

Brimpton Parish Council
Minutes of Meeting of the Council

Date: Tuesday 5th June 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
In Attendance: Christine McGarvie (Clerk)
19 members of the public
Including 3 representatives of the Wasing Estate

Action

- 54/18 **Apologies for absence**
District Councillor Dominic Boeck on holiday.
The meeting accepted apologies received from Mr. Smallwood due to holiday.
- 55/18 **To receive declarations of interest relating to items on the agenda**
None received
- 56/18 **Minutes of the previous meeting**
56.1 It was unanimously agreed that the Minutes of the meeting held 1st May 2018 and minutes of the Annual Parish Meeting were a true and accurate record. The Minutes were signed by the Chairman.
56.2 Matters arising from the minutes not otherwise on the agenda
49.2 Clerk has reported broken chevron signs and concrete bollards. West Berks now have it on their schedule of works.

Chairman thanked those who helped to organise and attended the Annual parish meeting which all agreed was very successful.
- 57/18 **Development at Shalford Farm – update from Wasing Estate**
Mr. Josh Dugdale presented Wasing Estates plans for a hub at Shalford Farm. At the moment the estates main focus has been the wedding and events business. They now want to improve the farm and farm buildings. The plan is to build a hub at Shalford farm with a restaurant, estate farm shop, bakery and cookery school. The plans also include 14 bedrooms for wedding guests and a large hall for wedding suppliers to exhibit in a more permanent space. The estate is also converting to organic this year. The plans are due to be sent to the planning authority in the next couple of weeks and the aim would be to open in 2020. Questions were asked about the main access routes into the development. The main access would be via Wasing Lane and Aldermaston. Suppliers and other visitors would be told not to use Back Lane. There will also be a traffic plan in place for the period of construction. The restaurant would have 60 covers and it is forecast that an additional 31 jobs would be created by the development.
- 58/18 **To appoint the Parish Plan steering group and approve the group's Terms of Reference**
Mr. Hicks proposed that the following 12 residents be nominated for the parish plan steering group : - Rebekah Alsey, Catherine Bamforth, Guy Baxter, Paddy Bowring,

James Cohen, Mandy Collings, John Dolphin, Catherine Hartz, Sarah Hunt, Farhad Jaffari, Liz Masters and Bill Scott.

Mr. Bassil seconded the proposal and all voted in favour.

Mr. Hicks proposed that the Steering group Terms of Reference were accepted by the council, this was seconded by Mr. Bassil and all agreed.

59/18 To discuss the possibility of Parish Council involvement in a village fete in 2019

Friends of Brimpton school are not holding a fete this year. Mr. Hicks asked whether there was any interest in holding a fete jointly with the school in 2019. Mr. Brims confirmed that the recreation ground could be used to hold such an event. Mr. Hicks to look into further.

JH

60/18 To consider and approve the Data Protection Policy, Privacy Notice and retention/disposal Policy

Clerk to clarify the requirements for publication of confidential meeting minutes as stated in the data protection policy, page 6.

The council resolved to approve the Data Protection Policy, Privacy Notice and Retention/disposal policy with a change to the wording on confidential minutes in the Data Protection Policy. Clerk to upload all documents to the council's website.

Clerk

61/18 Parish Environment

61.1 Broadband update

Mrs Cowdery reported that she had attended the community meeting with Gigaclear last week. They have said that they will make any repairs to the highway when the project is finished and this should include removing the concrete plinth in the centre of the village.

A resident reported that Gigaclear knocked over the postbox on Hyde End Lane and then it appears to have been stolen.

61.2 Update on the provision of defibrillator at the village hall

Clerk has provided village hall committee with the specification for the defibrillator and cabinet that HeartStart Thatcham have recommended. The Village Hall Committee have given the go ahead to order the equipment and they will arrange installation with their own electrician. Clerk has confirmed that the council's insurance does cover defibrillators to a value of £5000. Clerk to order equipment.

Clerk

61.3 To discuss whether to appoint footpath wardens

It was suggested at the Annual Parish Meeting that the Council should appoint footpath wardens to check local paths and report any issues to the Clerk. 2 volunteers have come forward. There are 30 footpaths in the parish so more volunteers would be needed.

