

CRONDALL PARISH COUNCIL

MINUTES OF MEETING

Held on Monday 25th September 2017 in Crondall Church Rooms

PRESENT: Cllr C Dorn – Chairman

Cllrs N Lambert, S O'Connor, M Seary

APOLOGIES: Cllrs D Argent, C Bryant, R Ellerington, C Hebborn – Crondall Parish Council

Cllrs K Crookes, and J Kennett - Hart District Council

IN ATTENDANCE: Cllr S Gorys – Hart District Council

Mrs M Harris - Parish Clerk

There were 3 members of the public in attendance for the first part of the meeting

The meeting commenced at 7.37 pm and ended at 9.58 pm

95/18 Declarations of Interest

There were no Declarations.

96/18 Minutes of 21st August 2017 meeting

The Minutes were proposed for acceptance as an accurate record by Cllr Dorn, seconded by Cllr O'Connor and **AGREED** (In Favour 3:1 Against). The Chairman signed the Minutes.

Matters arising from the 21st August 2017 meeting not covered by the agenda

97/18, 74/18 Transport to Clare Park Hospital - Cllr Argent's action on this was not known, the Clerk will ask him to report to the next meeting.

98/18, 75/18 Bedroom Tax – An officer from Hart reported that as a result of recent welfare reform changes there has been an uplift in the amount of DHP received by Hart which can be used to support those affected by the spare room subsidy (bedroom tax) short term, whilst Hart looks at more longer term realistic options.

99/18, 77/18 EA Riparian owners training – Cllr Argent and approximately 12 local residents attended what was a useful explanation of the work owners could do to manage their responsibilities. Cllr Argent was requested to circulate any information he had obtained.

100/18 Announcements from the Chairman, Clerk, and Members questions received in advance.

There were no Members Questions.

The Chairman reminded councillors that while meetings may be recorded and videoed it is a requirement that Council must be advised in advance. Cllr Dorn twice asked Cllr Lambert whether he was recording tonight's meeting, he refused to answer.

Cllr Dorn asked for feedback on the Clerk's performance in order to enable her annual appraisal. Comments on Sean's performance should be sent to the Clerk.

The Clerk advised that she had received two Freedom of Information requests from the same individual which she was dealing with.

101/18 Representations

There were no representations from members of the public.

102/18 District Councillor's Report

Cllr Gorys reported that Hart is preparing for the Budget cycle. The result of the Grove Farm planning appeal was expected in early October (after meeting news - the Appeal was allowed). In response to questions Cllr Gorys advised that under the government's consultation paper "Right Homes in the Right Places", Hart may 'require' less homes. The paper seeks to simplify the system by allocating new houses in proportion to those existing, however if this is agreed it may not affect local authorities with a Local Plan in place and also puts a disproportionate burden on some inner cities. The paper is only for consultation and hence carries no weight at present. With regard to Hart's Local Plan the responses to the most recent consultation are still being analysed. It is planned to speed up progress by converting the Reg18 Local Plan directly into Reg19 consultation with a deadline of 31 March 2018 for completion. There is a balance to be made between delaying the Plan in the hope of significantly lower numbers (-100 or more) whilst risking DCLG intervention and loss of the New Homes bonus. Overall Hart needs a robust Plan and Cllr Gorys hopes that will be the Cabinet's decision.

103/18 Planning Applications

Applications were considered in line with the previously circulated Planning report.

17/02041/FUL	The Horns Bowling Alley Crandall GU10 5RJ	Alterations to the existing dwelling including demolition of later extensions. Proposed new two storey dwelling
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Cllr Lambert explained that there was currently permission for one dwelling on this site. Cllr Lambert proposed **NO OBJECTION** subject to

- *Amended plans to overcome the lack of parking for both dwellings, see note below.*
- *An Approved Construction Method Statement*
- *All S106 monies to be spent within Crandall Parish*

Note:

The Horns was granted change of use to single dwelling house -15/02902/FUL, in January 2016. One of the conditions of that application was:

Prior to the first use of the ground floor accommodation of the property for residential purposes details of how appropriate car parking and vehicle manoeuvring space will be provided within the site to facilitate the parking of four vehicles and for them to turn within the site to be able to enter and leave the site in a forward gear shall be submitted to and approved, in writing, by the Local Planning Authority.

