



Minutes of Rooksdown Parish Council

For parish council meeting held at 7.30pm on Monday 26th July 2021 outside Rooksdown Community Centre,
Park Prewett Road, Rooksdown RG24 9XA

Attending – Paul Mahoney, Douglas How, Gaynor Woods, Scott Mason, Sarah Hoare, David Knights.

*Basingstoke & Deane Borough Councillors, Tristan Robinson, Jay Ganesh and Simon Bound
(also Manager of Rooksdown Community Association (RCA)).
Hampshire County Councillor, Arun Mummalaneni.*

- 21/117 **To appoint a Clerk and RFO to record the minutes & actions for the duration of the meeting**
Laura Harley of Overton Parish Council had agreed to attend the meeting and take the minutes.
- 21/118 **To receive and accept apologies for absence**
Cllr Mahoney stated that Jessica Lewis-Delgarno had given birth to Alexander and it was agreed to send a card and some flowers.
- 21/119 **To consider applications to fill the vacancies on the Council and co-opt as required.**
The person who had been interested in becoming a parish councillor could not attend this evening and had not attended the previous meeting. Cllr Bound agreed to speak to him about the co-option.
- 21/120 **To receive and note any Disclosable Pecuniary Interests and requests for dispensation for items to be discussed**
Cllr Mahoney declared an interest in item 21/127 as an employee of Lloyds Bank.
- 21/121 **To approve the minutes of the Rooksdown Parish Council meeting of 28 June**
The minutes were proposed by Cllr Mahoney and seconded by Cllr Mason and approved by all present. The Chairman signed the minutes.
- 21/122 **To discuss matters arising from the minutes**
All items complete except:
- 20/12 – LIF fencing – this was in hand but there was a problem with the supply of fencing.
 - 20/64.1, 20/116.1 Car Park, Peggs Way – this was part of the handover of the southern area public open space. There was a substantial sum of S106 money which has been set aside for community facilities. Cllr Bound suggested that this could be used for an EV charging hub and all councillors agreed that this should be pursued. It was noted that there was a power supply in the car parks.
 - 21/58, 21/68 – Revised banking arrangements with Unity Trust Bank - agenda item
 - 21/49 – Cemetery Working Group - agenda item
- 21/123 **To invite members of the public to address the meeting (up to 15 minutes in total)**
No members of the public attended.

21/124 **To receive reports from:**

1. Chairman of Rooksdown Parish Council

Cllr Mahoney reported that he had completed the paperwork for the audit and sent it to PKF Littlejohn. He had also updated the website.

2. Interim Clerk to the Parish Council

Mrs Harley had nothing to say.

3. County Councillor

Cllr Mummalaneni had circulated a written report and gave a short verbal report. There was little action from HCC officers regarding the adoption of the Taylor Wimpey development. The estate should be at an adoptable standard or the funds should be passed across to HCC to do the work. A meeting was required with everyone involved (including Jo Murphy from Taylor Wimpey). It was also agreed that the conversation about adoption should proceed with Persimmon Homes regarding the Lavender Copse development.

There was concern about a safeguarding issue at Castle Hill school and a meeting with all the stakeholders would take place in September.

4. Borough Councillors

The grass cutting had been undertaken and was now back on track although there were still some issues with areas that had been passed over by Taylor Wimpey. The handy man had carried out some work, but it was important that he did not duplicate what had already been done. It was agreed to look at the handyman's list of works – for instance the Sheepwash and Downside hedges were overgrown but also privately owned and therefore the responsibility of the householder and so he would have to recharge the work.

The garden waste collection had been suspended as several refuse workers had been pinged. There was some delay with other rubbish services, but people just needed to leave bins out for next day collection. The Local Plan was ongoing. There was some concern regarding the parking on double yellow lines in Priestly Road – this was mostly be people collecting workers from the hospital.

Cllr Robinson stated that he would be the contact for planning matters. It was noted that the Conservation Area for Park Prewitt was ambiguous regarding planning applications. It was hoped to review the Conservation Area and reduce the boundary to include the older properties only.

5. Rooksdown Community Association (RCA)

Cllr Bound reported that the guidance regarding the use of the Community Centre had not changed with only one hirer a day using the facility. At present there was no firm guidance regarding the future use of the Community Centre or community events such as the scarecrow trail, Christmas festivities and Halloween.

6. Sherborne Fields Residents Association

Phase 4 is now built but is not part of the Rooksdown Parish. All residents would like to be involved with RPC events. Residents had borrowed the Speedwatch camera, collated the data and given the information to interested parties. Natural Basingstoke was prepared to support a conservation group for Sherborne Fields, and it was hoped that residents of Rooksdown Parish would also participate. This could be run from Rooksdown Community

Centre or a small shed on the allotments. It was also hoped to produce a newsletter for Sherborne Fields and maybe this could be done in conjunction with RPC.

