

## ROOKSDOWN PARISH COUNCIL

### MINUTES OF A MEETING OF ROOKSDOWN PARISH COUNCIL (RPC) HELD ONLINE on 23 November 2020 at 1930

	In Attendance	Apologies	Absent
Cllr Paul Mahoney (Chairman)	✓		
Cllr Paul Lovett (Vice-chairman)	✓		
Cllr Tim Botten	✓		
Cllr Scott Mason	✓		
Cllr Jon Payne	✓		
Cllr Doug How	✓		
Cllr Dan Harris	✓		

**Clerk:**

Martin Whittaker

**In attendance:**

Simon Bound, Borough Councillor and Manager of Rooksdown Community Association (RCA), plus 2 candidates for co-option.

**Action**

- 20/203 **To receive and accept apologies for absence**  
The Clerk drew members attention to the duty to attend council meetings, and the fact that reasons for absence must be approved by the council.
- 20/204 **To receive and note any Disclosable Pecuniary Interests and requests for dispensation for items to be discussed**  
None.
- 20/205 **To approve the minutes of the Rooksdown Parish Council meeting of 26 October**  
The motion being proposed by Cllr Mahoney, seconded Cllr Lovett, **IT WAS RESOLVED** unanimously to approve the minutes.
- 20/206 **To approve the draft minutes of the HR Committee meeting of 30 September**  
The minutes, having been approved at the HR Committee meeting on 19 November, were noted.
- 20/207 **To note the draft minutes of the Allotment Committee Meeting of 2 November**  
The minutes were duly noted.
- 20/208 **To discuss matters arising from the minutes**  
All items complete except:
- 20/4 Bus shelter – Clerk  
The Clerk reported that Becky Poulter from BDBC had agreed to manage the project, but was awaiting a decision about the colour. Members agreed that it should be the standard colour.
  - 20/12 Fencing – on agenda.
  - 20/61 Replacement of RPC with HCC salt bins – Clerk  
The Clerk was awaiting confirmation of the location of salt bins needing replacement. Cllrs Lovett and Mahoney will do. All other salt bins were full and

ready for winter. Cllr Lovett also agreed to check the size of the large salt bin on the roundabout by the school.

- 20/64.1, 20/116.1 Car parks – Mahoney – ongoing.
- 20/187 Engagement with Taylor Wimpey – Mahoney – see Chairman’s report below.
- 20/199 Rooksdown Reporter commercial delivery – Clerk – on agenda.

**Lovett/  
Mahoney**

20/209 **To invite members of the public to address the meeting (up to 15 minutes in total)**

None.

20/210 **To receive reports from:**

1. Chairman of Rooksdown Parish Council

The Chairman had walked round Rooksdown with Cllr Bound to identify items that needed attention from Homes England and Taylor Wimpey. This had resulted in a comprehensive list that was being agreed with Taylor Wimpey. It includes such long-outstanding matters such as streetlights, car parks, No Left Turn from Dinwoodie Drive, etc.

Cllr Mason reported that a lot of rubbish appeared to have blown off the Squirrel Wood site onto The Spinney. The Clerk was asked to liaise with Cllrs How and Scott and write to the site manager asking for it to be cleared.

**Clerk/  
How/  
Mason**

2. Clerk to the Parish Council

The Clerk reported that the Manydown developers, Urban and Civic, would be attending the January meeting, along with members of the Manydown project team. It was agreed that up to an hour should be allotted to this and it should be put on social media from early January. Items that should be covered include:

**Clerk**

Construction traffic, build out rates, access routes (including school access), prevention of construction traffic through Rooksdown.

The fallen tree in The Spinney near Nightingale Gardens had been reported again. It was agreed the Clerk should ask the Handyman to remove it

**Clerk**

The Christmas tree had been installed. Cllr Lovett agreed to turn on the lights on 1 Dec.

**Lovett**

3. County Councillor – no report
4. Borough Councillor – verbal report given
5. Rooksdown Community Association (RCA)

The Community Centre was still closed to all except the nursery.

6. Police/PCSO/CSPO

The PCSO, Ryan Long, had reported that there had been an increase in thefts from motor vehicles and garden shed burglaries.

20/211 **To approve payments**

The motion being proposed by Cllr Botten, seconded Cllr Lovett, **IT WAS RESOLVED** unanimously to approve the following payments:

Date	Description	Supplier	Amount
24/11/2020	Xmas tree lighting deposit	Gaudete Ltd	360.00
24/11/2020	Xmas tree lights	Gaudete Ltd	360.00
27/10/2020	Phone bill	giffgaff	6.00
24/11/2020	Salary	M Whittaker	800.00
24/11/2020	Salary balance	M Whittaker	16.34
24/11/2020	Office rent - 1366	RCA	15.00
24/11/2020	Handyman - inv 1367	RCA	780.00

Cllr Mahoney was asked to authorise the payments.

