

ROOKSDOWN PARISH COUNCIL

MINUTES OF A MEETING OF ROOKSDOWN PARISH COUNCIL (RPC) HELD ONLINE on 22 March 2021 at 1930

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

Clerk:

Martin Whittaker

In attendance:

Simon Bound, Borough Councillor and Manager of Rooksdown Community Association (RCA)
...plus 4 members of the public.

Action

- 21/37 **To receive and accept apologies for absence**
Cllr Harris has resigned from the council.
Cllr Mason had texted to say he would be late joining the call because of IT problems. The motion being proposed by Cllr Mahoney, seconded Cllr How, **IT WAS RESOLVED** unanimously to accept the apologies.
- 21/38 **To receive and note any Disclosable Pecuniary Interests and requests for dispensation for items to be discussed**
The Chairman declared a non-disclosable interest in item 21/45 as an employee of Lloyds Bank, the council's current bankers.
- 21/39 **To approve the minutes of the Rooksdown Parish Council meeting of 22 February**
The motion being proposed by Cllr Mahoney, seconded Cllr How, **IT WAS RESOLVED** unanimously to approve the minutes with the removal of the incorrect month names in the heading and item 21/21. The corrected minutes were signed on camera by the Chairman.
- 21/40 **To discuss matters arising from the minutes**
Cllr Mason joined at this point.
All items complete except:
- 20/12 Fencing – Clerk – Gordon Wade (BDBC) met last week with a supplier – confident of progress soon
 - 20/200 – planting between skatepark and school – on agenda
 - 21/24 – Rooksdown Reporter – Mahoney/Clerk - on agenda
 - 21/24 – Squirrel Wood – Clerk - not clear that they are using land they are not entitled to. Lisa Souden (BDBC) is investigating.
 - 21/30 – SpeedWatch – Mahoney

Cllr Mahoney reported that the latest figures from the speed camera showed that there were large numbers of cars exceeding 24mph, and many exceeding 30mph, in the 20mph zone. The Chairman would collect more information for the next 3 weeks, and then investigate setting up Community SpeedWatch sessions.

21/41 **To invite members of the public to address the meeting (up to 15 minutes in total)**

A member of the public asked for any speed camera data for Sherborne fields. The Chairman agreed to supply it.

Mahoney

21/42 **To receive reports from:**

- Chairman of Rooksdown Parish Council – nothing significant to report
- Clerk to the Parish Council - nothing significant to report
- County Councillor – written report submitted (see meeting papers)
- Borough Councillor – Cllr Bound reported:
 - Most of the trees in The Spinney behind Florence Drive are owned by BDBC. Some of the ones closest to the houses are owned by the housing association, who tend to be slow to respond to requests for maintenance.
 - Land at Weybrook Golf Club: an application to build 350 houses in this area was apparently in preparation by Bewley Homes. There were issues with this site (as discussed by RPC in minute 20/193). RPC is likely to be contacted by Bewley Homes wishing to discuss the development.
- Rooksdown Community Association (RCA)
 - Spinney Trail information to be sent out to all houses soon.
 - Key – the Clerk would be provided with keys for the new doors at the community centre by the end of the week.
- Police/PCSO/CSPO
 - PCSO Ryan Long had emailed to say there was nothing significant to report.

21/43 **To approve payments**

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

Date	Description	Supplier	Amount
1/2/21	Correction of #648 as a credit	Webhosting UK COM Ltd	-3.32
1/3/21	Phone bill	giffgaff	6.00
22/3/21	Peggs Way bus shelter	Externiture Ltd	7,824.34
22/3/21	Appraisal training	SLCC - payments	36.00
		Goslings Garden and Fencing	
22/3/21	Mending allotment fence	Services	66.00
27/3/21	March salary	M Whittaker	800.00
22/3/21	Mileage etc	M Whittaker	75.00
22/3/21	March salary balance	M Whittaker	16.34
22/3/21	PAYE and NI	HMRC - payments	869.29
22/3/21	Office rent	RCA outward	15.00
22/3/21	Handyman	RCA outward	660.00
16/3/21	Notice board keys	Fast Key Services Ltd	13.31

Cllr Mason agreed to authorise the payments.

