

**MINUTES OF THE MEETING OF ROOKSDOWN PARISH COUNCIL HELD IN THE ROOKSDOWN COMMUNITY CENTRE, PARK PREWETT ROAD ON MONDAY 28 APRIL 2014 COMMENCING AT 21:22**

**Present:** Cllrs Cavalier (RC), Cordner (AC), Chandler (MC), Khan (NK), Mahoney (PM), Nyengedza (CN), Parkinson (JP), Statham (CS) (Chairman).

**In Attendance:** B Cllr Cherrett (KC), C. Cllr Reid (SR), Simon Bound (SB) representing RCA, 2 members of the public, 1 member of the press & the Parish Clerk.

1. **APOLOGIES**

All members were present.

2. **DECLARATION OF INTERESTS**

The Clerk declared an interest in the Item 10(b), (salary payment).

3. **MINUTES**

75/14  
RESOLVED It was to receive, confirm the accuracy of, and sign, the minutes of the meeting held on 24 March 2014.

4. **COUNCIL VACANCIES**

The Clerk reported that BDBC had confirmed that RPC may fill the vacancy arising from the resignation of Cllr Ward, by co-option. Notices are to be posted on the boards, in the reporter and social media.

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

(a) Police Report: None received.

(b to d) Reports from the Borough & County Councillors and Rooksdown Community Association presented at the Annual Parish Meeting held prior to the PC meeting are attached as Appendices A-C to these Minutes.

6. **MATTERS FOR REPORT**

(a) **The Old Hall @ Rooksdown:** no specific information was available as to the delay in determination of the planning application..

(b) **Road Traffic Management:** action is to be taken to press for implementation of works asap to limit the potential increase in "rat-running" as a consequence of the planned Blackdam Roundabout Improvement Scheme.

(c) **Public Consultations:** the second stage consultation on the Basingstoke & Deane Local Plan has been received and will be examined by the Parish Council (NK).

(d) **Fireworks Event:** a budget for the 2014 has been prepared by AC/RC.

(e) **Pavilions:** CS gave an update on the status of the pavilions, the application for which was for consideration under Agenda Item 9.

(f) **The Old Barn: Right to Bid Application:** this has been refused. An appeal will be lodged.

(g) **Funding for a Lengthsman (handyman):** discussions with HCC are ongoing.

7. **STANDING ORDERS**

76/14  
RESOLVED It was to formally adopt the final version of SOs agreed under Res'n 72/14 at RPC's meeting on 24 March 2014 rather than at the annual meeting of the council in May 2014. SO's will be reviewed and formally adopted at the annual meeting of the council in future years.

8. **PUBLIC PARTICIPATION**

There was no requirement for an Open Forum.

9. **PLANNING:**

a. The following new applications were considered:

- (i) 14/00832/HSE: 66 Pegg's Way: Erection of a single storey rear extension

**77/14  
RESOLVED** It was not to object to Planning Application No 14/00832/HSE

- (ii) 13/02522/FUL: Pavilions 1,2,3,4 Park Prewett Rd: Removal of 4no. pavilions in public open space areas along Park Prewett Rd. Change of use to create parking and associated landscape.

**78/14  
RESOLVED** It was **(following a tied vote 4:4, with the Chairman's casting vote in favour of supporting the application)** to support Planning Application No 13/02522/FUL

- (i) 14/01140/CONS: School Site Park Prewett Road: Construction of a new two-storey 1 Form of Entry Primary School with associated car parking and external areas - Application No. 14/01139/CC3 HCC contact: Kristina King Ref: PLAN/WJA/BAE066 .

**79/14  
RESOLVED** It was to object to this application on the grounds of HCC's failure to include drop-off points and adequate parking facilities. RPC also comments adversely on the inclusion of flat roofed buildings within the development, despite reported assurances regarding mitigation measures such as CCTV and roof overhangs. (A detailed statement of RPC's objection is at Appendix D)

b. Planning Decisions: The following decision was noted.

c. Planning Enforcement Matters: It was noted that the hoardings on Park Prewett Road had been removed, but residents had expressed concern about potential access for traveller incursion. This is being addressed.

