



ROOKSDOWN PARISH COUNCIL

MINUTES OF THE MEETING ROOKSDOWN PARISH COUNCIL held in the ROOKSDOWN COMMUNITY CENTRE, ROOKSDOWN on MONDAY 26th June 2017 AT 7.45 PM

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

Also in attendance: David Hillier-Wheal (Clerk to Bishopstoke Parish Council) and 5 residents.

087/17 To approve appointing David Hillier-Wheal as the Proper Officer for the duration of the Parish Council meeting

Proposed Councillor Mahoney, Seconded Councillor Lovett, **RESOLVED** unanimously that David Hillier-Wheal be appointed as the Proper Officer for the duration of the meeting.

088/17 To receive and accept apologies for absence

Apologies had been received and were accepted from Cllr Brocklebank and Cllr Parkinson.

089/17 To receive and note any declarations of pecuniary interest relevant to the agenda

Cllr Botten declared an interest as the recipient of expenses in item 095.

090/17 The Chairman to sign as a correct record the minutes of the Rooksdown Parish Council meeting held on the 22nd May 2017

An amendment to item 079, removing the word “unanimously”.

Proposed Cllr Mahoney, Seconded Cllr Lovett, **RESOLVED** unanimously to approve signing the minutes of the Rooksdown Parish Council meeting on 22nd May 2017 as amended.

091/17 To receive an update on matters arising not covered on the agenda elsewhere

Cllr Payne reported there was no update on the Skate Park but noted it should not affect the timing. It was agreed that a Skate Park statement was needed for the Summer Fair

Cllr Payne also reported damaged rails which it was agreed would be discussed at the next meeting. Cllr Mahoney noted there was an agreement with Basingstoke & Deane to replace each rail at least once. Cllr Bound suggested using LIF money to pay for replacements. Cllr Mahoney informed the Council of an upcoming meeting with Gordon Wade regarding planting across the development. Cllr Bound and Lovett along with the Community Association are to be invited to any future/further meetings.

Action: Cllr Mahoney to include discussion of rails on agenda and give details of any future/further meetings with Gordon Wade to Cllr Bound, Cllr Lovett and the Community Association.

092/17 To open the meeting to members of the public

Standing orders were suspended for this item

A resident reported problems with the management company responsible for their property. There are difficulties getting any issues addressed and there seems to be an unwillingness on the

part of the management company to engage with their residents. Cllr Bound informed the resident of the process involved in replacing the management company and the resident agreed to keep the Council informed of his progress.

Another resident asked for volunteers to help set up the Summer Fair from 8:30 in the morning.

093/17 To receive reports from:

Chairman to Rooksdown Parish Council

The Chair had provided his report via email. A copy is attached to the minutes as Appendix A. The wall at the entrance to Rooksdown was discussed as a potential accident risk. Various options were examined and Cllr Mahoney offered to bring an update to a future Parish Council meeting once he had met with Kat Goodwin, Traffic Management Engineer at Hampshire County Council.

Action: Cllr Mahoney

County Councillor

Cllr Taylor had offered his apologies as he was unable to attend the meeting, and so no report was presented.

Borough Councillor

Cllr Bound reported that LIF funding for the Spinney appeared to have stalled but there were upcoming meetings happening to move it forward. Also Hampshire County Council access team have been in touch regarding joining and improving tarmac and mud paths in and around the hospital car park. Cllr Bound noted the importance of ensuring a consistent approach to all 3 paths. Finally, a planning application is imminent from the hospital to infill an area to provide another building for GP services. This would not create any extra patients or parking needs and potentially would provide better healthcare.

Rooksdown Community Centre

No report presented

CSPO

No report presented

094/17 To note the current financial situation and to sign the bank statements

There was still no update available. This item will be retained on the agenda going forward.

Action: Cllr Mahoney

095/17 To consider and agree requests for Payments

Proposed Cllr Lovett, Seconded Cllr Payne, **RESOLVED** unanimously to approve the requests for payments. **Appendix B.**

096/17 To consider grant requests

Rooksdown Revellers Women's Institute had presented a grant request. Several of the attending residents spoke regarding the setting up of their branch of the W.I. and what the funds would be used for.

Proposed Cllr Lovett, Seconded Cllr Mason, **RESOLVED** unanimously to grant the request from the Rooksdown Revellers Women's Institute in full.

2 residents left at this point

097/17 To note the insurance renewal premium (taking into consideration the Council's long-term agreement which expires on 31st May 2018)

Documents regarding the insurance renewal had been circulated prior to the meeting.

