

CRONDALL PARISH COUNCIL
MINUTES OF PARISH COUNCIL ANNUAL GENERAL MEETING
Held “virtually” on Monday 18th May 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) and broadcast simultaneously via Facebook live feed for public viewing. 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 during Planning presentation), R Freeman-Griffiths, S O’Connor and M Roberts

APOLOGIES: Councillors Crookes and Kennett - Hart DC
Councillors C Hebbron and N Lambert – Crondall Parish Council

IN ATTENDANCE via Zoom

Meeting: Councillor Glen – Hampshire County Council
A Angove - Parish Clerk

No members of the public joined the Zoom meeting. Five members of the public were watching the live feed at the outset, this peaked at around 13 during the meeting. The exact numbers were not tracked.

The meeting commenced at 7.31pm and ended at 8.47pm.

1/21 APPOINTMENT OF THE CHAIR OF THE PARISH COUNCIL 2020/21

The Vice Chairman requested nominations. Cllr Roberts proposed Cllr Dorn, this was seconded by Cllr Freeman-Griffiths and AGREED unanimously. Cllr Dorn was duly elected as Chairman and signed the Declaration of Office.

2/21 APPOINTMENT OF VICE CHAIRMAN

The Chairman requested nominations. Cllr Argent proposed Cllr Roberts, this was seconded by Cllr Freeman-Griffiths and AGREED (In favour 4: 1 abstention) Cllr Roberts abstained from voting. Cllr Roberts was duly elected as Vice Chairman.

3/21 Declarations of Interest

There were no declarations of interest.

(Cllr Glen joined the meeting)

4/21 ELECTION OF OFFICERS AND REPRESENTATIVES for the MUNICIPAL YEAR

Cllr Dorn referred to the proposals which had been circulated in advance of the meeting. The Chairman took Council through each role individually considering the proposals for the positions. The Clerk was appointed as the “Responsible Officer.”

Lead Councillors	
Finance Lead	Cllr D Argent
Planning Lead	Cllr R Freeman-Griffiths
Environment Lead (including: fly-tipping, litter, cleaning, Best Kept Village, Dog Fouling etc)	Cllr M Roberts
Flooding Lead	Cllr C Dorn
Estates Lead	Cllr C Bryant
Communications Lead (inc. Parish Magazine articles)	Cllr M Roberts
IT	Cllr C Dorn

Considering the above roles, there were no new proposals made or new volunteers. Cllr Dorn proposed the lead councillors for these roles for 2020/21. This was seconded by Cllr Argent and **AGREED** unanimously.

Staffing Committee membership: Cllrs Argent, Hebborn and Roberts proposed by Cllr Dorn, seconded by Cllr Roberts and **AGREED** unanimously.

Data Control Committee membership: Cllrs Argent and Dorn proposed by Cllr Dorn, seconded by Cllr Roberts and **AGREED** unanimously.

Representatives and Liaison with Local Groups	
Footpath Representative	Cllr C Hebborn
Crondall Society	Cllrs Argent, O'Connor, Roberts (<i>rotating</i>)
Conservation Area Monitoring Group (CAMG)	Cllr R Freeman-Griffiths
PCC	Cllr C Bryant
HDAPTC	Cllrs D Argent, S O'Connor, Roberts (<i>rotating</i>)
FACC	Cllr N Lambert
Village Hall	Cllr S O'Connor
SID management	Mr S Shepherd
Hants CC/Roads	Cllr N Lambert

The Representatives and Liaison Roles listed above were proposed by Cllr Dorn, seconded by Cllr Freeman-Griffiths and **AGREED** unanimously.

Projects	
Neighbourhood Plan Referendum	Cllr S O'Connor
Conservation Area document refresh	Cllr R Freeman-Griffiths
Car Parking Options Investigation	Cllr S O'Connor
Broden Stables Working Group	Cllr R Freeman-Griffiths

The Projects Roles listed above were proposed by Cllr Dorn as listed with the addition of the Broden Stables Working Group, seconded by Cllr Argent and **AGREED** unanimously.

The Clerk confirmed that the opinion of Councillors not attending the meeting had been sought and that they were prepared to undertake these roles.

CPC nominated Trustees	
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The Charity of Elizabeth Oliver - to provide financial support to needy children of the village	Cllr C Bryant
Fleet, Crondall and Crookham Welfare Trust	Mr Tony Hopkins
The Crondall Trust	Mrs Caryll Martin Mrs Honor Porter

All CPC Nominated Trustees remained unchanged from the previous year with Cllr Dorn proposing as listed, seconded by Cllr Argent and **AGREED** unanimously.

