

CRONDALL PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING
Held Monday 20th June 2022

PRESENT	Councillor D Argent – Acting Chairman*
	Councillors R Fitzhugh, N Lambert, G O'Connor, I Taylor** and S Worthington
APOLOGIES:	Councillors R Freeman-Griffiths and G Smith
	Councillor J Hale and J Kennett - Hart DC
IN ATTENDANCE	Councillor C Dorn
	Councillor J Glen – Hampshire County Council
	A Angove - Parish Clerk

**Initially in his capacity as Parish Councillor and then as Chairman following the vote detailed under item 26/22*

***Following appointment during the meeting.*

Twelve members of the public joined the meeting.

The meeting commenced at 7.32 pm and ended at 9.35 pm.

26/23 Appointment of Acting Chair for the Meeting

In the absence of both the Chairman and Deputy Chairman, the Clerk requested nominations for an Acting Chairman for the meeting. Cllr Fitzhugh proposed Cllr Argent, this was seconded by Cllr O'Connor and **AGREED** unanimously. Cllr Argent abstained from voting.

27/23 Declarations of Interest

Three non-pecuniary declarations of interest were made:

- Cllr Argent in planning application 22/00979/LBC (Limetrees);
- Cllr Lambert in planning application 22/01167/HOU (20 Glebe Road);
- Cllr Worthington in planning application 22/01233/AMCON (Land at Travers Farm).

Cllrs Argent and Worthington confirmed that they would take part in the discussion on the respective planning applications but would refrain from voting, whilst Cllr Lambert confirmed he would remove himself from the meeting for the entirety of the discussion on 20 Glebe Road. No further declarations of interest were made.

28/23 Appointment of new Councillor

The Clerk gave a brief overview of the election process to date and confirmed that whilst three candidates had put themselves forward, unfortunately two would be unable to join the meeting. Following a short discussion where it was agreed that it was no longer tenable to delay the decision, it was agreed that the vote proceed with the remaining candidate. The Clerk request the candidate, Mr Ivan Taylor, provide the meeting with a brief introduction and respond to any questions, which he duly did. Following the vote (in favour 4 : abstained 1) Mr Taylor was formally appointed to CPC and having signed a Declaration of Acceptance of Office, formally joined the meeting.

29/23 Election of Officers and Representatives for the remainder of the Municipal Year

Cllr Argent referred to the proposals which had been circulated in advance of the meeting. Following the previous meeting and the election of two new Parish Councillors, the remaining positions were discussed. It was proposed that Hants CC, Roads, and Footpaths be brought under one councillor for which Cllr Taylor volunteered to take. Additionally, it was suggested that Cllr O'Connor assist Cllr Freeman-Griffiths in driving through the Conservation Area refresh and fill the Staffing Committee vacancy. Following the previous meeting, the Village Hall Committee had confirmed that were comfortable with the CPC representative also being a member of their committee. Accordingly, Cllr Smith was duly proposed for this role.

APPOINTMENTS 2022-23	APPOINTED COUNCILLOR/OFFICER
<i>Officers</i>	
Proper Officer and Responsible Financial Officer	Parish Clerk
<i>Lead Councillors</i>	
Chairman	Cllr Freeman-Griffiths
Vice Chairman	Cllr Smith
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 Smith
<i>Committees</i>	
Staffing Committee	Cllrs Argent, O'Connor, and Cllr Smith
<i>Representatives and Liaison with Local Groups</i>	
Hants CC, Roads & Footpath Representative	Cllr Taylor
Crondall Society	Cllrs Argent, and Worthington
Conservation Area Monitoring Group (CAMG)	Cllrs Freeman-Griffiths and O'Connor
PCC	VACANCY
HDAPTC	Cllrs Argent & Fitzhugh (rotating)
FACC	Cllr Lambert
Village Hall	Cllr Smith
SID management (on behalf of the Parish Council)	Messrs S Shepherd & J Freeman-Griffiths
<i>Projects</i>	
Conservation Area document refresh	Cllrs Freeman-Griffiths and O'Connor
Development of Hook Meadow recreation facilities	Cllrs Fitzhugh and the Clerk

Refurbishment of Tractor Shed	Clerk
CPC nominated Trustees	
The Charity of Elizabeth Oliver <i>to provide financial support to needy children of the village</i>	VACANCY
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
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 4 year term ends March 2023 Mrs Honor Porter 4 year term ends 26 February 2022

Considering the above, there were no further proposals made or new volunteers. Cllr Argent proposed the new list. This was seconded by Cllr Worthington and **AGREED** (in favour 5 : against 1).

