

CRONDALL PARISH COUNCIL

MINUTES OF PARISH COUNCIL MEETING

Held “virtually” on Monday, 22nd March 2021

Note: Due to the Covid-19 emergency and in accordance with the Coronavirus Act 2020 {SI 392: The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020} the meeting was held “virtually” via “Zoom” (proprietary video conference product). Due to issues with simultaneously broadcasting via Facebook live feed, the meeting was recorded. A copy of this recording was posted for public viewing on the Parish Council Facebook page after the meeting. Key documents were displayed to participants during the meeting via the “share screen” functions.

PRESENT via Zoom Meeting

Councillor M Roberts – Chairman

Councillors D Argent, C Bryant*, R Freeman-Griffiths*, Cllr C Hebborn*, N Lambert, S O’Connor, and W Douglas.

(joined part way through the meeting)*

APOLOGIES:

Councillor J Glen – Hampshire County Council

Cllr K Crookes – Hart District Council

IN ATTENDANCE via Zoom

Meeting:

Councillors C Dorn and J Kennett – Hart District Council

A Angove - Parish Clerk

The meeting commenced at 7.37 pm and ended at 9.58 pm

201/21 Declarations of Interest

Declarations of interest were made as follows:

- Cllr Roberts declared a non-pecuniary interest in the Thistledown planning application;
- Cllrs Freeman-Griffiths and O’Connor declared non-pecuniary interests in the Old Cottage planning application;
- As a trustee of the Village Hall, Cllr Lambert declared a non-pecuniary interest in Agenda Items 12 and 13.

202/21 Minutes of 22nd February 2021

The minutes were proposed for acceptance as an accurate record by Cllr Argent, seconded by Cllr O’Connor and **AGREED** unanimously. The Chairman signed the Minutes.

203/21 Minutes of 1st March 2021 In-Committee Council Meeting

The Minutes of the in-committee council meeting were proposed for acceptance as an accurate record by Cllr Roberts, seconded by Cllr O’Connor and **AGREED** unanimously.

204/21 Matters Arising

There were no matters arising.

205/21 Announcements from the Chairman, Clerk and Members questions received in advance

Cllr Roberts advised that Crondall Primary School had complained to CPC about a rise in dog fouling around the school. CPC encourages parishioners with dogs to be both careful and vigilant and may

need to re-launch the anti-dog fouling campaign, although it was noted that the village is remarkably busy due to the lockdown and that things may ease moving forward.

206/21 County and District Councillors Report

District Councillor - Cllr Dorn

- Confirmed that he had attended the Multi-Agency Flood meeting at Hart on 22nd March and continued to push the Environment Agency hard for works in and around Crondall. They have promised to share their current list. Cllr Dorn had also followed up with Thames Water and explained how unhelpful their replies had been concerning the recent tanker pumping and inadequate information about what/when/how they will resolve the problem of inundation.
- A wide cross section of councillors had signed a letter to Defence Infrastructure Organisation (DIO) about the limited and reducing access to their land (when not in use for training), which includes Long Valley and areas around Caesars Camp. Cllr Dorn confirmed that they would continue to press for better access.
- It was noted that Hart successfully prosecuted for felling a silver birch in the Yateley Green Conservation Area. A gentleman was fined a total £1,460 including £360 costs and a £100 victim surcharge.
- Following Cllr Crookes' intervention, Hart have now found a company to conduct litter picking along the "high risk" area of the A287 and that will be repeated every Jan/Feb time.

District Councillor – Cllr Kennett

Cllr Kennett noted that there is dissatisfaction among District Councillors that HDC will have a budget deficit. Hart as a relatively young council has small reserves compared with many more established authorities and this is thought to be unsustainable moving forward.

Cllr Roberts raised a question around flooding in Pankridge Street, asking what advice HDC would give to CPC going forward. Cllr Dorn confirmed that at this stage there is nothing that CPC could usefully do. Thousands of pounds had already been spent on tankers to remove excess water, but this is seen as dealing with the symptoms rather than the cause. HDC continue to speak with Thames Water to resolve the underlying issue.

