

**Brimpton Parish Council**  
**Minutes of Meeting of the Council**

**Date:** Tuesday 3<sup>rd</sup> April 2018 **Time:** 7.30pm  
**Place:** Brimpton Village Hall  
**Present:** Mr John Hicks (Chairman) Mr Phil Bassil (Vice Chairman)  
Mr Charles Brims Mr Dennis Cowdery  
Mrs Mary Cowdery Mr Rod Smallwood  
**In Attendance:** Christine McGarvie (Clerk) District Cllr Dominic Boeck  
5 members of the public

**Action**

32/18 **Apologies for Absence**

None

33/18 **Declarations of Interest**

None received.

34/18 **Minutes of the Previous Meeting**

34.1 It was unanimously agreed that the Minutes of the meeting held 6<sup>th</sup> March 2018 were a true and accurate record. The Minutes were signed by the Chairman.

34.2 **Matters arising from Minutes not otherwise on the Agenda**

27.1 - Brimpton Common post-box has been reinstated and is operational.

27.4 - All emergency numbers are now on the parish council website.

28.1 - Planning application **18/00072/FULD- Kiln Cottage** is awaiting a decision and will be discussed at the Eastern Area Planning Committee meeting on 11<sup>th</sup> April. Mrs Cowdery to attend the meeting as the Parish Council representative in support of the application. Mrs Cowdery to email the submission for the meeting to all councillors.

**MC**

28.2 West Berkshire Planning department confirmed that the Brimpton Village Design statement is not listed as part of Supplementary Planning Guidance however it was adopted by them as a material consideration in planning decisions.

35/18 **To consider a new date and arrangements for the Annual Parish Meeting**

**JH**

The Chairman proposed that the Annual Parish Meeting is separated from the May AGM of the Parish Council and held on another evening. After some discussion this was agreed and a new date for the Annual Parish Meeting was set for 22<sup>nd</sup> May.

36/18 **To agree a date for declaring the General Power of Competence**

**JH**

The council resolved from 4<sup>th</sup> April 2018, until the next relevant Annual Meeting of the Council, that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, to adopt the General Power of Competence. Proposed by Mrs Cowdery, seconded by Mr. Smallwood and resolved unanimously.

37/18 **Parish Plan – to discuss how to initiate work on a revised Parish Plan**

Mr Brims outlined the process that was followed when creating the last parish plan. A questionnaire was sent to all residents of the parish in 2002. A working party was set up, chaired by a person appointed by the Parish Council but made up of other members of the community and the results of the questionnaire were used to

**JH**

develop the parish plan. Mr. Hicks to advertise for volunteers to take part in the parish newsletter and at the Annual Meeting of the parish.

**38/18 Parish environment**

**38.1 Broadband update – RS**

Gigaclear have moved their completion date to the 2<sup>nd</sup> quarter 2018.

Mr. Boeck reported that Gigaclear are expecting to finish all installations in this district by the end of December 2018.

A new cabinet has been installed in the centre of Brimpton. A member of the public asked if the concrete plinth was going to be removed. Mr. Smallwood to ask Gigaclear about their plans to remove the concrete plinth.

**RS**

**38.2 To provide an update on the working party for litter picking**

**JH**

Mr. Hicks has organised a litter pick on 28<sup>th</sup> April from 10am until 12. Mr. Hicks to carry out a risk assessment prior to the event and will organise the necessary equipment.

**38.3 To consider listing the War Memorial as part of centenary commemorations.**

The Clerk reported that Historic England are encouraging councils to list war memorials to protect them and as part of the centenary commemorations. The Council resolved to apply to have the Brimpton war memorial listed including the surrounding walls which were a later addition. Clerk to fill out the online application form.

**Clerk**

**38.4 To consider the provision of defibrillators in the parish**

Mr. Hicks reported that there is no problem with access to the defibrillator in the school grounds.

It is not known whether Martin Hayes (who was a community responder) is still able to provide emergency defibrillator support to the village. Clerk to contact and clarify.

Mr. Bassil suggested that another defibrillator should be put outside the village hall to be used by users of the hall and to cover that end of the village. Clerk to contact Heartstart Thatcham to find out costs and the process involved in doing this. Clerk to contact Village Hall Committee to request their permission to site a defibrillator outside the village hall.

**Clerk**

**38/18 Planning and Development**

**38.1 No new applications**

**38.2 To discuss changes to the planning approval process to be implemented by WBC**

Mrs Cowdery reported that West Berks will no longer send the Parish Council paper copies of plans because they now receive 80% of applications electronically.

It was agreed that the new electronic process would be trialled and no paper copies would be requested unless specifically requested. The council will also trial showing the plans on a screen during the council meeting. The Village Hall has a projector and screen.

Mr. Hicks will let residents know about this change to the planning process in the next newsletter.

**JH**

Clerk to put links to planning applications in the agendas and on the Council website.

**Clerk**

**39/18 Finance**

**39.1 To approve payments and reconciliation against bank statements.**

See Appendix A below. It was unanimously agreed to approve the payments for April, Clerk to process.

