

CRONDALL PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING
Held Monday 21st June 2021

PRESENT	Councillor M Roberts – Chairman Councillors D Argent, W Douglas, R Fitzhugh, R Freeman-Griffiths, N Lambert, J Taylor* and S Worthington <i>(*following appointment during the meeting)</i>
APOLOGIES:	Councillors Crookes, Dorn and Kennett - Hart DC Councillor Glen – Hampshire County Council A Angove – Parish Clerk

Two members of the public joined the meeting.

The meeting commenced at 7.30 pm and ended at 8.48 pm.

Cllr Roberts opened the meeting, stating that unfortunately due to a last-minute family emergency the Clerk would not be present at the meeting and confirmed that Cllr Freeman-Griffiths would take the minutes in her absence.

23/22 Declarations of Interest

Two councillors, namely Cllr Freeman-Griffiths and Argent declared a non-pecuniary interest in Planning Application 21/01493/HOU (The Neuk) and Cllr Douglas declared a non-pecuniary interest in Planning Application 21/01505/FUL (Foxfield). It was confirmed that they would not vote on these applications.

24/22 To approve and adopt the Minutes of 21st June 2021

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

25/22 Matters Arising from the previous Minutes

- 2020/21 Annual Return (AGAR) – it was confirmed that the paperwork as approved at the previous meeting had been submitted to time and that the Notice of Public Rights and Publication of Unaudited Annual Governance & Accountability Return Accounts for the year ended 31st March 2021 had been posted on 14th June 2021.
- May Parish Council Newsletter – it was confirmed that this had been distributed as agreed at the previous meeting.
- Any Other Business – Cala Homes have made a financial contribution to “Shakespeare in the Park” which is being arranged by Crondall Events. Additionally, the broadband project which was seeking financial support from the Parish Council is no longer required as the project is now fully funded.

26/22 To approve and appoint a new councillor to CPC to the Ordinary Vacancy following the recent Parish Council elections.

The Clerk had provided an overview of the election process prior to the meeting, where it had been decided, in recognition of the sensitivities surrounding the vote, that the vote would be held by

confidential ballot. Cllr Lambert reiterated his unhappiness that the vote would be held by secret ballot.

Prior to the meeting, candidates were asked to provide a brief written introduction which was circulated to all councillors. The Clerk had also requested that the candidates provide a brief overview of why they wish to be considered for the role and what they feel they can contribute and respond to any questions from councillors. There were two candidates for the vacancy. Jackie Taylor was elected to the role by a majority vote and formally joined the meeting. Cllr Roberts thanked the other candidate for their interest in the ordinary vacancy

27/22 Election of Officers and Representatives for the Municipal Year

Cllr Roberts 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."

APPOINTMENTS 2021 - 2022	APPOINTED COUNCILLOR/OFFICER
<i>Officers</i>	
Proper Officer and Responsible Financial Officer	Parish Clerk
<i>Lead Councillors</i>	
Chairman	Cllr Roberts
Vice Chairman	Cllr Freeman-Griffiths
Finance Lead	Cllr Argent
Planning Lead	Cllr Freeman-Griffiths
Environment Lead (including: fly-tipping, litter, cleaning, Best Kept Village, Dog Fouling, etc)	Cllr Worthington
Estates*	Cllr Fitzhugh
Flooding Lead	Cllr Fitzhugh
Communications Lead (inc. Parish Magazine articles)	Cllr Douglas
<i>Committees</i>	
Staffing Committee	Cllrs Argent, Roberts and Douglas
<i>Representatives and Liaison with Local Groups</i>	
Footpath Representative	Cllr Taylor
Crandall Society	Cllrs Argent, Douglas and Worthington
Conservation Area Monitoring Group (CAMG)	Cllr Freeman-Griffiths
PCC	Cllr Roberts
HDAPTC	Cllrs Argent & Roberts (rotating)
FACC	Cllr Lambert
Village Hall	Cllr Taylor
SID management	Mr S Shepherd
Hants CC/Roads	Cllr Lambert
<i>Projects</i>	
Conservation Area document refresh	Cllr Freeman-Griffiths
Outdoor Gym	Cllr Lambert
Refurbishment of Tennis Court	Clerk

Refurbishment of Hook Meadow play area	Cllr Fitzhugh
Refurbishment of Tractor Shed	Clerk

Considering the above roles, there were no new proposals made or new volunteers. Cllr Roberts proposed the lead councillors for these roles for 2021/22. This was seconded by Cllr Worthington and AGREED unanimously.

