

CRAWLEY PARISH COUNCIL – MINUTES 15 JANUARY 2024

Minutes of the Meeting held on Monday 15 January 2024

Present: Councillors Anderson, Fratter, Boucher, Chapman, Whiteley
In attendance: Nicky Breen (Clerk and RFO), Cllr Horrill, Cllr Warwick, Alison Carey (neighbourhood watch)
Members of the Public: None

23/24 - 56 Apologies: To receive apologies and approve reasons for absence

23/24 - 57 Declarations of Pecuniary Interests (DPI's) and Other Significant Interests (OSI's) forms and to receive interests from members concerning specific items on the agenda
No interests were declared relating to the meeting.

23/24 - 58 Public Session

A request had been made regarding the use of the recreation ground parking as additional parking space on four dates when the garden teas are being served. This is to be taken up with the cricket club as some of these are on a Sunday when matches may be on.
The catch on a gate at the recreation ground has broken – Cllr Anderson offered to repair this.
Alison Carey reported that the library has lost its sponsorship from IGas however the Tavern Committee have awarded the library £400 which will provide funding for a year.
Traffic to Arqiva continues to travel via the village. The clerk is to contact the company.
The parking of larger cars in the vicinity of the pub has meant that the bus has not been able to pass on a couple of occasions recently. Additionally, parking on the pavement forces pedestrians (including wheelchairs and pushchairs) to walk in the road. The parish council requests that consideration is taken when parking.
Action: Clerk, Cllr Anderson

23/24 - 59 Minutes of the meeting of 20 November 2023
To approve and sign the minutes
The minutes were approved and were signed.
To deal with any matters not on the agenda
No matters arising.

23/24 – 60 Reports from City and County Councillors
Cllrs Warwick outlined her report which had been circulated prior to the meeting. In addition:

- Hampshire County Council: Future Services Consultation - The consultation runs from midday on 8 January to 11:59pm on 31 March 2024.
Views can be provided on some, or all of the 13 service change proposals presented in the consultation.
- The meals-on-wheels service is very good.
- Salt bins should be checked to ensure that they are full.

Cllr Horrill outlined her report with no questions arising.

23/24 - 61 Report from Neighbourhood Watch
The report had been circulated prior to the meeting with no matters arising.

23/24 - 62 Reports from Wardens and Representatives

a. Trees
The diseased ash tree at the pond has been removed and the willow re-pollarded to eliminate limb failure.
WCC have felled an ash near the recreation ground and trimmed trees near the entrance.

b. Pond
Cllr Anderson has recently cleared debris from the overflow.

c. Burial and Memorial Ground
A fallen tree from neighbouring property was quickly cleared. The parish council has applied for a grant to help landscape the Memorial Ground. If unsuccessful a parishioner has offered their assistance in sprucing up the area.

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

d. Mowing

Councillors agreed that they are happy with the existing contractors whose contracts are due for renewal shortly. This is subject to the terms being agreeable.

Cllr Boucher is to contact a parishioner to establish whether they consider that the no-mow area is a success. **Action: Cllr Boucher**

e. Footpaths

See 23/34-65.

f. Highways

Nothing significant to report.

g. Biodiversity

Cllr Boucher is to ask a parishioner for guidance/suggestions regarding the no-mow areas for the upcoming year.

Cllr Horrill suggested that we contact South Wonston Sustainability to see what schemes have successfully engaged parishioners in order to help with climate change/biodiversity. **Action: Cllr Boucher**

h. Church Yard

Nothing specific to report.

23/24 – 63

Arqiva

The parish council have received the following correspondence from Arqiva:

In terms of an update on Crawley Court and our future plans, firstly as you will know we are working with Alfred Homes on a section of land at the rear of the site to create two new houses which we hope will be a good addition to the village.

In relation to the rest of the Crawley Court site, some residents may have noticed a 'To Let' sign which has been up at the entrance for the past few months. By way of explanation, there has been a reduction in occupancy at a number of the larger Arqiva sites which is as a result of the flexible working practices which have been adopted by the business to give our people the ability to work not only in one office, but also at home, at other Arqiva and partner locations and on the move.

