



**MINUTES OF THE COUNCIL MEETING OF ROOKSDOWN PARISH COUNCIL (RPC)
HELD at the ROOKSDOWN COMMUNITY CENTRE, ROOKSDOWN
on Monday 24 January 2022 at 19:30**

	In Attendance	Apologies	Absent
Cllr Paul Mahoney (Chairman)	✓		
Cllr Douglas How (Vice-chairman)	✓		
Cllr Jessica Lewis-Dalgarno	✓		
Cllr Scott Mason	✓		
Cllr Gaynor Woods	✓		
Cllr David Knights	✓		
Cllr Sarah Hoare		✓	

In attendance:

- Simon Bound – Borough Councillor and Manager of Rooksdown Community Association (RCA)
- Jay Ganesh – Borough Councillor
- Arun Mummalaneni – Hampshire County Councillor
- 1 member of the public

Meeting start time delayed due to accessibility issues to the Community Centre.

Action

22/1 To receive and accept apologies for absence

Apologies had been received from the Clerk who has been supporting Rooksdown Parish Council since the departure of the Parish Clerk in May. She was unable to attend due to other work commitments.

In view of the absence of a Clerk, the motion being proposed by Cllr Mahoney, seconded by Cllr How, **IT WAS RESOLVED** unanimously to permit Cllr Knights to take the minutes of the meeting and to act as RFO for the Parish Council for the duration of the meeting.

Apologies had been received from Cllr Hoare (due to family bereavement).

The motion being proposed by Cllr Mahoney, seconded by Cllr Knights, **IT WAS RESOLVED** unanimously to accept the apologies.

Members wanted to send their condolences to Cllr Hoare.

22/2 To receive and note any Disclosable Pecuniary Interests and requests for dispensation for items to be discussed

Cllr Mahoney declared an interest in item 22/7 for expenses incurred in providing the refreshments for a Councillor Training event on 20 November 2021.

22/3 To approve the minutes of the Rooksdown Parish Council meeting of 25 October 2021

The minutes were proposed by Cllr Lewis-Dalgarno and seconded by Cllr Howe and approved by all present who had been at the meeting itself.

Cllrs Mason and Woods abstained from voting given that they had not been present at the meeting. They both confirmed they had read the minutes and had no questions or comments.

The Chair signed the minutes.

22/4 To discuss matters arising from the minutes

All items complete except:

- 20/12 – LIF fencing – update requested from Gordon Wade at BDBC
Cllr Bound offered to contact Gordon Wade on behalf of the Parish Council
- 20/64.1, 20/116.1 Car Park, Peggs Way – part of the handover of the Southern public open space
- 21/58, 21/68, 21/127 – Revised banking arrangements with Unity Trust Bank – to be pursued once a new Clerk was in place.
- 21/170 – contributing to the cost of acoustic fencing at the skatepark
Cllr Lewis-Dalgarno confirmed she was in process of contacting the school
- 21/171 – linking in with Catherine Daly at BDBC to question why a football pitch was not included within the 'overall masterplan for Rooksdown'
Awaiting a response. To circulate response when received.

22/5 To invite members of the public to address the meeting (up to 15 minutes in total)

None.

22/6 To receive reports from:

1. Chairman of Rooksdown Parish Council

None

2. Clerk to the Parish Council

None

3. County Councillor

Report attached as Appendix 1

4. Borough Councillors

Cllr Bound explained:

- crews for bins had been impacted by CV19 / self-isolation
- Restarted the garden waste service.
- BDBC were resourcing an extra bin crew to increase resilience in waste, recycling, garden waste or bulky waste
- Bewley Homes re Weybrook Golf Course

Cllr Ganesh explained:

- since there had been no Parish Council meeting since October, members would be unaware of the existence of a grant funding scheme launched in October operated by Basingstoke & Deane Borough Council given to their Borough Councillors to administer/oversee in support of the Parishes to specific projects or schemes.
- the grant funding must be claimed for before the end of January for the current financial year.

The Parish Council had previously discussed a proposition for the purchase of Silent Soldiers from the Royal British Legion. Cllr Ganesh suggested that that would be a suitable request for funding.

The motion being proposed by Cllr Mahoney, seconded by Cllr Knights, **IT WAS RESOLVED** unanimously to make an application for up to £1000 for Rooksdown to be able to purchase the 'Silent Soldiers' from the Royal British Legion and empowered Cllr Lewis-Dalgarno to

complete the online application (in conjunction with the Chair) given that there was no Clerk available.

5. Rooksdown Community Association (RCA).

Simon Bound explained that there had been a COVID outbreak recently which resulted in the closure of the Community Centre

The Community Association were planning a Summer Fair and also around the Platinum Jubilee celebrations (Covid permitting)

6. Police / PCSO / CSPO

None

22/7 To approve payments:

The payments list & accompanying receipts were reviewed & signed by Cllrs Lewis-Dalgarno and Cllr Knights.

