

## CRONDALL PARISH COUNCIL

### MINUTES OF MEETING

Held on Monday 29<sup>th</sup> October 2018 in Crondall Church Rooms

**PRESENT:** Cllr C Dorn – Chairman  
Cllrs D Argent (from 7.50pm), C Bryant, T Evans, C Hebbron, N Lambert, S O'Connor

**APOLOGIES:** Cllr M Seary  
Cllrs S Gorys, J Kennett - Hart District Council

**IN ATTENDANCE:** Cllr K Crookes – Hart District Council  
Mrs M Harris - Parish Clerk

There were 5 members of the public in attendance

*The meeting commenced at 7.34pm and ended at 9.20pm*

#### **132/19 Declarations of Interest**

Cllr Argent declared a non-pecuniary interest in the Planning Application for Fanlings. Cllr Evans declared a pecuniary interest in the Estates Report (Fencing and Gates).

#### **133/19 Minutes of 24<sup>th</sup> September 2018 meeting**

The Minutes were proposed for acceptance as an accurate record by Cllr Dorn seconded by Cllr Evans and **AGREED** (In Favour 4:1 Abstention). The Chairman signed the Minutes.

#### **134/19 Minutes of the In-Committee Meeting of 24th September 2018**

The Minutes were proposed for acceptance as an accurate record by Cllr Dorn seconded by Cllr O'Connor and **AGREED** (In Favour 4:1 Abstention). The Chairman signed the Minutes.

#### **135/19 Minutes of the Extraordinary Council meeting on 1<sup>st</sup> October 2018**

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, 1 Abstention). The Chairman signed the Minutes.

#### **Matters arising from the 24<sup>th</sup> September 2018 meeting not covered by the agenda**

**136/19**, 104/19 *Role of Community Events Liaison*. Cllr O'Connor advised that having been busy with the Neighbourhood Plan and other matters he had been unable to prepare the promised Terms of Reference, he asked that this matter be deferred to the next Council meeting.

**137/19**, 111/19 *Outcome of the Broden Stables Appeal*. Cllr Dorn stated that the Statutory Review papers had been submitted and the Defendant had 21 days in which to respond. Indigo Planning had responded with a rebuttal against CPC's case and we await the Environment Law Foundation's comments on that. The Aarhus Convention on cost capping had not been challenged. (after meeting note, the DCLG's QC has however challenged this). CPC's Barrister's bill has been received.

#### **138/19 Announcements from the Chairman, Clerk, and Members questions received in advance.**

There were no Members questions.

The Clerk advised that she had responded to the Esso Replacement Pipeline Consultation on behalf of Council, pointing out the limited access routes through the Parish for heavyweight vehicles and asking for consideration of this in future planning for the proposed works.

Councillor Lambert raised a Point of Order; he raised as a Point of Law the fact that the Agenda for this meeting had been dispatched without the three clear days statutory notice required. Cllr

Hebbron agreed that this was indeed a Point of Law and the Law should be followed. The Clerk acknowledged that this was the case, apologised and explained why this had unfortunately happened. On the advice of the Clerk the Chairman checked verbally whether any councillor or member of the public present believed that they had been disenfranchised by this regrettable oversight. No one having indicated that they had, the Chairman made the decision to continue with the meeting and to address the items on the Agenda circulated. (After meeting note, NALC Legal Topic Note LTN 5 states - Any decisions made by an improperly constituted meeting may be challenged in the High Court by Judicial Review, however the Court is likely to declare invalid decisions taken at a meeting in which only two days notice had inadvertently been given, provided that no prejudice was suffered by any member of the Council or any other person affected by those decisions).

Cllr Dorn advised that in the company of a wide range of interested parties and the local authority he had been part of a 'village flood group walk over' looking at local issues and risks. He understood that 'up-stream information' had already been supplied by the local landowner. As a result of this students at Reading University had been commissioned to review the issues and risks and to suggest straightforward, low cost measures to try to reduce local flooding. Cllr Hebbron asked whether CPC proposed to 'mend' the pond wall; Cllr Dorn advised not, as this was the responsibility of the riparian owner. Cllr O'Connor felt however that this was something that the Parish Council should consider. It was agreed that the 'pond' be an Agenda item for discussion at next month's Council meeting.

### 139/19 District Councillor's Report

Cllr Crookes advised that students from Reading University were also working on flooding issues in North Warnborough, so there may be some worthwhile overlaps in information to be made. Following recent overview by the Scrutiny Committee at Hart DC the new Litter and Dog Fouling enforcement measurements were assessed to have been relatively successful. The tender for this service with East Hants had therefore been renewed. On the spot fines for littering had been issued in a number of local towns but not in Crondall. Councillors were advised to contact the team if they felt there was a problem they could assist with. Cllr Crookes indicated that regrettably the scheme had been less successful in regard to prosecuting dog fouling as it was virtually impossible to catch someone at the point that the offence took place.

Cllr Crookes indicated a keenness to develop a Fly Tipping Strategy and was disappointed that no more resources had been allocated to this increasing problem. He reiterated that any fly-tipping on the highway should be referred to Hart DC who would remove it, but they were unable to assist with fly-tipping on private land.