7. Police/PCSO/CSPO

One of the new PCSOs had attended the recent Community Safety Meeting and would be working with Ryan. Helen Ricketts coordinated the Neighbourhood Watch scheme and Cllr Ganesh was happy to post items appertaining to Rooksdown.

21/125 **To approve payments**

Cllrs How and Knights agreed to sign the payments which were approved by all present. Any invoices received in August would be circulated to all.

21/126 **To note current bank reconciliations and approve/sign annual bank reconciliations**

The reconciliations were duly noted, with the following reconciled balances:

- Treasurers Account £ 20,261.00
- Business Bank Instant Account £103,013.44

Cllr How had signed these. Cllr Mahoney would upload the payments and Cllr Mason would approve them.

21/127 **To discuss Banking relationship, the Banking Mandate and addition of new signatories**

The previous Clerk had circulated a report expressing his concern with mistakes made by Lloyds Bank. The previous Clerk had not addressed these with Lloyds Bank but had recommended that the parish council should move to the Unity Trust bank. Cllr Mahoney had spoken at length with Lloyds Bank, and they had offered recompense of £543.00. Cllr Mahoney questioned whether, given the resolution with the bank, that a move to the Unity Trust bank was necessary. Several attendees at the meeting expressed anecdotal evidence that they had also had issues with Lloyds Bank and given the previous agreement to transfer to Unity Trust bank, this should be pursued once a new Clerk was in place.

21/128 **Planning applications**

1. [21/01934/HSE](#) | Conversion of garage to living accommodation and single storey extension to the rear | 19 Cutting Drive Basingstoke RG24 9GX.

It was noted that this was retrospective or part retrospective. There was a concern that this would effectively remove a parking space – and therefore councillors did not support the application.

[21/02210/TWRN](#) | Reduce tree by approx 40-45ft. | 78 Gander Drive Basingstoke Hampshire RG24 9JR – it was agreed that the tree contributed towards the street scene and was a significant tree in the landscape and also provided shading – objection.

2. Applications not on agenda

Application received between the date of this agenda and the meeting, for which the closing date is before the next meeting, will be discussed under this heading.

21/01989/HSE conversion of garage to living accommodation and erection of rear extension at 9 Cutting Drive. There was a concern that this would effectively remove a parking space – and therefore councillors did not support the application.

21/129 **Allotment matters**

1. To re-appoint the Allotment Committee and review the terms of reference
Cllr Mason reported that managing the allotments had been challenging. A few plots had not been maintained properly and someone had recently given one up. Some allotment

holders wished to build a storage space for woodchip/manure deliveries and also wanted to set up a separate allotment association and were not interested in a hybrid committee of parish councillors and allotment holders. It was agreed to resurrect the allotment committee and Cllrs Mahoney, How, Mason and Knights all agreed to be members with a view to asking some allotment holders to join. There was a budget of £5000.00 and any action would have to be agreed by 75% of the members. There would be a report back to each parish council meeting. It was noted that further allotments would become available but that this was at least 12 months away.

2. To receive an update on the allotment and make decisions

It was agreed that the new committee would have a quick catch up meeting at the allotments.

21/130 To discuss arrangements for councillor training

Cllr Mahoney had arranged some New Councillor training from HALC which would be run in September/October in Rooksdown at a cost of £800.00 but with some spaces for other councils to attend.

21/131 To appoint a Cemetery Working Group and agree a meeting date

Basingstoke Hospital would like RPC to take over the children's cemetery and Cllr How agreed to take this on with assistance from Cllrs Hoare, Woods, Mason, Mahoney and Lewis-Delgarno. This would be a huge financial commitment especially as it is was used for fly tipping and required a great deal of maintenance.

21/132 To discuss the content of the next edition of the Rooksdown Reporter

This could be produced as soon as the content was amalgamated. Information about the scarecrow trail, allotments, conservation group, Speedwatch, Easy Readers, surgery and PCSOs would be included.

21/133 To discuss how to make Rooksdown appear festive at Christmas 2021

Several ideas were proposed including a tree lighting ceremony, stalls, children's party with Father Christmas and free advent calendars. It was agreed that the Christmas Tree should be ordered soon. There was a budget of £2500.00. Cllrs Hoare, Knights and Woods would progress the event.

21/134 To discuss the recruitment of a new Clerk & RFO for Rooksdown Parish Council

It was agreed to resurrect the HR committee and Cllrs How, Mahoney, Mason and Lewis-Delgarno would meet to agree a job description and procedure for appointing a new Clerk.

21/135 Chairman's correspondence

This had already been dealt with.

21/136 Interim Clerk's correspondence

This had already been dealt with.

21/137 Chairman to close meeting

10.05