

CRONDALL PARISH COUNCIL

MINUTES OF PARISH COUNCIL MEETING

Held “virtually” on Monday, 28th September 2020

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.

The Facebook video was deleted after a 48 hour period.

PRESENT via Zoom Meeting

Councillor C Dorn – Chairman

Councillors D Argent, C Bryant (joined part way through the meeting)
R Freeman-Griffiths (joined part way through the meeting), S
O’Connor and M Roberts

APOLOGIES:

Councillors C Hebbron and N Lambert – Crondall Parish Council
Councillor J Glen – Hampshire County Council
Councillors K Crookes and J Kennett - Hart DC

IN ATTENDANCE via Zoom

Meeting: A Angove - Parish Clerk

The meeting commenced at 7.30pm and ended at 9.18pm

81/21 Declarations of Interest

Cllrs Argent and Dorn disclosed a non-pecuniary interest in the planning application for Runnimede and confirmed that they would abstain from voting on the application.

82/21 Minutes of 1st September 2020

The Clerk briefed the meeting on an issue raised by Cllr O’Connor regarding the agreed action for the car parking project, in that Cllr O’Connor believed that he had only agreed to provide a written report and not provide a project plan. Following discussion, and on the basis that the car park project was on the meeting agenda anyway, the Minutes of the Council meeting were proposed for acceptance as an accurate record by Cllr Dorn, seconded by Cllr Argent. In favour 5:1 Abstention (*Cllr Freeman-Griffiths having joined the meeting towards the end of the discussion*). The Chairman signed the Minutes.

83/21 Matters Arising

Following the August meeting, the Clerk confirmed that Mike Platten had been re-appointed internal auditor for the ensuing year.

84/21 Announcements from the Chairman, Clerk and Members questions received in advance

There were no announcements.

85/21 County and District Councillors Report

Cllr Dorn in his capacity as District Councillor provided a verbal update on the Fleet High Street pedestrianisation scheme, confirming that the Conservatives had put a motion forward for the High

Street to be reopened. Consultations are ongoing and a decision will be made by the end of October, noting that some local businesses have objected to the pedestrianisation.

The introduction of Community Infrastructure Levy (CIL) had been deferred for 12-18 months due to expected changes in the planning law that may further alter the basis on which it is charged.

HDC are looking at moving the existing CCTV monitoring scheme to Runnymede council along with Rushmoor. Some new cameras were also planned.

A report from Cllr Glen from HCC had been distributed to Cllrs prior to the meeting. No queries raised.

86/21 Representations by the public

There were no representations received.

87/20 Planning Applications

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

20/01913/HOU	Runnymede Pankridge Street Crondall GU10 5QU	Replacement of single glazed timber framed windows and doors with double glazed timber framed units replicating the originals.
Recommendation: <u>No Objection</u> No questions were raised. Cllr Freeman-Griffiths proposed as listed, seconded by Cllr O'Connor and AGREED (in favour 3: 2 abstentions).		
20/02127/FUL	28 St Cross Road Crondall GU10 5PG	Demolition of existing conservatory and two outbuildings, erection of a three-bedroom dwelling with integral garage and creation of a new access from the public highway.
Recommendation: To <u>OBJECT</u> on the grounds that the proposal would be contrary to LP SS1, LP NBE9, Saved Policy GEN1 and NP Policy 3 on the basis of: • Location: The site is not previously developed land and would represent "infill development" on a residential garden, which should be avoided given the lack of identified "need" • Design and Character 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 of the area • Residential Amenity: The two-storey side wall of the new dwelling would be circa 10 metres from No. 14. Given the existing open nature of the side garden of No. 14, the location is more sensitive to the introduction of new built development. Therefore, the aspects and outlook currently enjoyed by the neighbours would be materially impacted • Thames Basin Heaths SPA: No Statement to Inform and Appropriate Assessment has been provided and, in any event, no evidence that SANG mitigation is available and no SANG transaction secured Cllr Dorn provided additional clarity on the latest procedures for the allocation of SANGs. No further questions were raised. <i>Cllr Bryant joined the meeting.</i> Cllr Freeman-Griffiths proposed as listed, seconded by Cllr Roberts and AGREED (in favour 4 : 1 against and 1 abstention).		

