

## ROOKSDOWN PARISH COUNCIL

### MINUTES OF A MEETING OF ROOKSDOWN PARISH COUNCIL (RPC) HELD IN THE ROOKSDOWN COMMUNITY CENTRE, ROOKSDOWN on 23 September 2019 at 1930

	In Attendance	Apologies	Absent
Cllr Paul Mahoney (Chairman)		✓	
Cllr Paul Lovett (Vice-chairman)	✓		
Cllr Tim Botten	✓		
Cllr Pujitha Jasti	✓		
Cllr Scott Mason	✓		
Cllr Norman Morris		✓	
Cllr Jon Payne	✓		
Cllr Doug How	✓		
Cllr Dan Harris	✓		

**Clerk:**

Martin Whittaker

**In attendance:**

Simon Bound, Borough Councillor and Manager of Rooksdown Community Association (RCA)  
Michelle Biggs, RCA Chairman  
Andrew Reynolds, Project Director – Manydown  
Jess Harris, Senior Programme Manager, Manydown  
...plus 1 member of the public

**Action**

**19/117 To receive and accept apologies for absence**

Apologies were received from Cllr Morris (work commitments), Mahoney (holiday) and HCC Cllr Taylor (illness).

In the absence of Cllr Mahoney, Cllr Lovett chaired the meeting.

**19/118 To receive and note any Disclosable Pecuniary Interests and requests for dispensation for items to be discussed**

None.

**19/119 To approve the minutes of the Rooksdown Parish Council meeting of 22 July**

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

**19/120 To discuss matters arising from the minutes**

- 18/182 and 18/214 Apply to BDBC for bus shelters – Cllr Lovett tabled a map of possible locations and recommendations (see Appendix A). Members were in general agreement that approval of locations and funding should be brought to the October RPC meeting.
- 19/7 Improvements to pedestrian crossings for the school – a meeting with Glen Parkinson had been arranged for 22 Oct.
- 19/81 contact the originator of the skatepark improvement request and to get an estimate of costs from supplier for various types of extension – Cllr Payne – no progress.

**Payne**

- 19/90 skatepark cleaning equipment – the Clerk had been told that this was unlikely to be approved by BDBC for safety reasons but was awaiting formal notification by BDBC.

**19/121 To invite members of the public to address the meeting (up to 15 minutes in total)**

A member of the public made the following points:

- The construction traffic sign on the entrance to Mill Rd is in the wrong position as when drivers see it, it is too late to go any other way. Can it be moved to Rooksdown Avenue before the roundabout?
  - Cllr Lovett agreed to visit the location and consult with Homes England. **Lovett**
- The streetlights are now being turned off at night, which seems to have led to an increase in certain types of crime. Is it possible for the decision to be revisited?
  - The Clerk was asked to check the crime figures with the PCSO. **Clerk**

**19/122 Update on the progress of the Manydown development**

1. Note revised layout of Rooksdown Avenue Junction

Andrew Reynolds presented the reasoning behind the changes (see Appendix B). Members were in general agreement that the new layout solved the problems that the council had brought to the project team's attention.

2. Current status of the Manydown project

The information in Appendix B was presented.

Members and attendees were then given the opportunity to ask questions:

- How many cars currently turn right from Ibworth Lane?
  - No exact figures, but other routes will be available when this is prevented.
- Where will the traveller site be?
  - The location has not yet been determined but it is unlikely to be in the northern part of the site.
- Will there be a pub?
  - Not yet decided. That level of decision is 1.5 to 2 years away.
- When will the spine road take over from Roman Road, and when will the latter be closed?
  - Depends on Infrastructure funding from the government, rate of development and general economic conditions. Likely to be 5-10 years.
- How many years before the secondary school will be taking pupils?
  - There is no guarantee when – or whether - this will be built. It is up to HCC.
- What are the arrangements for keeping the bridle path open for the use of eg runners?
  - This is currently being investigated. Alternative routes may be put in place during construction.

The Chairman thanked the Manydown representatives for their informative presentation.

**19/123 To receive reports from:**

1. Chairman of Rooksdown Parish Council – no report
2. Clerk to the Parish Council – no report
3. County Councillor – no report
4. Borough Councillor:
 

Cllr Bound gave an update on items of general interest. He also reiterated his call to report suspicious behaviour – such as low-level drug dealing - to 101, as it helps the police build up a picture of what's going on.

