

CRAWLEY PARISH COUNCIL – MINUTES 15 JULY 2024

Minutes of the Meeting held on Monday 15 July 2024

Present: Councillors Anderson, Fratter, Chapman, Boucher, Whiteley

In attendance: Nicky Breen (Clerk and RFO), Alison Carey (Neighbourhood Watch)

Members of the Public: One

- 24/25 – 15 Apologies: To receive apologies and approve reasons for absence**
Apologies were received from Cllr Horrill and Cllr Warwick
- 24/25 – 16 Declarations of Pecuniary Interests (DPI's) and Other Significant Interests (OSI's) forms and to receive interests from members concerning specific items on the agenda**
None received.
- 24/25 – 17 Public Session**
A member of the public arrived towards the end of the meeting and his points were raised as the last item on the agenda. He mentioned that the trees on land opposite the pond are becoming overgrown with ivy. Cllr Anderson said that this is not parish land and is to contact the landowner with the observation. He also mentioned that there is often careless parking in the vicinity of the pub. The Parish Council is aware of this and has addressed it on several occasions, most recently requesting HCC to repaint the white lines.
- 24/25 – 18 Minutes of the meeting of 20 May 2024**
To approve and sign the minutes
The minutes were approved and were signed.
To deal with any matters not on the agenda
No matters arising.
- 24/25 – 19 Reports from City and County Councillors**
Cllr Horrill's report had been circulated prior to the meeting with no questions arising.
- 24/25 – 20 Report from Neighbourhood Watch**
Alison Carey outlined her report and highlighted that there has been some cold calling in the village.
- 24/25 – 21 Reports from Wardens and Representatives**
- a. Trees**
Nothing to report.
 - b. Pond**
The framework has been completed and the next step is the thatching. This is to be carried out on 20 July on the recreation ground and local children have been invited to assist. It should be on the pond by the beginning of August.
David Jordan, along with two other parishioners, is looking into new planting in and around the pond.
 - c. Burial and Memorial Ground**
The new turf in the Memorial Ground has been regularly watered and has established well.
 - d. Mowing**
Nothing to report.
 - e. Footpaths**
The footpath alongside Greenways is overgrown. The Clerk is to ask the Lengthsman to strim the path on their next visit in August. **Action: Clerk**
 - f. Highways**
The vegetation on the verges and around the signs is high. The Clerk is to ask the Lengthsman to strim around the signs and to contact Cllr Warwick regarding the clearing of the verges around the site-lines. **Action: Clerk**
The white 30 signs on the road have faded. Cllr Anderson is to see if this can be added to the white line painting request that is currently in place. **Action: Cllr Anderson**
 - g. Biodiversity**
Nothing significant to report.

Signed.....Date.....

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h. Church Yard

Nothing significant to report.

24/25 – 22

Arqiva

Site update

Quod has prepared a draft report. Councillors are to meet and discuss this ahead of a meeting with the company in August.

Action: All Councillors

24/25 – 23

Down Farm, Three Maids Hill – concrete crusher

Councillors noted that this is to be considered by the Regulatory Committee on 17 July.

24/25 – 24

Lengthsman – 14 August

Tasks identified include:

Strimming the footpath alongside Greenways, the vegetation surrounding the road signs and the verge at the top of Hacks Lane.

Action: Clerk

24/25 – 25

Planning

Planning applications were noted.

New applications

Date Rec'd	Number	Address	Description	Status
31/5/24	24/01152/FUL	Land At New Barn Lane Crawley	The intention is to construct a farm track from existing farm buildings to "Main Road" in Page 5 order to minimise poaching of land and to avoid large heavy farm machinery passing close to residential dwellings. Permission 23/02794/FUL for access onto "Main Road"	Current
6/6/24	24/01202/TPO	Little Court Peach Hill Lane Crawley	G1 - as picture on document Little Court Tree Map - Group of 5 Ash trees infected with Ash Dieback to be removed to ground level.	Current
13/5/24	24/01015/DIC	Greenways Peach Hill Lane Crawley	Discharge of condition 3 (schedule of repairs), 4 (details of materials/tools and support to cob party wall), 5 (brickwork alterations and repairs), 6 (roof and slate replacement), 7 (windows and door details), 9 (design of external meters, ducting, flues etc), 10 (existing and proposed landscape) of application 22/01437/LIS. Greenways Peach Hill Lane Crawley 24/01015/DIC	Current
13/6/24	24/01253/TPO	Crawley Court Peach Hill Lane Crawley	The site is going to install containers within the carpark shown on the attached map. There is a 110-metre section of mixed species trees (predominantly Lime, Elm, Cypress, Beech and Maple) that requires uplifting to allow for access. Our certified team shall attend site and install a safe working zone using cones and signage. The team will then uplift all trees upto approx 6-7 metres over the car park side only. Access to the tree crowns will be gained by utilising a mewp	Current
3/4/24	24/00738/FUL	The Farmhouse New Barn Farm New Barn Lane	This application is for the retention of an existing mobile home which holds current permission as temporary approval under Planning Application reference 17/00291/FUL	Current

Current applications

Date Rec'd	Number	Address	Description	Status
2/1/23	24/00005/HOU	Bluebell Cottage Hacks Lane	Erection of a timber carport for two vehicles at the side of the existing house, adjacent to Hacks Lane	Current

Signed.....Date.....