20/00580/FUL	Farnham Lodge Farnham Road Odiham RG29 1HS	Change of use of land for residential purposes for 2 no. gypsy pitches comprising of a mobile home (caravan), a touring caravan and a utility/day room together with the formation of hardstanding.
Recommendation: Object on the grounds that the application does not satisfy the criteria in LP H5, notably a lack of evidence regarding: • Demonstration of need for the development and the size/capacity of the site; • The potential occupants are recognised as Gypsies, Travellers or Travelling Showpeople; and • The site can be adequately serviced with drinking water and sewage and waste disposal facilities Cllr Dorn reminded councillors of the special status afforded to the Traveller Community and asked them to be circumspect in their discussions. Following a discussion about how need for additional traveller pitches identified, it was agreed that the application was unclear on whether it included provision for 1 caravan and 1 pitch or two of each. Cllr Freeman-Griffiths proposed as listed with the additional clarification note “the plan shows locations for two mobile homes and two touring caravans, which is inconsistent with the description of the development and plans.” Seconded by Cllr O’Connor and AGREED unanimously.		
20/02165/HOU	Gazings Farm Redlands Lane Ewshot GU10 5AR	Erection of a single storey front extension with dormer windows in the roof to provide first floor accommodation, erection of dormer windows to the front and rear roof slopes to facilitate the conversion of the roof space to habitable accommodation, erection of a porch and alterations to all doors and windows.
Recommendation: No OBJECTION There were no questions. Cllr Freeman-Griffiths proposed as listed, seconded by Cllr Argent and AGREED unanimously.		

Cllr Dorn thanked Cllr Freeman-Griffiths for his report.

88/21 To ADOPT the latest CPC Financial regulations based on current NALC guidance.

The Clerk had distributed the draft regulations to Cllrs prior to the meeting for comment, receiving one response from Cllr Argent:

- a) Title page: “Financial Regulations must be observed in conjunction with the Council’s Standing Orders and any individual Financial Regulations relating to contracts”. Cllr Argent questioned which had precedence.
- b) Section 11.1.b): Cllr Argent pointed out that this clause was a duplication from the Standing Orders and could create challenges going forward with change control.

The meeting agreed that as the Financial Regulations need to be reviewed annually, all matters relating to finance which are not governed by Statute, will be subject to Financial Regulations in precedence to Standing Orders. In addition, in relation to Clause 11.1 (b), this will be removed from the Standing Orders and a cross-reference to Financial Regulations used in its stead. It was also agreed that the revised Standing Orders be reviewed at the next meeting.

Cllr Dorn proposed that the Financial Regulations with the two agreed amendments be adopted, seconded by Cllr Roberts and **AGREED** unanimously.

89/21 To AGREE the Meeting Dates for the next calendar year.

The Clerk had provided Cllrs with proposed meeting dates and rationale for the calendar year 2021. Cllr Dorn proposed the schedule be adopted with the proviso that if the Church Rooms were available on Tuesday evenings the meeting would move (to avoid disruption from bell ringing). Seconded by Cllr Argent and **AGREED** unanimously.

PROJECT UPDATES

90/21 Conservation Area Document Refresh update

The Clerk provided a verbal update on activities to date, confirming that a meeting was scheduled with HDC and consultants on Friday 2nd October. A further update will be provided at the next meeting.

