

**MINUTES OF THE MEETING OF ROOKSDOWN PARISH COUNCIL
HELD IN THE COMMUNITY CENTRE, ROOKSDOWN, ON
MONDAY 24 NOVEMBER 2014 COMMENCING AT 7:45PM**

Present: Cllrs Mahoney (Chairman), Bound & Mason

In attendance: Mrs Jeffs (Clerk) & Ron Darley (Former Clerk (Retiring))

Also present: 2 members of the public, County Cllr Reid & Borough Cllr Cherrett and
Debbie Adlam (Rooksdown Community Association)

45/14 APOLOGIES FOR ABSENCE RECEIVED

Cllr Jon Parkinson (CSPO) Daniel White

**46/14 DECLARATIONS OF INTEREST RELATING TO ANY ITEM ON THE
AGENDA**

Councillors were reminded of their responsibility to declare any disclosable pecuniary or non interest(s) which they may have in any item of business on the agenda.

Cllr Bound declared a pecuniary interest in item 65/14 – (4, 5 & 6)

47/14 APPROVAL OF THE MINUTES

The minutes for the meeting held on 27 October 2014 were accepted as an accurate record and will be signed by the chairman during the January meeting.

48/14 CHAIRMAN'S REPORT

The Chairman gave a presentation addressing each of the following topics:

The Chairman gave thanks to Cllr Lovett for chairing the October Parish meeting in his absence and also thanked Mr Ron Darley (Former Clerk) for his work as clerk and for his current work during the handover process with the new clerk.

The Chairman wished to congratulate everyone who helped with the firework event held on 7 November and gave thanks to everyone who attended. Cllr Bound said there should be been more time spent on planning the parking control, which was insufficiently resourced. The crowd numbers attending are exceeding each year creating too much traffic congestion for the area. This would need to be given more consideration should there be another firework event in 2015. The Chairman gave thanks and recognition to the Community Youth Club for giving up their time to help during this event which raised £1,530.50.

County Cllr Reid noted that R.P.C can request funding for capital items for future events and for the purchase of the temporary fencing used at the event.

The Chairman spoke of the work that has been completed on the four pavilions showing pictures of this in his presentation.

It was noted and thanks were given to Thames Water, who have installed a metal gate and wooden posts at the pumping station to help prevent fly tippers and travellers from using that area inappropriately.

The Chairman noted that a 1-2-1 process will be conducted each month with the Clerk and will be performed by himself and another councillor. This is to help provide additional support to the Clerk and the Parish.

It was noted that there are currently two councillor vacancies at Rooksdown Parish Council and co-option of a new councillor will take place during this meeting and at the January meeting.

During a meeting in November with Taylor Wimpey, it was concluded that fencing will be installed at Peggs Way around the open space area by the end of the year once the landscaping has been completed.

The Chairman has completed an audit of the street lights within the parish and concluded that 45 lights are not working. It is a priority to fix the lighting by the end of the year because it is too dark in certain areas of the Parish when walking about.

The Chairman noted that the original "no road access" signs to the hospital down the Avenue were poorly inadequate. R.P.C had a meeting with Taylor Wimpey and that concluded by adding additional signage enabling awareness of the change to drivers. The completion of the road works is predicted to last 17 weeks and this notice will be displayed on the R.P.C website & bus stops.

The Chairman noted that he witnessed pavilion one being vandalised and he reported the details of the crime to the police who were called to the scene. The police feedback was that no action can be taken because it was too dark to make out any descriptions of the perpetrators.

Finally, the Chairman asked if any councillors would be available to help with the Christmas fair event and should inform the Rooksdown Community Association.

49/14 CLERKS REPORT

The Clerk informed the council about the new Parish meeting list for 2015 which was circulated to the councillors prior to the meeting.

The Clerk announced that Wayne Aylott had resigned as councillor of Rooksdown Parish Council and co-option will take place at the January meeting to fill this vacancy.

50/14 REPORT RECEIVED

Councillor Stephen Reid report attached as appendix 1

Councillor Karen Cherrett report attached appendix 2

Police Dan White report attached appendix 3

In addition to the report received, Cllr Cherrett highlighted the WISPS section because they may attend the Parish meeting in January to present their ideas and evidence. They want to see if R.P.C will support their LIF application requesting Rooksdown LIF funding because they would like to expand their business into the Parish.