Proposed Cllr Lovett, Seconded Cllr Mahoney, **RESOLVED** unanimously to note the insurance renewal premium.

098/17 To sign the 2016/17 Annual Governance Statement

The Council approved each part of the Annual Governance Statement.

Proposed Cllr Mahoney, Seconded Cllr Lovett, **RESOLVED** unanimously to sign the 2016/17 Annual Governance Statement.

- 099/17 To sign the 2016/17 Accounting Statements**
The Council approved each set of figures for the 2016/17 Accounting Statements.
Proposed Cllr Mahoney, Seconded Cllr Lovett, **RESOLVED** unanimously to sign the 2016/17 Accounting Statements.
Action: David Hillier-Wheal to check necessary paperwork, publication and posting dates.
- 100/17 To note the 2016/17 End of year accounts**
The 2016/17 End of year accounts had been circulated prior to the meeting.
Proposed Cllr Mahoney, Seconded Cllr Payne, **RESOLVED** unanimously to note the 2016/17 end of year accounts.
- 101/17 To note the 2016/17 Internal Audit recommendations**
The recommendations had been circulated prior to the meeting.
The Council discussed the recommendations and agreed the following actions:
1) Grant process to be publicised online. Cllr Botten to demonstrate online calendar at the next meeting
Action: Cllr Botten
2) David Hillier-Wheal to provide sheet detailing Council powers and duties.
Action: David Hillier-Wheal
3) The VAT return will be completed twice yearly.
4) The Council will investigate having an induction pack for new Councillors
5) Confidential minutes will be recorded in the paper copies of minutes
6) Following the appointment of an RFO, the bank statements will be signed in rotation.
Thanks were offered to Cllr Botten and David Hillier-Wheal for their hard work on this matter.
- 102/17 To consider planning application:**
[17/01677/RET](#)
CHANGE OF USE OF PART OF GARAGE FOR USE AS A HAIR AND BEAUTY SALON
33 HIGHPATH WAY, BASINGSTOKE RG24 9SU
This application had been granted already
- 103/17 To consider planning application:**
[17/01772/HSE](#)
CONVERSION OF GARAGE TO LIVING ACCOMMODATION (PART RETROSPECTIVE)
35 OWEN WAY, BASINGSTOKE RG24 9GH
Proposed Cllr Lovett, Seconded Cllr Payne, **RESOLVED** that the Council object to Planning Application 17/01772/HSE on the grounds of loss of parking.
- 104/17 To consider planning application:**
[17/02100/TWRN](#)
FELL OVERHANGING TREE
1 GANDER DRIVE, BASINGSTOKE RG24 9JR
Proposed Cllr Lovett, Seconded Cllr Mason, **RESOLVED** unanimously that the Council object to Planning Application 17/02100/TWRN on the grounds of the lack of a tree surgeons report giving any valid reason to fell the tree, no clear identification of which tree or trees are the subject of the application and the loss of amenity on the Roman Road
- 105/17 To note the Parish Council response to the outline planning application [17/00818/OUT](#) (Manydown)**
Proposed Cllr Lovett, Seconded Cllr Payne, **RESOLVED** to note the Parish Council response to the Manydown application. Cllr Mahoney was asked to bring 50 copies to the Summer Fair to share with residents. **Appendix C.**
Action: Cllr Mahoney
- 106/17 To discuss and approve the 20MPH TRO Proposal to extend the 20mph Speed limit to include the entrance to the residential area at the walled entry feature and continuing through the remainder of residential area that does not already operate a 20MPH limit in Rooksdown**
Proposed Cllr Mahoney, Seconded Cllr Lovett, **RESOLVED** unanimously that Cllr Mahoney progress the discussion.
Action: Cllr Mahoney

