



ROOKSDOWN PARISH COUNCIL

**MINUTES OF THE MEETING ROOKSDOWN PARISH COUNCIL (RPC)
held in the ROOKSDOWN COMMUNITY CENTRE, ROOKSDOWN
on 11 December 2017 at 1945**

	In Attendance	Apologies	Absent
Councillor Mahoney (Chairman)	✓		
Councillor Botten	✓		
Councillor Bound (Borough Councillor)	✓		
Councillor Hendon	✓		
Councillor Lovett	✓		
Councillor Mason	✓		
Councillor Payne	✓		

Clerk:

Martin Whittaker

Also in attendance:

Michelle Biggs, Rooksdown Community Association (RCA)

- 203/17 To receive apologies for absence**
- Cllr Bound had informed the Clerk he would be late, and arrived during item 216/17. Due to travel disruption, Cllr Payne arrived during item 205/17.
- 204/17 To receive and note any declarations of pecuniary interest and requests for dispensation in items to be discussed**
- Cllr Bound declared an interest in item 216/17 as an employee of the Rooksdown Community Association (RCA). Cllr Hendon declared an interest as the partner of Cllr Bound in items 208/17, 209.17 & 216/17. Cllr Lovett proposed that Cllr Bound be granted dispensation, for this meeting, to be present and provide factual background for this item. The motion was seconded by Cllr Botten. **IT WAS RESOLVED** unanimously that **Cllr Bound should be granted such dispensation.**
- 205/17 To approve as a correct record the minutes of the Rooksdown Parish Council meeting of 27 November 2017**
- The motion being proposed by Cllr Lovett, seconded Cllr Mason, **IT WAS RESOLVED** unanimously to approve the minutes of the Rooksdown Parish Council meeting on 27 November 2017.
- 206/17 To invite members of the public to address the meeting (up to 15 minutes in total)**
- No members of the public wished to speak.
- 207/17 To approve RPC's Dignity at Work Policy – Councillor Bound to present**
- Held over to next meeting.
- 208/17 To approve the purchase of project management services from Rooksdown Community Association for matters concerning community facilities, payment being up to £250 per month backdated to September 2017**
- Cllr Hendon left the meeting for this item. The motion being proposed by Cllr Lovett, seconded by Cllr Payne, **IT WAS RESOLVED** unanimously to approve the payment, subject to review at the end of March 2018.

- 209/17 To approve the purchase of office space and services for the Clerk from Rooksdown Community Association at a cost of £15 per month, backdated to November 2017**
- Cllr Hendon left the meeting for this item. The motion being proposed by Cllr Lovett, seconded by Cllr Payne, **IT WAS RESOLVED** unanimously to approve the payment.
- 210/17 To approve the purchase of 40 bags of salt and 3 grit bins at costs of up to £500+VAT**
- The new grit bins were intended to be located at the bottom of Pegg’s Way, on Pumphouse Way (one at the top and one in the middle). The motion being proposed by Cllr Lovett, seconded by Cllr Mahoney, **IT WAS RESOLVED** unanimously to approve the purchase. The Clerk would order the goods after consultation with Cllr Lovett.
- 211/17 To approve the cost of printing the winter 2017 edition of the Rooksdown reporter at a cost of £398**
- The motion being proposed by Cllr Lovett, seconded by Cllr Payne, **IT WAS RESOLVED** unanimously to approve the payment.
- 212/17 To approve an annual budget £100 to ensure the security & maintenance of the Parish Council Website, including associated Parish Council Social Media sites.**
- The motion being proposed by Cllr Lovett, seconded by Cllr Mahoney, **IT WAS RESOLVED** unanimously to approve the budget. Cllr Botten would liaise with the Clerk to make any necessary purchases.
- 213/17 To approve the revised cost of the Clerk’s Office 365 upgrade at £112.80+VAT.**
- The motion being proposed by Cllr Lovett, seconded Cllr Mason **IT WAS RESOLVED** unanimously to approve the payment.

- 214/17 To approve payments**
- The motion being proposed by Cllr Payne, seconded by Cllr Hendon, **IT WAS RESOLVED** unanimously to approve the payments listed below. These were checked and signed by Cllrs Payne and Hendon and passed to Cllr Botten to set up for authorisation by Cllr Botten. They would be authorised by Cllr Mahoney. It was noted that the councillors authorising the payments would be as far as possible rotated at each meeting.

No	DATE	FOR	AMOUNT	INVOICE	BY
1	27/11/17	Victim Care Service	100.00	letter	000527
2	1/12/17	Diane Malley – half yearly payment	30.00	32.17/18	ePay
3	8/11/17	Rooksdown Reporter printing	398.00	07031	ePay
4		(Removed)			
5	21/11/17	RCA – Clerk’s office facilities	15.00	611	ePay
6	29/9/17 & 17/10/17	RCA – project management	500.00	557, 586	ePay
7	4/12/17	P Mahoney - MS Office for Clerk	135.36	expenses	ePay
8	7/12/17	Clerk’s salary	597.34	-	ePay
9	7/12/17	HMRC PAYE/NI	343.62	P32	ePay
10	-	William Gravatt – Clerk’s laptop	200.00	-	ePay

- 215/17 To note the shortfall of £20,500 in the budget for the Skatepark, and approve a LIF application for this amount – Councillor Payne to report**

This was duly noted: as this was an extension to the original LIF payment no contribution was required from RPC. The Chairman offered his and the council’s thanks to Cllr Payne for all his hard work, and the assistance given by Cllr Bound.

Work was scheduled to begin on 13 December. It was agreed to discuss a launch party at the next meeting.