CPC nominated Trustees	
The Charity of Elizabeth Oliver <i>to provide financial support to needy children of the village</i>	Cllr Lambert
Fleet, Crondall and Crookham Welfare Trust <i>to relieve either generally or individually persons resident in the area of the district of Fleet and the parishes of Crondall and Crookham village who are in conditions of need, hardship or stress.</i>	Mr Tony Hopkins <i>To end May 2021 (waiting confirmation going forward)</i>
The Crondall Trust <i>makes grants to individuals in the Hampshire/Surrey area for the relief of poverty among the general public.</i>	Mrs Caryll Martin <i>4 year term ends March 2023</i> Mrs Honor Porter <i>4 year term ends 26 February 2022</i>

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

28/22 Announcements from the Chairman, Clerk and Members questions received in advance

There were no announcements.

29/22 County and District Councillors Report

There were no presentations made but written reports had been distributed to all councillors prior to the meeting.

30/22 Representations by the public

It was confirmed that two members of the public had registered to speak in relation to their Planning Applications but that this would be covered during the following item.

31/22 Planning Applications

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

21/01154/FUL	Land Adjacent Triggs Crondall Road Crookham Village	Retention of new access and hardstanding.
Recommendation: No Objection subject to any planning permission conditioning the use of the access to the purpose in the application, being the use of the land as grazing/agricultural land. The applicant, Mr Hooper addressed the meeting confirming that the intended plans for the field are positive. They are looking to plant an orchard as well as house 50 beehives. The need for a turning circle is to enable safe access to Crondall Road when it is busy, and it is their intention to be sympathetic to the environment. No questions were raised. Cllr Freeman-Griffiths proposed as listed. Seconded by Cllr Fitzhugh and AGREED unanimously.		

21/01285/AMCON	Thistledown Well Road Crondall GU10 5PW	Variation of Condition 2 attached to Planning Permission Application Reference Number 21/00616/HOU dated 07/05/2021 to allow changes to drawings. The proposed changes introduce hipped dormers to the north-east elevation.
Recommendation: No Objection. Cllr Argent sought clarification as it was his understanding that CPC had initially objected to the original application but it was approved by HDC. Despite this approval the applicant is seeking a change in line with CPC's original objection and supporting suggestions. This was confirmed by Cllr Freeman-Griffiths. Cllr Freeman-Griffiths proposed as listed. Seconded by Cllr Argent and AGREED unanimously.		
21/01305/HOU	The Poplars Pankridge Street Crondall GU10 5RG	Proposed loft conversion with front dormer and insertion of two roof lights in the front roof slope and a dormer on the rear roof slope.
Recommendation: No Objection subject to the permission containing conditions regarding approval of materials by Hart DC. No objection on the grounds that: • The design will preserve, and potentially, enhance the Conservation Area; • The overall height is the same as existing; • Would not have a detrimental impact on residential amenity. Cllr Freeman-Griffiths proposed as listed. Seconded by Cllr Fitzhugh and AGREED (in favour 7 : 1 abstention)		
21/01230/HOU	Peperstiche House Itchel Lane Crondall GU10 5PR	Erection of a single storey front extension.
Recommendation: No Objection subject to: • Plan Ref 006 A being updated to delete "Existing" in the title box and changed to "Proposed"; and • The proposed extension to be only used as a garage as shown on the plans. Cllr Freeman-Griffiths proposed as listed. Seconded by Cllr Douglas and AGREED (in favour 6 : 2 abstentions).		
21/01438/HOU	The Oast House Pankridge Street Crondall GU10 5RH	Erection of a single storey side extension following demolition of existing and detached double garage following demolition of existing stables and store.
Recommendation: No Objection Cllr Freeman-Griffiths proposed as listed. Seconded by Cllr Worthington and AGREED unanimously.		
21/01493/HOU	The Neuk Dippenhall Street Crondall GU10 5NX	Erection of an outbuilding and 'in ground' swimming pool.
Recommendation: <i>No recommendation was offered as Cllr Freeman-Griffiths has a non-pecuniary interest (being a neighbour).</i> Cllr Worthington enquired why sightlines and distances are relevant to the application. It was confirmed that the proposed height of the summerhouse was slightly above the 2.8m high boundary and the roof would be grass. It was noted that no objections had been listed on the HDC site.		