- 107/17 To discuss & approve the Dignity at Work policy**
The Council agreed to defer this to the next meeting.
- 108/17 To discuss Allotments and what happens next**
The Council was updated that little progress has been made and it looks as though there will be a delay of at least a few months before the allotments are ready.
Proposed Cllr Mahoney, Seconded Cllr Botten, **RESOLVED** unanimously to send an email to all applicants apologising for the delay.
Action: Cllr Mahoney & Cllr Botten
- 109/17 To discuss how the Parish Council will support for Rooksdown Summer Fair 2017**
The Council agreed that Cllrs would attend a stand, with printouts and posters from the Parish Assembly, information about the speed camera and a statement regarding the Skate Park. The budget is £200.
- 110/17 To discuss the review of all contact details for the Parish Council & removal of previous clerk address & telephone number from website, Royal Mail, notice boards & contact details at B&DBC, HALC etc**
Remaining actions are amending the Parish Council phone number on the HALC website and other online locations.
Cllr Payne agreed to fund the purchase and monthly fee of a Parish mobile, reclaiming as expenses, until a Council debit card is available.
Actions: Cllrs Mahoney to add obtaining a debit card for the Council to the next agenda
- 111/17 To confirm the date of the next meeting**
It was confirmed that the next meeting would be held on 24th June 2017
- 112/17 To consider confidential matters under schedule 12A of the Local Government Act 1972.**
Members of the public will be asked to leave the meeting
There were no confidential matters to discuss

There being no further business, the Chairman closed the meeting at 10:10pm

Internal Audit

Met with Eleanor Greene on Monday 22 May to help her undertake the internal audit. Her report is an agenda item for this evening. Item 101/17 - To note the 2016/17 Internal Audit recommendations.

Thanks to David for his help with the finances / accounts & to Cllr Botten for his help with making sure the Website was up to date & showing all the correct documents.

Meeting with residents from Sherborne Fields

Attended a meeting arranged by Borough Councillor Bound for residents of Sherborne Fields on Wednesday 24 May regarding their build quality issues, and how to deal with the management company.

Precept

Instalment received to bank account in May £14,850

20mph update

In the Parish Council meeting we are going to consider whether we approve the TRO to extend the 20mph limit to Barron Place, Florence Way, Gander Drive, Gillies Drive & Nightingale Gardens. If we support it, then the process is expected to be approximately 6 months to process the TRO and to have the proposed signs installed. It would be expected that the existing 20mph signs at posts after the walled entry will be removed and placed at the walled entry location to show the boundary of the speed limit.

Merton Rise - s106 issues & Allotments

Sooh Boocok confirms she has chased the developer for an update last week
The landscaper confirms that handover should be very close.

- *surfacing complete to the allotments*
- *notice boards are up in the allotments*
- *fence to play area replaced*
- *surface to play area remedials complete*
- *area of trees adjacent to play area tidied up*

Water supply/compost bins/tree planting, some of which such as tree planting will not be practical to complete until the autumn, but assuming all other areas are complete, she will be looking to issue a completion certificate on the condition that those items are carried out in the next appropriate planting season.

This will hopefully allow the allotments to be allocated and preparations started for autumn planting.

Trenchmead Gardens

Final completion was issued on 12th April, and BDBC have taken on maintenance responsibility as of 1st June.

The commuted sum has been invoiced and is due to be paid in the developers next payment run, BDBC Legal team have been instructed to carry out the transfer of land and I will ensure payment is received before this completed.

Any queries regarding maintenance of this site should now be directed to BDBC Operations team.

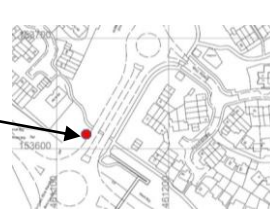
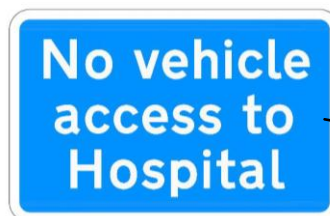
Also trying to ascertain how to proceed with the area below of Trenchmead Gardens as you travel in from Mill Road (awaiting update from B&DBC with optios) following complaints from neighbours.



No vehicle access to hospital sign

Hope & Clay have finally installed the permanent signs off the A339 to alert visitors & staff to the hospital of the fact that they cannot get access to the hospital through Rooksdown.

Thanks to HCC for agreeing to the sign, HCA for approving installation, TW for paying & installing via Hope & Clay. No cost incurred to the Parish Council.



Rooksdown Reporter

Following Cllr Bound's request, I have submitted contribution towards issue 19 of the Rooksdown Reporter:

To have a look at what the Parish Council achieved in the last 12 months, then please visit our Parish Council Website - www.rooksdwn.org.uk - to review my presentation from the Annual Parish Assembly on 24th April. For news about all the projects we are currently working on, we look forward to seeing you at a forthcoming Parish Council meeting. Dates can be found opposite and on the Parish Notice Boards around the Parish and of course on our Parish Council Website.

I very much look forward to meeting you at the Summer Fair on Sunday 2nd July ... which historically has always been a great event for Rooksdown. Thanks to the Community Association for all their efforts in pulling this event together and let's hope for some great weather!