Cllr Lambert noted that the road next to the school had become very littered and needed a road-sweeper, which Cllr Dorn agreed to request.

Cllr O'Connor asked if there was an update with respect to the new roundabout planned for the A287. Cllr Dorn replied that works had started, but that Martin Grant Homes had gone to appeal to delay completion until 50 homes had been occupied. Cllr O'Connor asked whether there was anything CPC could do; Cllr Dorn replied that CPC could submit additional objections via email. Cllr Freeman-Griffiths stated that CPC would re-submit its original objection, and individuals should also take similar action if they wished to.

(Cllr Bryant and a member of the public, Mr Crowther, joined the meeting)

207/21 Representations by the public

The Clerk confirmed that there were no representations from the public

(The Clerk temporarily left the meeting due to connection issues with her broadband provider. The meeting continued to be recorded.)

208/21 To CONSIDER the request from the Village Hall for the Parish Council to part-fund car park resurfacing and to AGREE conditions for doing so.

Mr Crowther had circulated a paper proposing CPC helps fund resurfacing the Village Hall car park. Councillors posed questions to Mr Crowther as follows:

Cllr Argent: Were grants available for aspects of the resurfacing addressing disabled access? Mr Crowther said that a grant had been sought from the foundation and a Lottery application had been made, but that to date no funding had been secured.

Cllr Argent: What would the quid pro quo be for CPC? Mr Crowther replied that this would be the main means for parishioners to contribute to the Village Hall. Cllr Argent repeated the question comparing the proposed funding to the Village Pump. Mr Crowther replied that the car park had not been resurfaced for 40 years, and needed doing, particularly if the village shop were to be located there.

Cllr Freeman-Griffiths asked whether the charges made by the Village Hall included maintenance for the facility. Mr Crowther said they did but did not know what proportion of time the car park was made available for public access.

Cllr Roberts asked whether there were specific groups from the village with parking agreements with the Village Hall. Mr Crowther replied that there were no specific agreements with user groups. Cllr Lambert said that bookings tended to be at times that were not inconvenient for other users. Cllr Robert confirmed that such a significant investment of Parishioners' money would need better and more frequent access to the car park for parishioners. Cllr Freeman-Griffiths commented that the split between general access and bookings was difficult and asked whether the Village Hall would commit to keeping the car park open 7 days per week. Mr Crowther replied that the car park would only be locked for exceptional events such as work being carried out on the hall, or events such as weddings. Mr Crowther explained that the car park had been closed recently to reduce damage caused by vandals who drive to the Village Hall and use the car park, with Cllr Lambert adding that the car park had also been closed recently to clean up litter, and to prevent thieves who were targeting the tractor shed by using the car park.

Cllr Argent asked, if the car park would be closed to prevent vandalism when would it be open; and how the Village Hall would pay for car park resurfacing if CPC declined the funding request. Mr Crowther confirmed that the Village Hall would have to apply for alternative funding, adding that the Village Hall made 22 requests for grants (not for car parking) in 2020/21 and only received 2.

Cllr O'Connor pointed out that the car park had been resurfaced more recently than 40 years ago. Cllr O'Connor then asked whether the work would include increasing car park capacity and accessibility. Mr Crowther replied that an area of paving would help with access especially if the village shop were to move to the Village Hall. Cllr O'Connor pointed out that most of the demand to use the car park was at weekends, particularly junior cricket events, and proposed that the car park is only closed when there is a particular booking, and not at other times which he felt would help with general parking capacity. Cllr O'Connor stated that it appeared that the car park was not available for 60% of the year when peak-time users needed it.

(The Clerk re-joined the meeting)

Cllr Freeman-Griffiths asked where the additional block paving and drainage from the car park would be. Mr Crowther replied that this would be at the left-hand side of the Village Hall as access from the car park and would be pedestrian access only.

Cllr Argent stated that expenditure on the car park was not currently planned in this or next year's budget, but this did not preclude funding being agreed.

