

**MINUTES OF THE MEETING OF ROOKSDOWN PARISH COUNCIL HELD IN THE ROOKSDOWN COMMUNITY CENTRE, PARK PREWETT ROAD ON MONDAY 27 JANUARY 2014 COMMENCING AT 19:45**

**Present:** Cllrs Cavalier (RC), Chandler (MC), Cordner (AC), Khan (NK), Mahoney (PM), Statham (CS) (Chairman) & Ward (AW)

**In Attendance:** C. Cllr Reid, B Cllr Cherrett, Simon Bound (SB) & Debbie Adlam (DA) representing RCA, CPSO Daniel White (DW), 2 members of the public & the Parish Clerk.

1. **APOLOGIES**

Apologies were received from Cllr Mahoney (PM) (Business)

2. **DECLARATION OF INTERESTS**

The Clerk declared an interest in the Item 9(b), (salary payment).

3. **MINUTES**

48/14  
**RESOLVED** It was to receive, confirm the accuracy of, and sign, the minutes of the meeting held on 24 June 2013.

4. **COUNCIL VACANCIES**

Two residents had volunteered to be co-opted as members of RPC. CVs of both had been circulated to all members.

Following a brief personal presentation from Mr Martin Chandler,

49/14  
**RESOLVED** It was to co-opt Mr Mr Chandler to fill one of the vacancies on the council.

Cllr Chandler completed a declaration of office and took his place at the council table.

Mrs Carolyn Nyedgenza was unable to attend the January meeting and it was agreed to defer consideration of her co-option to the February meeting of the council.

5. **REPORTS & FEEDBACK: BOROUGH & COUNTY COUNCILLORS & THE POLICE.**

- (a) **Police Report:** CPSO Daniel White reported: (i) instances of anti-social behaviour and vandalism, particularly in the pavilions area – regular patrols are being undertaken to target this problem (ii) damage in Canadian Way and at the Community Centre - enquiries are in hand (iii) trespass into The Hall – children and parents have been spoken to – DW is pressing for the building to be secured, both the external fencing and the building itself – in co-operation with the Fire Service and The Empty Properties Office BDBC has the power to secure the building if TW do not (iv) Children playing “Knock down Ginger” and theft of doorbells in the Southern Area – parents spoken to and the problem appears to have ceased.
- (b) **B Cllr Cherrett’s** report is at Appendix A. Cllr Cherrett undertook to ascertain the position regarding the planning application to demolish the pavilions and the Clerk will chase HCA for action.
- (c) **C. Cllr Reid’s** report is at Appendix B to these Minutes. He will attend a meeting with HCC officials regarding the planned traffic calming measures in Rooksdown on 6 February.
- (d) **Community Association:** SB commented on the consequences of the disbanding of Winklebury Community Association resulting in the closure of The Sycamore centre. Potential partners are being considered to take over their youth facility. He reported (i) that as part of its planned work in the community, RCA has purchased a mini-bus (ii) occupancy of the Centre remains high and if anything is increasing.

6. **MATTERS FOR REPORT**

(a). **The Old Hall @ Rooksdown:** the target determination date for the planning application relating to this building is 10 February. The Clerk was asked to confirm that the application is to be heard by the DC Committee, the date of that meeting, register RPC’s request to speak at that

meeting and liaise with RPC regarding the wording of our respective presentations to the DCC Committee.

**(b). Road Traffic Management:** this topic was discussed earlier in the meeting under Borough/County Councillors reports.

**(c). Public Consultations: there are none ongoing.**

**(d) Fireworks Event:** see Item 13.

**(e) Other ongoing matters:** (i) progress on outstanding matters is being made as published in the Rookdown Reporter (ii) HCC had advised that very little roads maintenance will be carried out in 2014/15 (insufficient funding) (iii) the agreement regarding the development of the Western Triangle (the land comprising the original TW sales office on Park Prewett Road opposite Vitellius Gardens) has not been signed. The developer has until 3 February to remove the hoardings around this area, wheafter BDBC may have the necessary work undertaken and invoice TW for the cost.

