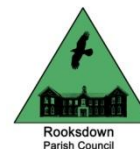


ROOKSDOWN PARISH COUNCIL



MINUTES OF THE MEETING ROOKSDOWN PARISH COUNCIL held in the ROOKSDOWN COMMUNITY CENTRE, ROOKSDOWN on MONDAY 23rd November 2015 AT 7.45 PM

	In Attendance	Apologies	Absent
Cllr Mahoney (Chairman)	✓		
Cllr Botten	✓		
Cllr Cook	✓		
Cllr Lovett (Vice Chairman)		✓	
Cllr Mason	✓		
Cllr Mrs Tarrant	✓		
Cllr Mrs Wintle-Camp	✓		
Cllr Payne	✓		
Cllr Jenkins	✓		

Also in attendance: Mrs K Ross - Locum Clerk, Borough Cllr Bound and County Councillor Reid

108/15 To receive and accept apologies for absence

Apologies for absence were received from Cllr Lovett due to work commitments and Sebastian Wilde-Handyman

109/15 To receive and note any declarations of pecuniary interest relevant to the agenda

There were no declarations of pecuniary interest relevant to the agenda

110/15 The Chairman to sign as a correct record the minutes of the Rooksdown Parish Council meeting held on 12th October 2015

The Chairman signed as a correct record the minutes of the Rooksdown Parish Council meeting held on 12th October 2015

111/15 To open the meeting to members of the public

Standing orders will be suspended for this item

There were no members of the public in attendance

112/15 To receive reports from:

Sebastian Wilde (Handyman)

Sebastian Wilde was not in attendance so no report was received

Cllr Mahoney-Chairman to Rooksdown Parish Council

Cllr Mahoney reported that:

- All items on the Taylor Wimpey snagging list should be completed by end of play next week.
- Any Handy man jobs should be forwarded to the Clerk
- Councillors attended the Manydown Presentation

Locum Clerk to the Parish Council

- Freedom of Information request received
- The clerk ran through the pack issued to each Councillor

County Councillor

County Councillor Reid's report was **NOTED** and can be found as Appendix A
It was agreed that a grant application form would be submitted to County Councillor Reid for speedwatch equipment

Action: The Clerk

Borough Councillor

Borough Councillor Bound's verbal report was **NOTED**

Rooksdown Community Centre

Simon Bound's verbal report was **NOTED**

It was agreed that Cllr Payne and Cllr Mrs. Tarrant would work alongside Borough Councillor Bound to look LIF and S106 funding for Rooksdown Parish.

Action: Cllr Payne and Cllr Mrs. Tarrant

CSPO

There was no CPSO in attendance and there was no report received

113/15 To receive a verbal report from Cllr Botten on the Manydown consultation
Cllr Botten's verbal report was **NOTED**

114/15 Land At Phase 6 Merton Rise Trinity Way Basingstoke Hampshire
Reserved matters application for the scale, layout, appearance, access and landscaping of 148 No. dwellings with associated parking pursuant to outline planning permission BDB/73174

The Parish Council had no comment to make

115/15 To discuss and agree the recruitment process for the position of Clerk

It was

RESOLVED

that

- The closing date for applications will be 4pm on 11TH December 2015
- 3 Parish Councillors will be on the interview panel- Cllr Mahoney, Cllr Mrs. Tarrant and Cllr Wintle-camp
- Interviews will take place w/c 14th December
- Interviews will take place at The Community Association
- The recommended start date for the clerk will be 4th January 2016
- The Locum Clerk will be employed until the vacancy is filled
- The Locum to remain if appropriate in post for up to an additional or 3 months after the vacancy is in order to train the new clerk (no of hours to be agreed)

It was

RESOLVED

that following actions will be delegated to the interview panel

- To make an official offer (ratification will take place at the first available meeting)
- Agree and offer an annual salary
- Any member of the Parish Council can observe the interviews should they require.

Proposed by Cllr Mahoney and seconded by Cllr. Mrs. Tarrant and all members voted unanimously to accept this resolution.

116/15 To discuss the 2016 Budget and Precept

The draft budget was discussed.

It was agreed that any changes should be submitted to the clerk by 11th December 2015

Action: All Parish Councillors

117/15 To receive an update from Cllr Mrs. Tarrant on Pension Provision for the Clerk

Cllr Mrs. Tarrant explained that this item has not progressed and will ensure that there is a response for the next Parish Council meeting.