Cllr Roberts proposed that following the assurances from Mr Crowther that the car park would be made available for all excepting when specific bookings / events had booked it, that funding should be provided at £5,000. Seconded by Cllr Argent and AGREED (in favour 7: 1 abstention).

(Cllr Dorn left the meeting)

209/21 Planning Applications

Applications were considered in line with the previously circulated Planning Report and presented by Cllr Freeman-Griffiths.

21/00125/LBC	Potters Hatch Well Road Crondall GU10 5PW	Repairs to a brick garden wall due to storm damage, including: to rebuild approximately 9 no courses of brickwork using salvaged bricks, supply, and bed reclaimed bricks to replace those that are damaged (michelmersh bricks), using lime/mortar mix. The damage is approximately 10m in length, 2.6m higher at each end of the failure and slopes down to 2.3m in the centre. The copings to the head of the wall will also need reforming to match the existing configuration.
Recommendation: No Objection subject to Prior approval of materials. No questions were raised. Cllr Freeman-Griffiths proposed as listed, seconded by Cllr Hebborn and AGREED unanimously.		
21/00316/HOU	Tann House Pankridge Street Crondall GU10 5QU	Demolition of garage and erection of a garage with habitable accommodation at first floor. Erection of a part single storey, part two storey rear extension and alterations to windows and doors.
Recommendation: No Objection subject to conditions: - Prior approval of all external materials to ensure match existing; - Submission for approval of a Construction Management Plan given the constraints on Pankridge Street. Cllr O'Connor questioned whether there was a variation between the height of the proposed extension and next door's garage. Cllr Freeman-Griffiths said he thought the two were broadly similar. No other questions were raised. Cllr Freeman-Griffiths proposed as listed, seconded by Cllr Roberts and AGREED unanimously.		
21/00433/ADV	Broden Stables Redlands Lane Crondall GU10 5RF	Display of three non-illuminated box signs (sign 1 on application form and A1, A2 and B on drawings), one internally illuminated welcome sign (sign 2 on application

		form and C on drawings) and one non illuminated stack sign (sign 3 on application form and D on drawings)
Recommendation: No Objection subject to: • Receipt of no objection/no comments from Crondall Surgery to ensure that the location of the sign will not have a detrimental impact on the Surgery; and • Condition as recommended by Hampshire County Council regarding illuminance levels. Cllr Argent asked how long the signs would stay in place. Cllr Freeman-Griffiths confirmed that they would not be permanent but that he would check to provide more information. Cllr Freeman-Griffiths proposed as listed, seconded by Cllr Roberts and AGREED (in favour 5:3 against).		
21/00604/PRIOR	Clifton Barn Croft Lane Crondall GU10 5QF	Erection of a steel framed agricultural storage building.
Recommendation: No objection (as proposal appears on papers to fall within the GPDO) subject to: • Hart DC checking that all of the conditions in A.1 are not breached (if they are, then Prior Approval must be refused and a full planning application requested) • Hart DC requesting for approval as part of the Prior Approval: ○ a landscaping plan with details of all planting to be retained, enhanced and installed together with a commitment that should any planting die within 5 years it is to be replaced; and ○ lighting plan to ensure sensitive lighting is installed for the residential amenity and for biodiversity reasons. A wide-ranging discussion was held about the proposed additional storage building. Cllr Freeman-Griffiths confirmed that all planning conditions would need to be met by the developer, otherwise a full planning application would need to be submitted to HDC. Cllr O'Connor stated that he felt the application may lead to further applications for industrial facilities in the same location and that this would need representation by CPC to HDC to prevent it. Cllr Freeman-Griffiths proposed as listed, seconded by Cllr Lambert and AGREED (in favour 5:2 against). <i>Note: Cllr Bryant did not vote as he had temporarily left the meeting.</i>		
21/00616/HOU	Thistledown Well Road Crondall GU10 5PW	Reconstruction of existing dormers into pitched roof dormers. Reconfiguration of roof over later extension to match ridge line of main house. Erection of two porches to front and rear doors. Replacement of existing render and introduction of render to part of facade. Partial replacement of existing steel windows for new thermally sealed steel windows.
Recommendation: To Object: • CPC supports the principle of the re-design of the property • CPC's concerns rest with the first floor windows on the north-east elevation, which we consider would have an overbearing effect on Swallow Barn • CPC would recommend that these first floor windows on the north-east elevation are all hipped (rather than just one being hipped), which would reduce the overbearing effect on Swallow Barn. Cllr Lambert asked whether some of the work had started, and this was confirmed by Cllr Freeman-Griffiths on the basis that no work that required planning permission had started. Cllr Freeman-Griffiths proposed as listed, seconded by Cllr Argent and AGREED (in favour 5:1 against). <i>Note: Cllrs O'Connor and Bryant did not participate in the vote due to connectivity issues and having temporarily left the meeting respectively.</i>		