10. **FINANCIAL MATTERS**

**(a) Financial Reports 2014/2015**

A revised Financial Report & Bank Reconciliation at 23 April 2014 showing balances of £53,400.42 on the 30 Day Notice account and £395.00 on the Treasurer's Account, taking account of cheques up to CQ 410 was noted.

**(b) Payments for Approval**

**80/14  
RESOLVED** It was to approve the following payments:

CQ No	Payee	Service	Amount
		<b>New CQs for signature</b>	
406	R. Darley	April + Expenses	£545.70
407	HMRC	PAYE April	£98.00
408	Rooksdown Comm Ass'n	Hall Hire Q1: Invoice No 2013-335	£175.00
409	HALC	Affiliation Fees 2014/15	£519.40
410	HALC	Training Fee: Inv 11149	£36.00
		Total	£1374.10

(c) **2013/2014 Accounts & Audit:** The Clerk had circulated, in advance of the meeting, a detailed paper together with the completed Annual Report and Accounts for 2013/14 and all relevant documents required to satisfy the requirements of both Internal and External Auditors.

**81/14  
RESOLVED**

It was to approve Financial Risk Assessments setting out the RPC's financial risk management procedures and note that risk assessments on the lines of those covering the 2013 Fireworks Even will be prepared for the 2014 Event.

**82/14  
RESOLVED**

It was that members acknowledge their responsibility for the preparation of the Accounts and approve the signature of Statement of Assurance contained in Section 2 of the Annual Return 2013/2014.

**83/14  
RESOLVED**

It was to approve and sign the Accounts (**Appendix E to these Minutes**) and Annual Return & supporting explanations for the year ended 31 March 2014 (only the Annual Return & specified supporting papers are required to be submitted to the External Auditor (BDO) appointed by the Audit Commission).

### **11. LOCAL INFRASTRUCTURE FUND APPLICATIONS**

Three LIF applications have been submitted and are under consideration by BDBC.

### **12. CENTRALISED REGISTRY**

No progress made due to illness. JP/NK to report to the May RPC meeting.

### **13. MOTIONS FROM COUNCILLORS**

There were none.

### **14. CORRESPONDENCE:**

An application had been received regarding a memorial plaque and tree in the Mill Road open space. The Clerk is to approach BDBC who own the land.

### **15. MATTERS RAISED BY COUNCILLORS/CLERK**

**Cllr Cavalier:** Although the splay created for the temporary access to the Linacs building on basswood Drive has been removed, the gate is still in position and the shrubs which were removed have not been replaced. Clerk to contact HCA.

**Cllr Khan:** reported that it had been said at a HALC seminar which he had attended that RPC is recognised as a very proactive council.

### **16. DATE/VENUE OF FUTURE MEETINGS**

As a bank holiday falls on the 4<sup>th</sup> Monday of May, the next meeting will be held on 2 June. Subsequent meetings will be held on 30 June & 28 July. All meetings to be held in Rooksdown Community Centre.

There being no further business, the meeting closed at 22:40.

Date.....

Chairman.....

## Update to Rooksdown Parish Council – 28<sup>th</sup> April 2014

### Update from Borough Cllr Karen Cherrett

#### Pavilions planning application

Now that the application is out I have requested that this matter be determined by Development Control Committee not officers. I have also requested a Viewing Panel visit to see the pavilions in current state and appreciate the concern of local residents because of their proximity to homes and poor condition.

#### School planning application

I note that the application for the school site is now live and open for comment. Comments have been registered already by Cllr Reid and comments are being prepared by the RCA and Parish – particularly in respect of transport and parking concerns.

#### Surgery site

I have still been unable to get any confirmed update on the progress of this site but have spoken with the officers involved. It is understood by lead officers that funding remains an issue as does the ability to keep the surgery open on its existing site whilst building new permanent building behind it. Until this is resolved a timetable to proceed and seek funding is unclear. I will pursue officers and HCA for information on the progress of a permanent building for this much needed facility.

#### Manydown meeting

As requested I have asked Cllr Izett to meet with the Parish Council to discuss the proposed Manydown development as set out in the Local Plan. The meeting is expected to take place in the next few weeks.

