

**MINUTES OF THE MEETING OF ROOKSDOWN PARISH COUNCIL HELD IN ROOKSDOWN COMMUNITY  
CENTRE ON MONDAY 30 JUNE 2014 COMMENCING AT 19.45**

**Present:** Cllrs Chandler (MC), Khan (NK), Lovett (PL), Mahoney (PM), Nyengedza (CN), Parkinson (JNP).

**In Attendance:** 3 member of the public, 1 member of RCA.  
B Cllr Cherrett  
C. Cllr Reid  
CPSO Dan White  
Parish Clerk

**1. APOLOGIES**

All members were present.

**2. DECLARATION OF INTERESTS**

The Clerk declared an interest in the Item 11 (b) (salary payment).

**3. ELECTION OF CHAIRMAN & DECLARATION OF OFFICE**

**20/15** It was  
**RESOLVED** **(5/0/1)** to elect Cllr Khan as Chairman for the municipal year: Proposed: MC, Seconded: JP.

**4. ELECTION OF VICE-CHAIRMAN**

**21/15** It was  
**RESOLVED** **(4/0/2)** to elect Cllr Mahoney as Vice-Chairman for the municipal year: proposed by PM, Seconded by JP (4/0/2).

**5. MINUTES**

**22/15** It was  
**RESOLVED** **(6/0/0)** to receive and confirm the accuracy of the minutes of the meeting held on 2 June.

**23/15** It was  
**RESOLVED** **(6/0/0)** to receive and confirm the accuracy of the minutes of the extraordinary meeting held on 16 June 2014.

**6. RESIGNATIONS**

Cllrs Statham, Cavalier and Cordner had resigned. The contributions of all 3 members were acknowledged and a vote of thanks was recorded. The knowledge of the Clerk, who had also resigned, but will remain in post until 30 September, will be missed.

**6(a) RPC COUNCILLORS, MOVING FORWARD – TEAM, SUB-COMMITTEES (WORKING GROUPS), BOUNDARIES & TRAINING**

NK said that he saw an opportunity to structure the council in a different way, working for the community. He envisaged organising a bonding session and had spoken to Simon Bound who may be able to assist with that. He undertook to circulate a document on Working Groups, for discussion at the July RPC meeting, with proposals to be put in place by September. On receipt of the document, Members are invited to volunteer for specific working groups. Regarding boundaries, NK aimed to reduce the length of meeting to 1.5 to 2 hours and suggested (i) a deadline of 19:30 for responses to email; emails received after that would not be dealt with until the next day, with a deadline of 24/48 hours (ii) that councillors should not be expected to work at weekends.

7. **REPORTS & FEEDBACK: BOROUGH & COUNTY COUNCILLORS, POLICE & RCA**

**Police:** The report of CSPO Dan White (DW) is at Appendix A to these Minutes.

**Cllr Reid** 's report is attached at Appendix B to these Minutes.

**B Cllr Cherrett's** report is at Appendix C to these Minutes. KC also said that, though the Local Plan Consultation date has passed, Cllr Izzett is still prepared to meet RPC to discuss its concerns regarding Manydown. The Safer Neighbourhood Panel meeting has been postponed until 23 July (7:30pm).

In response to a comment from PM, SR agreed to request a snagging list prepared by HCC prior to adoptions, which RPC could compare to one which RPC had prepared. KC agreed to let NZ have a plan of the phasing of adoptions, which had previously been supplied to CS.

**Rooksdown Community Association:** (i) RCA is looking for as many volunteers as possible to assist at the Summer Fayre (09:00 to 19:00) (ii) RCA had met with BDBC (June Balcombe) regarding an extension of the existing youth room in the Community Centre or a separate building (iii) 8-12 year olds will be admitted to the Youth Club from September 2014 (with the assistance of a grant from RPC).

8. **COMMENTS FROM THE PUBLIC**

There were none.

The meeting recessed for a comfort break at 21:05 and resumed at 21:15

Cllr Mahoney left the meeting at this point.

9. **MATTERS FOR REPORT/DECISION**

(a) **NK & JP:** Email Accounts and Technology Moving Forward: information on proposed email structure will be issued in the next few days ([cldr.name@rooksdwn.org.uk](mailto:cldr.name@rooksdwn.org.uk)). Share point information will be issued longer term.