Mr. Hicks asked residents to report any cases of overgrown hedges blocking roads or pavements to the Clerk or West Berkshire directly via their website.

61.4 Arising from the Chairman's report to the APM, to discuss future support for the Recreation Ground

Mrs. Cowdery asked whether there had been any progress on providing a clubhouse at the recreation ground. Mr. Brims reported that the decision had been deferred until they could determine whether the building would be needed for anything other than football. It is hoped that the Parish Plan could include a question on use of the recreation ground.

Mrs Cowdery to ask leader of the croquet group to contact Mr Brims to make a formal request for facilities that the group can use such as toilets and a small kitchen.

MC

62/18 Planning and Development

62.1 No new applications

18/00737/LBC2 – Lane End Cottage – replacement of thatched roof – Approved
18/0072/FULD – Kiln Cottage demolition of existing outbuilding and construction of a new self-build dwelling. Approved 18/4/18

Mr. Hicks pointed out that the Parish Council’s planning applications process needs to be reviewed in light of the changes in data protection legislation.

63/18 Finance

63.1 To approve payments and reconciliation against bank statements.

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

Clerk

64/18 Reports

64.1 **District Councillor’s Report –
No report.**

64.2 **Clerk’s Report**

Clerk has accepted the position of clerk to Aldermaston parish Council.
The annual return has been sent to the external auditors and the period of public exercise of rights started on 4th June. All supporting financial documents have been uploaded to the website.

64.3 **Report from Village Hall Committee**

The AGM was held on 10th May and the hall is running well.

64.4 **Report from Parish Council representatives on external bodies**

AWE- nothing new to report.

Clerk was asked to invite Brimpton Common Fuel Allotment representative to attend a future meeting to report.

65/18 Date of Next Meeting : 3rd July 2018

Meeting finished at 8.20 pm

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

Appendix A

Meeting Report 5th June 2018

Community

Account

Statement balance 24/5/18	Cashbook balance as at 28/05/2018	Cashbook balance after new payments made
£24,178.08	£24,178.08	£23,303.07

**Payments made
since last meeting**

Cheque No	Payee	Details	TOTAL COST
100395	Mrs C McGarvie	Clerk's salary	219.06
100394	Digital House MD	web domain name	24
TOTAL			£243.06

**New items for
payment**

Cheque No	Payee	Details	TOTAL COST
100396	Came & company	insurance renewal	300
100397	BALC	subscription and NALC levy	154.35
100398	BALC	Financial year end training	51.6
100399	Claire Connell	Internal Audit	150
100400	Mrs C McGarvie	Clerk's salary May 18	219.06
TOTAL			£875.01

**Receipts since last
meeting date**

Receipt Date	Payer	Details	TOTAL AMOUNT
26/04/2018	HMRC	VAT refund	£3,154.65
08/05/2018	West Berkshire Council	1st half precept	£9,000.00
TOTAL			£12,154.65

**Payments not yet
presented**

Cheque No	Payee	Details	TOTAL COST
TOTAL			£0.00

**Receipts not yet
cleared**

Receipt date	Payer	Details	TOTAL COST

Grants reserve	£2,617.43
CIL	£2,806.40
Byway Fund	£91.00
INRG solar donation	£20,000.00
	£25,514.83

received 27/10/2016 16/00416

Savings Account balance 24/5/18	£31,771.92
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Bank Reconciliation 28th May 2018

Authority name	Brimpton Parish Council
Prepared by	Christine McGarvie 28th May 2018
Date	
Approved by	John Hicks
Date	Chair of council

Balance per bank statements as at 24th May 2018	£	£
	Community Account	24,178.08
	Saving account	31,771.92
		55,950.00
Less any un-presented cheques at 28th May 2018		0
Add any uncleared cheques/cash/payments		0
 Net Bank balances as at 28th May 2018		£55,950.00

CASH BOOK		
Opening balance current account	32,406.32	
Add: Receipts in the year	12,229.65	
Less: Payments in the year	20,457.89	
Closing balance as per cash book as at 28th May 2018	£24,178.08	
 Opening balance savings account	11,771.92	
Add: Receipts in the year	£20,000.00	
Less: Payments in the year	0	
Closing balance as per cash book as at 28th May 2018	£31,771.92	
 Overall closing balance		£55,950.00