

ROOKSDOWN PARISH COUNCIL

MINUTES OF A MEETING OF ROOKSDOWN PARISH COUNCIL (RPC)
held in the ROOKSDOWN COMMUNITY CENTRE, ROOKSDOWN
on 29 April 2019 at 1930

	In Attendance	Apologies	Absent
Councillor Mahoney (Chairman)	✓		
Councillor Lovett (Vice-chairman)	✓		
Councillor Botten	✓		
Councillor Jasti	✓		
Councillor Mason	✓		
Councillor Morris	✓		
Councillor Payne	✓		
Councillor How	✓		
Councillor Harris	✓		

Clerk:

Martin Whittaker

In attendance:

Simon Bound, Borough Councillor and Manager of Rooksdown Community Association (RCA)
Michelle Biggs, Chair of RCA
Robert Taylor, County Councillor
Jay Ganesh, Sherborne Fields resident
Alex Lee, resident

Permission was given by all attendees to record their names in the minutes.

Action

19/20 To receive and accept apologies for absence
None.

19/21 To receive and note any Disclosable Pecuniary Interests and requests for dispensation for items to be discussed
Cllr Mahoney declared a pecuniary interest in item 19/27, payment to HALC, as a director of HALC and agreed to leave the room if members wished to discuss this. He also declared a non-pecuniary interest in 19/32.1 as a near neighbour.

19/22 To approve the minutes of the Rooksdown Parish Council meeting of 25 March
The motion being proposed by Cllr Mahoney, seconded Cllr Payne, **IT WAS RESOLVED** unanimously to approve the minutes.

19/23 To discuss matters arising from the minutes
All actions complete except:

- 18/182 and 18/214 Apply to BDBC for bus shelters – Cllr Lovett
 - Cllr Lovett and the Clerk had met with Becky Poulter, BDBC, and visited all likely locations for shelters. Becky agreed to get quotes, but this has been delayed by the preferred supplier going into liquidation, However, a new supplier had been found. Cllr Lovett will consult on possible locations at the APM. The most used stop, on Rooksdown Avenue, is probably the most expensive to implement.

- 18/273:
 - Parish and Town Council Investment Fund – Cllr Taylor to meet with the Clerk to discuss further. The Clerk will reissue the note of suitable dates. Clerk
- 19/7 improvements to pedestrian crossings for the school
 - Glenn Parkinson (HCC) Speak to school about a patrol, and see what else can be done, and to arrange a meeting with Adrian Morgan of BDBC about road markings. The Clerk will chase this up. Clerk

19/24 To invite members of the public to address the meeting (up to 15 minutes in total)

Mr Lee wished to speak about item 19/25, and the Chairman offered him the chance to do so during the discussion on this item.

19/25 To agree statement to planning authorities on the implications of the proposed No Right Turn from the A339 into Rooksdown Avenue

[note that Rooksdown Avenue should be Rooksdown Lane]

The Chairman asked members and attendees for their thoughts:

- Cllr Lovett: the peak time for golf club traffic is probably between 0600 and 0700 on Saturdays when there is no other traffic. This is unacceptable as it would encourage speeding.
- Cllr How: this is an area where kids play and therefore speed will be dangerous.
- Cllr Morris: all through traffic should be avoided through this residential area.
- Cllr Mahoney: it is not clear whether the authorities were aware that this area has just been made and 20mph zone.
- Michele Biggs: parking on the side of the road will prevent HGVs getting through.
- Other members agreed with these points.
- HCC Cllr Taylor: took the matter to the officer in charge of this issue. Apparently, it's a developer issue. In this case Hampshire Estates and BDBC are the developers therefore it is not a matter for HCC. The general opinion is that the volume of traffic through Rooksdown is not sufficient to take action. Cllr Taylor told the officer that this would not be acceptable to RPC, but the officer replied that the concern was with safety on the A339 rather than in Rooksdown.
- Alex Lee: From the publicly available police database, there have only been two accidents on the A339 at this junction in the last 5 years. There have been more in Rooksdown, including a serious one in Nightingale Gardens. It seems that the A339 is safer than the proposed diversion. What makes the planners think the junction is dangerous? Also, HCC Policy TM5 – Movement Restrictions would appear to discourage the diversion.
- BDBC Cllr Bound: there is also the issue of the Area of Outstanding Natural Beauty that appears to include the A339 junction, implying that traffic build-up for a right turn would not be allowed. However, the key issue is that there has not been enough consultation on this issue, and neither have alternative solutions been openly considered.
- Cllr Mahoney: Although it's unlikely that we would win an argument about traffic volumes, it is important that we know what the current volumes and speeds are in the area. We should also inform the residents that the No Right Turn is planned and ask for their views, reinforced by a public meeting.

