

CRAWLEY PARISH COUNCIL – MINUTES 13 JANUARY 2025

Minutes of the Meeting held on Monday 13 January 2025

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

In attendance: Nicky Breen (Clerk and RFO), Cllr Horrill

Members of the Public: None

- 24/25 – 56 Apologies: To receive apologies and approve reasons for absence**
Apologies were received from Alison Carey (neighbourhood watch).
- 24/25 – 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**
None declared.
- 24/25 – 58 Public Session.**
- 24/25 – 59 Minutes of the meeting of 11 November 2024**
To approve and sign the minutes
The minutes were approved and signed.
To deal with any matters not on the agenda
No matters arising.
- 24/25 – 60 Reports from City and County Councillors**
Cllr Warwick's report had been circulated prior to the meeting with no questions arising.
Cllr Horrill outlined her report and added:
- Jane Chuhan, the Funding and Development Officer at WCC, may know of funding pots available to the parish council. Cllr Horrill and Cllr Anderson are to talk to her with regard to possible funding for the rebuilding/moving of the pond trough.
Action: Cllr Horrill, Cllr Anderson
 - Cllr Horrill is questioning the sewerage costs that the cricket club are charged by WCC.
Action: Cllr Horrill
 - The repair to the potholes on the village hall driveway is being followed up.
- 24/25 – 61 Report from Neighbourhood Watch**
Alison Carey's report had been circulated prior to the meeting with no questions arising
- 24/25 – 62 Reports from Wardens and Representatives**
- a. Trees**
Nothing to report.
 - b. Pond**
Cllr Anderson has met with two builders specialising in lime work, and is awaiting their quotes for rebuilding the trough. He has the details of another builder to contact for a third quote.
Action: Cllr Anderson
 - c. Burial and Memorial Ground**
A branch that was on the path has been tidied away. As the parish council is unaware who moved it they are to check that it has been suitable disposed of.
The Memorial Ground bed is to be planted with snowdrops, hellebores and a wildflowers, with an abundance of poppies.
Action: Cllr Anderson/Chapman
 - d. Mowing**
The two companies used will be contacted shortly regarding the contract for next year.
Action: Cllr Fratter
 - e. Footpaths**
Nothing to report.
 - f. Highways**
There is a large area of road on the Littleton Road that needs attention. Cllr Whiteley is to report this to Hampshire Highways.
Action: Cllr Whiteley
 - g. Church Yard**
A couple of posts near the gate are wobbly. Cllr Anderson is to assess and report back.
Action: Cllr Anderson

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

CRAWLEY PARISH COUNCIL – MINUTES 13 JANUARY 2025

- 24/25 – 63 Arqiva Site update**
 There is no update on the Arqiva site.
 Cllr Boucher has produced a first draft of the updated Village Design Statement, which was circulated to Councillors, who suggested minor amendments. More work can be done once the Local Plan is finalised. The parish council is to ask for assistance from a parishioner who was involved in producing the existing VDS. **Action: Cllr Boucher, Cllr Whiteley**
- 24/25 – 64 Gateways - £750 fee**
 Hampshire Highways issued the wrong license when the gates were installed and are now asking for £750 for the correct one. The parish council has been in correspondence with Cllr Warwick on the matter as it does not feel that this should be paid for by the parish council. **Action: Cllr Warwick**
- 24/25 – 65 Lengthsman – 12 March**
 Tasks identified include:
 • Clear the pond overflow channel
 • Clean the road signs
 • Clear leaves on road opposite entrance to recreation ground **Action: Clerk**
- 24/25 – 66 Village Litter Pick – arrange date**
 After discussion the date for both the Litter Pick and Pond Tidy was decided as Saturday 15 February, 9.30am. Cllr Anderson is to check whether The Fox will be offering coffee afterwards. **Action: Cllr Anderson**
- 24/25 – 67 Pond Tidy – arrange date**
 See 24/25-66.
- 24/25 – 68 Planning**
 Planning applications were noted.

New applications

Date Rec'd	Number	Address	Description	Status
25/11/24	24/02535/TPO	Crawley Court Peach Hill Lane Crawley	There are mixed species 6-8 feet tall self-seeded sapling trees, shrubs and weeds that require clearing from the pit in front of CRT-17 as the satellite is losing signal due to vegetation. Our certified team shall attend site and cut all vegetation down to as close to ground level as possible. All vegetation will then be winched out of the pit and stacked roadside.	Current
13/12/24	24/02721/PNC4	Barn At Northwood Park Sparsholt	This application seeks change of use of part of part an agricultural building to B8/E(g)(iii) use class. The existing barn is no longer required for agricultural use and is deemed redundant to the farm.	Current
9/12/24	24/02667/TPO	Paige Cottage Peach Hill Lane	T1 Horse Chestnut - Re-pollard T2 Horse Chestnut - Re-pollard G1 Mixed deciduous - Cut back overhang to boundary on overgrown hedge G2 Willows - Pollard to reduce risk of failure and to maintain as a feature of the village pond	Current
21/11/24	24/01725/FUL	The Cedar Lodge New Barn Lane Crawley	(May affect the setting of a Right of Way) Stationing of mobile home and change of use of land	Current

Current applications

Date Rec'd	Number	Address	Description	Status
29/8/24	24/01164/FUL	Crawley Court Peach Hill Lane Crawley	The siting of 11 storage containers on land.	Current

