

# blurb!

The monthly newsletter of  
 **Brookvale**  
Community Association

**ISSUE 23**  
**May 2004**

**In this issue:** BCA 2004 AGM Special - BCOT Football - Development at Victory Hill and Queens Road Service Road

## Your community needs you at the BCA's 2004 AGM!

**It is vitally important that you attend the Brookvale Community Association's AGM this Tuesday, the 25th May. The meeting will be held at Brookvale Village Hall. We have scheduled the meeting to start at a time that should hopefully give most residents enough time to get back from work. Join us at 7:45pm for wine, to start promptly at 8pm.**

This is the most important public meeting the Association has held since the EGM in 2000. The majority of the BCA's key personnel have all announced their intention to stand down at this meeting.

We need to appoint the following key personnel: Chairperson, Secretary, Treasurer and Hall Co-ordinator/Booking Agent. In addition, we will be looking for people to step forward into general roles: Management Committee members, the Hall Management Team, a Caretaker/Cleaner for the hall (this is a paid position) and Street Representatives.

The reasons our key officers are standing down are many and varied, but the most commonly cited reason is the feeling that the community really isn't all that interested in the Association anymore. All the hard work and effort the volunteers put in feels like it's done to purely keep the hall running as a business, rather

than of being of any benefit or interest to the actual community.

Over the last two months, we have highlighted the need for people to step forward at the AGM and get involved in their community. The committee doesn't want it to happen but, if nobody stands forward at the AGM, the BCA will be dissolved at an EGM to be announced shortly after the AGM.

Have you ever wanted to get involved in your community and make new friends locally? This is the perfect opportunity for you to start putting something back into this great place in which we have all chosen to live. If all goes well at the AGM, this will truly be a fresh start for the Community Association.

Here is a brief summary of the various roles:

### **Chairperson**

The Chairperson will normally chair proceedings at General Meetings and Committee Meetings. The Chairperson will lead the Committee at meetings and ensure that the meeting makes all the decisions required to keep the Association operating in a proper manner. The Chair will confer with the Secretary before each Committee meeting to ensure that a proper, full agenda is drawn up in advance of the meeting. Once the meeting is in progress, it is the Chair's responsibility to ensure

the meeting is conducted in accordance with this agenda. The Chair will also usually represent the Association at external functions and social events.

### **Secretary**

The Secretary is the Executive Officer of the Association. The Secretary will work closely with all of the Association's Officers, especially the Chair and Treasurer. The Secretary is responsible for calling Committee meetings and preparing the agenda (with the Chair), circulating the agenda, minutes from previous meetings and other relevant papers, taking minutes at meetings, dealing with correspondence the Association receives and presenting it to the Committee, putting into effect the Committee's decisions and keeping files up-to-date. The Secretary should also be responsible for co-ordinating the Association's Street Reps, and feeding any information collected from Reps back to the Committee. In order to do all this work, it is essential the secretary delegates as much work as possible. Therefore, the Secretary should be a good co-ordinator and ensure that the rest of the Committee works as a team, with each Committee Member taking on specific tasks, so that no one person is lumped with too much work.

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For the latest news and information, visit our new website: [www.brookvale.org.uk](http://www.brookvale.org.uk)

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### **Treasurer**

The Treasurer is responsible for the proper handling of the Association's finances and account books. It is NOT part of their duty to undertake the fund-raising necessary for the Association's purposes. The Treasurer will report the Association's financial status at Committee meetings and the full statement of accounts for the previous year at General Meetings. A day-to-day log of the Association's income and expenditure will be kept, and the Treasurer will also be responsible for ensuring monies are paid to the Association's suppliers through direct debits, automated transactions, cheque payments and petty cash. The Treasurer will be required to obtain a second officer's signature on cheque payments, to ensure that receipts are paid into the Association's bank account as soon as possible, to ensure that the petty cash float is kept replenished and that the accounts are kept running with an adequate balance for normal running purposes.

### **Management Committee Members**

The BCA's Constitution requires at least 15 members to sit on the Management Committee to be able to continue to operate. Committee Members are expected to take on a share of the various duties so that no one Officer is left to deal with all the Association's issues and interests. Committee Members might wish to put themselves forward for a specific role (eg. Vice Chair, Assistant Secretary, Minutes Secretary, Membership Secretary, Events Co-ordinator, Publicity Officer, be a part of the Hall Management Team etc.) or choose to help out on a more general basis. Committee Members will be

expected to attend and participate in Committee meetings, which are held on a monthly basis.