5/21 Minutes of 28th April 2020

The Minutes of the Council meeting were proposed for acceptance as an accurate record by Cllr Dorn, seconded by Cllr Argent and unanimously **AGREED**. The Chairman signed the Minutes.

6/21 Announcements from the Chairman, Clerk and Members questions received in advance

The Clerk advised that the HDC response to the Hook Meadow Parking Pre-App had just been published and that a copy would be distributed to Councillors shortly. As there had been no opportunity for review, the Clerk was not in a position to discuss the contents.

7/21 County and District Councillors Report

Cllr Glen provided a verbal update, including a summary of crime in the local area and brief details of his dealings with Hampshire Police on this issue (a copy of which had been forwarded to councillors prior to the meeting). Cllr Dorn confirmed that a breakdown of crime by area is available on the Hampshire Police website.

Household Waste Recycling Centres are now open although they are experiencing large queues.

Cllr Dorn confirmed that the green bin collection will be restarting soon and confirmed that Cllr Kennett was due to be elected as the new Chairman of HDC on 21st May.

8/21 Representations by the public

There were no representations by the public.

9/21 Planning Applications

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

20/00975/LBC	6 The Borough Crondall GU10 5NU	Enlargement of opening between kitchen and dining room, removal of partitions, provision of new wall between kitchen and WC and provision of extract fan to rear elevation.
Recommendation: NO OBJECTION , subject to appropriate conditions being placed on the consent as may be recommended by the Conservation Officer regarding materials Cllr Freeman-Griffiths proposed as listed, seconded by Cllr Roberts and AGREED unanimously.		

20/00978/LBC	6 The Borough Crondall GU10 5NU	Replacement of ground floor side window and four windows in the rear elevation of the property.
Recommendation: NO OBJECTION , subject to appropriate conditions being placed on the consent as may be recommended by the Conservation Officer regarding materials Cllr Freeman-Griffiths proposed as listed, seconded by Cllr Argent and AGREED unanimously.		

20/00984/FUL	26 Finns Industrial Park Bowenhurst Lane Crandall GU10 5RX	Demolition of existing detached commercial building and erection of a detach unit for storage and small office area (Unit 26 and Unit 27).
Recommendation: <u>NO OBJECTION</u>, subject to the case officer being satisfied that the on-site parking conforms with local parking requirements Cllr Freeman-Griffiths proposed as listed, seconded by Cllr Roberts and AGREED unanimously.		

(Cllr Bryant joined the meeting.)

20/01049/CON	Broden Stables Redlands Lane Crandall GU10 5RF	Approval of condition 15-Ecological Management Plan – pursuant to 16/02377/FUL Demolition of the existing stable building, arena, floodlights and hardstanding and the erection of 30 residential dwellings with associated access, landscaping and car parking arrangements.
Recommendation: • <i>Comment to Hart DC:</i> CPC requests that Hart DC obtains clarification (to its satisfaction) on how the annual monitoring will be paid for and undertaken – (i.e. will a Management Company be established, with contributions from the dwellings?). This clarification should then be written into the EMP prior to approval • <u>Subject to the above</u> clarification and amendment being made in the EMP, <u>No Objection</u> Cllr Roberts asked if CPC should have access to more documentation relating to process. Cllr Freeman-Griffiths agreed and expressed his concern about the lack of detailed information available. Cllr Bryant asked who would be checking process had been followed. Cllr Dorn confirmed that Cllr Freeman-Griffiths would be leading a working group with responsibility to audit the development against the agreed plans, with “spade in the ground” due to start in October. A kick-off meeting between Cala Homes and Cllrs Dorn, Freeman-Griffiths and the Clerk is due to be held in the coming days. Cllr Freeman-Griffiths proposed as listed; seconded by Cllr Dorn; AGREED unanimously.		

20/01032/CON	Broden Stables Redlands Lane Crandall GU10 5RF	Approval of condition 16-play area - pursuant to 16/02377/FUL Demolition of the existing stable building, arena, floodlights and hardstanding and the erection of 30 residential dwellings with associated access, landscaping and car parking arrangements.
Recommendation: • <u>OBJECTION</u> on the following grounds: • CPC considers that the proposed boulders are inadequate given the size of the development, and a more properly equipped play area should be provided. No justification has been provided as to why this space should only be a LAP. The provision of dedicated equipment for young children is key to ensuring the proper use of the space and avoiding it becoming a teen hangout. • Maintaining grass in a playground is difficult and will require regular cutting. CPC considers that a cushioned safety surface would be more appropriate than amenity grass. • CPC disagrees with the developer that there is no need for a Maintenance Strategy. Maintenance will be required, for example to deal with any vandalism/graffiti etc. In addition, the two benches will require maintenance. This condition can only be discharged if an adequate Maintenance Strategy is provided covering the play area. This should be part of a wider maintenance strategy covering the communal areas. • Confirmation should also be provided that there will be sign displayed stating the play area is for young children and no dogs allowed. Ideally a low fence would ensure this. • CPC asks that the application is withdrawn and re-submitted along the above lines or the application is amended in line with the above.		