(b) **New Team For** Fireworks Event: Clerk/PL to arrange a handover with AC/RC ASAP

(c) **Clerk/NZ:** Summer Fair: material to be displayed to include: School plans, Hall plans, what the council does, what RPC has achieved in last 12 months/working on now, a drop in box with a prize.

(d) **PM:** Fly tipping in access road to Thames Water Pumping Station. Thames Water require a formal request from RPC (Clerk).

(e) **PM/SR:** Update on installation of height barrier: paperwork being processed.

(f) **CS – NK** Waiting on Handover from CS will circulate Email or at meeting with update on (i) Adopted area highway matters/enforcement (ii) The Old Hall @Rooksdown As Per Planning Application Below (iii) The School, (iv) The Avenue (v) Community Library research (vi) Employment of a Lengthsman..

**Action: Clerk, NK/JP, Clerk/PL Clerk/NZ,**

10. **Planning:**

a. Amended Plans:

24/15  
RESOLVED

It was  
(5/0/0) to respond to amended plans as follows:

13/02321/FUL	Main Hall Northbrook Crescent Conversion of the Main Hall to provide 19 no. residential units and 300m2 of community	RPC OBJECTS to the amended plans on the grounds that some elements of the amended plans have the effect of rendering the community element of the Main Hall,
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	space together with associated car parking and landscaping	financially unviable. If those elements are removed RPC will support the application. Failing that RPC OBJECTS and demands that the application be determined at DCC, rather than by officers.
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**Action: Clerk**

**b. Planning Decisions:** the following decision was noted:

14/01140/CONS <u>PLAN/WJA/BAE06</u> <u>6</u>	School Site Park Prewett: Construction of a new two-storey 1 Form of Entry Primary School with associated car parking and external areas. <b>GRANTED BY HCC_</b>
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**11. FINANCIAL REPORT & PAYMENTS FOR APPROVAL**

**a. Financial Reports 2014/2015**

A Financial Report & Bank Reconciliation at 25 June showing balances of £60,933.80 on the 30 Day Notice account and £962.68 up to & including CQ No 420 on the Treasurer's Account, was noted.

**b. Payments for Approval**

**25/15 RESOLVED** It was **(5/0/0)** to approve the following payments:

<b>CQ</b>	<b>Payee</b>	<b>Service</b>	<b>Amount</b>
		<b>Agreed at RPC meeting 2/6/14</b>	
		<b>(Resolutions 12/15 &amp; 13/15)</b>	
416	Rooksdown Comm Ass'n	Grants re Youth Worker	£2,160.00
417	Rooksdown Scouts	Grant towards equipment	£300.00
		<b>New CQs for signature</b>	
418	HALC	Training course fees (Inv 11458)	£156.00
419	R. Darley	Salary & expenses May	£481.58
420	HMRC	PAYE April	£97.80
421	SLCC	Recruitment advertising	£108.00
		<b>Total</b>	<b>£3,303.38</b>

**c. Revised Budget (Version 5)**

**26/15 RESOLVED** It was **(5/0/0)** to approve the revised budget at Appendix D to these Minutes featuring an increase of £5,000 in respect of Grants with commensurate reductions elsewhere in the budget.

**12. REQUESTS FOR GRANT FUNDING**

**27/15 RESOLVED** It was **(5/0/0)** to make a grant of £700 to Rooksdown Scouts towards increased rent costs.

**28/15 RESOLVED** It was **(5/0/0)** to make a grant of £1,500 to Rooksdown Youth Club (RCA) towards running RDYC homework club, sexual health advice clinic & Yoda/Dads Groups.

**29/15 RESOLVED** It was **(5/0/0)** to make a grant of £1,750 to Rooksdown Youth Club (RCA) towards the cost of employing an additional youth worker.

**30/15** It was

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**RESOLVED** (4/0/1) to defer a decision on grant applications from the Basingstoke Hungarian Community Association and Citizens' Advice Bureau until the second tranche in September.

### 13. MOTIONS FROM COUNCILLORS

- a. **PM:** To discuss the increase of the budget that we make available (perhaps doubling the current budget figure) to support appropriate applications for grants. Done see Resolution 26/15.
  
