



ROOKSDOWN PARISH COUNCIL

**DRAFT MINUTES OF A MEETING OF ROOKSDOWN PARISH COUNCIL (RPC)
HELD IN THE ROOKSDOWN COMMUNITY CENTRE, ROOKSDOWN
on 25 November 2019 at 1930**

	In Attendance	Apologies	Absent
Cllr Paul Mahoney (Chairman)	✓		
Cllr Paul Lovett (Vice-chairman)		✓	
Cllr Tim Botten	✓		
Cllr Pujitha Jasti	✓		
Cllr Scott Mason	✓		
Cllr Norman Morris		✓	
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)
Michelle Biggs, RCA Chair

Action

19/160 **To receive and accept apologies for absence**

Apologies were received from Cllr Morris and Lovett (work commitments).

19/161 **To receive and note any Disclosable Pecuniary Interests and requests for dispensation for items to be discussed**

None.

19/162 **To approve the minutes of the Rooksdown Parish Council meeting of 28 October**

The motion being proposed by Cllr Mahoney, seconded Cllr Scott, **IT WAS RESOLVED** unanimously to approve the minutes.

19/163 **To discuss matters arising from the minutes**

All complete except

- 18/182 and 18/214 Apply to BDBC for bus shelters – Cllr Lovett to produce a map of favoured locations to bring to the Sept RPC meeting. On agenda.
- 19/90 skatepark cleaning equipment – Clerk/Payne/Harris – no progress. Clerk to consult Cllr Bound.
- 19/121 construction traffic sign – Cllr Lovett – confirmed that this appeared to have been moved.
- 19/151 LIF fencing update – Clerk/Payne. Cllr Payne reported that the areas to be fenced had been identified and prioritised. His next step is to transfer these onto a map, agree them with the working group and send them to BDBC to be costed. It would then be possible to work out how many of them can be fenced within the available budget. The aim is to get this completed before the January RPC meeting. Cllr Payne asked the Clerk to forward the link to the GIS system.

Clerk

Clerk

Members also reviewed the image of the alternative fencing suggested by Gordon Wade of BDBC and asked the Clerk to obtain a sample and costings.

Clerk

- 19/152 car parks – the Clerk was asked to check with Homes England on the implications of trying to move existing vehicles off the car parks.

Clerk

19/164 **To invite members of the public to address the meeting (up to 15 minutes in total)**

None.

19/165 **To receive reports from:**

1. Chairman of Rooksdown Parish Council – no report
2. Clerk to the Parish Council - the Christmas tree has been installed and will be lit later in the week. 85 bags of salt had been ordered and delivered.
3. County Councillor - no report
4. Borough Councillor - BDBC budget: Cllr Bond summarised the need for the increase in council tax and other cost saving measures.
5. Rooksdown Community Association (RCA) – Michelle Biggs explained that the main focus of RCA was preparation for the Children’s Christmas Party & Christmas Tree Light Switch-on on Saturday 30 November.
6. Police/PCSO/CSPO – no report.

19/166 **To approve payments**

The motion being proposed by Cllr Jasti, seconded Cllr Harris, **IT WAS RESOLVED** unanimously to approve the payments as follows:

Date	Description	Supplier	Amount
26/11/2019	Xmas lighting	Gaudete Ltd	360.00
02/12/2019	Office 365	Microsoft	492.48
23/10/2019	PC biscuits and lunch	Co-op	8.89
29/11/2019	Nov salary	M Whittaker	767.18
26/11/2019	Nov salary balance	M Whittaker	22.92
26/11/2019	Hall hire 1212	RCA	30.00
26/11/2019	Office rent 1232	RCA	15.00
26/11/2019	Handyman 1232	RCA	660.00
26/11/2019	Cllr Morris training July	Hook Parish Council	53.00
26/11/2019	Maintenance	Goslings Garden and Fencing	120.00
26/11/2019	RReporter printing	W Design and Print	159.00
26/11/2019	Salt	Just Salt	571.20
26/11/2019	Xmas lighting	Gaudete Ltd	360.00

Cllr How was asked to authorise the payments.

19/167 **To note bank reconciliations**

The reconciliations, checked and signed by Cllr Harris, were duly noted.

19/168 **Planning applications**

1. [T/00477/19/TCA](#) G1 - G5 - Remove basal/epicormic growth and achieve clearance from low branches to ensure approximately 2.0m clearance from ground level on all trees in the avenue of lime trees in the grass verge along the southern side of Park Prewett Road, by the hospital buildings. T64 - Cypress sp. crown reduce by approximately 2.0 - 3.0 to reduce wind resistance on crown due to a cavity below union of multiple stems.

The motion being proposed by Cllr Mahoney, seconded Cllr Mason, **IT WAS RESOLVED** unanimously to make no comment.

2. Applications not on agenda

None.