There are clearly concerns re whether and when sufficient infrastructure will be put in place in the event of development. Similarly there are serious concerns regarding the impact of traffic flows that will potentially have significant impact on access to and egress from Rooksdown – especially as it is as yet unclear what impact the Old Golf Course development will actually deliver.

At least the Parish is confident that it has been fully involved in the Old Golf Course development to date. Whilst Manydown is in much earlier stage, it is nonetheless appropriate for the Parish to engage in early consultation with the Portfolio Holder.

#### Open space consultation

Having chased progress on this again after last meeting I am aware that an initial meeting on site has now taken place and also that the RCA is seeking to engage BDBC in more advanced planning for the next stages of community facilities and development funding. We have an allocated lead officer but will need to seek regular updates to ensure that we get a plan and then actions against that plan completed.

#### Community Centre snagging

I am waiting a response from the lead officer in respect of my last progress chase of the agreed set of actions and timeline to deal with them.

#### 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

## Summary of County Councillor's Report to the Rooksdown Annual Parish Meeting [County Councillor Stephen Reid (SR) ]

1. **Lodge Junction:** at the previous Stakeholder's Meeting, BDBC's Chief Planning Officer stated that all was ready for submission of the planning application for these works. It is now said that a tree survey is needed – which is further delaying things. KC undertook to find out why this has now been called for.

*PM asked why the TW element of the work had been delayed and was advised that this was due to the need to obtain the tree survey.*

*Mr Aylott (WA) pointed out that there are 2 elements to the planned traffic calming improvements (i) the lodge Junction element and (ii) the interim measures (road humps etc) and suggested that they should be done separately. It was agreed to try to get the TW interim measures element done asap before the estate roads are completed – in order to reduce the potential for increased "rat-running" arising from the Blackdam Improvement Scheme.*

*WA commented that the busgate/sump-busters should have been put in in 2006 but BDBC did not challenge the developers' failure to do so.*

*SR undertook to try to have a Stakeholders' Meeting convened within 2 weeks.*

2. **Illegal Encampment Measures:** SR reported that the finance for the proposed height barrier in Rooksdown Lane is in place, and was asked what is a realistic timescale for its installation. SR will ascertain that. As a temporary measure it was questioned whether the existing field gate could not be closed and locked. A formal request will be made to the HCC Highways re this.
3. **New Primary School:** SR commented on the planning application (*which was due for discussion at the ensuing RPC Parish Council Meeting*). He highlighted the apparent failure to cater for the effect of the "school runs". He had asked for the inclusion of parking facilities/drop-off points, but had been advised that these could not be included because the area around the school had not been adopted – which is incorrect as a planning application may propose works on land the applicant does not own. *There was a suggestion that it might be better to delay the opening of the school for a year if necessary – in order to get what is wanted ie to get it right first time.*  
SR commented adversely on the inclusion of flat roofs in the application and had been told by the HCC planners that mitigation measures such as CCTV, roof overhangs etc would limit the potential for unauthorised persons climbing upon them.
4. **Basingstoke & Deane Local Plan:** a second Consultation has just started – which is seeking views only on proposed changes to the original plan. *The document will be perused on behalf of RPc by Cllr Khan (NK).*
5. **Community Library:** the suggestion of incorporating a library facility in a community facility in the retail premises next to the Co-op (which has shortcomings as a retail site because of the lack of rear access) has been passed to HCC for consideration.

## REPORT FROM ROOKSDOWN COMMUNITY ASSOCIATION Presented By Simon Bound (SR), Community Centre Manager

SR's opening comment was "What an amazing year!! A lot has been going on and lots of grant funding has been secured.

The Youth Project continues to go from strength to strength, but police support has been poor – though our CSPO has been excellent.

The police should not assume, because Rooksdown is seen as a low crime area, that we do not have any problems. What we need is a rapid response on odd occasions eg in the event of youth nuisance, specifically the problem of youth workers having to remove trouble-makers.