To discuss the purchase, jointly with the Rookdown Community Association, of community units

Cllr Hendon left the meeting for this item. Cllr Bound arrived at 2041 during this item.

Cllr Bound summarised the briefing given to the previous RPC meeting:

- The retail units had been offered to RCA but the price was conditional on completion before 31 March 2018.
- RCA had insufficient funds available until s106 funding was received at a later stage.
- On behalf of RCA he was asking RPC if it could assist with the purchase.

The Clerk had undertaken some further research since the last meeting, and now advised that RPC could lend money to a voluntary or non-profit-making organisation serving the community, provided that the loan would be used for the provision of recreational facilities. Details of the sources for this advice are given in Appendix A.

Cllr Bound then answered factual questions from the other councillors. The main points from the answers were:

1. The agreed purchase price is £150K for a lease of 125 years from date of building
2. RCA has available funds of approx. £55k, of which £20K could be committed to the purchase
3. £68K of s106 funding was already available.
4. This leaves a shortfall of £62K, for which RPC's assistance is requested
5. £110K of s106 funding for the Aldermaston triangle was due to RCA in January 2018. BDBC had already issued the invoice but it was not clear when the money would be made available to RCA.
6. Over the next 2-3 years, an additional £800K+ of s106 funding is due to become available.

Cllr Bound then left the meeting.

The council then debated the following questions

- Was the council willing to make such a loan?
- Was £62K the right amount?
- Should interest be charged, or some other consideration requested?
- When should the loan become repayable?

The Clerk reported that RPC expected to have £80K in reserves at the end of the year. Of this, it would be sensible to retain:

- 50% of turnover as working capital = £17K
- Commitments to the skatepark, provision of bins and speed camera £11K

...leaving 80-17-11=£52K. However, a cheque for the first instalment of the precept (£14K) would be expected before the end of the financial year, bringing the figure to £66K. Reserves at the end of fy 2018/19 were forecast to be £93K. As the main part of the reserves were earmarked for LIF contributions, in the worst case of the loan not being repaid on time the most significant effect would be to delay the LIF projects. Therefore a loan of £62K appeared viable provided it's duration was such that LIF projects would not be unacceptably prejudiced.

After suitable discussion, Cllr Lovett proposed, and Cllr Payne seconded that RPC should make an interest-free loan of £62,000 to RCA:

Firstly, subject to:

- RCA providing suitable assurances that the units are intended to be used for provision of recreational facilities;
- RCA bearing all reasonable legal costs directly associated with the loan;
- The loan being repayable within 30 days of when the first s106 money is received by RCA following the completion of the purchase, or 2 years from December 2017, whichever is sooner;
- RCA agreeing to any special conditions that the Clerk, having taken appropriate advice, advised were wise and/or necessary to protect RPCs interests;

Secondly, and that Philips solicitors would be appointed to act on the council's behalf in this matter.

IT WAS RESOLVED unanimously to approve the motion.

217/17

[17/02383/RES](#) | **Reserved matters application for details of appearance, landscaping, layout and scale pursuant to outline permission BDB/74447 for the erection of 122 dwellings | Land Adjoining The Spinney Park Prewett Aldermaston Road Basingstoke Hampshire**

This application dealt with further detail of the reserved matters to which the council offered no objection in September 2017. Cllr Mason was concerned that, where the access roads cross The Spinney path, there was a danger that pedestrians and animals would not see the road and be in danger from passing cars.

The motion being proposed by Cllr Mason, seconded by Cllr Lovett, **IT WAS RESOLVED** unanimously to offer no objection, but the Clerk was instructed to request that suitable barriers be put in place to protect pedestrians and animals from traffic.

218/17

Chairman to close meeting

There being no further business, the Chairman closed the meeting at 2150.

Appendix A

Lending by Parish Councils

V1 Martin Whittaker 6/12/17

From Charles Arnold Baker "Local Council Administration", para 15.25:

"A local council may...lend money, on any terms which may be mutually agreed, to any non-profit-making voluntary organisation providing or maintaining in its area or for the benefit of its inhabitants anything which the council could itself provide under the Local Government (Miscellaneous Provisions) Act 1976, s19... Since the objects of the latter kind of loan are social rather than financial, such loans are often made interest free... It is essential to keep a separate account of such lendings and of repayments, distinguishing between capital repayments and interest."

s19 states:

19 Recreational facilities.

(1) A local authority may provide, inside or outside its area, such recreational facilities as it thinks fit and, without prejudice to the generality of the powers conferred by the preceding provisions of this subsection, those powers include in particular powers to provide—

(a) indoor facilities consisting of sports centres, swimming pools, skating rinks, tennis, squash and badminton courts, bowling centres, dance studios and riding schools;

(b) outdoor facilities consisting of pitches for team games, athletics grounds, swimming pools, tennis courts, cycle tracks, golf courses, bowling greens, riding schools, camp sites and facilities for gliding;

(c) facilities for boating and water ski-ing on inland and coastal waters and for fishing in such waters;

(d) premises for the use of clubs or societies having athletic, social or recreational objects;

(e) staff, including instructors, in connection with any such facilities or premises as are mentioned in the preceding paragraphs and in connection with any other recreational facilities provided by the authority;

(f) such facilities in connection with any other recreational facilities as the authority considers it appropriate to provide including, without prejudice to the generality of the preceding provisions of this paragraph, facilities by way of parking spaces and places at which food, drink and tobacco may be bought from the authority or another person;

and it is hereby declared that the powers conferred by this subsection to provide facilities include powers to provide buildings, equipment, supplies and assistance of any kind.