Cllr Freeman-Griffiths proposed as listed, seconded by Cllr O'Connor and **AGREED** unanimously.

20/01033/CON	Broden Stables Redlands Lane Crandall GU10 5RF	Approval of condition 20 – SANG Promotion /Awareness leaflet - pursuant to 16/02377/FUL Demolition of the existing stable building, arena, floodlights and hardstanding and the erection of 30 residential dwellings with associated access, landscaping and car parking arrangements.
- Hart's Ecology and Countryside Officer states "Generally a food leaflet and acceptable with the following edits – contact details of Hart Countryside Service to be added and deletion of reference to amphitheatre at Edenbrook SANG - Recommendation: No Objection, <u>subject to</u> the comments from Hart's Ecology and Countryside Officer being complied with Cllr Freeman-Griffiths proposed as listed, seconded by Cllr Argent and AGREED (in favour 5 : 1 abstention)		

20/01091/CON	Broden Stables Redlands Lane Crandall GU10 5RF	Approval of Condition 7 – external surfaces - pursuant to 16/02377/FUL Demolition of the existing stable building, arena, floodlights and hardstanding and the erection of 30 residential dwellings with associated access, landscaping and car parking arrangements.
Recommendation: No Objection Cllr Freeman-Griffiths proposed as listed, seconded by Cllr Dorn and AGREED unanimously.		

16/02377/CON	Broden Stables Redlands Lane Crandall GU10 5RF	Approval of Condition 9 – Hard and Soft Landscaping - pursuant to 16/02377/FUL Demolition of the existing stable building, arena, floodlights and hardstanding and the erection of 30 residential dwellings with associated access, landscaping and car parking arrangements.
Recommendation: <i>Comment to Hart DC:</i> Clarification to be provided as to how why the rail fence does not go all the way around the swale and for Hart DC to be satisfied that a rail fence provides adequate protection for health and safety reasons, especially given the number of young children expected within the development. <i>Comment to Hart DC:</i> CPC requests that Hart DC obtains clarification (to its satisfaction) on how the on-going maintenance of the landscaping will be paid for and undertaken – (i.e. will a Management Company be established, with contributions from the dwellings?). This clarification should then be written into the approval Subject to the above clarification and amendments being made in the submitted details, No Objection Cllr Freeman-Griffiths proposed as listed, seconded by Cllr Argent and AGREED unanimously.		

10/21 To NOTE an update on the status of the Broden Stables working group and AGREE format going forward

Cllr Freeman-Griffiths provided a verbal update confirming that commencement of the Broden Stables is scheduled for October 2020. CPC had been approached by Cala Homes to arrange a Zoom meeting to launch the working relationship later in June, however the Clerk has pushed for an earlier kick-off meeting due to concerns about the lack of detailed information surrounding the planning and building conditions.

Cllr Dorn stressed the importance of establishing a positive working relationship with Cala Homes, and going forward he felt that the original members of the action group would be appropriate for this. The existing Terms of Reference which already exist for this process could be retained, for working in a constructive manner with Cala Homes but also holding them to account.

Cllr Bryant expressed some concern about the process for the allocation of affordable homes however accepted that this was the responsibility of HDC.

11/21 To NOTE the Crondall Trust Trustees' Annual Report 2019

No questions were raised, and the report was **NOTED**.

FINANCE

12/21 Ratification of payments

The circulated list of 9 items including Payroll valued at £4,234.58 was proposed by Cllr Argent, seconded by Cllr O'Connor and unanimously **AGREED**.

There were no Purchase/Expenditure Authorisation Requests.

13/21 To NOTE the Income and Expenditure Report and Balance Sheet to 30th April 2020

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

14/21 To NOTE the independent examination of the Bank Reconciliation for April 2020

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

15/21 Estates Report

The report had been circulated prior to the meeting. There were no questions raised. Council **NOTED** the Estates Report.

16/21 Correspondence

It was confirmed that all email correspondence has been circulated to councillors and that any physical correspondence had been offered for distribution prior to the meeting.

Signed as a true record dated 22nd June 2020