

CRONDALL PARISH COUNCIL
MINUTES OF PARISH COUNCIL ANNUAL GENERAL MEETING
Held Monday 17th May 2021

PRESENT	Councillor M Roberts – Chairman Councillors D Argent, R Freeman-Griffiths, W Douglas, N Lambert, R Fitzhugh and S Worthington
APOLOGIES:	Councillors Crookes and Kennett - Hart DC Councillor Glen – Hampshire County Council
IN ATTENDANCE	Councillor Dorn – Hart DC A Angove - Parish Clerk

Two members of the public joined the meeting.

The meeting commenced at 7.29 pm and ended at 8.45 pm.

1/22 Welcome and confirmation of new Parish Councillors

Cllr Roberts opened the meeting, stating that he welcomed the return to face-to-face meetings and confirmed that CPC would be endeavouring to record and publish the meeting on Facebook. He also welcomed back returning Councillors following the May elections, and the two joining councillors Cllrs Fitzhugh and Worthington.

2/22 Appointment of the Chair of the Parish Council 2021/22

The Vice Chairman requested nominations. Cllr Argent proposed Cllr Roberts, this was seconded by Cllr Douglas and AGREED (in favour 6:1 abstention). Cllr Roberts abstained from voting. Cllr Roberts was duly elected as Chairman and signed the Declaration of Office.

3/22 Appoint of Vice Chairman

The Chairman requested nominations. Cllr Argent proposed Cllr Freeman-Griffiths, this was seconded by Cllr Douglas and AGREED (In favour 6:1 abstention) Cllr Freeman-Griffiths abstained from voting. Cllr Freeman-Griffiths was duly elected as Vice Chairman.

4/22 To consider and AGREE co-option for remaining Parish Councillor vacancy

Cllr Roberts outlined the situation, confirming that the recent elections on 6th May were uncontested, but only 7 members of the public were nominated leaving the council 1 member short. Cllr Roberts proposed that this Ordinary Vacancy be publicised for co-option. Cllr Lambert asked whether CPC would be provided with the names of applicants, which Cllr Roberts confirmed. Cllr Argent confirmed that the deadline for applications would be prior to the next CPC meeting. Cllr Roberts proposed, seconded by Cllr Worthington, and AGREED (unanimous).

5/22 Election of Officers and Representatives for the Municipal Year

Cllr Roberts proposed that role allocation is deferred until the full council has been formed, and therefore this item will be addressed at the June meeting. Proposed by Cllr Roberts, seconded by Cllr Worthington and AGREED (unanimous).

6/22 Declarations of Interest

Cllr Argent declared a non-pecuniary interest in Planning Application 21/01130/LBC (Limetrees) and confirmed that he would not vote in this respect.

7/22 Minutes of 26th April 2021 Parish Council Meeting

The Minutes of the Council meeting were proposed for acceptance as an accurate record by Cllr Roberts, seconded by Cllr Freeman-Griffiths and **AGREED** (in favour 5:2 abstentions). As new members of the Parish Council and not having been present at the meeting, Cllrs Fitzhugh and Worthington abstained from voting. The Chairman signed the Minutes.

8/22 Announcements from the Chairman, Clerk and Members questions received in advance

Cllr Roberts expressed his delight that a buyer had been found for the village shop and thanked Mr Singh for his tenure as owner over the years.

Cllr Roberts confirmed that the Neighbourhood Plan had been resoundingly endorsed by Parishioners, and that on 20th May, HDC would be holding an extraordinary meeting to give the Neighbourhood plan legal status. Cllr Lambert expressed caution about the result stating that in his opinion those of the electorate who had chosen not to vote had done so because they were against the Neighbourhood Plan. Cllr Roberts acknowledged that while a number of people had not voted, approximately half the electorate had, adding that it was not for CPC members to second-guess the opinions of those who had not voted.

The Clerk sought agreement from the meeting for the existing signatories for payment verification to continue until Lloyds Bank has confirmed the Council's personnel changes. Proposed by Cllr Roberts, seconded by Cllr Argent and **AGREED** (unanimous).

Additionally, the Clerk explained that due to a combination of councillor availability and concerns about meeting social distancing requirements for all attendees when holding the Annual Parish Council meeting, she was recommending that the meeting be delayed until at least after the 21st June when social distancing restrictions should be lifted. Cllr Roberts proposed that the APM be delayed as outlined by the Clerk. Seconded by Cllr Freeman-Griffiths and **AGREED** unanimously.

9/22 County and District Councillors Report

District Councillor – Cllr Dorn

Cllr Dorn confirmed he was pleased to report that Cllr Kennet was re-elected to Hart District council. Turnout was good at 42% (34% in 2019). Overall, the results were very positive for the Conservatives, taking a seat off CCH in Fleet Central and Church Crookham & Ewshot at HCC, returning Cllr Stephen Parker. The Conservatives also won an additional HCC seat (Cllr Tim Davies) in Hartley Wintney & Yateley West and Cllr Forster polled more than all the opposition combined in Fleet Town (HCC).