Mason

21/44 **To note current bank reconciliations**

The reconciliations were examined by Cllr Botten and duly noted by the council, with the following reconciled balances as of 28 February:

- Treasurers Account £17,205.67
- Business Bank Instant Account £100,896.65

21/45 **To consider revised banking arrangements**

The Chairman declared a non-disclosable interest as an employee of Lloyds Bank, the council's current bankers.

As detailed in the Clerk's report, Redwood Bank had now withdrawn the 35-day notice account and replaced it with a 95-day account. This would still be useful in the context of RPC's finances. However, it was suggested that the account should be opened with limited funds to allow the incoming council to finalise the amounts.

Clerk

The motion being proposed by Cllr Lovett, seconded Cllr Lewis-Dalgarno, **IT WAS RESOLVED** unanimously that the Clerk should open such an account with £10,000, with the Clerk, Chairman and Vice Chairman as signatories.

Cllr Mahoney abstained.

21/46

Planning applications

1. [21/00523/HSE](#) | Erection of single storey side and rear extensions | 18 Moths Grace Basingstoke RG24 9FY

Ratification of comment made under the Uncontentious Planning Application Procedure.

The motion being proposed by Cllr Botten, seconded Cllr Lovett, **IT WAS RESOLVED** unanimously to offer no objection to the application.

2. [21/00327/RET](#) | Erection of a shed/outbuilding (Retrospective) | 4 Canadian Way Basingstoke RG24 9RE

The motion being proposed by Cllr Lovett, seconded Cllr Mahoney, **IT WAS RESOLVED** unanimously to offer no objection to the application.

3. [21/00583/HSE](#) | Erection of first floor extension over existing single storey side element and single storey front extension | 12 Barron Place Basingstoke Hampshire RG24 9JS

The motion being proposed by Cllr Lovett, seconded Cllr Lewis-Dalgarno, **IT WAS RESOLVED** unanimously to offer no objection to the application.

4. Applications not on the agenda
None.

21/47

Response to HCC consultation on the expansion of Saxon Wood School

Members agreed that the council should respond very positively to the consultation, as they were very supportive of the work done by the school. In addition, the closing of the entrance from Barron Place was welcome as this would take traffic away from residential areas.

The motion being proposed by Cllr Lovett, seconded Cllr Lewis-Dalgarno, **IT WAS RESOLVED** unanimously agreed to so respond to the consultation.

Clerk

21/48

To receive a report on salt bins and consider suggestions for new locations

The Chairman reported that HCC had agreed to:

- Replace the existing bins at:
 - Gillies Drive
 - Nightingale Gardens
 - Pumphouse Way
 - Peggs Way
 - Community Centre (at roundabout) – this bin will be moved slightly to allow safer access during use.
 - Parcel Drive
- Add a bin at Saxon Wood School

They had declined to put bins at:

- Surgery – there is a bin within 50m and most use would be for a private area
- Shops – there is not enough room and this is a mainly private area

It was agreed that the Clerk should organise the removal and redeployment existing bins as follows: **Clerk**

- Handyman to remove the bins from the locations agreed by HCC and store them in the lock-up before the end of May. The Clerk would check whether this could be done under the existing financial arrangements or whether extra budget would be required.
- Later in the year:
 - Members to deploy some of the redundant bins to replace the small bins on Sherborne Fields, adding salt as necessary **Members**
 - Clerk to contact developers of the Old Golf Course to seek permission to deploy the bins there and discuss the best sites. **Clerk**

21/49

To receive a report from the cemetery site meeting and consider further actions

Members had met representatives from Hampshire Hospitals Foundation Trust (HHFT) on site. Key points from the meeting were:

- The cemetery is an important part of Rooksdown history
- It was not the core business of HHFT and they would like to pass responsibility on to somebody else
- At the moment, there don't appear to be any other options but for HHFT or RPC to look after it
- As the children's areas are full, the graveyard is closed, but parents' ashes can be buried with their children
- HHFT believe the Canadian war graves are still there
- In principle, HHFT would be willing to bring it up to a reasonable standard and pass it on with some maintenance money
- HHFT had in the past used external maintenance contractors at a cost of £3K+ per year
- There is no particular urgency: it only becomes urgent if hospital moves, but that may be in 6 or 7 year' time.