Cllr Crookes advised that the public examination of the Local Plan is now in process. In the meantime a proposal had been brought forward regarding planning financially for governance of the 'New Town' development process. As the consideration of this project was considered 'premature', given the on-going examination of the Local Plan, the costs had not been endorsed and were referred to be considered through the formal budget process. In the meantime a bid was proposed through the Government's funding stream for Garden Communities.

Cllr Lambert asked whether Cllr Crookes had yet received a reply as to where Hart's recycled plastics 'end up'. Cllr Crookes advised that he was still awaiting a response from officers.

*Cllr Argent arrived at the meeting at 7.50pm*

### 140/19 Planning Applications

Applications were considered in line with the previously circulated Planning Report. In the absence of the Planning Lead, Cllr Seary, the Planning Report was presented by Cllr Dorn.

18/02112/FUL	4 Beech Court Wimble Hill Crondall GU10 5HL	Erection of PVCu conservatory to rear of property
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In his report Cllr Seary pointed out that this was a 'locally listed' building, the addition of a PVCu Conservatory would be out of keeping with the building which had remained unaltered in its appearance since it was built. He shared the Hart Conservation Officer's objections. Councillor Dorn proposed **OBJECTION** stating

- *Materials out of keeping*
- *The proposal is contrary to CON17 of the Hart Local Plan, and policies within Section 16 of the NPPF.*
- *Council is in full support of the Conservation Officer's comments*

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

18/02196/LBC	Yew Tree Cottage, Dippenhall Street, Crondall GU10 5NX	Erection of a two storey rear extension, insertion of window in south east side elevation, blocking up of internal door, insertion of roof light and roof vent and creation of front and side garden wall with gate and side garden wall with gate and bin store.
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Cllr Dorn proposed **NO OBJECTION** subject to

- *Materials to match existing*
- *A construction method statement*

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

18/01439/LDC 18/02200/HOU	Farncombe House, Itchel Lane, Crondall GU10 5PR	Application for certificate of lawfulness for a proposed development for outbuilding to be used for incidental domestic purposes. Erection of an outbuilding to provide an outdoor dining shelter and alterations to a section of retaining wall and hardstanding.
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This application is the result of Enforcement Action. The LDC application has recently been refused. Cllr Lambert expressed concerns about the works being done to the retaining wall for the bank. Cllr Dorn proposed **NO OBJECTION** subject to:

- *Landscaping and engineering to be agreed with Building Control*
- *That the facility remains ancillary to the main house and not a separate dwelling.*

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

18/02380/HOU	Fanlings Croft Lane Crondall GU10 5QG	Single storey rear extensions, following demolition of existing extensions. Creation of annex accommodation connected internally to the host dwelling.
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A brief discussion took place regarding the potential loss of trees and hedges and the quantity of parking spaces, particularly as the garage would no longer be available. Cllr Dorn proposed **NO OBJECTION** with the proviso that:

- *The property remains a single dwelling*
- *Parking after conversion meets the Hart DC parking standards*

This was seconded by Cllr O'Connor and **AGREED** (In Favour 5:1 Against, 1 Abstention).

*One member of the public left the meeting at 8.15pm.*

Cllr O'Connor reported that both the Strategic Environment Assessment (SEA) and Habitat Regulation Assessment (HRA) were required before the Reg14 consultation could begin. The HRA had been received but the SEA was outstanding. The NPWG were working towards a 1<sup>st</sup> November launch however that would depend on the receipt of the SEA.

NPWG has approved the Draft NP for Reg 14 consultation and all the comments received from councillors have been incorporated, with the exception of a few items of history which are currently being checked before inclusion. The consultation once launched will last for 6 weeks, during which time there will be two exhibitions on 21<sup>st</sup> November and 1<sup>st</sup> December. Councillors will have the opportunity to make further comments during this consultation period. On conclusion the Plan will return to the NPWG for the responses to be incorporated and any necessary changes made. All responses will be documented. It will then come back to the Parish Council for approval before being passed to Hart DC for a further 6 week consultation.

Cllr O'Connor made a formal vote of thanks to John Nicholson, thanking him for his significant contribution on the NPWG from which he has recently resigned, as he is moving away from the village. He will not be replaced on the NPWG due to the maturity of the process.

Cllr Lambert asked when CPC would have the opportunity to meet members of the NPWG. Cllr Dorn stated that there would be an opportunity for this at the exhibitions.

Cllr O'Connor advised that the land at SHLAA 74 (land behind the Scout Hut) had been removed from the market.

The NP Update Report was **NOTED**.

#### **142/19 To approve the Draft Neighbourhood Plan**

Each councillor was provided with a hard copy of the Draft Neighbourhood Plan showing all the changes made following the recent consultation with councillors, alongside a table showing the issues raised and the actions taken. Cllr O'Connor advised that on receipt of the SEA the Draft NP would be updated and cross-referenced, and would then be ready for consultation. Any amendments from this evenings meeting would also be incorporated (there were none).

Cllr Lambert asked whether Councillors will see these documents. Cllr O'Connor advised that they would all be on the Parish Council's website.

