

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

Date: Tuesday 6th March 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)
6 members of the public

Action

24/18 **Apologies for Absence**

District Cllr Dominic Boeck

25/18 **Declarations of Interest**

None received.

26/18 **Minutes of the Previous Meeting**

26.1 It was unanimously agreed that the Minutes of the meeting held 6th February 2018 were a true and accurate record. The Minutes were signed by the Chairman.

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

Ref minute 18.2 regarding replacement bin, District Councillor Boeck informed the Clerk that the street cleaning service is under review and no decisions can be made until this is completed.

Mr Brims reported that Greenham Common Trust have agreed to provide funding to West Berkshire Citizens Advice and match the reduced funding from West Berkshire Council.

27/18 **Parish Environment**

27.1 **Brimpton Common Post box**

Clerk received a response from Royal Mail indicating that the post-box at Brimpton Common would not be replaced but since then a new post-box has been installed although it has not yet been commissioned. Mrs Cowdery reported that the post-box is still not operational, 2 weeks after being installed.

27.2 **Broadband update – RS**

Gigaclear have moved their completion date to the 2nd quarter 2018.

27.3 **To consider the formation of a working party for litter picking**

Chairman has been approached by a resident to ask if the Council can arrange litter picking in the village. District Councillor Boeck has volunteered to take part and offered help in getting the necessary safety equipment. Chairman to appeal for volunteers in the parish magazine.

JH

27.4 **To discuss the need for a Parish Resilience Plan**

Aldermaston Parish Council has created a parish resilience plan. It was agreed that a full plan was not necessary in Brimpton but that the list of emergency numbers should be put on the website and noticeboards. Clerk to action.

Clerk

27.5 **Nomination of members of working party to liaise with Wasing Estate regarding the Fuel Allotment Trust land**

JH

Wasing Estate have instructed a solicitor to look into the ownership of the Brimpton Fuel Allotment Trust land. It was agreed that the council should wait until the

outcome of the solicitor's investigation is known before deciding if a working party is necessary.

28/18 **Planning and Development**

28.1 **18/00072/FULD- Kiln Cottage**

Mr. Cowdery observed that the last application was turned down because of the overall height of the proposed building and also because the property is within a conservation zone. The new application is for a bungalow so the height concerns have been addressed. Although the property is still in a conservation area there has already been significant development adjacent to this area.

Mrs Cowdery referred to the report from the planning appeal (03/01345) about the conservation area which said that the reasons for its designation could no longer be found. Kiln Cottage will still retain a large garden and the property won't detract from the village aspect. The application meets with the parish plan which states that small-scale infilling should be permitted.

Mr. Smallwood proposed the resolution that the Council support the application and this was agreed. Clerk to send the Council's decision to support the application to the planning office with supporting reasons.

Clerk

28.2 Mrs Cowdery reported that the Brimpton Village Design Statement does not appear to be included in West Berkshire's supplementary planning guidance although other parish statements are included. Clerk to enquire as to why it is not included.

Clerk

28.3 **18/00104/FUL – Larkwhistle Farm** - Proposed entrance gates and parking area.

Mr. Cowdery reported that there is currently a fork lift truck business at the same property and there is already an entrance. The application is for an additional entrance for the purpose of parking a number of vehicles. It was noted that the entrance and parking area are quite far away from the house. Mr. Cowdery proposed that the council should object to the application as the additional parking area constitutes unnecessary urbanisation of a rural area and that the additional access on to a busy highway would make the road more dangerous. Mr Bassil seconded this proposal and 4 councillors voted in support. Clerk to send objection and reasons to the planning department.

Clerk

28.4 Clerk has received an email informing the Council that West Berks will not be sending paper copies of planning applications from 1st April 2018. Council will receive an email notification of a consultation including a link to the supporting documents online. A council can request hard copy plans but there will be a charge for this. Mrs Cowdery and the Clerk are booked to attend a training session on 'working with the planning service electronically' on 12th March and will report back to the Council.

29/18 **Finance**

29.1 To approve payments and reconciliation against bank statements.

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

Clerk

29.2 To acknowledge any receipts – see Appendix A below

29.3 **To consider spending of CIL payment**

Council accepted the CIL payment reported and agreed that Clerk should send it to West Berks and put a copy on the Council's website.

Clerk

30/18 **Reports**

30.1 **District Councillor’s Report – No report received**

30.2 **Clerk’s Report**

Clerk

Clerk attended a training session on the changes to data protection legislation which will come into force on 25th May and has provided councillors with a briefing document.

Councillors will need to use a specific email addresses only for council business. Email addresses have already been set up but are currently forwarded to private email addresses. Clerk to look into changing this and to provide guidance to councillors on how to set up these email addresses.

Clerk to draft a data protection policy using the NALC template and to continue to keep the Council up to date with the latest guidance.

30.3 **Report from Village Hall Committee**

The village hall has been hired on 3 occasions in the last month by people from village and finances are healthy. A new noticeboard has been installed. Village Hall committee met to discuss the implications of the new data protection regulations.

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

AWE- Mr. Bassil - An article in the Reading Chronicle claimed that AWE had not given information to the LLC about an application to the Environmental Agency to increase an environmental permit limit relating to the discharge of radioactive material. Mr. Bassil pointed out that he had reported to the last parish council meeting on this subject and that the LLC had been informed about the application.

Brimpton Common Fuel Allotment trust

Mr Cowdery is no longer a trustee of this charity. Mr. Cowdery suggested that the Council might want to consider granting the trust some CIL money in the future to be spent on land management.

31/18 **Date of Next Meeting 3rd April 2018**

Mr Brims gave his apologies for the council meeting in May. Mr. Smallwood gave his apologies for the council meeting in June.

Meeting finished at 8.32pm

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

Appendix A

Meeting report 6/3/2018

Community Account

Statement balance 23/2/18	Cashbook balance as at 06/03/2018	Cashbook balance after new payments made
£12,696.15	£12,696.15	£12,406.32

Payments made since last meeting

Cheque No	Payee	Details	TOTAL COST
100388	RAGE	Grant	1000
100389	Mrs C McGarvie	Clerk's salary January	214.83
100390	Mrs C McGarvie	Postage - 12 second class	6.72
TOTAL			£1,221.55

New items for payment

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
TOTAL			£289.83

Receipts since last meeting date

Receipt Date	Payer	Details	TOTAL AMOUNT
			£0.00

Payments not yet presented

Cheque No	Payee	Details	TOTAL COST
TOTAL			£0.00

Earmarked Funds

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

received 27/10/2016 16/00416

Savings Account balance 23/2/18	£11,766.05
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Bank Reconciliation**28/02/2017****Authority name** Brimpton Parish Council**Prepared by** Christine McGarvie Clerk and RFO**Date** 28-Feb-18**Approved by** John Hicks Chair of council**Date**

Balance per bank statements as at 23rd February 2018	£	£
Community Account		12,696.15
Saving account		11,766.05
		24,462.20
Less any un-presented cheques at 28 February 2018		

Add any uncleared cheques/cash/payments		0
		0

Net Bank balances as at 28 February 2018		£24,462.20
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CASH BOOK

Opening balance current account	16,044.44
Add: Receipts in the year	21,143.14
Less: Payments in the year	24,491.43
Closing balance as per cash book as at 28th February 2018	£12,696.15

Opening balance savings account	11,763.99
Add: Receipts in the year	£2.06
Less: Payments in the year	0
Closing balance as per cash book as at 28th February 2018	£11,766.05

Overall closing balance	£24,462.20
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