Members discussed whether in principle the council should take over the cemetery. Key points were:

- The likely cost would be a large portion of the precept, and therefore should not be accepted lightly
- It is essential that the cemetery is brought up to a maintainable standard
- The council would expect significance maintenance moneys to be passed over with the cemetery, either as a lump sum or as a yearly payment
- It was likely that the council would have to operate it as a cemetery to allow parents' ashes to be buried, with some additional admin burden.

The motion being proposed by Cllr Lewis-Dalgarno, seconded Cllr Payne **IT WAS RESOLVED** unanimously that the council should investigate further the implications of taking over the cemetery and consider setting up a working group after the local elections to progress this. **Clerk**

Cllr How offered to investigate the history and current state of the cemetery, together with possible sources of funding, and share the information with the Clerk. **How**

21/50

To consider requesting a sign to be placed on the Mill Road/Rooksdown Avenue roundabout indicating no access for construction traffic - Payne

Members were of the opinion that there were already too many signs in the area, and by the time the requisite permissions and funding were sorted the development would be essentially complete.

21/51 **To receive an update on progress on the planting between the skatepark and the school and consider actions – Clerk/Payne**

Cllr Payne and the Clerk reviewed the work done and decisions made so far. Key points were:

- RPC had investigated a number of options to resolve the overlooking and noise issues:
 - Install an 80m x 3m acoustic fence on BDBC land outside the school grounds
 - Install a shorter 40m acoustic fence nearer the skatepark
 - Redesign the skatepark and shelter to reduce the impact
 - Plant vegetation between the park and the school.
- However, it was not clear:
 - Whether any of these would be effective
 - Where the funding would come from
 - Whether any of them would run in to planning permission problems, especially with regard to the conservation area
 - Whether BDBC as the landowners would give permission for any of these solutions, especially where they conflicted with the Masterplan for the area.

In conclusion, RPC believed it had a moral duty to facilitate a solution but lacked the resources or control necessary to implement such a solution.

Cllr Payne and the Clerk would be attending a meeting with the school on 24 March. Cllr Payne had offered to present the options, with their strengths and weaknesses, to the meeting. If any option appeared promising after the meeting the Clerk would, in consultation with Cllr Payne, obtain the necessary information to move it forward, and report to the next council meeting.

21/52 **To consider an offer to run a Community Fun Day on the skatepark - Payne**

Cllr Payne had considered this further and now thought it appropriate to revisit this when the pandemic was effectively over. The Clerk would inform the company.

Clerk

21/53 **To review content, delivery and budget for Rooksdown Reporter**

Because the council was now in the pre-election period, this would now be published after the election.

21/54 **To discuss activities related to council elections in May**

The Chairman drew members' and attendees' attention to the information on the BDBC website.

21/55 **Chairman's correspondence**

None.

21/56 **Clerk's correspondence**

The Clerk reported that advice had been received from HALC concerning council meetings in May.

- The government looked unlikely to extend the legislation allowing virtual council meetings
- Advised to hold the Annual Parish Meeting (APM) virtually before 7 May
- Advised to prepare for a face-to-face meeting in May

The Clerk was not clear why this advice is being issued, as it appears to be contrary to existing law for APMs, the COVID rules and to common sense. Also, it was not clear that a COVID-secure meeting room would be available in Rooksdown for the Annual Meeting of the Council on 17 May.

As this is a rapidly changing situation, the Clerk advised:

- Not booking the APM or the Annual Meeting till the position became clearer
- Reviewing at the April meeting
- If no change, consider delegating authority to the Clerk in consultation with the Chairman for all matters, and continue to meet virtually as a Working Group.

21/57

Chairman to close meeting

Meeting closed at 2155