- b. **PM:** To discuss the benefit of undertaking a full review of the entire Rooksdown Parish to identify all 'issues' which need addressing. This will be undertaken.

**Action: PM**

### 14. CORRESPONDENCE

There were no items of correspondence to be brought to the attention of members.

### 15. AGENDA FOR THE NEXT MEETING

- a. A LIF application is to be drafted by PM.
- b. A proposal to record RPC meetings is to be discussed.

**Action: PM**

**Action: Clerk**

### 18. DATE OF NEXT MEETING

The next scheduled meeting will be held on Monday 28 July, commencing at 19:45. Further meetings will be held on 22 September, 27 October & 24 November 2014.  
All meeting to be held in Rooksdown Community Centre.

The meeting closed at 22:12

Date.....

Chairman.....

**Appendix A to mrpc30062014**  
**Dated 30 June 2014**

**POLICE REPORT TO RPC MEETING 30 JUNE**

CSPO Dan White (DW) reported incidents involving nuisance behaviour (50%), litter problems, vandalism, arson, theft, drug related, abandoned vehicle, noise nuisance. There had been further vandalism at the pavilions, and a small fire, resulting in education of the offenders via the fire service. DW is working with the police re acceptable anti-social behaviour contracts. The perpetrators of thefts at the Community Centre had been identified, spoken to and banned. DW is working with Rooksdown Youth Club, which has a very good reputation. Low level drug activity is being addressed. He has asked that vegetation by the footbridge be cut back. PM suggested CCTV, but DW said that it is very difficult to get that set up; more frequent patrols are seen as more effective. DW said that drug activities in the pavilions appears to have ceased. He referred to a public order incident at Moths Grace which had been dealt with.

In conclusion, DW said that he can be contacted via 101, but a personal number could be published in these minutes.

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**Appendix B to mrpc30062014**  
**Dated 30 June 2014**

**Report from Stephen Reid for Rooksdown Parish Council 30 June 2014**

**Traffic calming / Lodge Junction**

A further stakeholder meeting was held on 11 June at which all parties were supportive of the scheme now being proposed.

Hampshire County Council is to prepare display boards for Rooksdown Summer Fair on 13th July. These will show the Proposal Plans as circulated by HCC at the meeting.

My understanding is that the M3 Local Enterprise Partnership is supportive of this scheme and has included it in its funding requests. An answer is expected shortly. The proposal is permitted under the Highway Acts and does not require planning approval.

The scheme is in HCC's highway works programme for 2015/16 subject to LEP funding being confirmed.

A planning application (ref: 14/01305/ROC) has recently been submitted by Taylor Wimpey for 'Removal of condition 8 of planning permission BDB/56725 relating to bus gate on the southern perimeter road to provide an alternative site wide traffic management plan'.

The application proposes a two phased approach for reconstruction of the Avenue:

1. Rebuild The Avenue and install traffic calming measures with no material change to the current access points in or out of the Hospital.
2. Hospital traffic leaving Dinwoodie Drive (main exit) will have priority over traffic on The Avenue. This will result in all traffic exiting the hospital to exit via the new Lodge Junction, rather than via Limes Park estate roads.

Phase 1 will be implemented on approval and Phase 2 will be implemented once The Lodge junction (The HCC works) are completed.

**David Wilson Homes development**

Nothing further to report from me

**Rooksdown Lane**

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The height barrier has been discussed with Mr Sweeny, the land owner and he is content with the proposals. Hampshire will be progressing an order for the works shortly and include the timber bollards in the works to prevent people bypassing it and using the open pathway to the side of the barrier.

The Officers have promised to keep me informed of further progress including start of works dates in due course.

### **Aldermaston Road Triangle**

Nothing from me.

### **Rooksdown School**

The planning application for the new school was considered on 18 June by HCC's Regulatory Committee and approved. I am pressing for work to progress quickly with an aim of opening the school to one form of entry in September next year.

### **Borough Local Plan - consultation**

The consultation period has closed. I have submitted nine comments, including my severe reservations that the draft plan is indistinct on the need for a Western by-pass.