Cllr O'Connor proposed commencement of the of Reg.14 consultation with a target of 1st November 2018, subject to receipt of SEA and Plan Draft revision and posting of required documents (Pre-submission Plan, Evidence Documents, HRA and SEA reports). This was seconded by Cllr Dorn and **AGREED** (In Favour 5:2 Against).

Cllr Dorn thanked Cllr O'Connor, Gillian O'Connor and all the other members of the NPWG for their hard work on getting to this point in the process.

*Two members of the public left the meeting at 8.37pm*

#### **143/19 Council Meeting Dates**

Cllr Argent raised the possibility of moving Parish Council meetings to Tuesday evenings in order to avoid the issues experienced by some councillors and visitors with hearing clearly, due to bell ringing practice taking place at the same time as Monday meetings. Some councillors felt that Tuesday evenings might suit them better however there was no overwhelming desire to make a change. The Clerk was also uncertain whether the large Church Room would be available on Tuesday evenings. She would check (after meeting note, the Room is not available). Cllr Dorn proposed acceptance of the draft schedule of Monday meetings for 2019 (previously circulated), this was seconded by Cllr Hebron and **AGREED** (in Favour 6:1 Against).

#### **144/19 Additional signatory to the Council's Bank Mandate**

Cllr Argent proposed that a fourth signatory be added to the Council's Bank Mandate (remaining at three to sign) so that cover could be provided in the case of illness or holidays etc. Cllr O'Connor was willing to undertake this role. Cllr Dorn proposed that Cllr O'Connor be added to the Council's Bank Mandate, this was seconded by Cllr Evans and **AGREED** unanimously.

#### **145/19 Payments and Purchases to be made.**

Cllr Argent made a request to add an Invoice of £1,668 (including VAT), from the Barrister advising on the Broden Stables matter, to sixteen items totalling £4,763.98 which details had previously been circulated. A further payment of £1,925.83 for Insurance, was included on the circulated list but had been authorised and paid prior to the meeting in order to get the Insurance in place for 1<sup>st</sup> October. The amended list was proposed for authorisation and payment by Cllr Argent, seconded by Cllr O'Connor and **AGREED** (In Favour 5:1 Against, 1 Abstention).

#### **146/19 Purchase Authorisation Requests**

The listed purchases were proposed for agreement by Cllr Dorn, seconded by Cllr Argent and **AGREED** (In Favour 5:1 Against, 1 Abstention).

#### **147/19 Income and Expenditure report for September 2018 and Balance Sheet at 30/09/18**

There were no questions and the Report was **NOTED**

#### **148/19 Bank Reconciliation**

The Clerk confirmed that she had undertaken an independent examination of the Bank Reconciliation for September 2018. No questions were raised. Council **NOTED** the Clerk's report.

#### **149/18 Appointment of Internal Auditor**

Cllr Argent proposed the appointment of Mike Platten as the Council's internal Auditor for 2018-19, this was seconded by Cllr Dorn and **AGREED** unanimously.

### **PARISH COUNCIL REPORTS**

#### **150/19 Estates Report.**

The Clerk's Estates Report was taken as read. The Clerk advised that the Council's hedges had been cut that day by its contractor. They had also cut the area around the Pill Box on Hook Meadow.

The Clerk presented four quotations received for gates and fencing at four sites around the Parish. After some discussion it was **AGREED** to authorise the Clerk to speak to the potential suppliers, optimise the quotations and take the matter forwards to conclusion in accordance with 146/19 above. Council **NOTED** the Estates report.

#### **151/19 Memorial Applications and Burials.**

The Clerk's previously circulated report was taken as read. Council **NOTED** the report.

#### **152/19 Footpaths**

There was discussion about the footpath sign for Footpath 50 at the Hyde Lane end where, due to work on the field banks, the fingerpost was now too low for people to pass safely under it. Cllr Hebborn had alerted HCC who said they would have a look at it.

#### **153/19 Traffic and Highways**

Cllr Lambert reported that he had had difficulty contacting James Holt at HCC but had now tracked down another useful contact. Some of the work at Glebe Road has been completed but only half the path has been surfaced. The trees and all the shrubs have been removed. Cllr Lambert said that he was chasing up on this work and also the possibility of a sign pointing cars to the M3 through Doras Green Lane rather than (as now) the village centre. He was unsure whether the proposed posts on the edge of the verge in Pankridge Street were compatible with the Conservation area. A number of pot-holes had been fixed although there was still work to do.

#### **154/19 Correspondence**

Electronic correspondence received during the month had been circulated to Councillors by e-mail. Posters and leaflets had been received regarding school entry for 2019 which would be displayed.

The CPRE thanked the Council for their financial contribution and pointed out some schemes in Hampshire which they are currently engaged with.

**155/19 Other Business**

*Draft NP Governance* – Cllr O'Connor stated that Cllr Dorn the Clerk and he would be the three people who would together agree the publication of the Reg14 Neighbourhood Plan and ensure the right documents were in place. Council **NOTED** this arrangement.

**156/19 In Committee (Confidential Minute)**

Council discussed a Staffing matter.

Signed as a true record ..... dated 26/11/2018