The hospital is starting its new investment programme, including parking, and wished to engage with the Parish Council. The Clerk was asked to write to the Chief Executive and invite them to the next RPC meeting.

5. Rooksdown Community Association (RCA):

There would be a Halloween event on 31 Oct and a Xmas tree lighting party on 30 Nov.

Clerk

6. Police/PCSO/CSPO

In response to the request by Cllr Mahoney for further speed limit enforcement, PCSO Long had sent an email stating that Whitchurch traffic unit will “keep an eye out when they are patrolling etc. [H]owever as it is a 20mph speed limit the policy is that the enforcement is kept with SpeedWatch and NPT (ie [by] sending warning letters)”

19/124 **To approve payments**

The motion being proposed by Cllr Botten, seconded Cllr Harris, **IT WAS RESOLVED** unanimously to approve the payments as follows:

Date	Description	Supplier	Amount
04/08/19	ICO fee	ICO	35.00
23/07/19	Biscuits	Tesco	6.50
27/07/19	Phone	Giffgaff	6.00
24/09/19	Allotment maintenance	Goslings Garden and Fencing Services	156.00
27/08/19	Aug salary	M Whittaker	767.18
24/09/19	Sept salary	M Whittaker	767.18
24/09/19	Aug salary balance	M Whittaker	22.72
24/09/19	Sept salary balance	M Whittaker	12.72
24/09/19	1152 hall hire	RCA	18.00
24/09/19	1155 hall hire	RCA	12.00
24/09/19	1156 - office rent	RCA	15.00
24/09/19	1157 Handyman	RCA	680.00
24/09/19	1162 - hall hire	RCA	30.00
24/09/19	1180 - Office facilities	RCA	15.00
24/09/19	1181 - handyman	RCA	480.00
24/09/19	External audit	PKF Littlejohn	240.00
27/08/19	Phone	Giffgaff	6.00
10/09/19	Book “Law of Allotments”	Wildy and sons Ltd	29.00
09/09/19	Fire buckets	Caravan Stuff 4U Ltd	23.08
24/09/19	Tax and NI	HMRC - payments	911.70

Cllr Lovett was asked to authorise the payments.

19/125 **To note bank reconciliations**

The reconciliations, checked and signed by Cllr Mason, were duly noted.

19/126 **Planning applications**

1. [T/00313/19/TCA](#) Application for works to trees growing in a conservation area. PROPOSAL: 2 Tulip trees: Crown reduce from a height of approx 8m to 5m with a crown spread reduction to 5m at 34 Watertower Way, Basingstoke, Hampshire

The motion being proposed by Cllr Payne, seconded Cllr Harris, **IT WAS RESOLVED** unanimously to offer no objection to this application.

2. [19/02059/ROC](#) | Variation of Condition 1 of 16/00614/FUL to provide additional parking for Plot 23 | 15 Woolhampton Drive Basingstoke RG24 9BX

The motion being proposed by Cllr Lovett, seconded Cllr How, **IT WAS RESOLVED** unanimously not to comment on this application.

3. [19/02115/ROC](#) | Variation of condition 2 of 15/02998/ROC to allow retention of a temporary marquee for a further 4 years | The Ark Conference Centre Dinwoodie Drive Basingstoke RG24 9NN

The motion being proposed by Cllr Payne, seconded Cllr Mason, **IT WAS RESOLVED** unanimously to object to this application on the grounds that the temporary marquee gives the Ark conference centre extra capacity, which leads to a need for more parking than exists on site, causing increased traffic flow and parking on the already crowded streets of Rooksdown.

4. [19/0920/FUL](#) | Change of use from offices to 2 no. High Dependency Unit bays, staff room and store. Relocation/refitting of offices to other hospital areas with replacement windows. Installation of ventilation system to roof | North Hampshire Hospital Aldermaston Road Basingstoke RG24 9NA

The motion being proposed by Cllr Harris, seconded Cllr Payne, **IT WAS RESOLVED** unanimously to offer no objection to this application. Cllr Lovett requested that members should visit the site and familiarise themselves with the development so as to be fully informed when the Reserved Matters application was received.