**Resolution 79/14: Detailed Reasons For Objection to Planning Application No 14/01140/CONS: School Site Park Prewett Road: Construction of a new two-storey 1 Form of Entry Primary School with associated car parking and external areas – HCC Application No. 14/01139/CC3 HCC contact: Kristina King Ref: PLAN/WJA/BAE066**

Any plans for a new school without a drop off point are completely ridiculous.

From HCC's own figures one can work out, that when we finally have a completed 2FE school that we are forecast to have, there will be over 100 cars looking for parking spaces to drop off and pick up pupils in that corner of Park Prewett Road. At the Norrie Court end we already know what problems have been caused by just eight or ten cars. HCCs own safety committee identifies the problems that half that number will create in blocking the Community Centre car park access let alone the problems with blocking the roundabout and the access to the **585 houses** that are to be built by David Wilson Homes.

It is also easy to conclude that the number of cars will be higher in the short term than those mentioned in the consultant's report which uses the Merton schools for forecasting. The current growth plan for the Rooksdown site will not allow siblings to be transferred into the school, therefore the school run will involve more than one school for those families. The Rooksdown site might well be within walking distance but the other school will definitely not be - creating a significantly higher number of cars looking for spaces.

We question whether this problem has been caused by the lack of time that HCC has allowed for this whole process. It would have been much easier to include a drop off area if the site was bigger and HCC had requested from the HCA the extra piece of land at the end of the site (which is currently identified for allotments). With the timing differences between the DWH plans showing the allotments and HCC's it is easy to conclude that HCC decided this land was not needed before any plans had even been drawn up.

N.B. These concerns have been raised with the HCC officials/members responsible for this project and a meeting is to be held to address these issues.

RPC also wishes to record its objection to the inclusion of flat roofed buildings within the development, despite reported assurances regarding mitigation measures such as CCTV and roof overhangs.

**Rooksdown Parish Council**  
Summary Income & Expenditure Account

	2013/2014	2012/2013
<b>Income</b>	£	£
Precepts (Inc Community Tax Support)	20,001	18,900
BDBC Limited General Grant	1,100	1,100
Bank interest received	28	26
VAT	1,651	621
Miscellaneous	2,760	2,320
<b>Total Income</b>	<b>25,540</b>	<b>22,967</b>
<b>Revenue Expenditure</b>		
S.137 expenditure	3,809	4,282
Salaries	5,874	4,653
Admin/Office expense	1,306	1,429
Training	60	120
Printing (Incl Newsletter)	1,152	2,022
Insurance	462	450
Audit	190	215
Subscriptions	671	551
Meetings costs	426	210
Grounds Maintenance	216	0
Grit/Salt Supplies	496	565
Events (Jubille/Fireworks)	3,839	5,253
VAT	1,003	1,652
<b>Capital Expenditure</b>		
Grit spreaders	0	735
Salt Bins	0	680
	<b>0</b>	<b>1,415</b>
<b>Total Expenditure</b>	<b>19,504</b>	<b>22,817</b>
Net Income / (Expenditure)	6,036	150
<b>Cumulative Fund Balance</b>		
Balance brought forward at 1 April	49,099	48,949
Add Total Income	25,540	22,967
Transfers from general fund	0	0
Less Total Expenditure	19,504	22,817
Balance carried forward at 31 March	55,135	49,099

Rooksdown Parish Council  
 Balance Sheet as at 31 March 2014

	£	31.03.14 £	£	31.03.13 £
<b>Current Assets</b>				
Prepayments				
Cash in hand	0		0	
Bank current account	737		215	
Bank deposit account	54398		48,884	
		<u>55,135</u>		<u>49,099</u>
<b>Current Liabilities</b>				
Trade creditors	0		0	
Accruals	0		0	
		<u>0</u>		<u>0</u>
<b>NET ASSETS</b>		<u><u>55,135</u></u>		<u><u>49,099</u></u>
<b>REPRESENTED BY</b>				
General Reserve		4000		2,000
<b>Earmarked Reserves</b>				
Capital Projects		47620		45599
Street Furniture		1500		1,500
Contribution to Fireworks Event		2,015		
<b>TOTAL RESERVES</b>		<u><u>55,135</u></u>		<u><u>49,099</u></u>

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 Chairman

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 Responsible Financial Officer

Date .....

Date .....