**7. PUBLIC PARTICIPATION**

At 20:50 the meeting recessed into Open forum and resumed at 20:58. One resident asked for information as to the progress of adoption of the remaining unadopted areas. The chairman reported that about 50% of the central Area (Norrie Court/Canadian Way area) is being progressed at the moment, after which the next stage will be the Peggs Way/Crondall Terrace area.

**8. PLANNING:**

**50/14  
RESOLVED**

It was to confirm responses to new planning applications/proposals as follows:

14/00042/HSE	35 Watertower Way	Erection of single storey rear extension	No objection
14/00165/LBC	Barn At Park Prewett	Conversion of barn to 2 no. residential units including mezzanine floors and additional windows	Object. Reasons below.

The reasons for the objection to 14/00165/LBC were: (i) Change of use (ii) The addition of a link structure to accommodate the planned residential development changes the appearance of the structure and interferes with the privacy of neighbouring properties (iii) alternatives for the retention of this building for community use are being considered. [The requisite form nominating this building as a community asset under The Assets of Community Value (England) Regulations 2012 and Right to Bid Regulations will be submitted to BDBC within the next 48 hours.]

**51/14  
RESOLVED**

It was further to submit the requisite form nominating The Barn as a community asset under The Assets of Community Value (England) Regulations 2012 (as agreed under Res'n 40/14 on 23 December), as a matter of urgency.

b. Planning Decisions: The following decisions were noted.

13/01484/FUL	Ground Floor Unit 2 Block J Park Village:	Change of use of ground floor unit 2 from mixed use A1/A3 sandwich shop to mixed use A1/A3/A5 sandwich shop to include hot food takeaway : REFUSED
T/00048/13/TPO	A & E North Hampshire Hospital	Various works including felling. NFA
13/02259/TWRN	36 Vitellius Gardens	Cut off overhanging branches in particular the one directly facing front of property and the very low branch to the left hand side of 1 no. Indian Bean tree
13/02189/HSE	8 Spoonwood Close	Erection of single storey rear extension and conversion of existing garage to living accommodation: APPROVED

**9. FINANCIAL MATTERS**

**(a) Financial Reports 2013/2014**

A Financial Report & Bank Reconciliation at 18 January 2014 showing balances of £57,393.66 on the 30 Day Notice account and £114.04 on the Treasurer's Account, taking account of cheques up to CQ 397 was noted.

**(b) Payments for Approval**

**52/14 RESOLVED** It was to approve the following payments:

<b>CQ No</b>	<b>Payee</b>	<b>Service</b>	<b>Amount</b>
		<b>New CQs for signature</b>	
395	R. Darley	Salary November/expenses Oct/November	£504.40
396	HMRC	PAYE November	£98.00
397	Rooksdown Comm Centre	Hall hire: 27/1,24/2,24/3/2014	£153.00
398	Prontaprint	Oct/January Newsletters & Fireworks posters	£677.50
		Total	£1432.90

**10. BUDGET & PRECEPT 2014/15**

Alternative draft budgets had been prepared by the Clerk. Subject to (i) an increase in the provision for s137 (principally grants) from £4,000 to £5,000 and (ii) a corresponding reduction in the planned addition to Capital Reserves from £3,600 to £2,600,

**53/14 RESOLVED** It was to approve a Budget for 2014/15, comprising expenditure of £27,433 and receipts of £5,716 (Attached as Appendix C to these Minutes).

On that basis of that Budget,

**54/14 RESOLVED** It was that a Precept of £19,600 for 2014/2015 be requested from BDBC.

**55/14 RESOLVED** It was to apply for the Limited General Grant of £1,100 offered by BDBC.

**11. LOCAL INFRASTRUCTURE FUND APPLICATIONS**

Subject to the incorporation of amendments/additions suggested by KC,

**56/14 RESOLVED** It was to submit a LIF application to BDBC in the sum of £34,236 to provide equipment for the community section of the Old Hall @ Rooksdown as per Feasibility Study/Business Plan plus set-up project management costs and 3-year, on-going project management costs.