Cllr Stephen Reid informally asked councillors for their thoughts of lowering the speed limit around the Parish, and whether it should be variable in different areas. This will be discussed and agreed formally during the January meeting and a statement from the Parish Council will be sent to Cllr Reid to confirm a decision.

51/14 TO GIVE CONSIDERATION TO SUBMITTING MONTHLY NEWS REPORT PUBLICATIONS IN THE GAZETTE

It was agreed that from January 2015 R.P.C will put a monthly article into the Basingstoke Gazette newspaper. The councillors will write it and send to the Clerk to add to the Gazette website for publication. This motion was proposed by Cllr Mahoney, Second by Cllr Bound and agreed unanimously.

52/14 CO-OPTION OF NEW MEMBER

It was resolved to co-opt Mr Timothy Botten as a new member of Rooksdown Parish Council. Cllr Botten signed both the Declaration of Office & Declaration of Interest at the meeting which was witness by the other councillors present.

The Chairman requested that it be noted that due to the absence of Cllr Nazim Khan, a copy of the Declaration of Office be sent electronically to his email address and a hardcopy of this form be posted through his door after the meeting concludes tonight for him to complete.

53/14 CREATION OF COUNCILLOR SUB COMMITTEES

This item was deferred until the January meeting when more councillors will be present to decide what committees should be created and agree which councillors will represent them.

EVENTS

54/14 UPDATE ON FIREWORK EVENT

This item was deferred until the January meeting because the councillor in charge of organising this event was not present.

TRAFFIC AND TRANSPORT

55/14 RECEIVE A REPORT ON WILLIAM FORD MANAGEMENT DOCUMENTATION

This item was deferred until the January meeting when Cllr Bound will give a report on the William Ford Management Speed limit documentation.

56/14 TO GIVE CONSIDERATION TO PREVENTION OF FLY TIPPING METHODS

This item has now been closed, because Thames Water has installed a gate and wooden posts in this area as a prevention method which the Chairman addressed during his presentation.

COMMUNITY

57/14 TO AGREE ON LIF ROOKSDOWN PARISH COUNCIL APPLICATION FORM FOR STREET FURNITURE PLUS THE LIF DRAFT AGREEMENT

It was agreed Rooksdown Parish Council should go ahead and sign the agreement paperwork for the LIF application regarding the street furniture without seeking legal advice.

It was noted that the LIF application documents for the street furniture which R.P.C submitted in March 2014, were circulated to all councillors prior to the meeting to review. Due to the amount of new councillors on the council, it was thought these documents should be reviewed again and no issues or queries were raised.

It was agreed that the Clerk & Chairman Cllr Mahoney will work through the details of the agreement and send to Cllr Bound to review and present back to councillors at the January meeting. It was agreed that the new litter bin(s) previously stated on the map will need to change location now that it has been established where the litter dropping areas are. This motion was proposed by Cllr Mahoney, seconded by Cllr Bound and agreed unanimously.

ACTION: Clerk & Cllr Mahoney

58/14 TO AGREE ON THE MASTERPLAN & COSTS ESTIMATES REPORT AND A FORMAL RESPONSE ON INSTALLATION OF A SKATE PARK

This item was deferred until the January meeting.

59/14 TO CONSIDER DOG CONTROL AND PREVENTION OF DOG FOULING METHODS

This item was deferred until the January meeting.

PLANNING & DEVELOPMENT

60/14 Planning Matters:

Reference: 14/0360/NEWDEV

Address: The Barn Area, off Pumphouse Way, Rooksdown

Proposal: Changed the road name of the new development. Taylor Wimpey have suggested BARN COURT

Comments: R.P.C agreed that it should be called BARN MEWS to be consistent with the rest of the development. A court is normally a block of flats with parking attached in front and this area is for a house.

61/14 Planning Application:

Reference: 14/03006/HSE

Address: 7 Sheepwash Court, Basingstoke, Hampshire RG24 9G

Proposal: Conversion of part of garage to living accommodation forming playroom/guestroom and alterations to parking bay

Comments: R.P.C raise no objection to this planning application.

