



ROOKSDOWN PARISH COUNCIL

MINUTES OF THE MEETING ROOKSDOWN PARISH COUNCIL (RPC)
held in the ROOKSDOWN COMMUNITY CENTRE, ROOKSDOWN
on 26 February 2018 at 1945

	In Attendance	Apologies	Absent
Councillor Mahoney (Chairman)		✓	
Councillor Botten	✓		
Councillor Bound (Borough Councillor)	✓		
Councillor Hendon	✓ arrived during item 18/31		
Councillor Lovett	✓		
Councillor Mason	✓		
Councillor Payne	✓		

Clerk:

Martin Whittaker

Also in attendance:

HCC Cllr Taylor
Douglas How – co-option candidate
Dan Harris - co-option candidate
Ron Barker – Rooksdown Scouts
Scott Hayden
Andy Sidwell
Hannah McMahan
Gavin McMahan
Daniel Jones
Kevin Gonzalez

18/26 To receive apologies for absence

Cllr Mahoney was unable to attend due to holidays. In his absence, the motion being proposed by Cllr Bound, seconded by Cllr Botten, **IT WAS RESOLVED** unanimously that Cllr Lovett would chair the meeting.

18/27 To receive and note any declarations of pecuniary interest and requests for dispensation in items to be discussed

None

18/28 To approve as a correct record the minutes of the Rooksdown Parish Council meeting of 22 January 2018

The motion being proposed by Cllr Bound, seconded Cllr Mason, **IT WAS RESOLVED** unanimously to approve the minutes.

18/29 To discuss matters arising from the minutes

It has been pointed out by Marion Short at BDBC the at December minutes (item 216/17) should read:

- The date of completion in the first bullet should be 31 March 2018.

- In the penultimate bullet, the loan should be repaid “...when the first s106 money is received by the RCA following the completion of the purchase, ...”

The motion being proposed by Cllr Lovett, seconded Cllr Mason, **IT WAS RESOLVED** unanimously to approve the changes to the minutes.

18/30 To invite members of the public to address the meeting (up to 15 minutes in total)

Those members of the public who wished to speak wished to do so on item 18/32. The Chairman agreed that they could contribute to this item.

18/31 To receive reports from:

- Chairman of Rooksdown Parish Council – no report received
- Clerk to the Parish Council – nothing to report
- County Councillor
 - Cllr Taylor reported that at the HCC council budget meeting it was agreed that council tax was being increased by 5.99%, equivalent to £1200pa for a Band D property. Cllr Taylor described the services that were being protected by the increase.
- Borough Councillor: Cllr Bound reported:
 - The community is awaiting the CQC report on the doctor’s surgery
 - Residents opposite the surgery have asked when white lines protecting their driveways will be put in: a contractor should be here in March
 - Budget has been agreed for the multi-use games area in Rooksdown Park
 - The Local Infrastructure Fund currently has £380,000 allocated to Rooksdown.

Cllr Hendon joined the meeting at this point.

- Rooksdown Community Association
 - Cllr Bound reported that the purchase of the community units was going ahead.
- PCSO
 - The Clerk had been in contact with Tom Harries (PCSO), who had offered to make a written report to the next meeting.

18/32 Update on allotments – Cllr Lovett to report

Cllr Lovett opened the discussion by asking attendees wishing to speak on the allotments for their main points. These can be summarised as:

- Concerns over parking on the road, especially if the allotments are split
- Unclear how many parking spaces there are
- People had been led to believe that the allotments were for the residents of Sherborne Fields, and that priority would be given to them
- Unclear how many allotments original planning permission had been for
- Uncertainty as to where people were on the priority list

In response Cllr Lovett, with the help of other councillors stated:

- The worries about parking were well understood by the council
- There was room for at least 9 cars to be parking on the site, possibly more. This was better provision than on many allotments in the area
- The original planning permission had been for 150m² allotments rather than the 250m² allotments that had been provided
- The allotments are provided for the residents of Rooksdown Parish and will be allocated in the order applications were received
- 52 applications had been received:
 - 44 from parish residents
 - 8 from outside the parish
- Of the top 30 applicants:

- 5 had asked for a full-size allotment
- 1 for full or half
- 4 for half
- 19 had no preference
- ...and:
 - 14 were resident in Sherborne Fields
 - 16 were resident in the rest of the parish
- Hawthorn hedge screening had been planted along the inside of the fence nearest the houses

After further discussion Cllr Lovett proposed the motion, second by Cllr Botten, that:

- The 6 allotments on the right of the main path (looking from the gate) would be let as full-size
- The odd-shaped allotment by the turning space may have a community shed built on it with the balance let as-is
- The other 9 allotments would be split in half...
- ...giving a total of 25 allotments
- The rules will state that no allotment users would be allowed to park outside the site

IT WAS RESOLVED unanimously, to approve the motion. Cllr Bound asked that, as an allotment applicant, his abstention was noted.