This was seconded by Cllr Seary and **AGREED** unanimously.

Planning update: Cllr Lambert advised that the proposals for a large care home in Church Crookham had been withdrawn. Following a confused discussion Cllr Lambert was requested to draft something in writing for the next meeting on whether the Waverley - Coxbridge Farm proposals would impact on Crandall.

104/18 Pre-application for land north of the A287 at Mill Lane.

Gregory Gray had advised Council of the pre-application but it had yet to be validated by Hart. Cllr Lambert proposed that this item be deferred until more information was available, this was seconded by Cllr O'Connor and agreed unanimously.

105/18 Joint Design Group for the possible Parsonage Meadow development.

The developer had requested that CPC consider the possibility of setting up a joint design group. Cllr Lambert stated that this had been a waste of time in the past as councillors felt reluctant to offer strong views and views offered had not been considered. Cllr Dorn shared some of Cllr Lambert's concerns and felt to do this would set a precedent. It was also felt that Cllr O'Connor in his role with

NP had a lot of engagement with the developer. Cllr Dorn proposed no further action, this was seconded by Cllr O'Connor and **AGREED** unanimously.

106/18 Neighbourhood Plan Update

Cllr O'Connor had circulated an Update Report which he briefly went through with councillors. One new member had joined the NPWG. Good progress was being made with preparing for the Sites Exhibition which would be an important opportunity to communicate with members of the public about the NP. Cllr O'Connor reported that he had been approached by more than one developer regarding the Exhibition; it appeared that they had been fed misinformation that 'sites had already been selected'; he hoped such unhelpful actions would cease.

Cllr O'Connor went through the Power Point presentation which will be used at the Exhibition to assist attendees with their understanding of the NP process. This material would be presented at the Exhibition alongside the current list of sites identified and their appraisal. Each site would have their own board with their RAG scoring against the agreed criteria. The methodology for scoring had been agreed and reviewed by the Consultant and made as independent as possible with NPWG members chosen demographically for this task to avoid any geographical bias. Cllr O'Connor made reference to the confidentiality of the draft 'Site List appraisals' at this time, as he was only now in the process of checking with site owners whether they agreed that their site be included in the Exhibition.

In response to a question Cllr O'Connor stated that the purpose of the Exhibition was to enable everyone in the Parish to bring forward their views and comments. Councillors had already been invited to do this (having been sent a confidential copy of the advance site appraisals list) and Cllr O'Connor hoped they would take the opportunity to do so. Cllr Lambert stated that 'he was not going to comment on any of them although he doesn't agree with some of them'. It was pointed out that this was a particularly unhelpful response. Cllr O'Connor advised that the comments received from Cllr Dorn and others would be reviewed and factored into the site boards to enhance the quality of the Exhibition by ensuring that the information was accurate, factual and that there had been no administrative glitches. The sites boards presented at the Exhibition would be updated and revised versions of those which the council had received in confidence.

Cllr O'Connor asked his fellow councillors to encourage people to attend the Exhibition, he stressed that well briefed members of the NPWG would be on hand to explain the process and gather information.

Following a meeting with Hart the NPWG had received advice that a Local Gap could be included in the NP. A Local Gap had therefore been proposed which sits wholly within the Parish Boundary (in contrast to the one previously presented to Hart by CPC which extended beyond the parish boundary). This will also be consulted on at the Exhibition.

All the Exhibition documents will be placed on the Parish Council's website.

Cllr Dorn proposed that the information and documents as presented – subject to some changes to the specific site boards (all to be checked by the Clerk) be authorised for use at the Exhibition on Thursday 12th October and Saturday 14th October in the Church Rooms and for consultation via the CPC website. This proposal was seconded by Cllr Seary and **AGREED** (In Favour 3:1 Against).

Cllr Dorn formally recoded a vote of thanks to the NPWG team, in particular Cllr O'Connor for bringing this work together.