### **Hall Co-ordinator/Booking Agent**

The Hall Co-ordinator will lead the Hall Management Team and must be prepared to answer many and varied questions at any time of the day relating to the Village Hall. Having an answering machine is a good idea! The job entails keeping the Hall booking diary, sending out the booking forms, collecting the hire fees, logging the money received and paying it to the Treasurer. The role also involves showing potential users around the Hall and its associated facilities where necessary, co-ordinating the activities of the appointed caretaker/cleaner and ensuring wages are paid to the caretaker/cleaner. It might also be the Hall Booking Agent's responsibility to co-ordinate ticket sales for BCA-organised events which take place in the Hall and ensure monies are collected from each events' participants.

### **Hall Management Team**

The Hall Management Team will support the Hall Co-ordinator/Booking Agent in his or her duties. Team members should be willing and able to help out with opening/closing the hall for bookings and Association-organised events, helping to put the hall back into a usable state after users have left whenever the caretaker/cleaner is unavailable, and setting out the hall and its facilities ready for use by its users.

### **Hall Caretaker/Cleaner**

The Caretaker/Cleaner will work alongside the Hall Management Team in a paid role. Duties include ensuring the Hall and its facilities are cleaned ready for use by the next user, ensuring cleaning supplies are purchased

and receipts for these supplies are correctly filed with the Association. As a key-holder for the Hall, you will also be expected to lock up and secure the building once you have finished. The caretaker must also inspect the Hall after each use and report any damage back to the Booking Agent immediately.

### **Street Representatives**

A Street Rep is a friendly, reliable, fairly fit person who is willing to distribute 'Blurb' and any other BCA leaflets to the people in their road or a neighbouring road. This isn't an onerous task and usually the Street Rep has only one delivery a month, 'Blurb'. The delivery doesn't involve asking for monies, just a little of the Street Rep's time. A Street Rep may also like to get more involved with their immediate neighbours, reporting any concerns residents may have back to the Association's Secretary for discussion at the next Committee meeting. They may wish to do this on a public and pro-active basis, introducing themselves in person to their neighbours and giving their contact details, or opt to work for the Association privately through the Secretary. The Street Reps are an important part of the BCA, helping to keep the community informed of issues that involve Brookvale and also social events where they can join in.

We would like to thank everyone who already helps the BCA in any of the roles mentioned above. Your work is essential in keeping the Community Association together!

### **Did you know...?**

The Village Hall is available to rent by the public at very reasonable rates. For more information, visit our website:

[www.brookvale.org.uk](http://www.brookvale.org.uk)

## BCOT Students Playing Football in Hall Grounds

The BCA is concerned that a number of BCOT students continue to use the Village Hall grounds as a football pitch, despite being requested to stop on several occasions. The students typically use the porch area as a goal, even whilst the hall is in use by external hirers. If this continues, it will surely only be a matter of time until we have hall bookings cancelled.

We have asked our local councillor, Cllr Doris Jones, if we can have a "No Ball Games" sign put up in front of the hall, and she will be feeding the council's response back to us shortly.

BCOT have kindly offered to do everything they can to put a stop to these incidences. If you spot anyone of student age playing football in the Hall grounds, please call Margaret Jenner (Principal Judith Armstrong's PA) on 354141.

A senior member of staff will be called to attend the situation. In addition to this procedure,

BCOT will be raising these issues with students through their tutor periods.

## Permit Parking Only?

There has been some talk over recent months of changing the parking arrangements throughout the entire Brookvale area to be designated "permit parking only" with each resident being able to purchase a permit from the council for £22 per year.

Parts of East Brookvale are already covered by such a scheme. Residents in these areas have mixed views of the schemes. Whilst it may seem like a fantastic idea on the surface, many problems arise and residents can find that parking becomes even more of a problem.

The council is currently reviewing these schemes. There will be a full consultation with Brookvale residents before anything is decided upon.

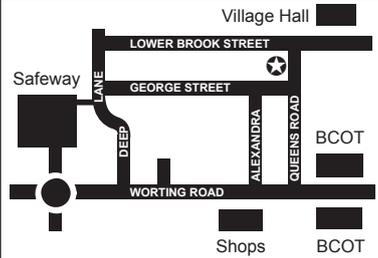
Please be assured we will keep you updated with everything we hear relating to this matter.