30/23 Minutes of 23rd May 2022 Annual General Parish Council Meeting

The Minutes of the Council meeting were proposed for acceptance as an accurate record by Cllr Argent, seconded by Cllr Fitzhugh and **AGREED** (in favour 5 : abstained 1).

31/23 Announcements from the Chairman, Clerk and Members questions received in advance

The Clerk confirmed that no questions had been received in advance and no announcements were made.

32/23 County and District Councillors Report

District Councillor – Cllr Dorn provided a brief verbal update:

- Will become one of the the HDC councillors on the FACC
- Has been in discussion with Cllr Neighbour (HDC Leader) about the adoption of CIL and “assessment” of the Hart Local Plan. Both activities have been delayed by shifting central government policy.
- On a related matter, Cllr Dorn expressed his hope that progress can be made on the Conservation Area document and was delighted by the PC appointment of Cllr O’Connor to assist.
- Continues to chase HCC on the decision related to the energy (battery storage) facility as, in his opinion, they do not seem to have appreciated the infiltration risk to the aquifer.
- Confirmed that he would continue to provide updates on road closures, but they can pop up in various place. Urged parishioners to check [one.network](#) and set up own area of interest.
- There continue to be interruptions to the green bin collection services, mainly due to staffing issues (Serco are struggling to find enough) but drew parishioner’s attention to the [Waste & Recycling | Hart District Council](#) for updates and reiterated the use of the on-line form to report missed bins.

Cllr Argent enquired, on the back of a recent report in The Times, highlighting discrepancies between the number of employees in the private and public sector still working from home, what the situation at HDC is. Cllr Dorn confirmed that whilst he could not provide an exact amount, it was his understanding that most were working 2-3 days a week in the office, with phones being redirected. It was also noted that the top floor of the HDC building was now being leased to Farnborough School of Technology and that this formed a significant contribution in funds to HDC. Any issues accessing HDC should be brought to Cllr Dorn’s attention.

County Councillor – Cllr Glen – Cllr Glen provided a brief verbal update:

Confirmed that it is likely that the Wilson Plant decision will now be taking place in July.

- A recent briefing by the new leader of HCC *“My vision for Hampshire is to maintain our county as a successful, prosperous, and attractive place to live, work, study, play and visit - balancing economic success with care for the environment for the benefit of generations to come. I believe that a strong economy is essential to support excellent public services, provide high quality and inclusive employment and business opportunities, and to bringing prosperity to all of Hampshire's communities.”*
- Following a history of “poor behaviour”, the Calf Lane Quarry Liaison are keen to ensure adequate communication in advance and are being very co-operative. Cllr Glen urged CPC to take part in these discussions where possible.
- Following the HCC reshuffle, a new HCC Cabinet member for Roads has been appointed. Any issues that the CPC would like looked at should be forwarded to Cllr Glen in the first instance.
- Due to the increase in WFH and the decrease in travel, HCC has been able to make large savings.

33/23 Representations by the public

There were no representations by the public.

34/23 Planning Applications

Applications were considered in line with the previously circulated Planning Report and, in Cllr Freeman-Griffiths’ absence, presented by the Clerk

Cllr Argent proposed that the planning applications be voted on as one, but it was clarified by the Clerk that this would only be possible on the applications where no councillor had a declared interest.

22/01233/AMCON	Land At Travers Farm Well Road Crondall GU10 5HJ	Variation of condition 2 attached to Planning Permission 21/03165/FUL dated 22/03/2022 for the replacement of approved drawings with revisions that incorporate alterations to the scheme (carports).
Recommendation: Object on the basis that the removal of the integral garage takes the design further away from the principle of a barn conversion as is evident from the north elevation drawing. Following a short discussion, including a point raised by a member of the public about area percentage allowed to be developed, Cllr Argent proposed as listed. Second by Cllr Taylor and AGREED (in favour 5 : abstained 1).		
22/01167/HOU	20 Glebe Road Crondall GU10 5PJ	Erection of a two-storey side extension, single storey front and rear extensions following demolition of existing conservatory, change to ground levels and blocking up window to ground floor side.
Recommendation: No Objection. Cllr Lambert raised a concern about parking provision vs bedrooms, particularly as the proposed extension encroached into the existing parking provision. Cllr Argent proposed that councillors Object on the grounds of the proposed extension being excessive for the site and there being inadequate off-street parking. Seconded by Cllr Lambert and AGREED unanimously.		