FINANCIAL MATTERS**62/14 Financial Reports (Documents A1 & A2) 2014/2015**

A financial report & Bank Reconciliation at 24 November showing balances of £55,251.15 the 30 notice account and £1,845.27 up to & including CQ No 459 on the Treasurers' Account was noted by the chairman Cllr Mahoney. Documents A1 & A2 hard copy attached (Appendix 4).

Payments for approval (Document A3)

It was resolved to approve the following payments:

CQ No	PAYEE	SERVICE	AMOUNT
CANCELLED CHEQUE(S)			
000448	Lorraine Jeffs	Replaced by 000452	£0.00
NEW CQ's FOR SIGNATURE			
000449	R Darley	Salary/Expenses November	£793.69
000450	HMRC	PAYE on Salary(s) November	£98.35
000451	Hampshire Pension Fund	Pensions contributions November	£134.62
000452	L Jeffs	Salary December	£652.06
000453	R Darley	Salary/Expenses December	£391.50
000454	HMRC	December payment	£98.15
000455	Hampshire Pension fund	December payment	£134.62
000456	Star Fireworks	Firework display	£3,500.00
000457	True Traders Ltd	Temporary fencing for fireworks	£539.66
000458	Lyreco	Stationary	£72.53
000459	Lorraine Jeffs	November Salary/Expenses	£652.06
000460	St John Ambulance	Medical cover at fireworks event	£79.20
000461	Rooksdown Comm Ass	Hall Hire Invoice:2014-49	£123.52
		Total	£7,269.96

63/14 TO RECEIVE, DISCUSS & APPROVE THE BUDGET & PRECEPT FOR 2015/2016

It was agreed that the Clerk should work with Ron Darley on the precept & budget for the end of December 2014 and present a draft copy to the chairman to review at the January meeting to be approved by full council.

64/14 TO CONSIDER LISTING OF COMMUNITY ASSETS IN THE FUTURE AND WHAT THE IMPLICATIONS WOULD BE

This item was deferred.

REQUEST FOR GRANT FUNDING (S137) FORM NOVEMBER SESSION

65/14 The grant applicant(s) had been requested to attend to provide additional information to the council.

Number	Applicant	R.PC Comments	Amount Paid
1	Citizen Advice Bureau	This application was deferred due to non completion of grant request application form.	£0.00
2.	Basingstoke Hungarian Community	This application was withdrawn by applicant due to change in details stated on grant form. This request will be deferred until further notice from applicant.	£0.00
3.	Rooksdown Football Club (Kit)	It was agreed to pay the full amount requested with the suggestion that R.P.C logo should be on the shirts and an attribution of thanks for giving the money be received. This was proposed by Cllr Mahoney, Seconded by Cllr Bound and agreed unanimously.	£1,100.00
4.	Rooksdown Community Association (R.C.A) (Team Building Session)	R.P.C agreed to pay the full amount requested by R.C.A to help enable the youth members, youth workers and managers spend a day away together to have a team building session. R.P.C paid this as recognition for the work they did at the firework event. The event is not until next May so the payment will be deferred until May 2015.	£939.00
5.	R.C.A (Outing Over 55's)	R.P.C agreed to pay the full amount requested by R.C.A for the over 55's outing.	£880.00

		Cllr Mahoney proposed the motion, second by Cllr Mason and agreed unanimously. For the money we would like R.P.C to have an attribution of thanks in their newsletter.	
6.	R.C.A	R.P.C agreed to pay part of the amount requested by R.C.A for the security lighting & cameras at the Community Centre. R.C.A is to supply the quote for the equipment and the agreement from Cllr Stephen Reid that he will fund £1,000.00. R.C.A should notify the grant applicants that R.P.C made a donation. Cllr Mahoney proposed the motion, Second by Cllr Mason and agreed unanimously.	£1,350.00

66/14 TO APPROVE AN INCREASE OF THE CLERK'S HOURS AND OVERTIME

It was resolved that the Chairman Cllr Mahoney would have the authority to approve up to 10 additional hours worked per month by the Parish Clerk. It will be necessary for the Parish Clerk to keep appropriate records of additional hours worked along with the work undertaken. This will be subject to review at the end of Q1 2015 (end of March).

