

Brimpton Parish Council
Minutes of the Parish Council meeting

Date: Tuesday 6th June 2023 Time: 7.30pm
Place: Brimpton Village Hall
Attending: Mr John Hicks (Chairman)
Mr Phil Bassil
Mr Charles Brims
Mr John Dolphin
Mr Nick Matthews
Mrs Wendy Matthews

In Attendance: Christine McGarvie (Clerk)
9 members of the public

34/23 Open Forum

34.1 A member of the public reported that a field in Brimpton Common , opposite Lane End Cottage is up for sale.

34.2 A resident asked if the additional land at the back of the village hall is going to be levelled. Mr Dolphin reported that there are plans to roll the land. If this does not improve the situation then a contractor would need to be paid to do the work.

34.3 Mr Hicks reported that an email had been received from Owen Jefferies, Deputy Leader of Thatcham Town Council and ward councillor for Colthrop and Crookham on both West Berkshire Council and Thatcham Town Council about a proposed new Lidl in Pipers Way, Thatcham. There does not seem to be a planning application at this time and it was therefore agreed that responding at this point would be premature.

35/23 Apologies for absence

None

36/23 To receive declarations of interest relating to items on the agenda

No interests were declared.

37/23 Minutes of the previous meeting

37.1 It was unanimously agreed that the minutes of the meeting held on 16th May 2023 were a true and accurate record. The Chairman signed the minutes.

37.2 Matters arising from minutes of April and May meeting not otherwise on the agenda (including review of Action Tracker)

There were no matters arising from the minutes of the April and May meetings.

Action Tracker review

1/23 It was reported that the verges in Brimpton Road which were damaged by Thames Water tankers have not been repaired. Clerk to raise the issue with Thames Water again and also ask when the issue which caused tankers to be required will be resolved.

Action:Clerk

121/22 Hall solar panel improvements – Mr Dolphin reported that electricity costs during the night versus the day are no longer sufficiently different to make purchasing a battery system cost effective. This action can now be closed.

129.1/22 Mr Dolphin is still discussing with Wasing Estate whether footpath BRIM9/2 could be moved.

100.2/22 The new noticeboards for Brimpton Common are being delivered this week. Clerk will obtain an updated quote for the installation work.

Action: Clerk

30.3/12 Still no update from West Berkshire Council regarding drainage works on Brimpton Road near Willow Wands. Clerk to ask if this is still in the programme of works.

Action: Clerk

38/23 To review policies and procedures including Code of Conduct, Standing Orders, Financial Regulations, Risk Assessment schedule.

The Clerk has reviewed the policies and provided a summary of findings. The Parish Council agreed to change the Standing Orders to bring them into line with the NALC template (specifically standing order 15 will be changed). Clerk to make changes and update the document on the website.

The Parish Council agreed to the update to the Risk Assessment schedule.

Action: Clerk

39/23. Parish Environment

39.1 To consider proposal from Aldermaston PC to purchase an Automatic Speedwatch Camera

Aldermaston Parish Council have asked whether Brimpton Parish Council would be interested in jointly purchasing a sentinel camera which has ANPR (Automatic Number Plate Recognition) capability.

After some discussion it was decided that the requirement to have the Sentinel on a tripod and for a volunteer to be with it at all times meant it could not be used easily in Brimpton and that the suggestion should not be pursued any further. Clerk to inform Aldermaston Parish Council.

Action : Clerk

39.2 To consider plans for installing a memorial for the late Queen

Mr Bassil circulated a proposal for the wording on the memorial. A detailed quote has not yet been received but it was agreed to spend up to £800 on the new memorial to the late Queen and on cleaning and refreshing the lettering on the War Memorial itself.

Mr. Dolphin to circulate the advice from the War Memorial Trust on how the monument should be cleaned.

Action: Clerk/JD

39.3 To consider taking ownership of the defibrillator at Brimpton Primary School

It was agreed that the Parish Council would take responsibility for purchasing batteries and pads for the defibrillator located at the school, as long as it remains available for public use at all times.

Clerk to speak to the school about whether they will continue to carry out the weekly checks and act as guardian for the unit.

Clerk to purchase the battery that is needed to bring the unit back into service.

40/23 Planning and Development

40.1 To consider new planning applications received and provide updates on any already considered

23/00961/FUL – 1 The Osiers, Brimpton Road. Erection of a new 3-bedroom house

The Parish Council decided that a decision could not be made on this application due to a lack of clarity in the plans regarding the access onto the site via the shared drive. It is also concerned that parking on site as proposed is not feasible and will result in cars blocking the shared driveway or being left in the road. It was further noted that the tree survey dates from 2017 and requires updating. There is also uncertainty about the legality of the gate from The Weavers which is used as an access into 1 The Osiers as there does not appear to have been planning permission for this entrance.

23/00944/FUL, 23/00945/LBC – Oaklands, Crookham Common Road Conversion of outbuilding to residential annexe.