Cllr Dorn confirmed that the Conservatives are the largest party at Hart with 12 seats, CCH & LibDems 10 each with 1 independent. It is expected that CCH & LDs will continue their coalition and keep the Conservatives in opposition. Membership of committees is being worked out at this time, but it is expected most of existing local councillors will continue largely as before. These will be decided at the AGM (20th May) followed by an EGM to formally "make" the Crondall Neighbourhood Plan. Please note that the Hart website handling Minutes and Agendas has changed to a system operated by modern.gov, so the layout and links are a little different.

Cllr Dorn confirmed that he had written to Mr Jaggard, Head of Place at Hart asking about how we might develop Supplementary Planning Documents to guide the assessment and balance of climate issues when considering planning. A response is awaited.

The municipal year will be busy with a new planning approach being formalised by government. It is hoped it will be a benefit, but it could create some short-term issues. In the medium term it could trigger a revision of the Hart Local Plan, resulting in an extended debate about Shapely Heath Garden Village. Cllr Dorn stated that it was unclear to him how 5 separated pieces of land only 400m from Fleet itself could fulfil the criteria of a “garden village”.

We should see some progress on options for regeneration of the Civic centre. Cllr Dorn added that the Conservatives remain concerned about how the finances at Hart will evolve over the year and question if the coalition will be able to make the changes needed to improve efficiency to reduce costs without service reduction. But most of all there should be a general loosening of covid restrictions and a return to normal life! There is also considerable pressure at national level to enable hybrid meetings at all layers of government.

Cllr Dorn welcomed Cllrs Fitzhugh and Worthington, adding that the District Councillors are available to help.

County Councillor – Cllr Glen

In Cllr Glen’s absence, the Clerk confirmed that she had received a written update from Cllr Glen shortly before the meeting, which she would be distributing to all councillors.

(Cllr Dorn left the meeting)

10/22 Representations by the public

The Clerk confirmed that she had received a question from a member of the public relating to the conservation area review. Mr Ranger, having asked *“with regard to the proposed updates to the conservation area document, will the draft be published on the website clearly showing changes from the currently approved document?”* The question had been forwarded to Cllr Freeman-Griffiths to answer, in his capacity as project lead. Cllr Freeman-Griffiths confirmed that the format of the new version was quite different from the old version making direct comparison difficult but that any changes would be identified and compared against the 2016 document. The conservation area documentation would be an on-line reference document for parishioners to be able to understand the restrictions and responsibilities associated with living in a conservation area.

11/22 Planning Applications

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

21/01117/HOU	2 Bramble Bungalows Well Road Crondall GU10 5PP	Demolition of part of the rear dormer and erection of a first floor rear extension.
Recommendation: Object, on the basis of: • scale, design and proportions would result in an incongruous addition which would be visually unsatisfactory and out of keeping with the character of the existing property; • would not sustain or improve the built environment; • Potentially negatively impact and harm Grade II Gifford House, which is in the Conservation Area;		

- is therefore contrary to Local Plan policies:

- Saved Policy GEN 1 (General Policy for Development)
- LP NBE9 (Design)
- NP Policy 3 (Design).

The meeting held a lengthy discussion about the details of the application, particularly the impact on neighbouring dwellings and any public comments received to date. Cllr Worthington raised a question about loss of privacy, which Cllr Freeman-Griffiths declined to comment on given he had not had access to the property to form an opinion.

Cllr Freeman-Griffiths proposed as listed, seconded by Cllr Douglas and AGREED (in favour 5:1 against, 1 abstention).

21/01130/LBC	Limetrees Dippenhall Street Crondall GU10 5NX	Replacement window to utility room.
--------------	---	-------------------------------------

Recommendation: **No Objection**, subject to usual conditions for prior approval of external materials.
No questions were raised.

Cllr Freeman-Griffiths proposed as listed. Seconded by Cllr Worthington and AGREED (in favour 6 : 1 abstention).

21/01167/HOU	Chedworth Dippenhall Street Crondall GU10 5PF	Demolition of garage and erection of a single storey side extension, front porch, raise roof of house and alterations to windows and doors.
--------------	---	---

Recommendation: **No Objection**, subject to

- condition preventing construction traffic from parking on Dippenhall Street given the property has a large driveway and the number of other home improvement works on Dippenhall Street;
- usual conditions for prior approval of external materials.

Cllr Freeman-Griffiths proposed as listed, with the added observation that the property is opposite a difficult junction. Seconded by Cllr Roberts and AGREED unanimously.