5. Applications not on agenda

- (a) [19/02447/HSE](#) | 4 Parcel Drive Basingstoke RG24 9TF Proposal: Conversion of loft to living accommodation with 2 dormer windows and roof light to the front elevation and 3 dormer windows to the rear elevation

The motion being proposed by Cllr Botten, seconded Cllr Payne, **IT WAS RESOLVED** unanimously to offer no objection to this application.

- (b) [19/02449/OUT](#) | Outline Application (some matters reserved): Residential redevelopment of The Hollies, Aldermaston Road, to provide up to 21 flats with associated access, parking and landscaping. Detailed approval is sought for vehicular and pedestrian access to the site, with all other matters reserved. | The Hollies Aldermaston Road Basingstoke Hampshire

The motion being proposed by Cllr Lovett, seconded Cllr Harris, **IT WAS RESOLVED** unanimously to offer no objection to this application.

19/127 **To receive an update on allotments and consider recommendations of the Allotments Working Group – Clerk**

1. Note minutes of Allotment Working Group meeting 27 Aug

Cllr Mason gave a summary of the meeting and the minutes were noted.

2. Additional maintenance

The removal of plastic tubing from the border shrubs and the removal of a dead fruit tree had been authorised by the Clerk under resolution 18/138.

3. Allotment Association/Refresh of the Working Group/Allotments Committee

The Working Group (WG) was formed in early 2018 and the latest meeting had not been well attended by non-RPC members. Members agreed that the best way forward was to call WG meetings as necessary immediately before RPC meetings and invite allotment holders and interested members of the public to attend.

Cllr How offered to join the WG.

The motion being proposed by Cllr Mason, seconded Cllr Payne, **IT WAS RESOLVED** unanimously that Cllr How would be a member of the WG, which would meet as required immediately before RPC meetings.

4. Delegated decisions and budget

The motion being proposed by Cllr Lovett, seconded Cllr Harris, **IT WAS RESOLVED** unanimously that decisions necessary for the effective running of the allotments, if agreed by the WG to be minor, would be delegated to the Clerk in

consultation with the Chairman (or in their absence an RPC representative on the WG, as long as reported to RPC at or before RPC's next meeting, and that the Clerk be delegated to spend up to £100 per month up to a total of £500 per year from the Allotments Reserve on such matters.

**5. Erection of gate on plot**

An allotment holder had asked RPC for permission to erect a gate on his plot to discourage young children from accessing the plot and encountering the risks represented by the pond therein. The motion being proposed by Cllr Lovett, seconded Cllr Harris, **IT WAS RESOLVED** unanimously to grant such permission.

The Clerk also reported that the incinerators had been installed, together with two water-filled fire buckets.

**19/128 Receive LIF fencing update and take appropriate actions – Cllr Payne**

Cllr Payne reported that the location drawings had been received from the contractor and he had an action to finalise the fencing locations with Cllr Mahoney. He agreed to contact Cllr Mahoney in the next few days to expedite this.

**19/129 To approve purchase of Christmas tree for Rooksdown**

The Chairman summarised the three options for the Christmas tree:

1. Pay for a dressed commercial tree, as was done last year – cost about £1100+VAT plus the cost of providing a mounting socket
2. Pay for a bare tree to be erected, cost about £550+VAT including a mounting socket, to be decorated by volunteers
3. Buy a pre-lit artificial tree that would last 5-10 years, cost about £3500+VAT plus about £400 per year for erection.

Members felt that option 3 was too expensive and there would be nowhere to store the tree. Option 2 was attractive but raised too many safety issues. Option 1 was expensive but seems the most viable option.

The motion being proposed by Cllr Lovett, seconded Cllr Payne, **IT WAS RESOLVED** unanimously to approve a budget of £1500 to erect and dress a Christmas tree in Rooksdown. The Clerk was asked to ensure it would be in position by 30<sup>th</sup> Nov.

Clerk

**19/130 Receive update on Car park in Peggs Way and make appropriate decisions**

An email has been received from Mike Townsend, BDBC Planning and Development Manager:

“the car parks were applied for, granted permission and there would not normally be a committed sum point to consider as part of the planning application process given that they were never intended to be adopted by BDBC”.

Therefore it appears that all permissions appear to be in place and it is just a matter of waiting for Taylor Wimpey, acting as Agents for Homes England, to hand them over as part of the Public Open Space (POS).

Cllr Bound suggested that the Clerk might convey this information to Taylor Wimpey so make sure that all parties were aware that the car parks would not impede the handover of the POS.

