: To receive apologies and approve reasons for absence**  
Apologies had been received from County Cllr Warwick and Cllr Horrill
- 22/23 - 70      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 - 71      Public Session**  
No members of the public were present.
- 22/23 - 72      Minutes of the meeting of 21 November 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 - 73      Reports from City and County Councillors**  
The reports had been circulated prior to the meeting with no questions arising. Cllr Boucher is to contact Cllr Warwick to discuss the Council's response to the Hampshire Minerals and Waste Plan. The consultation period ends on 31 January and the comments are in relation to stopping traffic for the proposed Micheldever and Barton Stacy sites passing through Crawley.  
**Action: Cllr Boucher**
- 22/23 - 74      Report from Neighbourhood Watch**  
The report was circulated prior to the meeting with no questions arising. Alison added that we have a new PC, Emma Hoskins. Alison is to ask Emma if she is able to talk at the Annual Parish Meeting.  
**Action: A Carey**
- 22/23 - 75      Reports from Wardens and Representatives**
- a. Trees**  
The contractor has advised that no action need to be taken with the ash tree at the pond. Shrubbery and trees at the burial ground were removed/cut back in November.
  - b. Pond**  
The December report highlighted the importance of not stepping on the ice when the pond is frozen.
  - c. Burial and Memorial Ground**  
War memorial – Vanessa enquired whether parishioners would be able to prune back trees overhanging onto their property. Councillors confirmed that this is permitted.  
Burial Ground – The Clerk is to let Vanessa know when there are burials in order that she can tidy up beforehand if necessary.
  - d. Mowing**  
Cllr Fratter is to get a quote from the contractors for next year's mowing. There is to be one minor change to the regime – a strip of about one foot around the car park is to be moved to give the wild area more definition. The no mow areas are relatively new and the council continues to monitor this initiative.
  - e. Footpaths**  
Nothing significant to report.
  - f. Highways**  
Nothing significant to report.

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

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- g. Biodiversity**  
See attached report.
- h. Church Yard**  
Nothing specific to report.

**22/23 – 76 Arqiva Transport Grant**  
The bus stopped running on 23 December. Currently we do not have enough information about the impact that this has had on parishioners and this item is to be addressed again at the March meeting when we may have had further feedback.

**22/23 - 77 Kerb repair**  
The weather we are currently experiencing is having a significant impact on frontline highway operations and road repairs. An update on the reported broken kerbs stones at the pond is below: Status: The enquiry you raised has been identified and is due for repair as part of planned works later in the year. Adopted roads in Hampshire are routinely inspected at regular intervals. The issue will be monitored as part of these regular inspections and, if required, action will be taken prior to these planned works. If the issue has got worse use the 'update enquiry' box below.

**22/23 – 78 Planning**

**New applications**

Date Rec'd	Number	Address	Description	Status
22/11/2022	22/02640/LIS	Amberley Cottage Peach Hill Lane Crawley Hampshire SO21 2PR	Remove 1970s uPVC bathroom window and replace with high quality hardwood window to match current wooden cottage casement windows. Remove existing patio doors and replace with high quality hardwood doors to match existing windows	Current
This application was received after publication of the agenda <i>No comment</i>				
23/12/2022	22/02917/LDC	Pond House Heath House Stockbridge Road Crawley	Lawful development certificate in respect of outbuilding within the curtilage of Pond House, constructed over 10 years ago without planning consent	Current
This application was received after publication of the agenda <i>No comment</i>				

**Current 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

**Recent Decisions**

13/07/2022	22/01561/HOU	The Dower House Peach Hill Lane	New pool and pool House. Alterations to existing garage	Permitted
30/09/2022	22/02191/HOU	Chalk Hills Peach Hill Lane Crawley	<a href="#">Erection of Single Storey Side Extension -</a>	Permitted
30/06/2022	22/01436/HOU	Greenways Peach Hill Lane Crawley	Conversion of outbuildings to habitable use(SEE 22/01437/LIS)	Permitted

- 22/23 - 79 Finance**
- a. Recent transactions – to approve income and expenditure since last meeting**

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

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Payments

Ref	Supplier	Details	£
PV51	Green Smile LTD	November grounds maintenance	424.99
PV52	Hampshire County Council	December Newsletter	15.20
PV53	HMRC	PAYE - November	74.40
PV54	Nicola Breen	Salary - November	308.90
PV55	Green Smile LTD	December grounds maintenance	424.99
PV56	C&D Trees	Burial Ground work	720.00
PV57	Nicola Breen	Salary - December	308.90
PV58	HMRC	PAYE - December	74.40

Payments PV51-PV58 were approved.

**b. To review budget year to date**

There were no outstanding items to report.

**c. Discuss budget 2023-2024**

There are no significant changes to be made in the 2023-2024 budget sheets..

**d. Agree Precept 2023-2024**

After discussion it was agreed to increase the Precept to £19000 from the £18000 figure for 2022-2023. This represents a 5.5% increase which falls well below the current rate of inflation. Clerk is to inform WCC.

**Action: Clerk**

**22/23 - 80 Review of Governing Documents and Policies  
Risk assessments**

The revised document had been circulated prior to the meeting and Councillors unanimously agreed and approved the changes. The Clerk is to post on the website. **Action: Clerk**

**22/23 – 81 Dates for the 2023 Parish Council Meetings**

Monday 30 March 7.30pm  
 Monday 24 April 7.00pm Annual Parish Meeting Main Hall  
 Monday 15 May 7.30pm Annual General Meeting  
 Monday 17 July 7.30pm  
 Monday 18 September 7.30pm  
 Monday 20 November 7.30pm

**22/23 – 82 Discuss and approve content of the January/February parish newsletter**

The following are to be included in the newsletter:  
 Pond information – ice, pond clear  
 Biodiversity  
 Councillor vacancy  
 Highways – pot hole reporting, delays

There being no other business the meeting closed at 8.40pm. The date for the next meeting is 20 March 2023.

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