

# CRAWLEY PARISH COUNCIL



[clerk@crawley-hampshire.org.uk](mailto:clerk@crawley-hampshire.org.uk)

Notice is hereby given that the next meeting of Crawley Parish Council will be on

**Monday 19 May 2025**

The meeting will be held in Crawley Village Hall at 7.30pm

## AGENDA

1. **Election of Chair**
2. Apologies: To receive apologies and approve reasons for absence
3. All councillors to sign new 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
4. New Clerk – handover completed
5. Councillor resignation
6. Co-opt new Councillor – Kirsten Hewson
7. Public Session
8. Minutes of meeting of 17 March 2025
  - To approve and sign the minutes
  - To deal with any matters arising not on the agenda
9. Reports from City and County Councillors
10. Report from Neighbourhood Watch
11. Reports from Wardens and Representatives
  - a. Trees
  - b. Pond Trough
  - c. Burial and Memorial Ground
  - d. Mowing
  - e. Footpaths
  - f. Highways
  - g. Church Yard
12. Review of representatives' portfolios
13. Arqiva Site update
14. Update to Village Design Statement
15. Gateways - £750 fee
16. TRO proposal – update re: request for byway with permanent TRO to motor vehicles to be rescinded to allow motorcycles on the route
17. Acorn Biodigester – grants

Signed .....S Lawrence  
Parish Clerk & RFO

Date .....13 May 2025

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18. Lengthsman – 3 July  
Prepare worksheet
19. Planning (see Annex B below)
20. Finance
  - a. Appointment of Internal Auditor for 2025/26
  - b. Approval of Annual Governance Statement 2024/25
  - c. Approval of Accounting Statement 2024/25
  - d. Annual audit arrangements BDO LLP – complete conflict of interest form
  - e. Recent transactions – to approve income and expenditure since last meeting
  - f. To review budget year to date
21. Review of Governing Documents and Policies  
Online banking process – the new clerk has bank access  
Standing orders
22. Discuss and approve content of the May/June parish newsletter

## Annex B

### New Applications

Date Rec'd	Number	Address	Description	Status
7/4/25	25/00720/TPO	Tanglefoot Peach Hill Lane Crawley	T1- Beech - reduce lower canopy on eastern side over garden by up to 2m from branch tips limiting cut diameter to 50cm. T2- Beech- Crown lift over garden to achieve a 4m ground clearance and to provide clearance over two adjacent hawthorns. Cut diameter to be no greater than 60cm. T3- Beech- Fell small diameter (15cm) leaning stem, (possible that this is not covered within the TPO). All works form part of ongoing arboricultural management at the property, while ensuring the tree stock at this site is maintained to a suitable level.	Current

### Current Applications

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

### Recent Decisions

Date Rec'd	Number	Address	Description	Status
24/1/25	25/00156/HOU	Lynes Cottage Northwood Park Sparsholt	Replacement ancillary home working space and storage, including landscape works and demolition of existing building.	Permitted

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17/1/25	25/00109/HOU	Lynes Cottage Northwood Park Sparsholt	Alterations to dwelling house including addition of front porch to south-west elevation, addition of dormers to south-east and north-west elevation, 1.5 storey extension to north-east elevation, new oriel windows on north-east elevation, new sliding doors on north-west elevation following removal of windows.	Permitted
13/2/25	25/00308/LIS 25/00307/HOU	The Homestead Peach Hill Lane Crawley	For the erection of an oak garden room to replace the existing conservatory (existing base to be modified and re-used)	Permitted
25/2/25	<b>25/00379/TPO</b>	Pear Tree Cottage Peach Hill Lane	Reduce 1 Yew tree (T1) by 1-2m and balance shape. Lift any branches that are either fouling the wall or the fence.	Permitted

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Parish Clerk & RFO

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