All the best

Cllr. Paul Mahoney

Chairman - Rooksdown Parish Council



Parish Council meetings
til the end of the year
Monday 26th June
Monday 24th July
August - no meeting
Monday 25th September
Monday 23rd October
Monday 27th November
December - no meeting

COMMUNITY SPEEDWATCH

Great to see our Community SpeedWatch team has been out and about in Rooksdown to help implement the 20 mph limit which came in to force mid 2015 for the benefit and safety of all Rooksdown residents.

PLEASE RESPECT THE 20mph LIMIT
If you do so, then so will the people behind you

If you want more details of how to support the Rooksdown Community SpeedWatch team, please contact the Parish Clerk on parish.clerk@rooksdwn.org.uk

SpeedWatch

We have undertaken a number of sessions in late May / June.



#RooksdownSpeedwatch

24 speeders recorded and reported to the local Police following a 2 hour SpeedWatch session this morning

Worst recorded speed **32mph** in a 20 mph zone
Monday 22 May 2017



#RooksdownSpeedwatch

28 speeders recorded and reported to the local Police following a 3 hour SpeedWatch session this morning

Worst recorded speed **34 mph** in a 20 mph zone
Wednesday 24 May 2017



#RooksdownSpeedwatch

38 speeders recorded and reported to the local Police following a 3 hour SpeedWatch session this morning

Worst recorded speed **31 mph** in a 20 mph zone
Friday 26 May 2017



#RooksdownSpeedwatch

16 speeders recorded and reported to the local Police following a SpeedWatch session this morning

Worst recorded speed **29 mph** in a 20 mph zone
Friday 23rd June 2017

In these 4 sessions - 105 recorded & reported to the
2 vehicles recorded three
4 vehicles recorded twice
91 vehicles recorded once

Speed	Cars
24 mph	30
25 mph	23
26 mph	19
27 mph	10
28 mph	4
29 mph	11
30 mph	4
31 mph	2
32 mph	1
34 mph	1

vehicles
Police
times

Manydown response

Rooksdown Parish Council response is now ready to be sent to B&DBC pending any further amendments in this evening's meeting. Item - 105/17 To note the Parish Council response to the outline planning application 17/00818/OUT (Manydown)

Parish Councillor vacancies

We've had 2 expressions of interest to join the Parish Council.

Litter Grant from Basingstoke & Deane Borough Council - £2925

I've submitted an application for £2925 that has been exceptionally approved due to the relationship we have built up with B&DBC to be allocated towards the employment of a Parish Council Handyman.

Queries over invoices

I have been in contact with HALC to understand the invoices we have received over recent months.

DAVID WILSON HOMES - meeting

Simon & I have had a productive meeting with HCA & David Wilson Homes (Friday). The minutes of the meeting have been sent by separate email for your reference.

Our next meeting is scheduled for end of July. All Parish Councillors are welcome to attend if you are able to.

Paul Mahoney - June 2017

Appendix B.

June Payment Requests

FOR	AMOUNT	INVOICE NO	METHOD OF PAY
RCA	22.00	359	E Payment
RCA	34.00	445	E Payment
David Hillier-Wheal	337.50	May	E Payment paid 30/5/17
Do the numbers	235.00	12/549	E payment
Carne & Co Insce	544.31	1634/1605	E Payment
HALC * HR cons fee	180.00	INV – 1708	E Payment
HALC ** Affil fee	731.00	INV - 1574	E Payment
Tim Botten	19.98	Website	E Payment
David Hillier-Wheal	125.00	June	E Payment

Total £2228.79

Insurer Pol No.

Additional information Ref HALC payments

* Inv 1708 – HR Consultancy Fee 2017/2018

The invoice is for the LCPD service. This is our specialist HR and Employment service, for which there is a small additional charge over and above the standard ALC membership fee. Detail of the service can be found on this link <http://www.hampshirealc.org.uk/lcpd-people.aspx>. For the additional subscription we act as your HR department providing detailed advice on all employment related issues, and access to standard policies and employment contracts. We believe the fee represents great value for money, particularly when considered against obtaining HR advice from external consultants or solicitors.