The motion being proposed by Cllr Lovett, seconded Cllr Bound, **IT WAS RESOLVED** unanimously to set up an allotment Working Group consisting of Cllrs Hendon and Mason and 6 allotment users, to meet on 21 March.

The motion being proposed by Cllr Lovett, seconded Cllr Payne, **IT WAS RESOLVED** unanimously to allow sheds on the site, subject to approval of detailed specifications to be prepared by the Working Group.

The motion being proposed by Cllr Lovett, seconded Cllr Mason, **IT WAS RESOLVED** unanimously to approve the purchase of combination locks to control access.

The motion being proposed by Cllr Bound, seconded Cllr Botten, **IT WAS RESOLVED** unanimously that the initial annual rents would be £60 for a full and £30 for a half allotment.

The Clerk would inform each of the people on the waiting list of the decisions made by the meeting and of the position of each applicant on the waiting list. **ACTION** Clerk

18/33 To approve payments

The motion being proposed by Cllr Hendon, seconded by Cllr Payne, **IT WAS RESOLVED** unanimously to approve the payments listed below. The payment sheet was checked and signed by them and passed to Cllr Mason for authorisation.

Because Cllrs Bound and Hendon have an interest in the Community Association (RCA), the cheque for the loan was signed by Cllrs Botten and Mason. It was confirmed that before the cheque was passed to the RCA, the Clerk would obtain a letter from the RCA giving the assurances and agreeing to the conditions required in minutes 216/17 and 18/18.

Date	Reference	Description	Supplier	Total	Payment
27/02/2018	Cllr Lovett expenses	IT equipment	Amazon	173.63	173.63
27/02/2018	Clerks expenses	Office supplies	Office Depot	41.22	
27/02/2018	Clerks expenses	Grit bins	Reece Safety	191.04	
27/02/2018	Clerks expenses	Stationery	WH Smith	28.43	
27/02/2018	Clerks expenses	Stamps	Co-op	14.52	
27/02/2018	Expenses	Mileage	Clerk	7.20	

27/02/2018	Parking	Parking	Clerk	2.00	
					284.41
27/02/2018	07834	Rock salt	Just Salt Ltd	259.20	259.20
27/02/2018	RS176448	Skatepark contribution	BDBC	6,000.00	6000.00
27/02/2018		Feb salary	M Whittaker	597.34	597.34
27/02/2018	691	Office rent	RCA	15.00	
27/02/2018	665	Hall hire	RCA	34.00	
					49.00
27/02/2018	000528 (cheque)	Loan	RCA	52,000.00	52000.00

18/34 To approve bank reconciliations

The motion being proposed by Cllr Payne, seconded by Cllr Botten, **IT WAS RESOLVED** unanimously to approve the reconciliation of the following bank statements:

Treasurers account: 22/12/17
24/1/18

Business Bank Instant 31/12/17
23/1/18

18/35 To approve application for a debit card for the use of the Clerk

The motion being proposed by Cllr Lovett, seconded by Cllr Mason, **IT WAS RESOLVED** unanimously to approve the above application.

18/36 To approve payment for extra hours for the clerk

The motion being proposed by Cllr Lovett, seconded by Cllr Payne, **IT WAS RESOLVED** unanimously that the Chairman may authorise payment for extra hours worked by the Clerk up to 10 hours per month.

18/37 Update on Skate Park – Cllr Payne to report

Cllr Payne reported:

- The skate park is essentially complete
- He was planning an official launch at the RCA summer fair.

18/38 To review the content and production of the Rooksdown Reporter

The Clerk was asked to liaise with Cllr Bound and present ideas to the next meeting. **ACTION** Clerk.

18/39 To discuss tasks to be undertaken on behalf of RPC by the handyman contracted to the Rooksdown Community Association

The motion being proposed by Cllr Lovett, seconded by Cllr Mason, **IT WAS RESOLVED** unanimously that additional tasks may be authorised by the Chairman in consultation with the Clerk.

18/40 To discuss arrangements for the Annual Parish Meeting

The motion being proposed by Cllr Lovett, seconded by Cllr Botten, **IT WAS RESOLVED** unanimously that the Annual Parish Meeting would take place on 16 Apr with a budget of £100.

The following speakers were suggested:

- Chairman – summary of the year
- HCC Cllr Taylor – Hampshire matters
- Cllr Payne – skate park

- Cllrs Mason and Hendon – allotments
- Cllr Bound – community units and the state of development in Rooksdown

Cllr Bound suggested the guest speaker should be from the hospital and agreed to contact them.
ACTION Cllr Bound.