22/01071/HOU	7 Glebe Road Crondall GU10 5PJ	Erection of a single storey side extension and porch and single storey rear extension following demolition of existing sunroom.
Recommendation: <u>No Objection</u> on the basis that the applicant has confirmed that the extension is for caring needs. No objection subject to the following condition: the side extension is ancillary to the main dwelling and cannot be occupied as a separate dwelling or living accommodation. As previously agreed, Cllr Lambert temporarily left the meeting, re-joining after the vote. No questions were raised. Cllr Argent proposed as listed. Seconded by Cllr Worthington and AGREED (in favour 5 : abstained 1).		
22/00979/LBC	Limetrees Dippenhall Street Crondall GU10 5NX	Extension and alterations to existing garage and utility room.
Recommendation: <u>No Objection</u>. No questions were raised. Cllr Worthington proposed as listed. Seconded by Cllr Taylor and AGREED (in favour 5 : abstained 1).		

Cllr Lambert proposed the remaining planning applications, as below, be agreed as listed. Seconded by Cllr Worthing and **AGREED** unanimously.

22/01199/HOU	Victoria Cottage 11 The Borough Crondall GU10 5NT	Erection of an outbuilding.
Recommendation: <u>No Objection</u> .		
22/01170/HOU	1 Handcroft Close Crondall GU10 5RY	Erection of a single storey side extension and replacement of window to ground floor rear with double doors.
Recommendation: <u>No Objection</u> .		
22/00986/HOU	The Stocks Dippenhall Street Crondall GU10 5NZ	Erection of a single storey rear and part two storey part first floor front extension, conversion of garage to habitable accommodation to include the replacement of the garage door with a window and insertion of two windows to ground floor side
Recommendation: <u>No Objection</u> .		
22/01021/LDC	Maison Moufflons Mill Lane Crondall GU10 5RP	Insertion of three rooflights to the front and three rooflights to the rear, insertion of a floor within the roof space to create a loft and conversion of the loft to habitable accommodation.

Recommendation: **No Objection.**

35/23 Itasca Wines Limited Premises Licence

Having previously provided the meeting with a briefing document on the application, the Clerk outlined the parameters on which representations can be made and the details of the application itself. A representative from Itasca Wines, Mrs Harrison-Butler was present at the meeting to answer any questions raised.

Cllr Argent raised a number of points, particularly concerning discrepancies between the Licence Application as published and the statements contained in the detailed supporting document, and seeking to understand the reasons for the differences between this Application and its May 2021 predecessor. Mrs Harrison-Butler confirmed that Itasca had been advised by HDC that a separate licence to cover music (live or recorded) was not required, that any music would not be disturbingly loud, and that despite the Application seeking opening hours to 11pm (10pm on Sundays) there is no current intention to regularly be open that late. She also confirmed that whilst vineyard tours would obviously only take place during daylight hours, any “entertaining” would take place in the Cellar Door. She confirmed that Itasca’s further plans include the potential operation of a wine bar 2-3 nights a week, potentially a café on Fridays and Saturdays, and further construction of premises to accommodate a restaurant subject to a separate planning application.

Concern was raised by the Parish Council that whilst the application stated that ‘customers must use our dedicated car park’, there is no way that this can be enforced, as well as the increased traffic and potential of noise nuisance. Cllr Taylor remarked that parking would seem to be less of a problem for the winery than for the cricket club in and around Hook Meadow.

Cllr Fitzhugh noted that the licence the winery is seeking is presumably no different to those that the two pubs in the village already have, and in his view, the winery’s licensed activities would have no more of an effect on the village.

A number of the members of the public raised their concerns that they felt the application was disingenuous in that it would provide a gateway to increasing the business with a knock-on effect on traffic and parking. The Clerk confirmed that any application to build a separate restaurant would be subject to a separate planning application and considered as and when.

Cllr Lambert drew the debate to an end proposing that based on the details of the application and the limited parameters on which any decision can be made, that the PC raise no objection. Seconded by Cllr Worthington and **AGREED** (in favour 4 : abstained 2).