**Clerk**

39.2 To acknowledge any receipts – see Appendix A below.

A donation of £20,000 has been received from INRG Solar. The council resolved to accept the donation on the understanding that it was a payment as reparation for the disruption caused to the parish during the installation of the solar farm and it will in no way influence any future decision making.

Mr. Hicks proposed that the money be put in the reserve account. Clerk to action the transfer. Mr. Brims suggested that the Council defers making any decision on spending the £20k until the Parish Plan has been updated and priorities for expenditure are identified. Clerk to send a letter of acknowledgement to INRG Solar.

*Clerk*

#### 40/18 **Reports**

##### 40.1 **District Councillor's Report –**

Mr Boeck reported that the financial year has finished and a large amount of savings have been delivered throughout the year. All services will be looked at again to find further savings.

West Berks Council will be able to retain a certain proportion of business rates which it is expected will amount to around £1.7 million pounds. The council are also looking at borrowing money to invest in property in order to deal with the £30 million cut in government funding.

A member of the public asked if there is a date when West Berks will remove the green bins if they don't want to subscribe to the service. Mr Boeck indicated that the details of the process will be communicated to residents in May.

A member of the public asked if there has been any decision on the Mineral and Waste Plan. Mr Boeck replied that this is still being worked on.

A member of the public asked about the plans for dealing with potholes in the parish. Mr Boeck indicated that there is a published schedule of repairs but that there is a backlog of work due to the severe weather conditions that have caused damage to roads.

Mr. Hicks suggested that a representative from highways could be invited to the annual parish meeting to discuss this issue further. Clerk to contact West Berkshire and issue an invitation to a member of the highways department.

*Clerk*

##### 40.2 **Clerk's Report**

Clerk has prepared first draft of end of Year Accounts ready for the internal audit on 24<sup>th</sup> April. An external audit will be required as receipts for the year were over £25,000.

GDPR - Clerk is continuing to work on privacy policy, notices and information audit. BALC are looking at providing a DPO service that councils can subscribe to but the SLCC still believe that the Clerk can be the DPO in certain circumstances. The SLCC will be providing an easy to use guide to implementing GDPR with templates for councils to use.

*Clerk*

Clerk requested that the grit bin outside of the Three Horseshoes pub is refilled and this has now been done.

##### 40.3 **Report from Village Hall Committee**

Nothing to report.

##### 40.4 **Report from Parish Council representatives on external bodies**

###### **AWE- Mr. Bassil –**

LLC meeting held on 7<sup>th</sup> March. There was a presentation from the Environment Agency and more information was given on the application to increase allowable emission levels. The MOD have asked AWE to take on new work testing soil samples from around the World in support of the non-proliferation of nuclear weapons.

The emergency planning area around the AWE site in Burghfield has been changed so that it is no longer a circle and now follows more logical natural boundaries such as roads, railways etc.

41/18 **Date of Next Meeting 1<sup>st</sup> May 2018. Mr Brims gave his apologies**

Meeting finished at 8.42pm

**Signed: .....** ..... **Date:.....**  
**(Chairman)**

## Appendix A

Meeting report 3/4/2018

### Community Account

Statement balance 23/3/18	Cashbook balance as at 27/03/2018	Cashbook balance after new payments made
£32,406.32	£32,406.32	£32,191.49

### Payments made since last meeting

Cheque No	Payee	Details	TOTAL COST
100391	Brimpton Village Hall	6 months hall hire	75
100392	Mrs C McGarvie	Clerk's salary February	214.83
<b>TOTAL</b>			<b>£289.83</b>

### New items for payment

Cheque No	Payee	Details	TOTAL COST
100393	Mrs C McGarvie	Clerk's salary March	214.83
<b>TOTAL</b>			<b>£214.83</b>

### Receipts since last meeting date

Receipt Date	Payer	Details	TOTAL AMOUNT
20/03/2018	INRG Solar Ltd	Donation	£20,000.00

### Payments not yet presented

Cheque No	Payee	Details	TOTAL COST
<b>TOTAL</b>			<b>£0.00</b>

### Earmarked Funds

Grants reserve	£2,617.43
CIL	£2,806.40
Byway Fund	£91.00
	£5,514.83

received 27/10/2016 16/00416

<b>Savings Account balance 23/3/18</b>	£11,771.92
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27/03/2018

**Bank Reconciliation**

**Authority name** Brimpton Parish Council

**Prepared by** Christine McGarvie Clerk and RFO

**Date** 27-Mar-18

**Approved by** John Hicks Chair of council

**Date**

Balance per bank statements as at <b>23rd March 2018</b>	£	£
Community Account	32,406.32	
Saving account	11,771.92	
		44,178.24

Less any un-presented cheques at 27 March 2018

0

Add any uncleared cheques/cash/payments

0

Net Bank balances as at 27 March 2018

**£44,178.24**

**CASH BOOK**

Opening balance current account 16,044.44

Add: Receipts in the year 41,143.14

Less: Payments in the year 24,781.26

Closing balance as per cash book as at 27th March 2018 **£32,406.32**

Opening balance savings account 11,763.99

Add: Receipts in the year £7.93

Less: Payments in the year 0

Closing balance as per cash book as at 27th March 2018 **£11,771.92**

Overall closing balance **£44,178.24**