The RPC meeting would take place as usual on 23 April.

18/41 To discuss and approve grants (moved up agenda to before payments).

Rooksdown Scouts had applied to RPC for a grant of £1920 to take 24 scouts on a week's trip to Scotland. The cost is £300 per scout and of this £80 was being sought as a grant. Hampshire Cllr Taylor had already awarded them a grant of £1500 and RPC was being asked for the balance of £420.

The motion being proposed by Cllr Bound, seconded by Cllr Hendon, **IT WAS RESOLVED** unanimously to pay the grant.

Cllr Bound pointed out that the process for advertising and approving grants seemed to have fallen away. The Clerk was asked to investigate and make recommendations for the next meeting.

ACTION Clerk.

18/42 [17/03274/HSE](#) Conversion of garage to living accommodation and erection of single storey rear extension 78 Gander Drive Basingstoke RG24 9JR. Due 14 Feb.

The motion being proposed by Cllr Lovett, seconded by Cllr Mason, **IT WAS RESOLVED** unanimously to object to the application on the grounds of loss of parking.

18/43 [17/03356/RES](#) Phase 2A Land North of Park Prewett Aldermaston Road Basingstoke Hampshire. Reserved matters application for details of appearance, landscaping, layout and scale of Phase 2a for erection of 142 dwellings, with associated access, parking and amenity space. Due 1 March.

The motion being proposed by Cllr Bound, seconded by Cllr Botten, **IT WAS RESOLVED** unanimously to raise no objection to the application.

18/44 [17/03355/RES](#) Phase 2B Land North of Park Prewett Aldermaston Road Basingstoke Hampshire. Reserved matters application for details of appearance, landscaping, layout and scale of Phase 2b for erection of 143 dwellings, together with associated access, parking and amenity space and allotments. Due 1 March.

The motion being proposed by Cllr Bound, seconded by Cllr Botten, **IT WAS RESOLVED** unanimously to raise no objection to the application but to make the following comment:

The proposed site plan shows a road alongside the allotments marked as "Access to the Hollies". We seek assurance that this will not result in an access route from the development to the A340 as the road would not be suitable for the likely volume of traffic, and the exit onto to the A340 would be likely to be unsafe.

18/45 To discuss participation in the Parish Lengthsman Scheme – Cllr Payne to introduce

Deferred to next meeting.

18/46 Co-option of councillors

The meeting heard short presentations from Douglas How and Dan Harris in support of their applications to be co-opted as parish councillors.

18/47 Closed item - Exclusion of Press and Public.

To consider passing the following resolution:

- That, under Section 100A(4) of the Local Government Act, 1972, the press and public be excluded from the meeting for the following item(s) of business on the grounds that it involves the likely disclosure of exempt, legal and contractual matters as defined in

Paragraph 1 of Part 1 of Schedule 12A to the Act. The Public Interest Test has been applied and favours exclusion of the information from the Press and Public.

The motion being proposed by Cllr Lovell, seconded by Cllr Payne, **IT WAS RESOLVED** unanimously that members of the press and public should be excluded.

At the end of the discussion on this item the meeting was reopened.

The motion being proposed by Cllr Lovett, seconded by Cllr Payne, **IT WAS RESOLVED** unanimously to co-opt both candidates.

The Clerk was asked to convey this to both candidates and arrange for them to sign the acceptance form at the next meeting. **ACTION** Clerk.

18/48 Chairman's correspondence

None.

18/49 Clerk's correspondence

The clerk reported that he had received:

- Details of a consultation on the Basingstoke and Deane Green Infrastructure Strategy Review
No councillors wished to comment on this.
- Details via HCC Cllr Taylor of Culture and Community Activity Grants A note from HCC Cllr Taylor. The scheme offers awards of between £1,000 and £3,000 to community, cultural or recreational activities or events that provide opportunities for local people (Hampshire residents) to become involved. Full eligibility criteria and advice for potential applicants can be found at <http://www3.hants.gov.uk/grants/ccbs-grants/culture-community-activity-grants.htm>

Cllr Payne asked for the details to be passed to him. **ACTION** Clerk.

- Planning application 18/00484/RET Partial conversion of internal garage into a playroom/study, maintaining original garage front with 1/4 of original space for bike storage (Retrospective). Due by 16 Apr 2018

The motion being proposed by Cllr Lovett, seconded by Cllr Payne, **IT WAS RESOLVED** unanimously to object to the application on the grounds of loss of parking.

18/50 Chairman to close meeting

There being no further business, the Chairman closed the meeting at 1045.