Cllr Roberts proposed no objection. Seconded by Cllr Douglas and AGREED (in favour 5 : 3 abstentions).		
21/01505/FUL	Foxfield Mill Lane Crondall GU10 5RP	Demolition of store and stables and erection of a single storey detached residential annex.
Recommendation: To Object on the grounds that: • The planning system has to consider the long term use of the development • This re-submitted application does not address the concerns of CPC or Hart DC in the previous application, namely: – The proposed development could be occupied independently to the main dwelling either now or in the future; – No section 106 agreement or heads of terms for the section 106 agreement have been presented; – No justification for an independent new dwelling; – No mitigation provided for the SPA. Cllr Freeman-Griffiths proposed as listed. Seconded by Cllr Roberts and AGREED (in favour 5 : 3 abstentions).		
21/01414/HOU	1-2 Townsend Cottages Dippenhall Street Crondall GU10 5PF	Replacement of five windows and one door.
Recommendation: No Objection. Cllr Freeman-Griffiths proposed as listed. Seconded by Cllr Argent and AGREED (in favour 7 : 1 abstention).		

32/22 Update on Hart District Council Planning Performance

Cllr Freeman-Griffiths provided a verbal update highlighting two issues where HDC Planning had made errors by not adhering to decision time frames, namely missing the statutory deadline for the PRIOR approval at Clifton Barns and the screening request for a solar farm at Long Sutton.

Cllr Argent enquired whether the restaurant and coffee shop were included in the Itasca Winery application that was permitted to go ahead by virtue of the fact that HDC did not respond to the prior approval application within the required timeframe? Cllr Freeman-Griffiths clarified that these would come under a separate application.

Cllr Roberts proposed that the Parish Council write to HDC to express their dissatisfaction with the process and ask for them to clarify why these incidents occurred. The proposal was seconded by Cllr Argent and AGREED (in favour 7 : 1 against).

FINANCE AND RISK MANAGEMENT

33/22 Ratification of payments

The circulated list of 12 items including Payroll valued at £6,670.80 was proposed by Cllr Roberts, seconded by Cllr Argent and **AGREED** (in favour 7 : 1 abstention)

34/22 To Consider and Agree a list of items for spending requests

The £100.00 and £436.53 expenditure requests for CPRE Membership for year to 30th June 2022 and small tools purchases for the Groundsman respectively were proposed by Cllr Argent. Seconded by Cllr Roberts and AGREED (in favour 4 : 1 against ; 3 abstentions).

35/22 To NOTE the Income and Expenditure Report and Balance Sheet to 31st May 2021

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

36/22 To NOTE the independent examination of the Bank Reconciliation for May 2020

The Clerk had confirmed in writing prior to the meeting that she had undertaken an independent examination of the Bank Reconciliation for May 2020. No questions were raised. Council **NOTED** the Clerk's report.

REPORTS

37/22 Clerk's Report

The report had been circulated prior to the meeting. Cllr Lambert noted that the car parking as agreed with the school and Village Hall was experiencing teething problems with seemingly little take-up of the parking option at the school. It was agreed that the Clerk would engage with the school to identify a better strategy to ensure it is used more. No further questions were raised. Council **NOTED** the report.

38/22 Correspondence

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

39/22 Any Other Business

Cllr Argent explained that he would be looking into the possibility of putting some of the PC money on deposit, adding that he felt the Council has a duty to ensure maximum value and safeguarding of public funds. The initial response from HALC was to confirm that they do not provide financial advice. Having clarified that he was merely seeking advice on whether it is "allowable" rather than specific financial recommendations, Cllr Argent confirmed that he would update the Parish Council if and when he received a response.

Signed as a true record dated 26th July 2021