**Mahoney**

- 20/212 **To note current bank reconciliations**  
 The reconciliations were examined by Cllr Harris and duly noted by the council, with the following reconciled balances as of 31 October:
- Treasurers Account £22,083
  - Business Bank Instant Account £80,893
- 20/213 **To approve Terms of Reference for the HR Committee**  
 The motion being proposed by Cllr Payne, seconded Cllr Mason, **IT WAS RESOLVED** unanimously to approve the Terms of Reference.
- 20/214 **To approve Terms of Reference for the Allotment Committee**  
 The motion being proposed by Cllr Mason, seconded Cllr Lovett, **IT WAS RESOLVED** unanimously to approve the Terms of Reference.
- 20/215 **To note response to Local Plan Issues and Options Consultation**  
 The response submitted by the Clerk was duly noted.
- 20/216 **Planning applications**
1. [20/02239/FUL](#) | Retention of modular building for part clinical, part office space use and air con units for a further period of 5 years | Lasham Building North Hampshire Hospital Aldermaston Road Basingstoke Hampshire RG24 9NA  
 The motion being proposed by Cllr Mahoney, seconded Cllr Lovett, **IT WAS RESOLVED** unanimously to offer no objection to renewal of temporary permission for a further 5 years, but object to the granting of full permission as RPC would wish to evaluate the effect on parking in Rooksdown after the 5 years were up.
  2. Applications not on the agenda  
[20/02933/HSE 75](#) Peggs Way Basingstoke RG24 9FX Proposal: Erection of timber orangery to rear  
 The motion being proposed by Cllr Mahoney, seconded Cllr Payne, **IT WAS RESOLVED** unanimously to offer no objection.
- 20/217 **To consider actions to be taken to prevent further damage to the Barn**  
 Cllr Bound had been following up with the BDBC planning department. The developers have told BDBC that work hasn't been possible due to lockdown, but is due to start in January 2021.
- 20/218 **To consider the revised co-option procedure for casual vacancies on the council**  
 The motion being proposed by Cllr Mahoney, seconded Cllr How, **IT WAS RESOLVED** unanimously to approve the revised procedure.
- 20/219 **To receive progress report from the Main Hall Working Group and make appropriate decisions – Clerk**  
 The Clerk reported that he had tried on a number of occasions to speak to the developers but calls had not been returned. However, they had said in an email that there had been issues with Building Control approval.
- 20/220 **To receive an update on skatepark issues – Payne**  
 Cllr Payne review the discussion at the last meeting and concluded that moving the grind box or the shelter did not seem worthwhile. Instead, he suggested investigating the planting of a tree/bush screen between the skatepark and the school to suppress noise and reduce overlooking.  
 The Clerk was asked to investigate with BDBC the planting of trees in this area, to grow to between 2.5 and 5m, with a budget of about £3000. Clerk
- 20/221 **To receive an update on the LIF fencing project and consider repairs to kneerail fencing – Clerk**

BDBC, which is managing the procurement, expects to be able to start work in Spring 2021.

The Handyman has removed some of the damaged wooden fencing and is patching up remaining fencing where appropriate.

20/222 **To plan the next edition of the Rooksdown Reporter**

Cllrs Mahoney and Bound agreed to co-ordinate the Christmas edition with input from other councillors.

The Clerk reported that he had been quoted £105-115 per 1000 for delivery. However, members agreed that this edition would be delivered by councillors.

The motion being proposed by Cllr Mahoney, seconded Cllr Lovett, **IT WAS RESOLVED** unanimously to approve a budget of £500 for printing and publication.

20/223 **To appoint a Finance and Precept Working Group and agree meeting date**

The Clerk reported that the tax base figures would be available on 11 Jan, and it was agreed that there should be a working group meeting on Tuesday 12 Jan at 1800. Cllrs Lovett, Mahoney, How, and Botten agreed to join the meeting. It was agreed that the co-option candidates, if and when they joined the council, would also be invited.

Clerk

20/224 **To consider commenting on BDBC budget proposals**

No comments were made, but the Chairman would be attending a meeting on this topic later in the week.

The motion being proposed by Cllr Mahoney, seconded Cllr Mason, **IT WAS RESOLVED** unanimously that the Clerk should submit comments in consultation with the Chairman.

20/225 **To consider applications to fill the casual vacancies on the council and co-opt as required**

Application forms had been received from Sarah Hoare, Jessica Lewis-Dalgarno and Elizabeth Williams. The Clerk confirmed that, according to the forms, all were eligible to join the council.

However, just before the meeting Elizabeth Williams withdrew her application, leaving two candidates. Therefore Sarah Hoare and Jessica Lewis-Dalgarno would be invited to be members of the council. The Clerk was asked to make the necessary arrangements.

Clerk

20/226 **Exclusion of Press and Public**

To, in accordance with the Public Bodies (Admission to Meetings) Act 1960, exclude the public and press for a discussion of staff matters where publicity might be prejudicial to the special nature of the business.

The motion being proposed by Cllr Mahoney, seconded Cllr Payne, **IT WAS RESOLVED** unanimously to close the meeting.

The Clerk was asked to leave the meeting at this point.

20/226.1 **To discuss the conclusions of the HR Committee meeting**

Cllr Payne outlined the conclusions of the HR Committee on 19/11/20 referring to the minutes of the meeting 30/9/20 that had been circulated to members ahead of the meeting. There were no questions raised by members.

20/226.2 **To review the Clerk's salary as required under clause 5.2 of the employment contract**

A full discussion took place regarding the matter in question and an outcome was reached. The motion proposed by Cllr Lovett, seconded by Cllr Harris, **IT WAS RESOLVED** by a majority vote – 4 in favour, 1 against and 2 abstentions – for the change to be effective from January 2021. Cllrs Payne and Mahoney both wished their abstentions to be recorded. Cllr Mahoney was instructed to communicate the outcome in time for the change recommended to be effective from January 2021.

Mahoney

20/227 **Chairman's correspondence**

The Chairman had received a communication from a member of the public about overgrown vegetation. The Chairman had determined that this was the responsibility of Taylor Wimpey and would be added to the list.

20/228

**Clerk's correspondence**

None

20/229

**Chairman to close meeting**

The Chairman closed the meeting at 22:45.