

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

**Date:** Tuesday 7<sup>th</sup> August 2018 **Time:** 7.30pm  
**Place:** Brimpton Village Hall  
**Present:** Mr John Hicks (Chairman) Mr Phil Bassil (Vice Chairman)  
Mr Rod Smallwood Mr Dennis Cowdery  
Mrs Mary Cowdery Mr Charles Brims  
District Councillor Dominic Boeck  
**In Attendance:** Christine McGarvie (Clerk)  
6 members of the public

**Action**

82/18 **Apologies for absence**  
None received

83/18 **To receive declarations of interest relating to items on the agenda**  
None received

84/18 **Minutes of the previous meeting**

84.1 It was unanimously agreed that the Minutes of the meeting held 3<sup>rd</sup> July 2018 were a true and accurate record. The Minutes were signed by the Chairman.

84.2 **Matters arising from the minutes not otherwise on the agenda**

68/18 There is now a volunteer footpath warden for Brimpton Common so all footpaths in the parish are covered.

71/18 Clerk has received a response from West Berkshire Council regarding the Highway Winter Service plan. They will be considering the Parish Council's request to treat the footpath from the 3 Horseshoes pub to the school. They have confirmed that the cost of refilling the grit bins is £99.72 plus VAT and this is for one bin.

85/18 **Parish Plan: Progress report from the Chair of the Steering Group**

An update on the parish plan was given by John Dolphin.

The group are working on the questionnaire and will be piloting it with residents that have shown an interest.

There will be costs which need to be reclaimed for the survey software licence and a small amount of refreshments for the planned public meeting. It was confirmed that there is £3000 allocated in the Parish Council's budget for these costs and that receipts and invoices should be passed to the Clerk for reimbursement. Budget for printing costs will be considered as part of the next financial year's budget review.

The public workshop is planned for 25<sup>th</sup> September. It will be advertised in the Parish magazine and on the Parish Council website.

86/18 **Speeding: To discuss reports of reckless driving and to receive an update on WBC Speed Indicator Training**

A member of the public described the incidents of speeding that he has witnessed recently in the village. In particular, at the junction of Enborne Way and Brimpton Lane where there is a blind bend, narrow footpath and low kerbs.

The perception is that the volume of traffic through the village and incidents of speeding have increased over the last few years. The resident has reported the issue to the police but there is a problem with sight lines outside the school so they are not able to use speed traps or SID. The resident also reported that there is an issue with speeding along Manor View.

It was noted that the 20mph flashing sign is not working and this has been reported to West Berks council.

The Parish Plan will be looking at highways issues. There was a suggestion that maybe physical measures such as chicanes or narrowing should be considered but residents views would need to be considered.

District Councillor Boeck suggested that the Parish Council could write to West Berkshire Highways department outlining the concerns being raised by residents and ask them to assess the situation. Clerk to action and copy correspondence to District Councillor Boeck.

*Clerk*

There was a suggestion from a member of the public that the school could ask for a crossing patrol outside of the school. Chairman to mention at the next governors meeting.

*JH*

3 volunteers will be attending SID training being run by West Berkshire Council on 15<sup>th</sup> August.

87/18

**Public Library Service: To discuss a request from West Berkshire Council for a financial contribution to the library service**

West Berkshire Council has sent out its annual report on libraries and suggested that the Parish Council might like to consider a contribution of £1 per head of population. Mr. Hicks proposed that the Parish Council should not contribute as the mobile library service in the village has been stopped and most residents use Tadley Library. This proposal was seconded by Mrs. Cowdery and all agreed.

88/18

**Village Fete: To discuss Parish Council funding support for the 2019 village fete**

Mr Hicks has been appointed as Chair of the Village Fete committee. The fete will be held on 29th June 2019, 2pm to 6pm on the recreation ground, as agreed by the trustees of the recreation ground. The Parish Council, Friends of Brimpton School, PCC, WI and others are all involved in organising the event which will be a celebration of rural life in Brimpton. The fete will include music performances, demonstrations, classic vehicles and refreshments.

Mr Hicks asked whether the Parish Council would be willing to provide funds to cover expenses for the event which would be reimbursed from any profits made. There was agreement in principle that the Council would be able to do this but more information was requested about the amounts involved. Mr. Cowdery suggested that the Village Hall Committee could also be asked to provide funds.

89/18 **Parish Environment**

89.1 **Broadband update**

Gigaclear service should be going live in the next 3 weeks. Mr. Smallwood continues to chase the tidying up of the highways and removal of plinth.

**89.2 Defibrillator for Village Hall**

Defibrillator equipment is scheduled to be delivered on 8<sup>th</sup> August. Cost will be £1687.50 (incl VAT).