It was resolved that the Chairman Cllr Mahoney would have the authority to approve up to 10 hours per month for any ad-hoc work undertaken by Ron Darley in the support of the new Parish Clerk. This will be subject to review at the end of Q1 2015 (end of March).

DATE/VENUE OF FUTURE MEETING(S)

The next Rooksdown Parish Council meeting will be held on 19 January 2015

There being no further business the meeting closed at 10:37

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

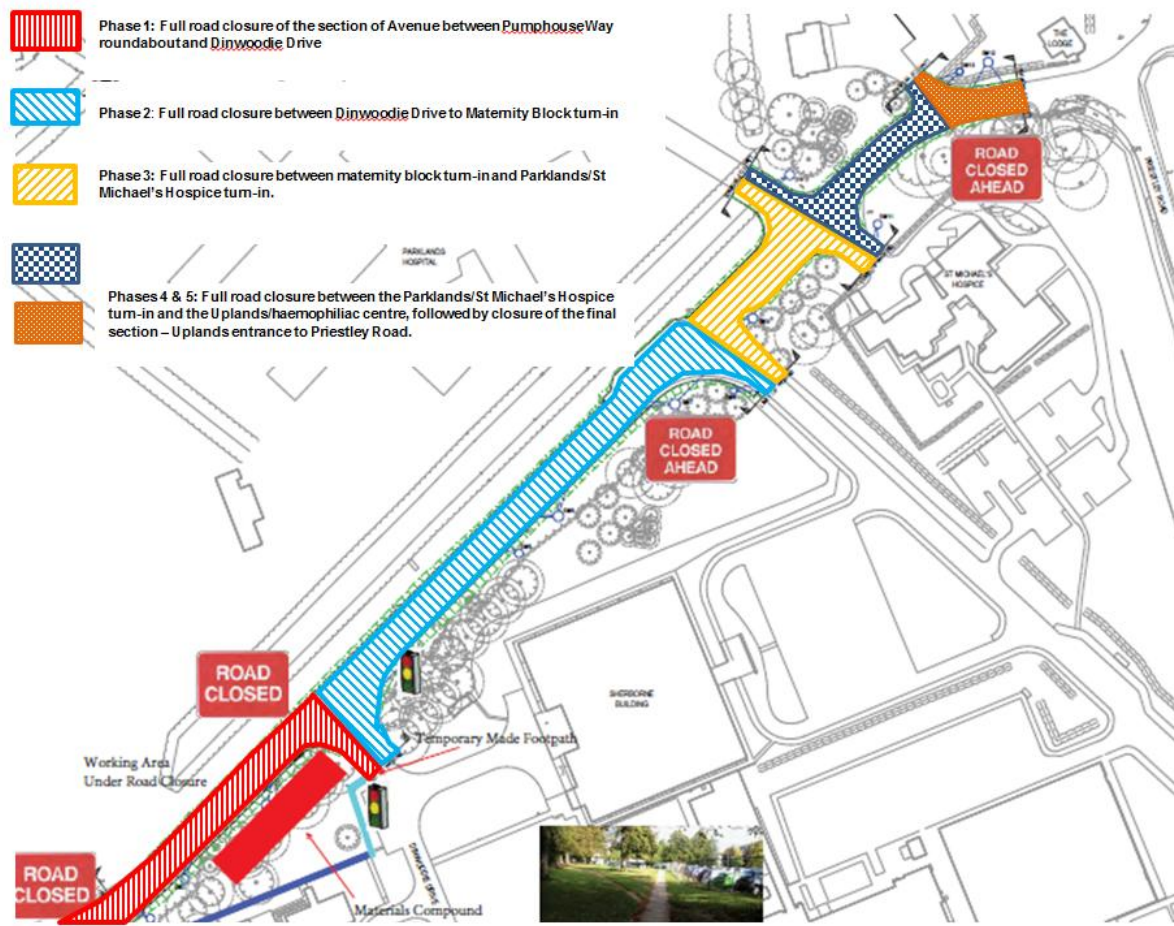
Appendix One

Report from Stephen Reid for Rooksdown Parish Council October 2014 (draft 2)

Traffic calming / Lodge Junction / The Avenue

After a meeting attended by your Chairman, Cllr Simon Bound and myself with all the relevant agencies, a plan has been finalised for phasing work on the Avenue resurfacing. It's going to be a difficult time.