Clerk

**19/131 To approve policies, procedures and other documents - Clerk**

1. Financial Regulations - revised
2. Co-option Procedure - revised
3. Code of conduct - revised
4. Reserves Policy - revised
5. Risk Management – updated
6. Uncontentious Planning Application Procedure - new
7. Health and Safety Policy – to be withdrawn

The Clerk explained that the Health and Safety Policy was badly out of date and wasn't necessary for an organisation with one employee. However, members suggested that its withdrawal should be reconsidered as volunteers acting on behalf of RPC, including councillors, should be considered as employees. The Clerk agreed to undertake further research.

**Clerk**

As too few members had read the other policies it was decided to defer them to the next meeting. The Clerk reminded members that, when summoned to a meeting, they had a duty to read the documents issued with the agenda and the meeting should proceed on the basis that they had read them.

**19/132 Discussion on the possibility of a community pub in Rooksdowndown**

Members held a wide-ranging discussion on this but concluded that there seemed to be no practical way of achieving it.

It was generally agreed that it was a better option to:

- Create more social opportunities within existing facilities, such as the new Community Units
- Engage with the Manydown developers to encourage the provision of suitable facilities.

**19/133 Chairman's correspondence**

None

**19/134 Clerk's correspondence**

None

**19/135 Chairman to close meeting**

The Chairman closed the meeting at 2150.







### Outline planning application for north Manydown

- Submitted in March 2017.
- Consultation with statutory consultees and residents in August 2018 and January 2019 on further updates.
- In response to feedback, currently working to develop updates to the application, including a package of highway junction improvements.
- Plans to submit further and final updates in coming months, which will be followed by a period of consultation by the borough council as local planning authority.
- Outline planning application will then be considered for approval by the borough council's Development Control Committee.



### **Joint development partnership for north Manydown**

- Councils working to formalising the partnership with master developer Urban&Civic, taking the time to develop the necessary contracts to set out how the partnership will work to deliver exemplary garden communities in north Manydown.

### **Separate detailed application for early ecological works**

- The councils and Urban&Civic have agreed that some ecological work should start earlier to establish new habitats before development begins. Therefore, a separate planning application is to be submitted imminently for early ecological work for north Manydown.

## Public feedback on outline planning application

- Approximately 76 further public responses to the updates to the outline planning application in August 2018 and January 2019.
- 48 of those responses related to concerns regarding the proposed banning of right turns at the junction of Rooksdown Lane/A339. Of those 48 different responses several of the same response were signed and submitted by multiple respondents meaning that 192 members of the public provided some form of comment in relation to that specific issue.
- The majority of responses were received from residents of Rooksdown (192) and Winklebury (7). 16 responses were received from residents in other areas of the borough or did not provide their location.
- Other comments mainly related to general traffic concerns and the potential for rat running through residential roads. Car parking, air pollution and walking and cycling provision were also referenced.

## Update on A339/Rooksdown Lane junction proposals

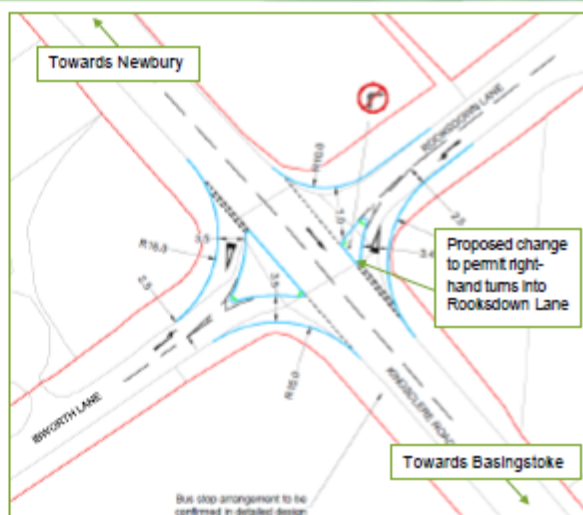
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- Concerns were raised that the proposals would result in additional traffic using residential roads in Rooksdown to access the golf club. Residents' concerns focused on road safety and the environmental impacts of this additional traffic.
- In response, further work was undertaken to understand the potential options in consultation with Hampshire County Council as highway authority.