** Inv 1574 – Hampshire ALC Affiliation Fee 2017/2018

This is the Annual Membership fee for Rooksdown Parish Council. Please see our Service Brochure for 2017/2018 attached, which outlines the services we provide our member councils. Your council receives an updated hard copy every two years – and we send enough for all councillors. (through your clerk)



ROOKSDOWN PARISH COUNCIL – MANYDOWN RESPONSE – 17/00818/OUT

Rooksdown Parish Council is very concerned about the scope, efficacy and fairness of the consultation that has been undertaken. Given that these proposals will affect all residents within the parish, we do not believe that sufficient residents within Rooksdown have received any direct communication from B&DBC about this proposed development. We are concerned the views of these local residents should be properly considered and taken into account.

Roundabout / Tree Line Path

Rooksdown Parish Council consider the additional lane out of the estate as unnecessary, and sending the wrong message. In combination with the loss of tree line this would have a strong negative impact on the aesthetic of the estate both from an external appearance aspect and the effect on nearby dwellings - as well as the loss of an attractive separated pathway for pedestrians.

Rooksdown Parish Council feel the lane provision in and out of the estate is sufficient in combination with the Roundabout/traffic light schemes proposed and strongly urge that the 2 lanes in and out remain as they are.

Timing of Facilities / Services

Rooksdown Parish Council urges that the provision of additional traffic throughput at the new Rooksdown junction be considered a top priority within the programme of works, delivered early to accommodate increased traffic from the outset - and not delivered after increased traffic throughput is generated.

Travellers site

Rooksdown Parish Council believe that the plans have misled the residents and have not been fully communicated in the consultation period and drop in sessions with no visibility as to the location of the traveller and gypsy site.

If residents were made aware of this at the earliest opportunity, an understanding of this would have been forthcoming.

Country Park

Access to the country park for local residents is not clear and specifically to the residents of parts of Rooksdown. There is nothing in the plans for access across the A339, be it a bridge or pedestrian crossing.

The A339 is a very busy and fast route from Basingstoke to Newbury. No consideration has been given to the safety of people looking to access the country park.

Traffic calming

It would appear no consideration has been given to the traffic congestion that is going to be significantly increased around the A339 / Rooksdown area.

The plan for a link road through the new development to the A339, where most of the vehicles will come to, as this will be the most direct route to junction 6 of the M3, Chineham, Reading etc, will increase the traffic congestion, pollution due to additional stationary vehicles and increased noise for local residents.

Already heavy with traffic and HGV's and with a current speed limit of 60mph on the A339 entering Basingstoke, this will need to be reduced before Rooksdown Avenue, as if the proposal is to have a roundabout and queues very likely, then an increase in the number of road traffic collisions will be most likely.

Road size/ widths

Rooksdown Parish Council would like the Manydown project team to consider making the majority of the roads within Manydown wide enough to accommodate parking on at least one side of the road while maintaining

traffic flow in both directions. This will be especially important on the spine road leading through Manydown. Within Rooksdown we have experienced this being an issue, especially around Rooksdown's main access road, Park Prewett.

The Manydown project team should also consider implementing double yellow lines from day one to ensure traffic flow is maintained.

Construction Traffic

Rooksdown Parish Council would urge the Manydown team to plan appropriate construction traffic routes to minimise the impact of construction traffic during the development.

Construction traffic can cause significant issues for residents especially early in the morning, late and night and during the weekend.

Rooksdown Parish Council would like to see construction traffic kept away from all occupied residences and routes planned in detail well in advance of the occupation of the dwellings.

The number of homes

The guidance figure for the number of homes is within the plan is given as approximately 3,400 although a figure of approximately 3,200 are under direct control, and the remainder are third party. An upper limit should be stated (e.g. not more than ...) which should not be exceeded, as the allowed variance is not otherwise explicit.

Urban Centres

The provision of two urban centres is thought to be excessive.

Rooksdown has a centre and with a similar population can support one convenience food shop but we understand the other businesses have some difficulty in maintaining viability. This has led to the additional units being adopted for community use rather than commercial use.

Very careful consideration of the mix of provision must be given to ensure that any commercial premises are sustainable. The local community should be polled as to what they would like and the appropriate businesses encouraged.

Sewerage / Drainage

Rooksdown Parish Council understands that the plan for foul sewerage will increase the load on the pipes under the town centre which are at near capacity. There is no evidence within the plan that the town centre will be able to handle the extra load. If pipework upgrades through the town centre, there is likely to be significant and long term disruption to Basingstoke's town centre traffic flows

Rooksdown Parish Council would like assurance in the plans against the risk of groundwater flooding (as seen in Buckskin in 2014).

Manydown Farm

Rooksdown Parish Council would like to ensure that Manydown Farm is maintained as a visitor resource.