The picture below is likely to form part of a leaflet / poster information campaign.



I am most concerned that the signs at the entrances to Rooksdown be improved. I don't want someone racing to the hospital to have to turn round in sight of their destination because they missed the information.

Aldermaston Road Triangle

No update this time but left on the report as a place-holder.

Rooksdown School

I attended a meeting on site and viewed progress, which is on schedule. The concrete floorplate is in, complete with a recess for the lift shaft. The outline of the school is clearly visible, as are the land clearance works for the play areas and sports pitches.

In terms of keeping to schedule, much now depends on the weather. There is a fall-back plan agreed with the Headmaster in the event that only part of the building can be completed in time.

I have had no feedback regarding catchment areas but I predict that if there is a problem, it will manifest itself next year when parents learn of their success, or not, in getting their children into the new school.

Mobile Library and Community Library idea

As an aide memoire ... the Executive Member at Hampshire is willing to discuss ideas for a community library at Rooksdown.

Road Adoptions

I have had no further information and am chasing.

Youth Club

The money from my Councillor grant was paid across successfully and the Youth Club informs me that its new 'comfy-seats' will be arriving soon. I believe that Rooksdown's expertise may soon be used to benefit Winklebury: a project I will be pleased to support.

Speed limits

I have received no comments for or against the proposed 20 mph speed limits. I have found out that there will be a formal consultation and the Parish Council will have an opportunity to comment officially. Supported by what I shall call your informal majority vote last time, I have backed the scheme.

Local Plan inquiry (new item)

The Inspector has called a preliminary meeting this month on the Basingstoke and Deane local plan. I have asked to attend: I am concerned that no decision appears to have been made on the need (or not) for a western by-pass and I believe it is important for everyone in the west of Basingstoke that a long-term decision be made.

Superfast Broadband (new item)

I am seconding a motion at HCC asking that superfast broadband be installed in brand new homes from day one, rather than having to be retro-fitted when BT judge that there is sufficient demand. This obviously affects Rooksdown and is a source of complaint from the new homes across the A340. If you have any evidence that you would like to give me, I shall be delighted to receive it.

Stephen Reid, November 2014

APPENDIX TWO

Update to Rooksdown Parish Council – 24th November 2014

Update from Borough Cllr Karen Cherrett

Open Space Master Plan

I am satisfied that the Open Space Master Plan now with the Parish Council and RCA for final review is representative of the input and discussions held with BDBC. Subject to final comments from the local bodies and residents in this Parish meeting and the community event on 29th November we should be able to ask BDBC to proceed to detailed planning stage on works.

Following further discussions with officers and their request for additional information and comment from Parish and RCA, the re-submission of the LIF application for the skate-park should be heard by Portfolio Holder this week. We have also asked that the second LIF application be reviewed but have been told that the third application for fixtures and fittings of Main Hall will not proceed as not sufficiently within the definition of infrastructure or capital scheme as required within LIF definition.

I have asked for further guidance on the LIF definition to aid future applications.

WISPS LIF application – in the early summer I advised RPC that WISPS (pre-school at Winklebury) were seeking to make LIF application against funds allocated to Rooksdown. The pre-school has a good record and some support from Winklebury residents and HCC to expand their operations and build their own facility.

I invited members of WISPS to contact the RPC via the clerk and come to a RPC meeting to present their ideas and seek early views from RPC and RCA on whether they would support the application. However, whilst they attended the meeting they did not speak at the meeting.

Through the summer the WISPS team have worked on their business plan and consultation within the Winklebury community with a view to coming back to Rooksdown to gain views on opening a facility for use by both Winklebury and Rooksdown.