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

CRAWLEY PARISH COUNCIL – MINUTES 13 JANUARY 2025

Recent Decisions

Date Rec'd	Number	Address	Description	Status
16/4/24	24/00821/TPC	Chalk Hills Peach Hill Lane Crawley	T1 Apple tree :- reduce crown by approximately 1 meter overall. T2. Cherry Reduce crown by approximately 1 meter overall. T3 Sycamore:- remove 3 lower limbs over hedge row [s,west facing direction] T4 Portuguese laurel :-Lift canopy to 2.1meters high and reduce crown where needed by approximately 1 meter to gain balanced crown. T5 Hawthorn:- [ornamental variety]:- fell T6 Cherry:- Reduce back 1x limb [facing house]by approximately 1 meter to bring back into balance with canopy boundary	Permitted
31/7/24	24/01642/LDC	Pond House Heath House Stockbridge Road Crawley	Pond House is a residential dwellinghouse on the Heath House estate near Stockbridge. The barn to which this application relates is one of the outbuildings associated with Pond House. This barn was constructed over 10 years ago without planning consent.	Permitted
24/4/24	24/00898/TPC	Yew Tree Cottage Peach Hill Lane	T1 Willow - Reduce crown by up to 2m to reduce risk of breakage due to decay in main stem -	Permitted
22/10/24	24/02293/TPO	Arqiva Site Crawley Court Transmitting Station Peach Hill Lane	There are trees encroaching onto Peach Hill Lane that require uplifting to prevent contact with vehicles. Trees will be uplifted to 5.2 metres (back to wall-line) to ensure there is no remaining encroachment onto the highway caused by Arqiva owned trees. There is a dead Lime tree within the tree row which will be dismantled to ground level.	Permitted
20/9/24	24/02057/TPO	Land South Of Hacks Lane Crawley	G1 Mixed Deciduous Woodland (boundary trees overhanging Hacks Lane) - Crown lift to give up to 6m clearance over highway & cut down standing dead trees for H&S reasons	Permitted -
4/10/24	24/02224/HOU 24/02225/LIS	The Homestead Peach Hill Lane	Demolition and rebuilding of a small section of the existing boundary wall	Permitted
14/10/14	24/02226/TPC	Crooked Pightle House Crawley	Beech tree in Conservation Area overhanging adjacent (applicant's) property.cut back overhang by 7m.	Permitted
14/10/24	24/02131/TPO	Crooked Pightle House Crawley	Ash tree overhanging adjacent property (applicant's) and causing damage to roof tiles. Tree possibly outside TPO but submitted to ensure compliance is required. Cut back overhanging branches - a maximum of 5 metres.	Permitted
16/10/24	24/01607/LIS 24/01535/HOU	Yeomans Crawley Road	(Retrospective) replacement of lead sheeting and heavy supporting plyboard support sheets. Rotten thatch and timber work replaced by tiling under emergency situation	Permitted
28/10/24	24/02342/NMA	Upincott Peach Hill Lane Crawley	NMA to 24/00416/HOU - New and existing shiplap timber cladding to be stained black. - A proposed rooflight has been omitted from the Western Elevation and a new smaller rooflight has been added to the Eastern Elevation to match the existing. Additionally, the previously proposed rooflight on the Eastern Elevation has been reduced in size to match the existing. - The proposed works to the garage gable end will no longer take place and the existing shiplap cladding is to be retained, stained, and lowered to match the level of the existing brick skirting on the main elevation. - New and existing door and window openings located within the shiplap cladding are to be painted black to match with the cladding. It is also proposed to paint the front door black to match. - The stove has been relocated into a more central position within the Living Room and the flue taken up through the roof, in accordance with Building Regulations.	Permitted

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

CRAWLEY PARISH COUNCIL – MINUTES 13 JANUARY 2025

			- The new single storey extension is now proposed to be clad in shiplap cladding with brick skirt to match the house. - Some changes to the proposed internal alterations.	
--	--	--	---	--

24/25 – 69

Finance

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

Payments

Date	Ref	To	Details	£
02/12/2024	PV52	JRB Enterprise	Dog waste bags	69.36
02/12/2024	PV53	HMRC	PAYE - Nov	117.20
02/12/2024	PV54	Nicola Breen	Salary November	495.36
08/12/2024	PV55	Green Smile LTD	Dec grounds maint	448.24
08/12/2024	PV56	Hampshire County Council	Nov Newsletter	38.00
01/01/2025	PV57	HMRC	PAYE December	92.80
01/01/2025	PV58	Nicola Breen	December Salary	396.91

Receipts

None

Payments PV52-PV58 were approved.

b. To review budget year to date

No changes recommended.

c. Discuss Budget 2025-2026

£2000 has been allocated to pay for the repair to the pond trough.

d. Agree Precept 2025-2026

Councillors agreed that the precept be raised by 5% to cover inflation, planning advice costs and the trough repair work. The Clerk is to inform WCC. **Action: Clerk**

24/25 – 70

Discuss and approve content of the January/February parish newsletter

Village and pond tidy up.

Links from Cllr Horrill's report.

Hedges around playground to be trimmed.

Memorial Ground planting.

24/25 – 71

Dates for 2025 Parish Council Meetings

These were agreed as follows:

Monday 17 March 7.30pm

Monday 28 April 7.00pm Annual Parish Meeting – Main Hall

Monday 19 May 7.30pm

Monday 21 July 7.30pm

Monday 15 September 7.30pm

Monday 17 November 7.30pm

There being no other business the meeting closed at 9.15pm. The next meeting is 17 March 2025.

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