### **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 (new item)**

With regard to Park Prewett Road:

- The developer has offered HCC the road.
- A 'deed of dedication' has been drafted. (Similar to a section 38 but without the bond)
- Adoption will take place once remedial works on the road have been completed by the developer to the approval of HCC. Apparently there are some minor works outstanding and it is anticipated these could be completed by the end of the June (now!), subject to the developers' co-operation.
- A 'commuted sum' for drainage and lighting has been part paid by the developer. Once HCC has received the balance payment and the remedial works are completed the road can then be adopted.

The importance of this, besides knowing to whom to turn in the event of a problem with the road, is that once adopted, the Highways Authority will then have the opportunity to pursue the option to enforce traffic restrictions orders outside the planning process. I am advised the timescale for this is approximately 6 months after adoption.

### **Changes to Parish Council**

I should like to put on record my thanks to the retiring Parish Councillors, especially your retiring Chairman Colin Statham, for their services to Rooksdown. It has been a pleasure to work with them.

## **County Cllr Stephen Reid**

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**Appendix C to mrpc30062014**  
**Dated 30 June 2014**

**Update to Rooksdown Parish Council – May to 30<sup>th</sup> June 2014**

### **Update from Borough Cllr Karen Cherrett**

#### **Pavilions planning application**

- The application is progressing but I have not yet seen it listed for viewing or determination at Development Control Committee. Both a viewing and hearing by DC has been requested.
- It is clear that this remains an issue which divides opinion in Rooksdown – those experiencing the noise and nuisance wish them to be removed; and those concerned with their heritage and conservation seeking to retain the pavilions.

- To date no single solution has been advanced to satisfy both needs and a critical deciding factor must surely include assurance of the ability to manage and maintain the structures cost effectively into the future.
- In spite of many years trying to find a solution, no individual or organisation has been able to come forward with a viable plan for restoring them from their current state and maintaining the structures longer term. Discussions have been distracted by seeking to apply further pressure on developers to bring the pavilions up to condition for handover. This is not the whole answer and past restoration work and expenditure has been quickly undermined by lack of a sponsor or caretaker longer term. Without a long term solution that has the support of the community it is difficult to see how simply spending much short term will solve the problem.

### **Surgery site**

- There is still no further update on the funding and agreement of plans for the permanent surgery site. The sticking point appears to be agreeing plans that allow the permanent building to be safely constructed alongside the existing temporary site and without closing the existing facility.
- Continuing delays to agree plans put funding at risk as the health authority has allocated funding to specific years and is uncertain that it will be carried forward to future years.
- We continue to seek assurances and further information on the progress of a permanent building for this much used and needed facility.

### **Manydown meeting**

- I am aware that the requested meeting to express local concerns re the development of this site did not take place due to the local election and last minute work commitments of councillors. With changes in the Parish Council setting dates remains difficult but Cllr Izett is prepared to meet with some or all of the Parish Council to discuss the proposed site development as set out in the Local Plan.
- The main concerns are:
  - whether and when sufficient infrastructure will be put in place in the event of development
  - 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
  - how the Parish will be fully involved in the development as it has been in the Old Golf Course development to date.

### **Open space consultation**

- Meetings have now taken place on the village green site between BDBC officers and the RCA.
- Plans have been drawn up and discussions taken place about how to allocate the funds immediately coming available and the longer term needs of the site for facilities such as a skate park (subject to LIF application), additional youth centre space, all weather and all age exercise areas and how the facilities blend with the surrounding woods, school and existing green spaces.
- We are keen to get further detail that can be used to inform and engage the local community at the summer fayre and then agree the planning and phasing for implementation.

### **Community Centre snagging**

- I have progressed chased the lead officer on the outstanding issues and am informed that:
  - drainage works should be starting in the latter part of next week (Rocon is the contractor)
  - a contractor has been trying to sort out the post/door closer (and the door hinges reported as the cause of the issue to the door/alarm in the small hall). It is not proving to be a simple 5 minute fix because of the access and proximity of sensors etc. which is consistent with what RCA has been saying for some time!
  - A contractor to deal with the lighting issues has yet to be identified and commissioned but is being chased again
  - Payment of outstanding remedial funding is being chased for approval within the council – this is disappointing given the earlier assurances that this would be resolved swiftly.
- I will continue to press these matters to closure.