21/00634/HOU	9 Chaundlers Croft Crondall GU10 5PH	Erection of a two-storey side extension.
(Cllr Bryant temporarily left the meeting) Recommendation: To Object: - Given the openness feeling of the area, the proposal would impact negatively on the character/appearance of the area as it would harm the spaciousness/openness feeling which are all strong positive features. Conflict with LP NBE9, Saved Policy GEN 1 and NP Policy 3 - A single storey extension would be more in keeping with the neighbourhood. Cllr Freeman-Griffiths proposed as listed, seconded by Cllr Roberts and AGREED (in favour 4:1 against, 2 abstentions).		
21/00635/HOU 21/00636/LBC	The Old Vicarage Church Street Crondall GU10 5QQ	Proposed extension and internal remodelling of a Grade II Listed Building.
Recommendation: No Objection on the basis that there would be no harm to the listed building. No questions were raised. Cllr Freeman-Griffiths proposed as listed, seconded by Cllr Roberts and AGREED unanimously.		
21/00427/HOU	Lavender Cottage Dippenhall Street Crondall GU10 5PF	Erection of a two-storey extension to front, replace ground floor side door with window, reduce size of one ground floor and one first floor front window, creation of an access to the public highway and hardstanding.
Recommendation: To Object: - No evidence supplied to explain how the proximity of the proposed access is safe given the proximity of the junction of Dippenhall Street/St Cross Road - In the event that Hampshire County Council approve of the proposed access, then we ask that conditions be placed on the permission covering prior approval of external materials, a Construction Traffic Management plan and a Waste Management Plan. It was noted by Cllr Roberts that whilst he would not vote due to a declared interest, he felt that the development would be positive due to the introduction of a drop kerb which would prevent dangerous parking near the corner of the road which is currently an issue. Cllrs Roberts and Argent asked whether off-street car parking was included as part of the development. Cllr Freeman-Griffiths said that CPC could not force the applicant to include car parking as part of the development but it could be placed as a condition of the development going ahead. Cllr Argent proposed that CPC do not object, subject to a condition being placed on the planning approval that car parking is included. Proposed as no objection by Cllr Freeman-Griffiths on the basis that HDC safety conditions and car parking be made part of the approval. Seconded by Cllr Argent and AGREED (in favour 4:1 against, 2 abstain).		
21/00705/LBC	The Old Cottage Dippenhall Street Crondall GU10 5NX	Erection of a timber outbuilding.
(Cllr Bryant rejoined the meeting) Recommendation: no recommendation was given due to the Planning Lead, Cllr Freeman-Griffiths having a declared non-pecuniary interest. Cllr Lambert proposed no objection, seconded by Cllr Roberts and AGREED (in favour 6; 2 abstain)		

Cllr Roberts thanked Cllr Freeman-Griffiths for his report.

(Cllr Kennett left the meeting)

210/21 To NOTE the updated “CPC Public Protocol ver 2.0” and to consider and AGREE whether to revise the period for retention of meeting recordings.