Cllr Argent thanked Mrs Harrison-Butler for attending the meeting and her input.

(Nine members of the public left the meeting)

36/23 Hook Meadow Youth Shelter

The project to erect a youth shelter in Hook Meadow having been previously agreed by the PC, the Clerk had provided the meeting with two competing quotes for youth shelters. Unfortunately, the third company approached had not provided a suitable design. Cllr Lambert expressed his unhappiness with the proposal, once again stating that the shelter will not be used and that his proposal of an outdoor gym would be more beneficial. The Clerk confirmed that the decision to proceed with a youth shelter had been based on positive responses to the recent village questionnaire

supported by feedback from outside parties such as the PCSO and Fleet Phoenix, whereas the proposal for an outdoor gym had not received sufficient support - but that this did not prevent the PC from revisiting the idea of installing one in the future.

A short discussion ensued about the merits of the different designs. Cllr Argent proposed the PC purchase the open design (Caloo "Rest" shelter). Not having received sufficient votes and a seconder, Cllr Fitzhugh proposed the PC purchase the alternative design (Lightman "Standard Upton"). Seconded by Cllr Taylor and **AGREED** (in favour 4 : against 1 : abstained 1). Cllr Lambert requested that it be noted that he voted against the project.

(2 members of the public left the meeting).

37/23 Farnborough Airport airspace changes post implementation review

Cllr Lambert having circulated an updated document from FACC on the topic confirmed that at this stage no action is required by councillors but that he would keep the PC updated.

FINANCE AND RISK MANAGEMENT

38/23 To ADOPT a temporary change to the Burial Regulations

In light of the absence due to ill health of the PC Groundsman, the Clerk confirmed that interment plots would need to be prepared by external gravediggers and that it was untenable for the PC to take on this cost. A report outlining the proposed changes, ie the inclusion of the following statement -*The above charges are exclusive of any ground preparation charges (grave diggers) for both burial and cremation plots. The funeral director's grave digger will make an additional charge for preparing the grave. Where no funeral director's services are being retained, the Clerk will liaise with grave diggers, and include the charges in the overall invoice* – had been previously distributed to all councillors. Cllr Argent proposed this change be adopted. Seconded by Cllr Worthington and **AGREED** unanimously.

39/23 Ratification of payments

The circulated list of 11 items including Payroll, valued at £16,732.81, was proposed by Cllr Argent, seconded by Cllr O'Connor, and **AGREED** unanimously.

40/23 To CONSIDER and AGREE a list of items for spending

The items listed for expenditure, namely various groundworks (£450.00) plus temporary sub-contracting of certain essential works during the Groundsman's absence (£1,000 per week) was proposed by Cllr Argent. Seconded by Cllr Worthington and **AGREED** unanimously.

41/23 To NOTE the independent examination of the Bank Reconciliation for May 2022

The Clerk confirmed that an independent examination of the Bank Reconciliation for May 2022 had taken place. No questions were raised. Council **NOTED** the Clerk's report.

REPORTS

42/23 Clerk's Report

The report had been circulated prior to the meeting, with the Clerk drawing the meeting's attention to a few points namely the details of the temporary ground's maintenance in the Groundsman's absence, an incident with the cricket club where a ball had broken one of the Village Hall windows and an agreement with a new and local football club for use of the Farnham Road Recreation Ground on a Sunday. There were no questions raised. Council **NOTED** the report.

43/23 Hook Meadow Pill Box Update

Cllr Worthington confirmed that the project is looking for 40% upfront cost against the most competitive quote provided for the metal work. The Clerk agreed to add it to next month's payments list.

44/23 Correspondence

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

45/23 Any Other Business

Further to last month's update Cllr Worthington confirmed that the additional numbers required for the OpenReach fibre project had been met and that he would update the PC on any further progress.

25/22 Move to In-Committee Meeting

Cllr Argent proposed that the main meeting be concluded, prior to the meeting continuing in-Committee to discuss staff matters. Cllr Argent, therefore, moved that in view of the confidential nature of the business to be transacted, that pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, as applied by Section 100 of the Local Government Act 1972, Members of the Press and Public be excluded from the meeting. This was seconded by Cllr Fitzhugh and **AGREED** unanimously.

Signed as a true record dated 25th July 2022