## Update on A339/Rooksdown Lane junction proposals

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- Under the revised proposal, traffic will be able to access Rooksdown Lane from the A339 in both directions so that traffic to the golf club is not routed through residential roads.
- Traffic will be banned from turning right from Rooksdown Lane and Ibworth Lane onto the A339 for safety reasons.
- The right turn into Ibworth Lane from the A339 is also banned for safety reasons.
- The revised layout addresses residents' concerns and balances them with the safety issues highlighted in the original transport assessment around poor visibility turning right of out the side roads onto the A339.



## Proposed updates to the outline planning application

- Highways updates to off-site junction proposals to respond to Hampshire County Council's feedback
- Updates to reflect separate detailed advanced ecology and planting application
- Updates to environmental assessment and baseline surveys
- Updates to reflect updated planning policy and s106 discussions
- Updates to proposal for Rooksdown Lane/Ibworth Lane junction in response to public feedback

## Background to the separate ecology application

- As set out in the outline planning application, the site includes some areas of ecological value. These include a north to south green corridor that needs to be re-provided and enhanced in key locations to allow for the future development of the site.
- The councils and Urban&Civic have agreed that some ecological work should start earlier to establish new habitats for wildlife before development begins.
- On this basis, the councils will imminently submit a separate detailed planning application for early landscaping and ecological work to be carried out in the next planting season.

## Proposals within the separate ecology application

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Proposals include establishing new habitats and reinforcing existing habitats either side of the lane between the B3400 and Wootton St Lawrence.

A six-metre corridor of mixed habitats, including grassland and scrub, is proposed on the eastern side and a 20-metre corridor made up of woodland, hedgerow and scrub is proposed on the western side. The new corridors would connect with woodland in north Manydown and existing hedgerow along Worting Road to the south.

## Consultation on the separate ecology application

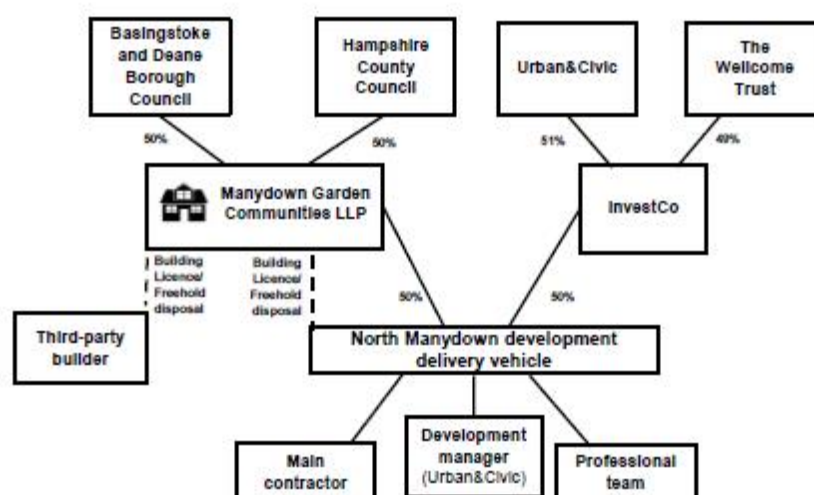
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- The borough council as local planning authority will start consultation on the application in the coming days following the submission of the separate ecology application.
- A decision on the separate ecology application will ideally be made later this year.
- For more information and to comment, see the page on the borough council's planning webpages at [www.basingstoke.gov.uk/manydownplanning](http://www.basingstoke.gov.uk/manydownplanning).



The next planning stages would be to set the principles for the site in a series of strategies covering matters such as layout, character and appearance. Documents giving information on design and delivery would then be submitted for each separate phase of the development. Finally more detailed planning applications – known as ‘reserved matters’ – would outline building designs.

## Delivery and Financial Strategy Joint venture delivery approach



## Opportunities for engagement with Rooksdown

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- The country park
- Traffic management
- Health and wellbeing
- Sustainability
- Skills and employment
- Education



## Next steps

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### 2019

- Consultation on the separate detailed ecology application
- Submission of further updates to the outline planning application

### 2020 onwards

- Site preparation
- Engagement on site-wide strategies and first key phase proposals
- Early infrastructure works
- Reserved matters applications

- Visit: [www.manydownbasingstoke.co.uk](http://www.manydownbasingstoke.co.uk)