This is not unusual and is the case for many businesses post covid and does not reflect a change to our core business outputs and objectives, but simply means a smaller the number of people visiting the office each day.

As a result we are seeking to sub-let some of the space which is not in use in order to offset costs, but also to bring more people into the building and add to the already diverse and dynamic working environment at Crawley Court which we aim to provide at all of our offices.

We are also considering a scenario where there is little or no demand for the surplus employment space on the site and on that basis there may be other opportunities around creating space for new accommodation of some description to further enhance the unique setting of the village. There are many options to consider for this and any type of development would be subject to the appropriate planning consents from Winchester Council which can be a long and complex process. We are currently in the process of taking external advice on this topic to understand what may be possible and the related timeframes which I would be pleased to share at a later date.

The parish council has taken informal planning advice from a parishioner which is to be held by councillors for future discussion.

23/24 – 64

Lengthsman – 7 February 2024

Tasks identified are:

Painting the bus shelter.

Tidying/clearing the verge against the flint wall at the top of Hacks Lane.

Stand the posts on the bend by the pond.

23/24 – 65

Footpath/bridleway signs

Cllr Whitely distributed a comprehensive report of a survey that he had undertaken to establish which signposts are damaged/missing. The clerk believes that HCC is responsible for maintaining these signs and is to contact them. **Action: Clerk**

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

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23/24- 66 Pond Tidy Up
Foliage around the pond needs trimming. A working party of volunteers is to be arranged for 9.30am Saturday 10 February.

23/24 – 67 Village Litter Pick
This is to be arranged for 9.30am Saturday 10 February. The Clerk is to contact Idverde to see if they can provide litter sticks and bags and collect the rubbish. **Action: Clerk**

23/24 - 68 Planning
Planning applications were noted.

Annex B

New applications

Date Rec'd	Number	Address	Description	Status
27/11/23	23/02747/HOU	Farley View Littleton Road Crawley	Demolition of existing conservatory, and replace with two-storey side extension, internal alterations and external works.	Current
<i>Crawley Parish Council supports this application</i>				
11/12/23	23/02867/TPO	Copper Beach House Peach Hill Lane	Fell x 1 Ash with die back over church structure, remove two limbs of Ash to left again over the building and encroaching on church roof. Cut away overhanging limbs on four limes overhanging Church building and historic wall leaving cuts no larger than 100mm. Dismantle mature ivy clad Ash over over lane suffering die-back	Current

Current applications

Date Rec'd	Number	Address	Description	Status
14/11/23	23/02660/TPO	Crawley Manor Peach Hill Lane	T1 Horse Chestnut- Repollard to previous pollard points, as good management of pollarded trees.	Current
8/11/23	23/02617/TPO	Bluebell Cottage Hacks Lane Crawley	Horse Chestnut Tree located next to gate on south side. Remove snapped limb as needed. Remove low rubbing limb over phone line and corner of house as needed. Remove three low limbs on Eastern stem leaning over house as needed. Remove limb growing over house growing from North Eastern stem as needed. Reduce all remaining overhanging branches from house by 3m to give 3m clearance of house. Remove low limb over road as needed Goals: Reduce risk of branch failure. Reduce risk of damage to house	Current

Recent Decisions

Date Rec'd	Number	Address	Description	Status
5/10/23	3/02337/TPO	The White House Peach Hill Lane Crawley	Tree 1 on the sketch is Beech. Tree 2 on the sketch is Ash. Work required: Trim the ends of branches to give a 2 metre clearance with any of the Little Thatch structures/buildings. If the branches are left, they will potentially cause damage to Little Thatch roofs and walls, including thatch and boundary cob wall. Some of the branches are well below head height and some are below knee height. When wet they trail on the roofs and walls, making access difficult. This is particularly the case on my extension roof which requires regular access to clear away the falling branches, beech nuts, and significant leaf fall in the autumn.	Permitted
3/10/23	23/02313/TPC	The Homestead Peach Hill Lane Crawley	T1 Magnolia - Tip pruning of large branches, 0.5 meters to reshape	Permitted