The motion being proposed by Cllr Lewis-Dalgarno, seconded by Cllr Knights, **IT WAS RESOLVED** unanimously to approve the following payments:

Date	Reference	Supplier / customer	Account	Amount
19.11.21	card	Giffgaff	Phone	6.00
30.11.21	ePay	Goslings	Project costs	534.00
30.11.21	ePay	Goslings	Allotments	187.20
31.10.21	ePay	Goslings	Allotments	187.20
16.11.21	ePay	RCA outward	General admin	15.00
16.11.21	ePay	RCA outward	General admin	30.00
22.11.21	Cr Note	RCA inward	General admin	-30.00
16.11.21	ePay	RCA outward	Handyman	680.00
7.10.21	card	Microsoft Subscription	IT & support	437.76
17.9.21	ePay	PKF Littlejohn LLP	Audit fees	360.00
16.12.21	ePay	RCA outward	General admin	15.00
16.12.21	ePay	RCA outward	Handyman	490.00
13.1.22	ePay	Goslings	Allotments	187.20
20.12.21	card	Giffgaff	Phone	6.00
19.1.22	card	Giffgaff	Phone	6.00
2.1.22	D/D	Microsoft Subscription	Microsoft Licences	135.00
19.1.22	ePay	HALC	Training Course	960.00
26.8.21	ePay	Victim Support	Grant	100.00
23.1.22	ePay	Allotment Holder - AS	Refund of overpayment	35.00
24.1.22	ePay	Clerk	Clerk Support	196.70
18.11.21	epay	Chair	Training refreshments	6.00
18.11.21	ePay	Chair	Training refreshments	2.65
18.11.21	ePay	Chair	Training refreshments	19.40
19.11.21	ePay	Chair	Training refreshments	65.95
19.11.21	ePay	Chair	Training refreshments	45.80
20.11.21	ePay	Chair	Training refreshments	14.00
24.1.22	ePay	RCA outward	Handyman	970.00
24.1.22	ePay	RCA outward	General admin	15.00
24.1.22	ePay	RCA outward	General admin	30.00

Cllr How agreed to authorise the payments on online banking.

22/8 **To note current bank reconciliations**

The reconciliations were examined by Cllrs Lewis-Dalgarno and Knights and duly noted by the Council, with the following reconciled balances as of 31 October 2021, 30 November 2021 & 31 December 2021.

31 October 2021:

- Treasurers Account £34,532.70
- Business Bank Instant Account £103,016.93

30 November 2021:

- Treasurers Account £34,656.94
- Business Bank Instant Account £103,017.75

31 December 2021:

- Treasurers Account £33,272.54
- Business Bank Instant Account £103,018.60

22/9 **To consider grant application from Rooksdown Scout Group**

The Chair of the Rooksdown Scout Group summarised that the money was to be spent on crockery for camp trips for the Rooksdown Scout Group enabling them to be certain that the kit would be available for every young person (meaning that parents are spared the financial burden and worry of finding suitable items for their children).

After some discussion it was agreed that the Parish Council should support the request, with the items being ordered by the Group but the invoice being sent to the Parish Council for the VAT to be reclaimed. The Parish Council also suggested that it was a good opportunity to engage with the Scout Group to take part in community activities, like litter picks, summer fayre etc.

The Chair was tasked to advise the outcome of the Rooksdown Grant Application to the Chair of the Rooksdown Scout Group Fundraising Committee.

The motion being proposed by Cllr Mahoney, seconded Cllr Lewis-Dalgarno, **IT WAS RESOLVED** to support the request from the Rooksdown Scout Group requesting the Group to order the items but send the invoice via the Parish Council who would be able to claim back VAT.

POST MEETING NOTE – BDBC confirm that the Band D equivalent for 2021/22 equated to £18.09 and not £18.20 that was reported in the Parish Council meeting in January 2021. The Parish Council

22/10 **Planning applications**

There were no planning applications to review / discuss.

22/11 **To receive a report from Finance and Precept Working Group and agree the budget and precept for 2022/2023**

The Chairman summarised the report and budget proposed by the Working Group.

The motion proposed by Cllr Mahoney, seconded by Cllr Knights, **IT WAS RESOLVED** unanimously to accept the proposed budget and request BDBC to collect a precept of £38672 for the financial year

2022/23. This would result in council tax of £18.20 from each Band D equivalent dwelling: no increase from the current year.

The Chairman, Cllrs Knight, Lewis-Dalgarno & How signed the 2022/23 Precept request.

POST MEETING NOTE – BDBC confirm that the Band D equivalent for 2021/22 equated to £18.09 and not £18.20 that was reported in the Parish Council meeting in January 2021. The Parish Council agreed to reduce the precept request to £38,438 so as to keep the Band D charge the same as for the 2021/22 ie £18.09.

