

CRONDALL PARISH COUNCIL
MINUTES OF PARISH COUNCIL ANNUAL GENERAL MEETING
Held Monday 13th May 2024

PRESENT Councillor G Smith* *Following his appointment under item 3/25*
Councillors D Argent*, K Best*, G Ives*, S Gregory, G O'Connor,
I Taylor, and S Worthington **Following co-option item 2/25*

APOLOGIES: Councillors J Hale and S Highley - Hart DC
Councillor J Glen – Hampshire County Council

IN ATTENDANCE Councillor C Dorn – Hart DC
A Angove - Parish Clerk

No members of the public joined the meeting.

The meeting commenced at 7.30 pm and ended at 9.30 pm.

1/25 Welcome, confirmation of new Parish Councillors following recent election and appointment of temporary Chair of the Parish Council

The Clerk welcomed back returning Councillors following the May elections and requested that a councillor be nominated to temporarily fulfil the role of Chairman until the official vote after the co-option for the remaining four vacancies. Cllr O'Connor was unanimously confirmed.

2/25 Co-option of four new Parish Councillors to the Parish Council

The Clerk had provided an overview of the election process prior to the meeting. All candidates provided a brief introduction and overview of why they wished to be considered for the role and what they feel they can contribute and responded to any questions from councillors. There were five candidates for the four vacancies, with David Argent, Katie Best, Gaz Ives, and Geoff Smith being elected to the roles by a majority vote and formally joined the meeting. Cllr O'Connor thanked the other candidate for their interest in the ordinary vacancy.

3/25 Appointment of the Chair of the Parish Council 2024/25

The Clerk requested nominations. Cllr Taylor proposed Cllr Smith, this was seconded by Cllr Worthington and AGREED (in favour 7 : abstained 1); Cllr Smith abstained from voting. Cllr Smith was duly elected as Chairman and signed the Declaration of Office.

4/25 Appointment of Vice Chairman

The Chairman requested nominations. Cllr O'Connor proposed Cllr Taylor, this was seconded by Cllr Worthington and AGREED (In favour 7 : abstained 1); Cllr Taylor abstained from voting. Cllr Taylor was duly elected as Vice Chairman.

5/25 Election of Officers and Representatives for the Municipal Year

With four vacancies only being filled at the meeting, the Chairman and Clerk made initial proposals for the appointment of councillors into the various roles and responsibilities. The Clerk was appointed as the "Responsible Officer" and the proposals proposed for acceptance by Cllr Argent with the aim to revisit it once the new parish council has settled and the business plan has been developed. This was seconded by Cllr Taylor and AGREED unanimously.

APPOINTMENTS 2024-25	APPOINTED COUNCILLOR/OFFICER
Officers	
Proper Officer and Responsible Financial Officer	Parish Clerk
Lead Councillors	
Chairman	Cllr Smith
Vice Chairman	Cllr Taylor
Finance Lead	Cllr Argent
Planning Lead	Cllr O'Connor
Environment Lead (including: fly-tipping, litter, cleaning, Best Kept Village, Dog Fouling, etc)	Cllrs Ives & Worthington
Estate	Clerk
Flooding & Emergencies Lead	Cllr Gregory
Communications Lead (inc. Parish Magazine articles)	Cllr Best & Clerk
Committees	
Staffing Committee	Cllrs Ives, Gregory & O'Connor
Representatives and Liaison with Local Groups	
Hants CC, Roads & Footpath Representative	Cllr Taylor
Crondall Society	Cllrs Best & Worthington
PCC	Cllr Smith
HDAPTC	Cllrs Best, Gregory, Ives & O'Connor
FACC	Cllr Ives
Village Hall	tbc
SID management/Speedwatch	Messrs S Shepherd & J Freeman-Griffiths
Wilson Plant Liaison Panel	Cllr O'Connor
Projects*	
Neighbourhood Plan Review	Cllr O'Connor
New Burial Ground	Clerk
Environment & Greening Campaign	Clerk & Cllr Gregory
Car Parking	Clerk & tbc
Emergency Plan	Clerk & Cllr Gregory
<i>*List not complete. Projects moving forward to be agreed as part of overall business plan.</i>	
CPC nominated Trustees	
The Charity of Elizabeth Oliver <i>to provide financial support to needy children of the village</i>	tbc
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 Mrs Samantha Raymond

6/25 Declarations of Interest

No declarations of interest were made.

7/25 Minutes of 29th April 2024 Parish Council Meeting

The Minutes of the Council meeting were proposed for acceptance as an accurate record by Cllr Taylor, seconded by Cllr O'Connor and **AGREED** (in favour 7 : abstained 1).

8/25 Announcements from the Chairman, Clerk and Members questions received in advance

The Chairman confirmed that there were no announcements or questions received in advance.