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

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7/11/23	23/02613/NMA	Courtyards Peach Hill Lane Crawley	Removal of side log/bike store	Permitted
29/9/23	23/02294/HOU	The Granary Peach Hill Lane Crawley	Side extension. Replacement of all doors and windows. Demolition of existing porches and creation of new entrance porch. Demolition of modern chimney and installation of wood burning stove and external flue. Complete refurbishment of property including new thermal insulation to floor, walls, and roof.	Permitted
23/10/23	23/02470/TPO	Crawley Court Peach Hill Lane Crawley	Trees from mixed species woodland are encroaching onto the compound area containing radio dishes and cabins. Proposal is to cut back overgrowth to leave a 3 meter clearance around the dishes and adjacent buildings in the compound which have encroached over the adjacent 200 meters of fence line. Green waste arising from these works will be stacked in the woodland area adjacent to the work site.	Permitted
19/10/23	23/02452/TPO	The Old Dairy Peach Hill Lane Crawley	T1 Horse Chestnut - reduce limb on south western side towards property by up to 2/3m to reduce end weight loading T2 Lime - Remove tree to allow development of smaller trees in linear group (at end of house) X on sketch map marks site of recently failed Horse Chestnut (complete root plate failed)	Permitted
5/10/23	3/02337/TPO	The White House Peach Hill Lane Crawley	Tree 1 on the sketch is Beech. Tree 2 on the sketch is Ash. Work required: Trim the ends of branches to give a 2 metre clearance with any of the Little Thatch structures/buildings. If the branches are left, they will potentially cause damage to Little Thatch roofs and walls, including thatch and boundary cob wall. Some of the branches are well below head height and some are below knee height. When wet they trail on the roofs and walls, making access difficult. This is particularly the case on my extension roof which requires regular access to clear away the falling branches, beech nuts, and significant leaf fall in the autumn	Permitted
9/10/23	23/02313/TPC	Beckys Peach Hill Lane Crawley	T1 Bay tree fell - small tree low amenity value can't be seen from road.	Permitted
13/11/23	23/02664/TPC	Morello Cottage Peach Hill Lane	T1 Cherry - Remove.	Permitted

23/24 – 69

Finance

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

Payments

Date	Ref	Payee	Details	£
28/11/2023	PV47	Hampshire County Council	Nov Newsletter	26.60
28/11/2023	PV48	HMRC	PAYE November & Backpay	290.16
28/11/2023	PV49	Nicola Breen	Nov Salary & Backpay	905.95
08/12/2023	PV50	C&D Trees	Pond Work	2952.00
08/12/2023	PV51	Green Smile LTD	Dec 2023	430.99
28/12/2023	PV52	HMRC	PAYE December	86.60
28/12/2013	PV53	Nicola Breen	Dec salary	359.82
09/01/2024	PV54	Green Smile LTD	January 2024	430.99

Receipts

Date	Ref	From	Details	£
24/11/2023	RV13	HMRC VAT	Refund of return	-5471.99
08/01/2024	RV14	N Bligh	R&S Bligh plot 153	380.00

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

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Payments PV47-PV54 were approved. RV14 corrects RV08, an erroneous refund from HMRC.

b. To review budget year to date

Nothing to report.

c. Discuss Budget 2024-2025

The budget allows for an increase in costs of around 5% and £1500 has been allocated should advice need to be sought from a planning advisor.

d. Discuss Precept 2024-2025

Councillors agreed that the Precept figure is to be raised by £1000 to £20000. This is an increase of 5.26%. The Clerk is to advise WCC. **Action: Clerk**

e. Adjustment to some payment voucher numbers

It has come to the clerk's attention that the payment and receipt numbers recorded electronically no longer tally with the numbers allocated by the clerk. This is because each transaction has a separate number electronically whereas combined payments, for example, may have been given the same voucher number when recorded by the clerk. Cllr Fratter, who compiled the excel accounts workbook, felt it best if the excel automatic numbering was kept in place. The 'new' electronic numbers are to be noted on any affected payment/receipt vouchers. **Action: Clerk**

23/24 – 70

Discuss and approve content of the January/February parish newsletter

The following items are to be included:

- Village litter pick
- Pond tidy up
- Arqiva update
- Parking
- HCC consultation

There being no other business the meeting closed at 9.30pm. the date for the next meeting is 18 March 2024.

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