It had not been possible to finalise a second application comprising the procurement of street furniture and an additional parking facility in Sheepwash Close, due to lack of information as to scale/cost of the additional parking element. It was recognised that it is unlikely that the latter information would be available in time to submit an application any earlier than the 3rd Round in September 2014.

**57/14 RESOLVED** It was therefore that the Clerk, Cllrs Cavalier & Khan would review the street furniture requirement in order to submit a LIF application solely for street furniture in Round 2 by 31 March 2014.

The Clerk is to (i) write again to BDBC re the potential transfer of ownership of “the lock-up” to RPC in order to formulate a further LIF application to convert & extend it to provide a parish office/maintenance store etc and (ii) to HCA regarding the possibility of using part of the disused road alongside the old golf course for this purpose if (i) fails.

### 12. CENTRALISED REGISTRY

It was agreed to investigate options for a central registry system. JP will lead, supported by NK and AC.

The Clerk is to contact Tadley TC to enquire about their system.

### 13. MOTIONS FROM COUNCILLORS:

**Cllr Cordner:** To discuss the proposal to hold a Fireworks Event in 2014.

### 58/14 RESOLVED

It was therefore resolved to hold a 2014 Fireworks Event on Friday 8 November 2014 with an initial budget of £5,000. Attempts to obtain sponsorship are to be made, of which 50% will be added to the budget for the event and 50% retained towards a similar event the following year – to be reviewed in the light of the level of sponsorship obtained.

A programme is to be formulated (RC/AC) for the next RPC meeting. RC/AC will be meeting the pyrotechnics contractor shortly to discuss potential sites for launching the fireworks in case the school site is not available.

### 14. CORRESPONDENCE:

The most significant correspondence received concerns the Community Infrastructure Levy which had been circulated to all Members. It was agreed that the RPC has no objections to the principles/proposals contained in the consultation document and that the Clerk would complete the response form in those terms.

### 15. MATTERS RAISED BY COUNCILLORS/CLERK

**The Chairman** indicated his wish that the council's working parties be reactivated, and that he would circulate something to Members.

**RC** asked that HCA be reminded that the terms of their licence to the developer state that the temporary road into the Linex site opposite The Barn on Pumphouse Way, be removed and the land reinstated when the development is completed. RPC stressed at the outset that there must be no suggestion that it left open as a permanent means of access via the hospital. (Clerk).

**The Chairman** reminded members that copies of control documents – Governance Document, Standing Orders, Financial Regulations etc had been sent to all Members, discussion of which had been deferred to the February meeting. He exhorted all Members to read them carefully and formulate their comments, in order that RPC may adopt them at that meeting.

### 16. DATE/VENUE OF FUTURE MEETINGS

The next scheduled meeting will be held on 27 January, 4 February & 24 March 2014. All meetings to be held in Rooksdown Community Centre.

There being no further business, the meeting closed at 22:55.

Date.....

Chairman.....

## Update to Rooksdown Parish Council – 27<sup>th</sup> January 2014

### Update from Borough Cllr Karen Cherrett

**Barn site** – an application for change of use of this site and removal of the listed barn has been submitted. Alongside the application to use the site for homes it had always been expected that the barn itself would be retained and converted to small business use or other non-domestic purposes. Comments on the new application are being sought and registered online (using the planning portal) in order to identify and make time for other options to be explored locally.

**Park Prewett Main Hall** – the main planning application is progressing and has now been added to be a Local Infrastructure Fund application by the Parish and Community Association jointly to generate funds to fit out and equip the community sections of the Main Hall. This could be an exciting and long overdue addition to community facilities in the area.

**Rooksdown Primary school consultation** – the consultation process continues and representatives from Castle Hill (the chosen preferred provider to run the school) are starting to engage in the future planning and determination of school services. Influencing the build and facilities continues to be a local priority as well as ensuring that governance by Castle Hill has local Rooksdown representation.

**Pavilions Management** – despite being told for several months that the submission of a planning application regarding the removal and re-landscaping of the pavilions is imminent it has still failed to materialise. I continue to chase progress alongside Parish colleagues. ASB in these areas continues to be a problem (weather dependent) which the Police and CST are working on as a neighbourhood priority.