9/25 District Councillors Report

Apologies having been received from Cllrs Glen, Hale and Highley due to a conflict with other meetings, Cllr Dorn gave a verbal update:

- Delighted to confirm that Stephen Highley was recently elected with Conservatives retaining 4 out of 6 seats.
- Cllr Highley is meeting with Planning Officers to discuss the proposed Jnc 5 warehouse development. Current opinion is that development at Jnc 7 is looking more likely as it is in the Basingstoke & Deane Local Plan and should this go ahead, the Jnc 5 proposal is less likely to proceed further.
- The Overview & Scrutiny Committee will be focussing on two papers, specifically addressing fly tipping and communications in relation to traveller movements and sites.
- The Hart Local Plan will be undergoing a review.
- HDC are looking into producing a supplementary document to specifically provide guidelines on the management of fire risks on Battery Farms.
- With reference to the use of Veteran IDs as a formal id for voting purposes, the matter has been raised with the British Legion and local MP and is now with Johnny Mercer.
- Continues to chase Thames Water with reference to Hancroft Close flooding.
- Will be stepping down from Overview & Scrutiny and moving to Planning Committee plus taking on the role of Vice Chairman of HDC. Planning to be renamed Development Management.

(Cllr Dorn left the meeting)

10/25 Representations by the public

There were no representations by the public.

11/25 Planning Applications

Applications were considered in line with the previously circulated Planning Report and presented by Cllr O'Connor.

24/00828/FUL	Woodlands Doras Green Lane Dippenhall GU10 5DU	Demolition of the existing dwelling and erection of a new dwelling and relocation of the existing timber-framed garage outbuilding structure.
Recommendation: No Objection Cllr O'Connor proposed as listed. Seconded by Cllr Worthington and AGREED unanimously.		
24/00868/LDC	Dares Farm Farnham Road Ewshot GU10 5BB	Use of units 3 and 4 as offices (Class E).
Recommendation: No Objection Cllr O'Connor proposed as listed. Seconded by Cllr Taylor and AGREED unanimously.		

12/25 To receive the Internal Auditor's Report

The Clerk confirmed that, following further liaison with the internal auditor the latter was satisfied with the 2023/24 accounts and had completed the Annual Internal Audit Report 2023/24 form for submission to the External Auditor and which had been circulated ahead of the meeting. The Internal Audit Report 2023/24 was **RECEIVED** and **NOTED**.

13/25 To approve the 2023/24 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 O'Connor proposed acceptance of the Annual Governance Statement for submission. This was seconded by Cllr Taylor and **AGREED** unanimously.

14/25 To approve the 2023/24 Final Accounts (Income and Expenditure report for the year to 31st March 2024 and Balance Sheet at 31st March 2024)

The Final Accounts had been circulated in advance. The Clerk spoke to the Final Accounts for year ending 31st March 2024. There were no questions. Cllr O'Connor proposed the Final Accounts 2023/24 be **APPROVED**. This was seconded by Cllr Worthington and **AGREED** unanimously.

15/25 To approve the 2023/24 Accounting 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 Taylor, seconded by Cllr Argent and **AGREED** unanimously.

16/25 To approve the 2023/24 Annual Return for submission

The documents having been individually scrutinised and approved; Cllr Argent proposed that the Annual Return be submitted. This was seconded by Cllr Taylor and **AGREED** unanimously.

Due to the change in membership of the parish council since the last meeting, the Clerk repeated the request that any conflict of interest with BDO LLP be declared. No declaration having been received both at the meeting and in response to the Clerk's written request, the report was **NOTED** and corresponding paperwork signed by the Chairman.

REPORTS

17/25 Clerk's Report

The report had been circulated prior to the meeting, with the Clerk drawing the meeting's attention to a request by Crondall Events for funds under s137. Cllr Argent proposed a donation of £1,500 as in previous years. Seconded by Cllr Taylor and **AGREED** unanimously.

FINANCE AND RISK MANAGEMENT

18/25 Ratification of payments

The circulated list of 7 items including Payroll, valued at £4,715.50, was proposed by Cllr Argent, seconded by Cllr Taylor and **AGREED** unanimously.

19/25 To CONSIDER and AGREE a list of items for spending

There was one item listed for authorisation, namely the s137 contribution to Crondall Events as outlined and voted under item 17/25.

20/25 Correspondence

It was confirmed that all email correspondence has been circulated to councillors. The Chairman requested that a copy of "Clerks & Councils Direct" be forwarded to him, when next available.

21/25 Any Other Business

- Cllr O'Connor reminded councillors to submit their expenses form to HDC before the deadline at the end of the month.
- Cllr Argent provided a verbal update on issues with billing following the installation of smart meters by SSE, confirming that it would now be referred to the ombudsman.

Signed as a true record dated 24th June 2024