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16/4/24	24/00821/TPC	Chalk Hills Peach Hill Lane Crawley	T1 Apple tree :- reduce crown by approximately 1 meter overall. T2. Cherry Reduce crown by approximately 1 meter overall. T3 Sycamore:- remove 3 lower limbs over hedge row [s,west facing direction] T4 Portuguese laurel :-Lift canopy to 2.1meters high and reduce crown where needed by approximately 1 meter to gain balanced crown. T5 Hawthorn:- [ornamental variety]:- fell T6 Cherry:- Reduce back 1x limb [facing house]by approximately 1 meter to bring back into balance with canopy boundary	Current
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Recent Decisions

Date Rec'd	Number	Address	Description	Status
2/5/24	24/00957/PNC4	Land At New Barn Lane	access to farm buildings avoiding residential area ability to control movement of livestock	Withdrawn
22/4/24	24/00690/HOU	7 Cricket Close Crawley	Proposed detached double garage	Permitted
16/5/24	24/01059/TPC	4 Crawley Cottages Peach Hill Lane	We want to remove a small apple tree at the rear garden of the property. The tree suffers from Scab and was not well maintained after a heavy pruning a long time before we bought the property. We want to remove it and replace with younger, healthier tree and other plants. (Submitted as 24/01058/TPO)	Permitted
24/4/24	24/00898/TPC	Yew Tree Cottage Peach Hill Lane	T1 Willow - Reduce crown by up to 2m to reduce risk of breakage due to decay in main stem -	Permitted

24/25 – 26

Finance

a. Recent transactions – to approve income and expenditure since last meeting

Payments

Date	Ref	To	Details	£
30/05/2024	PV15	CPRE	2024 membership	36.00
30/05/2024	PV16	John K. Murray	Internal Audit fee	350.00
			reimbursement - Microsoft annual fee	59.99
30/05/2024	PV17	Nicola Breen	May salary	382.96
30/05/2024	PV18	Nicola Breen	PAYE May	89.20
30/05/2024	PV19	HMRC	APM drinks	89.00
30/05/2024	PV20	Crawley Residents Social Club	Memorial landscaping	1226.90
30/05/2024	PV21	Hedge End Turf & Landscape	Memorial turf	643.20
30/05/2024	PV22	Holm Products	June grounds maintenance	448.24
22/06/2024	PV23	Green Smile LTD	May newsletter	38.00
22/06/2024	PV24	Hampshire County Council	24/25 Payroll administration	120.00
29/06/2024	PV25	DM Payroll Services Ltd	June pay	382.96
29/06/2024	PV26	Nicola Breen	PAYE June	89.20
29/06/2024	PV27	HMRC	July Grounds Maintenance	448.24
08/07/2024	PV28	Green Smile LTD	Dog bin bags	69.36
08/07/2024	PV29	JRB Enterprise	Duck House frame	360.00
14/07/2024	PV30	M & M Metalwork Ltd	Slide installation	1200.00
14/07/2024	PV31	FTL Thatching		

Receipts

Date	Ref	From	Details	£
04/07/2024	RV06	HMRC VTR	VAT return 1.10.23-31.3.24	2074.95

Payments PV15-PV31 were approved and the receipt noted.

b. To review budget year to date

The general maintenance budget has been increased to accommodate the Memorial Ground returfing and anticipated spending on the pond replanting.

An additional £1000 is to be allocated to the planning advice budget.

c. NALC Financial regulations 2024

Signed.....Date.....

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Cllr Fratter and the Clerk had reviewed the new 2024 NALC financial Regulations ahead of the meeting and made suggested adjustments applicable to Crawley Parish Council. Councillors approved the recommendations and adopted the updated NALC Financial Regulations. The Clerk is to post these on the website. **Action: Clerk**

- 24/25 – 26** **Discuss and approve content of the July/August parish newsletter**
Items to include:
New duck house
Slide
Thames Water – vehicles through village

There being no other business the meeting closed at 9pm. The next meeting is 16 September 2024.