**Aldermaston Triangle** – the development brief is in consultation and is generating some positive feedback in terms of changes required to make the development brief appropriate for local area including e.g.

- Changes to road lay-out and clarity of traffic access
- Limitations on height of buildings
- Restrictions on density of build
- Requirement for adequate parking
- Mix of homes i.e. balance between houses and flats.

This is a strategically important piece of land separating the ward from the A340 and providing an entrance point to the town. We will continue to pay attention to progress and exert influence so that the outcomes are right for the area including existing residents, businesses and the hospital.

### Resident issues

The long-standing wind, rain and damp weather conditions are creating hardship for some local residents in rented accommodation i.e. creating problems with water ingress and dampness in properties. This is being looked at on a case by case basis with the landlords so that delays in addressing the issues are kept to a minimum and does not affect health.

### Hospital road

This continues to be raised by residents (in the ward and visiting the ward) as a problem both for road condition and parking. I am aware that the Parish is working with the hospital and developer team on the parking issues and continue to manage expectations that the road condition is being monitored but cannot be fully fixed whilst development is in progress.

### Community Centre snagging

A meeting is being arranged next month with BDBC contract managers and RCA to seek to resolve the long-standing issues from building hand-over and the liability for maintenance. It is hoped to report a resolution at the next meeting.

### Other planning updates –

- **Rooksdown surgery site** – application for a permanent facility at the current temporary site has been progressed with works expected to complete in 2015.

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- **Old Golf Course** – planning is in progress to schedule and with an early focus on traffic flows and managing access from the A340 before any building goes ahead in order to ease pressure on both the A340 and A339 access junctions.
- **Easter Court and Pegg's Way** – plans to transfer green space to the Parish Council in order to permanently retain temporary parking courts are progressing well and land transfer to the Parish Council is expected to be approved for implementation when developers leave site in 18-24 months.
- **Manydown** – pre-design information and assessments are still underway and the consultant appointed by the council is using a draft development brief to assess early views before developing realistic options for public consultation. The brief includes options for homes, a park, nature area and the all-important road access points.

### Report 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](mailto:customer.service@basingstoke.gov.uk)

On the Report It feature on the web site [www.basingstoke.gov.uk](http://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

## Report from Stephen Reid for Rooksdown Parish Council 27 January 2014

### Traffic calming

I have another meeting booked with Graham Wright for 6 February regarding progress on the traffic calming. Feasibility design work has started for improvements to the A340. These are designed to address the requirements of the new David Wilson Homes development, the Rooks down traffic study (HCA, Peter Brett, TW and Hospital). My understanding is that the Hospital is now subscribing to the direction of travel of the expected solution.

In addition, the Borough Council is working on the design brief for the Aldermaston Road triangle. I asked whether the requirements for this potential development were also being included in the design thinking and the answer is 'yes'.

The eventual design is likely to see the A340 dualled beyond Lodge Junction. I have raised the safety concern that if that results in traffic going faster towards / over the brow of the hill, there could be impacts on the Ambulance Stations junction and the awkward junction in the dip beyond.

My feeling remains that we are inching towards an acceptable, and long term solution.

### Rooksdown Lane

No substantive update this time. I believe that the funding, for which I argued, is in the plan for the next financial year, starting April. There have been some e-mail exchanges about the shape of the eventual solution: I am not going to die in a ditch over the 'double-gate' option if there is one that is felt by the residents to be better.

### Aldermaston Road Triangle

Cllr Karen Cherett is best placed to report on this issue.

### Rooksdown School

The official consultation to allow Castle Hill Juniors to expand its age-range down to Infants has been completed: Castle Hill may therefore take on the running of the new Rooksdown School.

I have visited Castle Hill Juniors and spoken with the Head. I am confident that he and his Governing Body are aware of the challenges involved and, more importantly, able to address them. Castle Hill Juniors has an enviable reputation for excellence.

The Capital funding decision is contained in the current HCC budget round. I shall watch carefully to ensure that the funding remains in the estimates but, to be fair, I see no reason why it should not.