91/21 Car Parking Options update

Cllr O'Connor had provided a written report to Cllrs prior to the meeting, and provided a verbal update summarising pertinent points, reiterating that additional parking was considered necessary and had been included as an issue in the preparation of the Neighbourhood Plan. Cllr Roberts commented that the lack of parking had been highlighted as a general issue in the village including on Pankridge Street. Cllr O'Connor stated that focus had been on Croft Lane as the bulk of parking issues tended to be centred around Hook Meadow due to Church, Cricket and Bowls Club activities. Cllr Dorn, whilst agreeing that there were parking issues elsewhere in the village, the focus for this project was the Hook Meadow area.

Cllr Freeman-Griffiths pointed out that the feedback from the pre-application for parking around Hook Meadow was not positive and that in his opinion, formal applications would be unsuccessful. It was agreed that Options A through C from Cllr O'Connor's report should only be considered as a "last resort" and in his view option D (utilising the School car park as an overflow in the evenings, weekends and holidays) should be progressed.

Cllr Dorn commented that whilst he agreed with Cllr Freeman-Griffiths' opinion, Option D did not solve all parking challenges faced by the village. Cllr O'Connor agreed with the previous statements, confirming that while the School car park had limited access, initial discussion with the School had been positive. Cllr O'Connor also reiterated that proper consideration of formal arrangements (e.g. with HCC) would be needed prior to any decisions being taken and suggested that the Clerk help him progress the study with a view to reporting progress at the next meeting. Cllr O'Connor proposed that, together with the Clerk he would continue to pursue arrangements with the School and HCC and report at the October meeting. Seconded by Cllr Argent, **AGREED** unanimously.

92/21 Broden Stables Working Group update

The Clerk provided a verbal update on work progress to date, confirming that a meeting with Cala Homes was scheduled for 1st October. The Clerk reiterated that Cala Homes continue to be receptive to comments and concerns raised by the public and CPC. Cllr Freeman-Griffiths confirmed that in response to feedback about construction traffic on Redlands Lane, new signage had been erected (including on the A287) to direct traffic onto the correct route.

FINANCE AND RISK MANAGEMENT

93/21 Ratification of payments

The circulated list of 9 items including Payroll valued at £6,209.67 was proposed by Cllr Argent, seconded by Cllr Dorn and unanimously **AGREED**.

94/21 To Consider and Agree a list of items for spending requests

Due to the decision to pursue the school car parking option under item 91/22, the proposed budget of £500 for a village-wide survey re car parking was not considered necessary at this stage and the item was not approved.

95/21 To NOTE the Income and Expenditure Report and Balance Sheet to 31st July 2020

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

96/21 To NOTE the independent examination of the Bank Reconciliation for July 2020

The Clerk confirmed that she had undertaken an independent examination of the Bank Reconciliation for August 2020. No questions were raised. Council **NOTED** the Clerk's report.

REPORTS

97/21 Estates Report

The Clerk had provided a written report prior to the meeting. The Council **NOTED** the report.

98/21 Memorial Applications and Burials Report

Council **NOTED** the report. There had been one burial in September, with a further burial scheduled for 30th September. Paperwork for an interment was in progress, and a number of enquiries had been received about headstones, with two due to be installed (dates tbc). Additionally, Lord Bramall's headstone had been installed in advance of the formal interment.

99/21 Footpaths Report

In the absence of Cllr Hebborn, the Clerk provided a verbal update. HCC had cleared a tree that had fallen across FP 21. Parishioners with land adjacent to public rights of way were responding positively to CPC's requests to maintain footpath accessibility.

100/21 Correspondence

It was confirmed that all email correspondence had been circulated to councillors and that the most recent editions of HART Matters, Clerks and Councils Direct and Groundsman were available.

101/21 Any Other Business

The Clerk confirmed that she would be seeking agreement from councillors for CPC to subscribe to ZOOM rather than rely on Cllr Dorn's personal subscription. In addition, the Clerk noted that she would be looking at updating the CPC website, and asked that councillors identify sources of assistance in respect of the use of WORDPRESS. Finally, the Clerk noted that maintenance work on Hook Meadow cricket square would be commencing shortly.

Signed as a true record dated 26th October 2020