Action: Cllr Mrs. Tarrant

118/15 To consider and agree requests for Payments

The payments as listed in the table below were approved for payment

FOR	ITEM	AMOUNT	INVOICE NO	METHOD OF PAY
Prontaprint	Newsletter	£258.00	16338	E Payment
HMRC	Tax and Ni	£35.70	OCT	E Payment
Viking	Stationery	£52.05	317159/288083	E Payment
Staff	Nov Salary	£680.44	Nov	E Payment
Staff	Oct Salary	£618.03	21057	E Payment
Staff	Nov Salary	£440.00	20159	E Payment
Staff	Expenses	£168.34		E Payment
HMRC	Tax and Ni	£150.90	NOV	E Payment

119/15 To note the current financial situation and to sign the bank statements

The current financial situation was **NOTED** and the bank statements were reconciled and signed with the balances being:

Current Account: £1,431.19

Savings Account: £62,726.56

120/15 To consider Grants applications

4 Grant Applications under section 137 from the Rooksdown Community Association had been received.

£2,500 to fund 2 Youth workers

£200 to fund Santa Christmas presents

£900 to fund the over 55 club

£600 to fund a new computerised booking system for RCA and the Old Hall

It was

RESOLVED

that under its powers under section 137 the Parish Council would grant to the Rooksdown Community Association £900 to fund the over 55 club. Proposed by Cllr Mahoney and seconded by Cllr Mrs. Tarrant. All members voted unanimously to accept this resolution.

It was

RESOLVED

that a £200 in donation towards Christmas Fayre would be made.

Proposed by Cllr Mahoney and seconded by Cllr Mrs. Tarrant. All members voted unanimously to accept this resolution.

It was

RESOLVED

that the grant for £2,500 would not be approved as it did not fulfill the criteria under s137 Proposed by Cllr Mahoney and seconded by Cllr Mrs. Tarrant. All members voted unanimously to accept this resolution

It was

RESOLVED

that the grant for £600 would not be approved as it did not fulfill the criteria under s137 Proposed by Cllr Mahoney and seconded by Cllr Mrs. Tarrant. All members voted unanimously to accept this resolution

121/15 To discuss arrangements for the Parish Council Christmas meal
Arrangements were agreed. Simon Bound will be driving the mini bus

122/15 To discuss Parish Council support for the Christmas Fayre
Cllr Jenkins, Cllr Mahoney and Cllr Mrs. Tarrant will be attending the Christmas Fayre.

123/15 To discuss the Parish Council Social Media Policy and discuss the Parish Council Website, Facebook Page and introduction of a Parish Council Twitter Account
It was agreed to ratify the Social media policy at the January meeting. It is hoped to launch an enhanced Parish Council Website, Facebook Page and introduce of a Parish Council Twitter Account at the Annual Parish Meeting. It was agreed to have a meeting in December to discuss solely this issue.
Action: The Clerk , Cllr Mrs. Wintle-Camp, Cllr Botten and Cllr Mahoney

124/15 To discuss and agree meeting dates and best practice for Parish Council meetings in 2016
The meeting dates were confirmed and can be found as Appendix C. It was agreed to defer the discussion on best practice to the January meeting.

125/15 To confirm the date of the next meeting
The date of the next meeting was agreed as 25th January 2016

October Monthly Sheet			
	Balance Bought Forward		52,788.97
	Interest		2.24
	Precept		13,665.00
	Uncahsed Chq		18.91
			66,475.12
FPO	HMRC	Tax and NI	150.90
FPO	Staff	Salary	680.44
FPO	Talk Mobile	Mobile Phone	10.00
FPO	Staff	Salary	618.03
FPO	Prontaprint	Printing- Newsletter	258.00
FPO	HALC	Consultancy fee	600.00
			2,317.37
	Balance as at 31st October 2015		64,157.75
		Current Account	1431.19
		Savings Account	62726.56

Monday 23rd November 2015
No meeting in December 2015
Monday 25th January 2016
Monday 22nd February 2016
Monday 28th March 2016 (to be rearranged)
Monday 25th April 2016
Monday 23rd May 2016
Monday 27th June 2016
Monday 25th July 2016
No meeting August
Monday 26th September 2016
Monday 24th October 2016
Monday 28th November 2016