Cllr Mahoney then proposed that:

- The Clerk should agree a form of words with Cllrs Mahoney and Lovett to point out the lack of consultation with residents and RPC and request that the decision should be delayed to allow this to happen; Clerk/
Mahoney/
Lovett

- RPC should send a letter to all residents in the affected area advising them of the issues, how to respond, and giving the date for a public meeting to discuss the matter, with Cllr Mahoney delivering the letter;
- Cllr Mahoney would liaise with Cllr Bound and set up the RPC speed camera to monitor traffic speed and volume in the area affected;
- Cllrs Mahoney and Lovett would organise a public meeting and advertise it appropriately.

Clerk/
Mahoney

Mahoney

The motion being proposed by Cllr Mahoney, seconded Cllr Lovett, **IT WAS RESOLVED** unanimously to approve this proposal.

Mahoney/
Lovett

19/26 To receive reports from:

1. Chairman of Rooksdown Parish Council

Cllr Mahoney made the following statement:

- Thanks to all those councillors involved in pulling together the information boards for the Annual Parish Meeting
- Thanks to those Councillors who had delivered the leaflet to the residents so quickly ... let's hope for good weather & for a successful evening
- There have not been too many meetings over the last month – mainly due to the Easter break & some meetings have had to be moved due to holidays etc. I have attended:
 - LIF application feedback meeting on the pocket parks
 - Management meeting with the Clerk
 - The meeting with Squirrel Wood has now been put back due to the official opening of the show home
- Thanks to the Clerk for his persistence over the allotments & Cllrs Mason & Lovett - and more latterly Morris - for their support
- I have received confirmation that I am now CiLCA qualified, following successful completion of the Level 3 qualification.

2. Clerk to the Parish Council

The RCA had repaid its loan to RPC (see minutes 216/17 and 18/18).

3. County Councillor

Cllr Taylor announced that his devolved grant was now open for applications and interested bodies should contact him. The Clerk will put the information on the website.

Clerk

He had discussed the access to the Squirrel Wood site with Hampshire Highways and been told that an alternative access off the A339 would not be allowed.

4. Borough Councillor

The injunction against land occupation by travellers had been granted for a period of 5 years.

He also updated members on the latest crime figures.

The chairman asked him about reports of fly-tipping in the Rooksdown Lane area: Cllr Bound sympathised but pointed out this was not the highest priority fly-tipping site, and the latest occurrence was not on public land, but on land owned by the golf course,

5. Rooksdown Community Association (RCA)

The Summer Fair will take place on 7 July.

6. Police/PCSO/CSPO

No report.

19/27 To approve payments

The motion being proposed by Cllr How, seconded Cllr Jasti, **IT WAS RESOLVED** unanimously to approve the following payments:

27/03/2019	Giffgaff	Phone	5.00
27/04/2019	Giffgaff	Phone	5.00
25/03/2019	Tesco	General admin	6.00
02/04/2019	K-Direct	Misc expenditure	2.69
30/04/2019	M Whittaker	Salaries and allowance	769.22
30/04/2019	Finelimages printing	Printing and publication	172.80
30/04/2019	RCA	Handyman	610.00
30/04/2019	RCA	Hall hire	30.00
30/04/2019	RCA	Hall hire	12.00
30/04/2019	RCA	Hall hire	24.00
30/04/2019	RCA	General admin	15.00
30/04/2019	The Printed Group Ltd	Printing and publication	176.58
24/04/2019	The Printed Group Ltd	Printing and publication	29.29
30/04/2019	Diane Malley - payroll	Payroll	81.00
30/04/2019	HALC	Subscriptions	854.00
29/04/2019	Ryman	General admin	16.96

Cllr Lovett was asked to authorise the payments.

19/28 To note bank reconciliations

Noted.

19/29 Financial reports and approvals (see attachments) – Clerk

1. To receive year-end financial report
The Clerk presented the report, which was noted.
2. Approve year-end bank reconciliations
As the requisite statements had not yet been received, this item was carried over.

19/30 To approve correction to 2019-20 budget (see attachment) – Clerk

The Clerk pointed out that, due to an error in the budget spreadsheet, the figure for Total administration should have been £315 rather than £60. However, it made little difference to the budget as a whole.

The motion being proposed by Cllr Mahoney, seconded Cllr Payne, **IT WAS RESOLVED** unanimously to approve the revised budget.

19/31 To discuss policy to cover applications for planning permission for the conversion of garages in Rooksdown – Cllr Payne

Cllr Payne suggested that it would save time if RPC had a policy stating under what circumstances it would approve or object to such an application. With the general agreement of the members, he offered to draft such a policy to be brought to the next meeting.

Payne

19/32 Planning applications

1. [19/00625/HSE](#) | Erection of a single storey rear extension | 4 Knowle Road Basingstoke Hampshire RG24 9RN
The motion being proposed by JP, seconded Cllr NM, **IT WAS RESOLVED** unanimously to offer no objection.
2. Applications not on agenda
None.

