

CRAWLEY PARISH COUNCIL – MINUTES 21 JULY 2025

Minutes of the Meeting held on Monday 21 July 2025

Present: Councillors Anderson, Fratter, Whiteley, Chapman, Hewson
In attendance: Sally Lawrence (Clerk and RFO)

25/26 – 22 Apologies: To receive apologies and approve reasons for absence
Apologies were received from Cllr Warwick and Cllr Horrill

25/26 – 23 Public Session.
It was requested that the old Neighbourhood Watch signs near the Rack & Manager be removed.
Action Cllr Anderson
Can white lines be placed at the New Barn Farm entrance? To contact HCC Highways and the landowner (New Barn Trust). **Action: Cllr Whiteley.**

25/26 – 24 Minutes of the meeting of 19 May 2025
To approve and sign the minutes
The minutes were approved and signed.
To deal with any matters not on the agenda
No matters arising.

25/26 – 25 Reports from City and County Councillors
No reports were received for the July meeting.

25/26 – 26 Report from Neighbourhood Watch
Alison Carey's report was circulated at the meeting. The NHW report is circulated to 120 households including some in Sparsholt. The beat surgery on the 6 June was well attended. Cllr Chapman commented that she had enquired about 20mph for the village at the beat surgery but had not had a response.

25/26 – 27 Reports from Wardens and Representatives

- a. Trees**
Ash tree in the burial ground, near to the bench. To approach tree surgeon for quote.
Action Cllr Anderson
- b. Pond**
The pond is looking good; the reeds are getting wider. To get a group of volunteers to cut back the reeds
Action Cllr Anderson
Cllr Anderson has put in posts to fill the gaps at the front of the trough, and he advised there were fish in the trough.
- c. Burial and Memorial Ground**
Cllr Chapman presented the possibility of purchasing a temporary flagpole instead of draping a flag on the wall. Options and costs to be circulated for the next meeting.
Action Cllr Chapman
Cllr Chapman has undertaken repairs to the tarmac at the Memorial Ground and has been reimbursed for this expense.
At the burial ground there are large brambles growing at the bottom of the yew trees.
It was proposed that the volunteer group set up to cut back the pond reeds could also undertake this task.
Action Cllr Anderson
- d. Mowing**
No issues with contractor.
- e. Footpaths**
Footpaths sign is down at the end of Greenways. Possibly re-utilise old sign as probably rotten at the bottom.
Action Cllr Anderson

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

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f. Highways

A lorry had hit the front of The Fox – this was captured on their CCTV.

A lorry had also hit a wall on an adjacent property.

The councillors questioned whether some signs 'Not suitable for HGV' could be erected on routes into the village. There were some but they may have been damaged. Photographs of the damage to be taken as evidence to be sent to Cllr Warwick for HCC response.

Action Cllr Anderson

g. Church Yard

Nothing to report.

25/26 – 28

Arqiva

Site update

Nothing to report.

25/26 - 29

Update on Village Design Statement (VDS)

Cllr Hewson is working with Robert Adam to update the VDS wording to review the impact on the village. Will update at the next meeting.

25/26 - 30

Gateways - £750 fee

To establish with HCC whether the £750 licence fee is in perpetuity.

Action: Cllr Anderson/Cllr Warwick

25/26 – 31

TRO Proposal

No update.

25/26 - 32

Acorn Biodigester - grants.

The community grant offer is open for applications -

<https://www.acornbioenergy.com/acorn-community-fund-offer>

Projects to consider – replace play area surrounding fence. Benches also require replacement. Tarmac replacement (circa 1.5m) at the entrance to Hacks Lane as rainwater collects in this area.

Quotes to be sought for these works.

To approach volunteers to collate information for the grant application.

Action: Cllr Anderson

25/26 - 33

Lengthsman – next visit October

The trough was not painted (on July listing). Volunteers to paint. **Action: Cllr Anderson**

On Hacks Lane there is overgrown vegetation. Not sure of ownership as unadopted lane.

HCC should have a highways plan. To check extent of the adopted highway.

Action: Cllr Chapman

25/26 - 34

Planning (see below)

Planning applications were noted.

Current Applications (2025)

Date Rec'd	Number	Address	Description	Status
28/05/25	23/02798/HOU	Greenways Peach Hill Lane Crawley Winchester Hampshire SO21 2PR	Application Reference Number: 23/02799/LIS, Date of Decision: 08/02/2024, Variation of Condition Number(s). Applicant has evolved design with joinery subcontractor and rooflight supplier. Substitute approved drawings	Current
09/06/25	25/01140/LIS	Greenways Peach Hill Lane Crawley Winchester Hampshire SO21 2PR	Application Reference Number: 23/02799/LIS, Date of Decision: 08/02/2024, Variation of Condition Number(s). Applicant has evolved design with joinery subcontractor and rooflight supplier. Substitute approved drawings	Current

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

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21/11/24	24/01725/FUL	The Cedar Lodge New Barn Lane	(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	The siting of 11 storage containers on land.	Current

25-26-35 Local Government devolution
No comment. To add to newsletter.

25-26 - 36 Finance

a. Appointment of Internal Auditor for 2025/26

To appoint John Murray. All agreed.
the Chair.

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

Payments PV11-PV22 were approved and receipts noted.

Payments

Date	Ref	To	Details	£
19/05/2025	PV11	The Honest Builder	Trough	2,340.00
31/05/2025	PV12	Clerk	Salary May SL	359.72
31/05/2025	PV13	HMRC	PAYE/ER NI May	83.42
28/05/2025	PV14	Clerk	CPC Web host renewal	100.66
30/05/2025	PV15	Hampshire County Council	May Newsletter	21.85
05/06/2025	PV16	Green Smile LTD	Grounds Maintenance-June	461.69
30/06/2025	PV17	Clerk	Salary June SL	443.12
05/07/2025	PV18	Green Smile LTD	Grounds Maintenance-July	461.69
08/07/2025	PV19	N Breen	Office 365 renewal	84.99
07/07/2025	PV20	Cllr Chapman	Tarmac for memorial repair	35.85
11/07/2025	PV21	Clerk	Dog bin bags	70.56
16/07/2025	PV22	Clerk	Salary - tax adjustment	166.80

c. To review budget year to date.

Reserves – there is £5k for the playground which is available as matching funding if required.

d. Increase in clerk's salary from scale point 18 to scale point 19

All agreed.

25/26 – 37 Review of Governing Documents and policies

Online banking process – updates agreed.
Standing orders – NALC updates agreed.
Financial regulations – NALC updates agreed.

25/26 – 38 Any other Business

The Fox – to check Asset of Community Value status.

Action: Clerk

25/26 – 39 Discuss and approve content of the July/August parish newsletter

HCC/WCC devolution information.
The Biodigester is now complete, and there were no issues reported during its construction.
The Beat Surgery on the 6 June was well attended.

There being no other business the meeting closed at 8.45pm. The next meeting is 15 September 2025.

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