**89.3 To consider purchasing an EpiPen**

Mr. Bassil asked whether the Council would consider purchasing 2 EpiPens to be placed in the new defibrillator cabinet at the village hall. The EpiPen could be used in the event of a person suffering anaphylactic shock. The pens cost £47 and 2 would be needed as the first pen may fail or the person can go into secondary shock. The pens last between 8 and 10 months.

Concerns were raised about who would be accountable if anything went wrong and also that the cost is quite high for the amount of people that would benefit.

Clerk to seek advice from Tadley first responders and Thatcham Heartstart before decision is reached on this item.

*Clerk*

**89.4 Postbox at the end of Hyde End Lane**

The box has been stolen and needs to be replaced. Clerk to follow up.

*Clerk*

**90/18 Planning and Development**

**90.1 To consider the adoption of the revised Planning Application procedure**

The council resolved to adopt the revised Planning Application Procedure.

**90.3 To consider planning application for The Old Thatch, Crookham Common Road. WBC Application No: 18/01718/LBC2**

*Clerk*

No objections were raised. Clerk to inform West Berkshire Council.

**90.3 To note outcome of applicants' appeal re The Firs, Hyde End Lane (WBC Application No: 17/00630)**

The appeal was dismissed on 8<sup>th</sup> June 2018 and full details can be found on the West Berkshire Council planning portal website.

**91/18 Finance**

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

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

*Clerk*

**91.2 To consider the external auditor's report.**

The Council noted the external auditor's exception report which stated that last years fixed asset value was incorrectly stated. It should have been £1505 not £1000. Clerk to notify the public of the conclusion of the audit by putting notice on boards and on website.

*Clerk*

It was proposed that the Clerk's salary could be paid by direct debit in future to reduce admin. Clerk to action

*Clerk*

**92/18 Reports**

**92.1 District Councillor's Report –**

District Councillor Boeck's portfolio has now changed to Corporate Services.

**92.2 Clerk's Report**

BALC – Jayne Kirk has left the organisation and therefore advice will be provided by HALC on a 3-month trial basis

Clerk attended the West Berkshire Clerks Forum where advice for dealing with illegal encampments and CIL payments were discussed.

**92.3 Report from Village Hall Committee**

The breakfast morning held at the village hall was a great success and it made £97 profit. The committee plan to hold a similar event in the winter.

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

AWE – Mr. Bassil reported that the ONR are taking legal proceedings against AWE about an incident that happened when an electrician suffered a minor burn to his arm. This has been widely reported in the press.

Brimpton Common Fuel Allotments – Mr. Cowdery expressed concern that the trustees may not have plans for dealing with illegal encampments. Clerk to ask for a representative to attend the next meeting.

**93/18 Public Forum**

A member of the public asked about the water leak in Hyde End Lane. Mr Hicks replied that this had previously been raised with him and Thames Water are investigating.

Mr. Bassil asked about the changes to the green bin collection and whether it will save money. District Councillor Boeck stated that it is predicted that 45% of population will sign up to the green bin collection at a cost of £50 a year and this will give the expected level of savings.

**94/18 Date of Next Meeting : 4<sup>th</sup> September 2018**

Meeting finished at 8.55 pm

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

## Appendix A

Meeting Report 7th August 2018  
Community Account

Statement balance 24/7/18	Cashbook balance as at 26/06/2018	Cashbook balance after new payments made
£22,969.68	£22,969.68	£20,224.32

Payments made since last meeting

Cheque No	Payee	Details	TOTAL COST
100401	Mr P Bassil	Annual meeting refreshments	99.35
100402	Mrs C McGarvie	clerk's salary June 18	219.06
100403	Mrs C McGarvie	Springback binders	29.98
<b>TOTAL</b>			<b>£348.39</b>

New items for payment

Cheque No	Payee	Details	TOTAL COST
100404	Digital House MD Ltd	website hosting	207.36
100405	PKF Littlejohn LLP	External audit	240.00
100406	Mrs C McGarvie	July salary and bonus	504.30
100407	HMRC	PAYE	71.20
DD	ICO	registration fee	35.00
100408	WEL Medical Ltd	Defibrillator for village hall	1,687.50
<b>TOTAL</b>			<b>£2,745.36</b>

Receipts since last meeting date

Receipt Date	Payer	Details	TOTAL AMOUNT
43290	Cash	BPRA book sale	15
<b>TOTAL</b>			<b>£15.00</b>

Payments not yet presented

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

Receipts not yet cleared

Receipt date	Payer	Details	TOTAL COST

Grants reserve	£2,617.43	received 27/10/2016 16/00416
CIL	£2,806.40	
Byway Fund	£91.00	
INRG solar donation	£20,000.00	
	£25,514.83	

<b>Savings Account balance 24/7/18</b>	<b>£31,784.47</b>
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