19/33 To receive an allotment update and resolve on work to be done before the allotments are released – Clerk

The Clerk reminded members that a budget had already been approved for fencing and other preparation work - £2000 (minute 18/62) , and authority had been delegated to the Clerk to spend up to £400 for “implementation of the rules” (18/138).

Quotes had been received for the task listed below. However, because of the wide range of prices the Clerk was seeking further details and quotes where necessary.

- Splitting of half plots
 - Quote from Company A £1380
 - Quote from Company B £280 (but expired – new quote being sought)
 - This job is urgent as plots cannot be let without the split.
- Marking of half plots – eg “16b”:
 - Company A £320
 - Alternative quote being sought from Company B.
- Maintenance
 - Company A £240 per visit (every 2 weeks during growing months)
 - Company B £60 per visit
 - Company C £183 per visit.
- Spraying for all allotments:
 - Company A £250
 - This appears very competitive and no other quotes are being sought.

The motion being proposed by Cllr Lovett, seconded Cllr Mason, **IT WAS RESOLVED** unanimously that the Clerk should place an order for up to £1380 for splitting of the plots with whoever is cheapest (Company A or B) and can deliver before the middle of May.

As the cost seemed unnecessarily high, Cllr Lovett offered to mark the plots with a pot of paint.

Lovett

The motion being proposed by Cllr Lovett, seconded Cllr Mason, **IT WAS RESOLVED** unanimously that the Clerk should place an order for maintenance with Company B if less than £100 per visit, or seek alternative quotes.

Clerk

The motion being proposed by Cllr Lovett, seconded Cllr Mason, **IT WAS RESOLVED** unanimously that the Clerk should place an order with Company A for the allotments and paths to be sprayed with weedkiller for a maximum cost of £500.

Clerk

The Clerk was asked to inform all allotment holders of the planned spraying, offering them the chance not to have theirs so treated. When the date was known, the Clerk was asked to place a notice on the allotment gate and the council’s Facebook page, and inform allotment holders.

Clerk

The Clerk intended to send out allotment lease documents this week, with the lease period running initially from 1 June to 31 December.

19/34 To discuss arrangements for the Annual Parish Meeting

The motion being proposed by Cllr Mahoney, seconded Cllr Mason, **IT WAS RESOLVED** unanimously to approve a budget of up to £550 to cover the above. The Clerk was asked to place orders where appropriate.

Clerk

19/35 Update on Local Infrastructure Fund (LIF) and s106 funding

The Chairman summarised the current situation:

- RPC had been granted up to £82K to replace wooden knee rails with black galvanised steel replacements throughout Rooksdown.
- The application for the replanting of the Pocket Parks had been refused, but with an option to reapply. The council had been advised that:
 - There was unlikely to be future funding for a project of this size

- It was not really in keeping with the aims of the fund
- It was probably worth putting in a more limited application – 1 or 2 parks.

Cllr Payne is looking into this.

- S.106 developer funding:
 - Clerk has produced a summary of s.106 payments and will circulate to members
 - Not clear whether all the community s106 can be spent (£700-900K) can be spent on community projects, and whether any might be left over for other projects
 - Might be possible to use community s.106 for other purposes but must the RCA must be consulted first.

Clerk

19/36 To approve expenditure on skatepark cleaning

The motion being proposed by Cllr Harris, seconded Cllr Payne, **IT WAS RESOLVED** unanimously to approve a budget of £150 for skatepark cleaning equipment.

**Payne/
Harris**

Councillors Mayne and Harris will organise purchase of the equipment via the clerk.

19/37 To discuss the content and production of the next edition of the “Rooksdown Reporter”

The motion being proposed by Cllr Lovett, seconded Cllr Morris, **IT WAS RESOLVED** unanimously to approve a budget of £500 for the production of a new edition of the Rooksdown Reporter.

The following people agreed to contribute articles:

- Payne – skatepark cleaning
- Mason – allotments
- Clerk – A339 issues
- Bound – Summer Fair
- Biggs – RCA.

**Payne
Mason
Clerk
Bound
Biggs**

There would also be a link to the APM Boards when they are published on the website. All drafts to be submitted to Cllr Bound by 17 May. The Clerk would issue reminders.

Clerk

19/38 Chairman and Clerk’s correspondence

The Clerk had received an invitation from the RCA to share a stand at the Summer Fair on 7 July.

19/39 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 Paragraph1 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 Mahoney, seconded Cllr Lovett, **IT WAS RESOLVED** unanimously to close the meeting for this item.

The meeting was reopened at 22.05

19/40 Chairman to close meeting

The Chairman closed the meeting at 22.05.