I continue to make the point at meetings that top priority is to see the school built and ready to operate from September 2015. I have a meeting arranged to look through the plans (Thursday). The Head of Castle Hill assured me that he is content with the evolving design.

### Borough Local Plan - consultation

It looks as if a further consultation may be needed on the Borough Council's emerging local plan. Potential new sites are in the mix, as is a potential increase in annual housing numbers.

I have had no indication as yet as to when already-submitted objections might be heard at the public enquiry. This may still be some months away. I remain worried that insufficient thought and investment has been earmarked for the link road from the A339 southbound and for its junctions with the A339 and the B3400.

### Parking at the Hospital

My understanding is that the Hospital is negotiating with neighbouring business regarding use of any spare parking spaces for staff, to try to alleviate the problems experienced by visitors.

### Black Dam roundabout

Preliminary work has started on the junction improvements at Black Dam, a scheme that will be important to Rooksdown in terms of reducing traffic delays to and from the motorway.



## Appendix C to mrpc27012014 Dated 27 January 2014

BUDGET AND PRECEPT CALCULATION 2013/2014 Clerk salary increase wef 1/4/2013	Version 4		Agreed at Full Council Meeting 27 January 2014			
	Actual 2012/13	Budget 2013/14	Actual to 23/12/2013	Projected 2013/14	Balance to 31/03/2013	Budget 2014/15
<b>CAPITAL</b>						
Addition to Reserves (future capital projects)		2700			0	2600
Street Furniture (N Boards/Seat/Signage etc)	0	1500	496	1500	1004	1500
Grit Bins/Locks	0	0		200	200	0
<b>REVENUE COSTS</b>						
<b>Admin Costs</b>						
Clerk Salary	3489	4850	4405	5874	1469	5933
Admin Expenses }	863	1100	1015	1300	285	1100
Training	0	250	30	200	170	250
Insurance (Cornhill)	430	500	463	463	0	500
Newsletter Costs/Printing	694	2600	0	500	500	2600
Meeting Costs	400	500	269	400	131	500
Audit	215	250	190	190	0	250
Participatory Budgeting	0	0	0	0	0	0
Events	0	5000	3939	3939	0	5000
<b>Section 137</b>	5916	4000	3808	3808	0	5000
<b>Subscriptions</b>						
HAPTC/NALC/DATA PROTECTION	498	500	671	671	0	750
<b>Parks &amp; Open Spaces</b>						
Grounds maintenance	27	350	216	300	84	350
Grit/Salt supplies	260	1100	0	0		1100
<b>VAT</b>	621	0	970	1358	388	
<b>Gross Expenditure</b>	13413	25200	16472	20703	4231	27433
<b>Income</b>						
Precept	17400	18370	18370	18370	0	
Bank Interest	25	15	21	30	9	15
Limited General Grant	1100	1100	1100	1100	0	1100
Community Tax Support		1630	1631	1631	0	1631
Other receipts	20	1000	2760	2760	0	2000
VAT Receipts	714	1381	1652	1652	0	970
<b>Gross Income</b>	19259	23496	25534	25543	9	5716
<b>Surplus/Deficit</b>	-5846	1704	9062	4840	4222	21717
<b>Earmarked Reserves</b>						
Comprising:						
Capital Projects Reserve				£49,924		
Fireworks Event Reserve				£2,015		
General Reserve (Min. 25% of revenue costs)				£2,000		
<b>Total</b>	0	0		53939	0	0

### PRECEPT CALCULATION

#### Budget 2013/2014 comprising

Expenditure	£27,433		
Income	£5,716	£21,717	
Bank balances @ 23/12/2013		£58,261	
Projected additional spend to 31/03/2014		£4,231	
Projected additional income to 31/03/2014		£9	
Therefore anticipated bank bals @ 31/03/2014		£54,039	2-3+4
Which Comprises Reserves:			
a. Capital Reserves		£49,924	
b. Contribution to Fireworks Event		£2,015	
c. Prudent Reserve		£2,000	
		£53,939	
Net Balance available to offset Precept level		+5-6-7	£2,115
Net Precept Request		1 minus 8	£19,602 Say £19600##