The meeting held a discussion about the amount of time meeting recordings are retained, and whether to bring CPC in line with HDC. The Clerk confirmed that is no legal statute for this, and that councils set their own procedures. During a wider discussion, Cllr Freeman-Griffiths clarified that irrespective of how long a recording is maintained, it does not change the fact that it is the minutes that form a true and accurate record of the meeting. Cllr Freeman-Griffiths also confirmed that by streaming meetings onto social media, the meetings reached a greater audience and consideration should be given to this continuing following the easing of lockdown restrictions. The meeting agreed and it was suggested that moving forward, the option of holding a hybrid meeting should be considered (a physical meeting where councillors are also able to dial in remotely). The Clerk confirmed that it would be unlikely that hybrid meetings would be permitted in the future by law, but she would confirm at the next meeting. Cllr Roberts proposed that recordings be retained on Facebook until the following CPC meeting. Seconded by Cllr Hebborn and AGREED (in favour 4:4 against, with the Chairman having the casting vote).

211/21 To AGREE the content and format of the Annual Parish Meeting – Monday, 19th April 2021

The Clerk confirmed that NALC guidance at this point was that face-to-face meetings would recommence in May. Prior to this, all meetings will continue on a virtual basis. The APM scheduled for 19th April will therefore need to be held virtually. Cllr Roberts proposed a Zoom-hosted Webinar with a Facebook live stream, seconded by Cllr Argent and AGREED unanimously.

212/21 To CONSIDER the outline proposal from Crondall Community Store Ltd for a temporary shop in the Village Hall and AGREE associated limitations.

The meeting held a wide-ranging discussion, focussing on the apparent lack of formal proposals for the shop (e.g. business plans, staffing, formal permission from the Village Hall). Cllr Argent asked what had changed since November 2020 when the Village Hall trustees voted against having the shop. Mr Crowther confirmed that as far as he knew there was no other option for the shop. The meeting concluded that as there were no formal proposals, CPC could not hold a vote on supporting the development of a temporary village in the Village Hall. Cllr Freeman-Griffiths suggested that, moving forward, a CPC Councillor work with CCSL to help establish formal business proposals. Cllr Argent confirmed that he was happy to take this role, with Cllr Douglas also volunteering to support. Cllr Roberts proposed that CPC work together with CCSL with Cllr Argent as lead, supported by Cllr Douglas to create a more viable proposition for consideration by CPC. Seconded by Cllr Freeman-Griffiths and AGREED (in favour 6:1 against, 1 abstention).

213/21 To review the proposed financial settlement with Crondall Primary School for car parking and the draft contractual document drawn up by the PC

Cllr O'Connor had distributed documents to all Councillors outlining the proposal for an agreement with the School for the use of the school car park. Cllr Roberts proposed that CPC engage with Crondall School as outlined in the document, led by Cllr O'Connor. Seconded by Cllr Argent and AGREED (in favour 7, 1 abstention).

214/21 To agree the Neighbourhood Plan Referendum communication plan.

Both the Clerk and Cllr O'Connor provided an update on the communication of the Neighbourhood Plan confirming that, as well as leaflets, an outline would be posted on the CPC website. The Clerk confirmed that all documents would be sent to Councillors prior to posting. The report was NOTED.

FINANCE AND RISK MANAGEMENT

215/21 To NOTE the Asset Register 03/2021

There were no questions. The report was formally **NOTED**.

216/21 Ratification of payments

The circulated list of 8 items valued at £4,607.72, including Payroll, was proposed by Cllr Roberts, seconded by Cllr Hebbron and AGREED unanimously.

217/21 To Consider and Agree a list of items for spending requests

None

218/21 To NOTE the Income and Expenditure Report and Balance Sheet to 28th February 2021

There were no questions, and the report was **NOTED**.

219/21 To NOTE the independent examination of the Bank Reconciliation for February 2021

The Clerk confirmed that she had undertaken an independent examination of the Bank Reconciliation for February 2021. No questions were raised. Council **NOTED** the Clerk's report.

REPORTS

220/21 Clerk's Report

No questions were raised. The Council **NOTED** the report.

221/21 Correspondence

It was confirmed that all email correspondence had been circulated to councillors.

222/21 Any Other Business

None

Signed as a true record dated 26th April 2021