107/18 Proposed permanent toilet block on Hook Meadow

In Cllr Bryant's absence the Clerk updated Council. Cllr Bryant believed that the provision of screening for the chemical toilet would be preferable to building a permanent facility which would require opening, closing and cleaning. Further discussion was deferred to a future meeting.

108/18 Provision of Dog Signage and Poo Bag Dispensers

Cllr Seary has made progress on designing a suitable notice for the Council's recreation areas. He requested funding for the creation of 20 weatherproof Correx signs (to allow for some spares in case of damage). This would be added to the purchase approvals list. Cllr Seary stated that the sign wording would be circulated for approval once designed. A number of councillors felt that poo bag dispensers would be a good facility however the cost of the 'special' bags was queried. Cllr Seary agreed to investigate and circulate costing information.

109/18 Grant towards the maintenance of the Church Rooms

Following a request from the PCC for assistance this matter was considered at a previous meeting and deferred for more information. A note was circulated prior to the meeting with further information and suggesting that a grant be made. A grant of £1,000 was proposed by Cllr Dorn, seconded by Cllr Seary and **AGREED** unanimously.

110/18 Schedule of meetings for 2018

A draft schedule circulated by the Clerk in advance of the meeting was proposed for agreement by Cllr Dorn, seconded by Cllr Seary and **AGREED** unanimously.

111/18 Grant application process

The Council has no formal grant application process. Two ad hoc grant requests had recently been received and it was felt appropriate that the Council should have in place a proper process. Council considered a draft Grant Policy and Application Form. Following discussion they were approved with minor changes, the most significant being the change to 5% from 3% in the proposed percentage of Precept to create a maximum grant "pot". The Policy and Application Form were proposed for agreement by Cllr Dorn, seconded by Cllr Lambert and **AGREED** unanimously.

112/18 Appointment of Internal Auditor

Cllr Dorn proposed that Mike Patten the current Internal Auditor be appointed for a further year, this was seconded by Cllr O'Connor and **AGREED** unanimously.

113/18 Payments and Purchases to be made.

It was explained that the payments to Castle Water would not be made yet as further investigation was needed. The payments as listed (16 invoices totalling £3,897.80) were proposed for authorisation and payment by Cllr Dorn, seconded by Cllr O'Connor and **AGREED** unanimously.

114/18 Purchase Authorisation Requests

A purchase request for £160 regarding Dog Signage was added to the circulated list. The purchase authorisations listed were proposed for approval by Cllr Dorn, seconded by Cllr Seary and **AGREED** unanimously.

115/18 Income and Expenditure Report.

The Clerk confirmed that the second tranche of the precept had been received. There were no questions and the report was **NOTED**.

116/18 Bank Reconciliation

The Clerk confirmed that she had undertaken an independent examination of the Bank Reconciliations for August 2017. No questions were raised. Council **NOTED** the Clerk's report.

PARISH COUNCIL REPORTS

117/18 Estates Report.

The Clerk's report was taken as read. The Clerk advised Council that permission had been given for work on the beech trees at the east side of the Burial Ground, quotations were being sought. A quotation for work on the Pavilion had been received, it was more than the budget for this project. The Clerk suggested that she complete a report for the following Council meeting for consideration. The proposal to keep the chemical toilet until after half-term was **AGREED**. Council **NOTED** the report.

118/18 Memorial Applications and Burials.

The Clerk's previously circulated report was taken as read. The Clerk reported meeting with Colin Good to look at the work needed on the Burial Ground wall. The Clerk would now seek permission from the Hart Conservation Officer to undertake the work required. There had been no more incidents of vandalism. Council **NOTED** the report.

119/18 Correspondence

Correspondence received during the month had been circulated to councillors by e-mail. A copy of the Clerks and Council Magazine is available for anyone who wishes to see it. Publicity had also been received about a community scheme for purchasing fuel oil.

120/18 Reports of Representatives see Appendix A

121/18 Other Business

The Clerk was requested to send a letter to the owner of Lime Trees whose hedge is over their wall and impeding passage.

Cllr O'Connor queried the work by SE Water in Dippenhall Street. No one had a satisfactory answer. The possible need for an Infrastructure Lead was identified.

Signed as a true record dated 23/10/2017