HCC/2021/01331	Crondall Sewage Treatment Works Handcroft Close Crondall GU10 5RY	Construction of a welfare facilities building
----------------	--	---

Recommendation: **No Objection**, subject to:

- painted colour of the unit to be in dark green.

Cllr Freeman-Griffiths proposed as listed. Seconded by Cllr Argent and AGREED unanimously.

Cllr Lambert asked why two applications (one a prior approval and one a pre-app) had not be included in the planning report, questioning whether there had been full visibility of the process. Cllr Freeman-Griffiths confirmed that it is not council policy to comment on pre-apps without extenuating circumstances, and the council cannot influence prior approvals as an application either meets the test or it does not and Hart District Council is best placed to check whether the tests have been met. The Clerk added that this approach, while generally applied were also in line with Cllr Lambert's previously expressed opinions.

The Chairman thanked Cllr Freeman-Griffiths for his in depth report.

12/22 To receive the Internal Auditor's Report

The Clerk confirmed that, following further liaison with the internal auditor the latter was satisfied with the 2020/21 accounts and had completed the Annual Internal Audit Report 2020/21 form for submission to the External Auditor and which had been circulated ahead of the meeting.

The Internal Audit Report 2020/21 was **RECEIVED** and **NOTED**.

13/22 To approve the 2020-21 Annual Governance Statement

The Clerk explained the process for putting together the Council's Annual return. Council went through the Annual Governance Statement (which had been circulated ahead of the meeting) and confirmed their responses as appropriate. There were no questions.

Cllr Roberts proposed acceptance of the Annual Governance Statement for submission. This was seconded by Cllr Argent and **AGREED** (in favour 6:1 abstention).

14/22 To approve the 2020-21 Final Accounts (Income and Expenditure report for March 2021 and Balance Sheet at 31st March 2021)

The Final Accounts had been circulated in advance. The Clerk spoke to the Final Accounts for year ending 31st March 2021. There were no questions. Cllr Roberts proposed the Final Accounts 2020/21 be **APPROVED**. This was seconded by Cllr Argent and **AGREED** (in favour 5:2 abstentions).

15/22 To approve the 2020-21 Account Statement

The Accounting Statements had been circulated in advance. In addition, Council had received an explanation of variances against the prior year. There were no questions and the Accounting Statements were proposed for inclusion as part of the Annual Return by Cllr Roberts, seconded by Cllr Argent and **AGREED** (in favour 5:2 abstentions).

16/22 To approve the 2020-21 Annual Return for submission

The documents having been individually scrutinised and approved, Cllr Roberts proposed that the Annual Return be submitted. This was seconded by Cllr Douglas and **AGREED** (in favour 5:2 abstentions).

17/22 To review and AGREE the Parish Council Newsletter

The Clerk had distributed the draft newsletter to councillors for comment. No questions were raised. Cllr Roberts proposed that the newsletter be adopted, seconded by Cllr Fitzhugh, and **AGREED** (unanimous).

FINANCE AND RISK MANAGEMENT

18/22 Ratification of payments

The circulated list of 9 items including Payroll valued at £6,949.38 was proposed by Cllr Roberts, seconded by Cllr Douglas and **AGREED** (in favour 5:2 abstentions)

The expenditure request for six months S137 grant to the Village School for parking, payable at £250 per month as per agreement endorsed as Minute 232/21 of April's Parish Council meeting was proposed as listed by Cllr Roberts, seconded by Cllr Fitzhugh and unanimously **AGREED**.

It was noted by Cllr Lambert that the signs indicating the overflow car parking on the school gates were too small and requested that larger signs be installed. The Clerk confirmed that she was aware of the issue and would organise for more appropriately sized signs to be fitted.

19/22 To NOTE the independent examination of the Bank Reconciliation for April 2021

The Clerk confirmed that due to the Final Accounts and year end, no independent examination of the Bank Reconciliation had taken place. The Clerk, did however, confirm that further to the previous month's meeting (236/21) she had undertaken an independent examination of the Bank Reconciliation for March 2021. No questions were raised. Council **NOTED** the Clerk's report.

REPORTS

20/22 Clerk's Report

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

21/22 Correspondence

It was confirmed that all email correspondence has been circulated to councillors. Any physical correspondence was made available at the meeting.

22/22 Any Other Business

The Clerk confirmed that she will be having a telephone meeting with Cala Homes, as planned, on Wednesday 19th May, in which she will be looking to agree a date for a meeting between CPC, Cala Homes and the Broden Stables Working Group, plus pursuing a request for sponsorship of Crondall Events, for "Shakespeare in the Park".

In addition, the Clerk confirmed that she had received a high-level application for financial support for a super-fast broadband project from a member of the public. The Clerk will be exploring this application further with a view to including it in the agenda for the June meeting.

Signed as a true record dated 21st June 2021