The WISPS team wrote to me in October seeking my support for the use of LIF funds. My response to their letter is attached. I have encouraged the team to come back to RPC and engage RCA in consultation. I have met the team to reinforce this point. Whilst I can see the viability of their approach I remain of the view that I cannot determine my support without a clear view that the team have engaged with and consulted Rooksdown representatives and residents not just Winklebury. I expect them to request to come to RPC and ask that you hear their business plan and outline request for LIF allocations. Of course we don't determine the allocations but they do wish to know if we would object or support their approach.

Pavilions – Following the Parish Council's submission to no longer support removal and re-landscaping of the pavilion areas I have asked officers to proceed with this matter being heard by Development Control Committee. It has always been known that this issue divides opinion locally and that a lot of work has been undertaken at the behest of residents and RPC to offer alternative landscaping for the areas occupied by the pavilions should they be removed. The Conservation team are unlikely to support their removal but local residents and PCSOs still see the shelters as the primary magnet for ASB and criminal damage locally. The pavilions having been repaired just two weeks ago have again been damaged.

Objective review by DC will hear all of the arguments and make a decision based on planning precedent and with due regard to petitions by all interested parties.

Trenchmead Gardens – following resident concerns about hedges and trees overgrowing the footpath exposing a flaw in adoptions of landscaped areas I am pleased to report that, as a goodwill gesture, TW have undertaken the initial clearance works to open up the paths from overgrowing shrubbery again. This effort is appreciated and grants us time to resolve the longer term adoption issues with the BDBC legal team.

Cycle path to Houndsmill – I have received resident enquiry re when the cycle path in Rooksdown will be connected to the cycle path network at Houndsmill. I have logged enquiry with the planning team suspecting that this will be dependent not only on completion of existing development works but also the proposed work at Trumpet Junction and Aldermaston Triangle. This is more of an issue now as quite a number of residents use the route into town and it deteriorates in the winter. Watch this space!

Community Centre snagging

I have once again chased the outstanding matters for the community centre as follows:

1. Fixing the door – Windglass (the subcontractor dealing with this) attended the site on 30 October, later than originally indicated. They carried out a minor service to adjust and lubricate the doors – which apparently has made a big difference. They need to revisit to carry out works to the mechanisms and openers and will confirm with Simon Bound.
2. Lease – heads of terms and draft lease were sent to the Chairman of the RCA on 11 September, and that a meeting with David Reece of Property Services took place on 10 November to discuss these. Had the terms been agreed, it was our aim for a lease start in January 2015. However, it is clear that the issue of the doors is a sticking point and, as Simon Bound has recently confirmed, the RCA is not willing to take responsibility for them

I will continue to monitor and press these matters to closure.

Primary school – update by Cllr Reid although site clearance works is visibly progressing

Traffic Management – work on the Avenue between Pumphouse Way roundabout and the Lodge junction starts next month. Warning signs of road closure and disruption (probably until February / March) have been placed but we can expect some disruption and challenges from residents and rat runners until the message gets across that the road is being fixed. This is a good chance to change some motorist behaviours re rat running but recognise that this is as much a blessing as a curse for residents working at the hospital.

Aldermaston Triangle – no update at this time.

David Wilson Homes – no update

See it, Report It, Stop it Residents are reminded that in adopted areas of Rooksdown they can report incidents of overgrown shrubbery on paths, fly-tipping etc. to the borough council:

By phone 01256 844844 By e-mail customer.service@basingstoke.gov.uk

On the Report It feature on the web site www.basingstoke.gov.uk

Where residents are members of local management companies they may want to contact the management agent first to understand what services are provided locally and by whom.

Police – use 101 or ring the local station

APPENDIX 3

Community Safety Patrol Team- update for Rooksdown Parish Council

November 2014

As a Community Safety Patrol Officer (CSPO) I identify and tackle local issues, reduce crime, prevent antisocial behavior and deal with environmental crimes, to make residents feel safer and happier about their neighborhood. I work in close partnership with other agencies such as the Police, housing associations, fire service etc as well as local community groups.

I work on a shift pattern basis between 10am-9pm (Mon-Thurs), 1pm-midnight (Fri & Sat) and midday-9pm (Sundays)

General

- Levels of ASB dealt with during my patrols and reports received directly from residents continued to reduce this month
- Pavilion on Canadian Way near to Norrie Court vandalised again.

September Stats

- Average time of incidents occurred at 19:50hrs during October