19/169 **To determine locations and budget for bus shelters – Cllr Lovett**

In Cllr Lovett's absence it was agreed that the Clerk should obtain firm costs for the following shelters:

- Park Prewett Rd south side between Mill Rd and Peggs Way
- Rooksdown Avenue east side between Mill Rd and the A339.

The cost would be ~£11.5K. Members agreed in principle that the money would be taken from the LIF reserve monies allocated to the pocket park redevelopment, as this would no longer be required.

19/170 **To arrange a meeting of the Finance Working Group to prepare a budget for 2020/21**

The Chairman requested that members attend a meeting of the group at 0930 on Saturday 7th Dec to prepare recommendations on next year's budget for the January RPC meeting. It was agreed that Cllrs Mahoney, Lovett, and How would attend with the Clerk.

19/171 **To consider recommending additional yellow lines between Elder Rd and the Condor Way roundabout to make school crossing easier**

The motion being proposed by Cllr Mason, seconded Cllr Payne, **IT WAS RESOLVED** unanimously to approve the positioning of single and double yellow lines as per the plan received from Adrian Morgan, BDBC.

The Clerk will confirm this with BDBC.

Clerk

19/172 **To consider awarding a grant of £100 to Victim Support**

The motion being proposed by Cllr Mahoney, seconded Cllr Payne, **IT WAS RESOLVED** unanimously to approve this grant.

19/173 **To consider supporting the Local Electricity Bill**

Cllr Harris agreed to propose a way forward at the next RPC meeting, and asked the Clerk to forward the original email to him.

Clerk

19/174 **To consider purchasing a defibrillator**

The installation of a defibrillator at the Community Centre had previously been discussed by the RCA and the football club, for the benefit of all users of the Centre and people attending football practice. The Clerk had spoken to the company partnering the Football Association in providing defibrillators to football clubs. However, the price reduction when buying through the FA was now only £100. If the parish council bought one for the community centre it would be available to more people. The cost including fitting was expected to be £1525. Councillor Taylor welcomed an application for £500 from his HCC grant. The RCA had offered up to £500 provided the option of repositioning the machine currently inside the GP surgery to an outside wall to make it more widely available was considered first, but Cllr Bound advised against this.

The motion being proposed by Cllr Payne, seconded Cllr Mason, **IT WAS RESOLVED** unanimously to agree a budget of up to £750 from parish council funds to be put towards a defibrillator to be mounted on an external wall at the community centre.

The Clerk was asked to apply for the grant from Cllr Taylor and proceed with the purchase and installation, with the RPC portion of the cost to be paid out of the Grants budget.

Clerk

19/175 **To consider changes to the website to improve facilities and conform to new legislation**

The Clerk summarised the main reasons for requiring a new website:

- To meet the new Accessibility Regulations (by Sept 2020)
- The site is no longer structured so it can meet current needs and appears to meet the letter but not the spirit of the Transparency Code
- Maintenance and resilience – the current site is undocumented and can only be maintained by a councillor. If that councillor is not available or no longer a member the site cannot be maintained.

The Clerk suggested that consideration should be given to the redevelopment of the site in conjunction with a commercial provider.

The motion being proposed by Cllr Mahoney, seconded Cllr Harris, **IT WAS RESOLVED** unanimously to allocate a budget of £1000 for website redevelopment to be initiated by the Clerk in line with the recommendations of a working group consisting of Cllrs Botten, Harris, Payne, Lovett, Mahoney and Mason.

The Clerk was asked to set up a meeting of the group.

Clerk

19/176 **Consider BDBC budget as published at www.basingstoke.gov.uk/priorities**

The only item in the budget as proposed that directly affected parish councils appeared to be a plan to pass the cost of parish council election to the parish council. This could possibly be £3-5K for a contested election.

The motion being proposed by Cllr Mahoney, seconded Cllr Mason, **IT WAS RESOLVED** unanimously to delegate the Clerk in conjunction with Chairman to comment on the BDBC budget proposals as they are likely to affect parish council elections.

Clerk/
Mahoney

19/177 **To discuss the content, publication and distribution of the Rooksdown Reporter**

The motion being proposed by Cllr Mahoney, seconded Cllr Mason, **IT WAS RESOLVED** unanimously to allocate a £500 budget for printing the next edition of the Rooksdown Reporter.

19/178 **Closed item - Exclusion of Press and Public**

To consider passing the following resolution:

That, under Section 100A(4) of the Local Government Act, 1972, the press and public be excluded from the meeting for the following item(s) of business on the grounds that it involves the likely disclosure of exempt, legal and contractual matters as defined in Paragraph 1 of Part 1 of Schedule 12A to the Act. The Public Interest Test has been applied and favours exclusion of the information from the Press and Public.

The item will consider staff matters.

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

19/179 **Chairman's correspondence**

None.

19/180 **Clerk's correspondence**

None.

19/181 **Chairman to close meeting**

The Chairman closed the meeting at 2150.