22/12 To receive an update on the recruitment of a new Clerk & RFO for Rooksdown Parish Council

Cllr Lewis-Dalgarno explained that there had been limited interest shown.

It was suggested that the Advert be republished on the Facebook pages, HALC website & local noticeboards with a closing date of Monday 28 February.

22/13 To receive an update on the Allotments

Cllr Mahoney confirmed that the Allotment Invoices for 2022 had been sent out to all tenants on 16 December 2021. With the exception of just one tenant, the others had paid very promptly following receipt of their invoice.

Cllr Knights confirmed:

- there had been an inspection carried out at the Allotments in December,
- currently working through the allotment waiting list to allocate the remaining vacant plots
- sending an Allotment Newsletter Update to the tenants shortly.

22/14 To review the new councillor training in November & suggested actions

Councillors had attended The Knowledge & Core Skills Training Parts 1 & 2 on Saturday 20 November 2021 – 10.30 – 2.30. Cllr Lewis-Dalgarno summarised the view of members that the training had been extremely useful.

Cllr Lewis-Dalgarno proposed that, once a new clerk has been identified, she would lead the production of a 'Community Plan' to be compiled over the next 12 months, pulling together all the information about Rooksdown (from knowledge of existing/past Councillors, members of the Community Association, Local Plan for the whole of the Borough, 'Rooksdown Master Plan', 'Community Plan', Significant Planning Applications, Building phases etc).

Members agreed this was a worthwhile activity.

22/15 Chairman's correspondence

None

22/16 Interim Clerk's correspondence

None

22/17 Chairman to close meeting

Meeting closed at 22.30

Appendix 1

Hampshire County Councillor report January 2022 Cllr Arun Mummalaneni

1. Roads update

Highway operations are continuing as normal during the Plan B restrictions.

Statistics have been published by Hampshire Highways for last November. In that month 406 emergencies were attended, 21,173 square metres of carriageway were resurfaced, 18,436 gullies and other drainage were cleared and 7,295 potholes were fixed. In addition, they also coped with Storms Arwen and Barra, keeping the roads clear of fallen trees and other vegetation, debris and excess water.

General road problems should be reported online at <http://www.hants.gov.uk/transport/roadmaintenance/roadproblems>.

Emergency issues on the highway can be reported outside of office hours by calling 101. In any emergency where there is a danger to life, call 999.

Going forward, Hampshire County Council has agreed to put extra “recurring” funding into highway maintenance, equating to about £7 million per year, from April this year.

2. Severe weather

At the time of writing, we have had some very cold weather and so road gritting is my mind at the moment. When we do have freezing temperatures forecast, the Hampshire Highways' fleet of salting lorries head, focusing on the main roads first. If you're driving behind a gritter please keep well back and be patient - as they do their job to help keep you on the move. You can see the priority salting routes at <https://maps.hants.gov.uk/highwayssaltroutes/>

Many of our roads and lanes are not on the priority routes but you will be aware of the blue grit bins provided by HCC across the area. These are filled with salt for community use throughout winter. They're particularly useful for smaller roads or on the pavements. A small amount of salt from these can make a big impact on frozen and icy surfaces. One tablespoon of salt (20 grams) is sufficient to treat one square metre of road or pavement surface.

If you spot grit bins are empty or running low, do contact Hampshire County Council for replenishing. This can be done either online at <https://www.hants.gov.uk/transport/roadmaintenance> or by emailing roads@hants.gov.uk. Parishes are in any event advised to check these.

3. Support for vulnerable households

Hampshire County Council has received £7.124m from the Government's Household Support Fund to support households in need with food, energy and water bills, as well as wider essential costs and housing costs. The county proposes to deploy this funding (which must be spent by 31 March 2022) through its "connect4communities" programme.

The programme includes support for free school meals in holidays and half terms, support with utility bills, community pantries giving access to discounted food and community grants, which could be used for example to assist unpaid carers.

Details can be found at connect4communities.org where it is possible to apply for community grants, and at HCC's online directory ([connect4communities](https://connect4communities.org) | [Family Information and Services Hub \(hants.gov.uk\)](https://www.hants.gov.uk)) which will also be a useful resource for families and individuals in need of food and fuel support.

Residents can also apply for half term support for food and activities at <https://www.hants.gov.uk/socialcareandhealth/childrenandfamilies/connectforcommunities/holidayactivities/holiday-activities-hants>

4. New Year resolutions

A new 12-week weight management programme has been funded by Hampshire County Council for residents who want to achieve a healthier weight. Offering free professional support either in-person, through regular online meetings or via a mobile app, [Shapeup4life Hampshire](https://www.shapeup4life.co.uk) is available to anyone with a body mass index (BMI) of 30 or above and combines exercise and food choices to make positive lifestyle changes rather than a prescriptive diet. To find out more, check your BMI and to self-refer, go to www.shapeup4life.co.uk.