### **Old Barn planning application**

I believe that there have been further amendments to the current site application and hope to have an update from the lead officer soon so that any impact can be discussed.

### **Main Hall planning application**

I have yet to get a date for this application to be heard. I am aware that it is progressing and that many of the issues of the pre-application have been resolved. However further changes to the allocation of space for



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community use may create concerns re the financial viability of the community backed scheme. This is a matter for further discussion at RPC tonight I believe.

### Traffic calming application

Cllr Reid should be able to provide an update at the meeting.

### School planning application

The application was heard recently and I expect Cllr Reid will be able to provide a full update on progress.

### Safer Neighbourhood Panel

The date of next meeting has been changed from 16th July to 23rd July at 19:30hrs at the Rooksdown Community Centre.

### Community safety issues

- At the last meeting concerns were expressed re low level activity in drugs misuse leading to some reporting instances of dealing and assault. These are matter seeing responded to by the Police and PCSOs but any reports of young people being harassed, approached or sightings of suspicious activity should be reported to Police as below.
- There have also been a few incidents of inter-racial harassment in the community but these are also being responded to with community support teams.
- None of these matters are minor for those involved but they are low level and minor in the scale of incidents experienced elsewhere. The prompt action and response of the community safety teams continue to make Rooksdown a safe neighbourhood and we all need to report issues so that we can to keep it that way

### 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

Appendix to mrpc30062014  
Dated 30 June 2014

<b>BUDGET AND PRECEPT CALCULATION 2013/2014</b>		Version 5						
Clerk salary increase wef 1/4/2013	Actual	Budget	Actual to	Projected	Balance to	Budget		
	2012/13	2013/14	23/12/2013	2013/14	31/03/2013	2014/15		Diff
<b>CAPITAL</b>								
Addition to Reserves (future capital projects)		2700			0	0		- 2700
Street Furniture (N Boards/Seat/Signage etc)	0	1500	496	1500	1004	0		- 1500
Grit Bins/Locks	0	0		200	200	0		0
<b>REVENUE COSTS</b>								
<b>Admin Costs</b>								
Clerk Salary	3489	4850	4405	5874	1469	5933		1083
Admin Expenses }	863	1100	1015	1300	285	1100		0
Training	0	250	30	200	170	250		0
Insurance (Cornhill)	430	500	463	463	0	500		0
Newsletter Costs/Printing	694	2600	0	500	500	2600		0
Meeting Costs	400	500	269	400	131	500		0
Audit	215	250	190	190	0	250		0
Participatory Budgeting	0	0	0	0	0	0		0
Events	0	5000	3939	3939	0	5000		0
<b>Section 137</b>	<b>5916</b>	<b>4000</b>	<b>3808</b>	<b>3808</b>	<b>0</b>	<b>10000</b>		<b>6000</b>
<b>Subscriptions</b>								
HAPTC/NALC/DATA PROTECTION	498	500	671	671	0	750		250
<b>Parks &amp; Open Spaces</b>								
Grounds maintenance	27	350	216	300	84	350		0
Grit/Salt supplies	260	1100	0	0		1100		0
<b>VAT</b>	<b>621</b>	<b>0</b>	<b>970</b>	<b>1358</b>	<b>388</b>			<b>0</b>
<b>Gross Expenditure</b>	<b>13413</b>	<b>25200</b>	<b>16472</b>	<b>20703</b>	<b>4231</b>	<b>28333</b>		<b>3133</b>
<b>Income</b>								
Precept	17400	18370	18370	18370	0			
Bank Interest	25	15	21	30	9	15		0
Limited General Grant	1100	1100	1100	1100	0	1100		0
Community Tax Support		1630	1631	1631	0	1631		
Other receipts	20	1000	2760	2760	0	2000		1000
VAT Receipts	714	1381	1652	1652	0	970		-411
<b>Gross Income</b>	<b>19259</b>	<b>23496</b>	<b>25534</b>	<b>25543</b>	<b>9</b>	<b>5716</b>		
<b>Surplus/Deficit</b>	<b>-5846</b>	<b>1704</b>	<b>9062</b>	<b>4840</b>	<b>4222</b>	<b>22617</b>		
<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>				<b>53939</b>				