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Practising at The Hackwood Partnership

## Planning News

### Further Development on Victory Hill Site

You may have read in the Observer that the council intends to develop further on the Victory Hill site. This area covers the land from the current Victory Hill blocks west up to the water works.

The article mentioned that the BCA have/will be consulted with regarding the intended development. Shortly after this article was published in the Observer, Kestrel FM called us for comment and response from the community. We advised Kestrel that the council had not approached Brookvale Community Association for consultation, and therefore we were unable to consult with our community and provide any reaction.

Having now spoken to our local councillors at our last two Committee meetings, we understand that the initial consultation period is now over! Various concerns were raised by the BCA, mainly about the allotments and access roads into the proposed development.

Our councillors will be following this matter up with the relevant department at the council to discover why we were not consulted during this initial phase, but we have been assured that once a developer has come forward with plans, there will be further consultation at this next stage and the BCA will be fully involved.

### Service Road Approved for Development

The demolition of R&R Roofing's buildings on the service road behind Queens Road has been approved by the Council to make way for residential development. Four dwellings have been approved with one parking space per dwelling. Two of these dwellings will be three bedroom houses and the other two will be two bedroom houses.

This planning approval has, in effect, re-graded this road as a residential street. Until now, this road's only use has been to provide rear access to Queens Road properties.

The BCA is specifically concerned that these new properties will (a) compromise privacy to existing residents living at 56-64 Queens Road and (b) add further to Brookvale's parking problems.

BCA sent out flyers to all affected properties during the consultation period, urging residents to file objections. On speaking to the Council's planning department, we have been advised that four objections were received.

The objections received included concerns about: loss of privacy; increased traffic and inadequate parking provisions; disturbance during construction; damage to existing foundations; there will only be a gap of just over 10m between properties; the fact that the proposal neither preserves nor enhances the Conservation Area; loss of older buildings in the Conservation Area; blocking of access to the service road which would not only affect Queens Road residents who currently use this road to access their off-road parking, but also the ability of emergency services to access the existing and proposed properties.

Complaints were also received that the planning notices had not been placed in a prominent position.

The Council has made a number of conditions and stipulations which affect the way the development must be conducted. To ensure you know what to expect (for example, building work will only be allowed during the week between certain hours and on Saturday mornings), we advise that you view the planning application on the Council's website. Go to <http://www.basingstoke.gov.uk/planning/applications> - then click on "Search for a Specific Application" and enter planning reference **BDB/56547**. You can alternatively call the case officer, Michael Townsend, on 845468 and request a copy of the report he filed to the Council with his recommendations.

## BCA information

**More up-to-date information can always be found on our website:**

[www.brookvale.org.uk](http://www.brookvale.org.uk)

**For information on the Village Hall or BCA event bookings, please contact:**

Linda Chandler  
(01256) 329475

[linda.chandler@brookvale.org.uk](mailto:linda.chandler@brookvale.org.uk)

**For information on Blurb or Brookvale.org.uk, please contact:**

Simon Brunger  
(07092) 278649

[simon.brunger@brookvale.org.uk](mailto:simon.brunger@brookvale.org.uk)

**For information on the Brookvale Lottery, please contact:**

Pam Mansfield  
(01256) 324313

[pam.mansfield@brookvale.org.uk](mailto:pam.mansfield@brookvale.org.uk)

**For any other information, please email:**

[info@brookvale.org.uk](mailto:info@brookvale.org.uk)

**Your local councillors are:**

Cllr John Shaw  
(01256) 461776

[cllr.john.shaw@basingstoke.gov.uk](mailto:cllr.john.shaw@basingstoke.gov.uk)

Cllr Doris Jones  
(01256) 415062

[cllr.doris.jones@basingstoke.gov.uk](mailto:cllr.doris.jones@basingstoke.gov.uk)

Brookvale Community Association (BCA) is a registered charity.  
Reg. charity no. 269386.

## Support BCA!

If you don't mind placing a poster in your window to promote BCA events, you can find a copy of our latest events poster available for download on our website:

[www.brookvale.org.uk](http://www.brookvale.org.uk)