The applicant explained that the application sought to change an existing garage to a residential annexe which would be used as residential accommodation for family members. There are proposed changes to the access to make it safer. Part of the garage is going to be retained as a storage area and they have no intentions of building another garage

The Parish Council resolved to respond with no objections but to request a condition that the annexe must not be sold as a separate dwelling.

23/00769/HOUSE – Shalford Farm House, Shalford Hill. Extensions and alterations to existing house and outbuildings.

The Applicants and their architect gave some background about the plans for the house.

The Parish Council resolved to respond with no objections to the proposal but to request that any significant archaeological or historical features are, if possible, retained and if not, photographed and recorded.

23/00935/DEMO- The Old Cottage, Brimpton Road. Application to determine if prior approval is required for the demolition of The Old Cottage.

There were no objections. The application has already been granted by West Berkshire Council.

23/01212/OOD – The Hurst School – Creation of a 3G pitch including fencing,gates, storage, floodlights.

The Parish Council resolved to respond with no objections.

23/00901/HOUSE – Arundell Lodge, Brimpton Lane . Loft conversion to include Velux rooflights

Mr and Mrs Matthews pointed out that they are near neighbours to this property.

The Parish Council resolved to respond with no objections but wish to point out that there is a mistake on the elevation drawings.

41/23. Finance

41.1 To approve payments and approve reconciliation against bank statements

The payments and bank reconciliation were approved. Mr Hicks to approve the payments online.

41.2 To consider a grant request from Brimpton Primary School

Brimpton Primary School have submitted a grant request for £1500 towards the purchase of two new sheds. The Parish Council agreed to grant £750 towards the project.

41.3 To report on Coronation weekend finances

£1000 was budgeted for the Coronation events including the beacon lighting and lunch but in the end a small profit of £65.05 was made. A summary is given in table below.

Coronation Event 2023

	<u>Expenditure</u>
Mugs	400.00
Mugs	200.00
Flag, flagpole, table cloths	67.51
Bunting	25.12
Coronation hamper prizes	71.08
Beacon cutting	50.00
Total	£813.71
	<u>Income</u>
Beacon lighting event	182.98
Bar Profit	335.78
Mugs	360.00
	£878.76
Total spend	-£65.05

42/23 Reports

42.1 District Cllr's Report

District Councillor Dominic Boeck emailed his report to the Parish Council before the meeting

42.2 Chairman's Report

Nothing to report.

42.3 Clerk's report

The Notice of Public Rights has been published on the Parish Council website and the noticeboards. The Clerk requested whether the Parish Council would approve an additional £12 a year for additional email space for the Clerk. This was approved.

42.4 Report from Village Hall Committee

Mr Dolphin reported that the next event at the hall will be the performance of Mansfield Park by the Watermill Theatre company on 24th June. There will be a bar from 5.30pm. Tickets are almost sold out and more information can be found on the hall website.

There will be a bacon buttie morning on 22nd July.

42.5 Report from Parish Council representative on the AWE LLC

Mr Bassil reported that CEO Alison Atkinson has resigned. Ian Stevenson will be taking over in the interim.

The DEPZ (Detailed Emergency Planning Zone) has been adjusting again. AWE have indicated that they will be opposing any development within the DEPZ more rigorously in the future. AWE will be submitting further planning applications to replace old buildings within the site. They have a target of becoming carbon neutral by 2040.

Recent reports from the ONR and the Environment agency both rate the site as adequate.

Mr. Bassil attended an emergency planning test exercise at Shaw House. The exercise was attended by 180 people from 32 agencies including the fire service, police, ambulance service and Cobra.

The Emergency plan will be adjusted based on the findings from this test exercise.

4/23 Next Meeting – Tuesday 4th July 2023 in the Village Hall

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

Appendix A

Meeting Report 6th June 2023

Community Account

Statement balance 24/5/2023	Cashbook balance as at 24/5/2023	Cashbook balance after new payments made
£25,738.29	£25,738.29	£25,353.95

Payments made since last meeting

Cheque No	Payee	Details	TOTAL COST
EP	Berkeley Studio	Mugs	200.00
SO	Mrs C McGarvie	May salary	279.00
EP	John Dolphin	Flag, flagpole, table cloths for Coronation event (VAT 8.83)	76.34
DD	Barclaycard	Bunting for coronation event (V	30.13
EP	Mrs B Scott	Coronation hamper prizes	71.08
EP	BALC	Subscription fee	137.22
EP	Zurich Municipal Ltd	Insurance	347.35
EP	Claire Connell	Internal Auditor	150.00
EP	Phil Bassil	laser cut beacon(VAT £10)	60.00
TOTAL			£1,351.12

New items for payment

Cheque No	Payee	Details	TOTAL COST
SO	Mrs C McGarvie	June salary	279.00
EP	P.Bassil	APA expense	13.60
EP	Barclaycard	defib pads	91.74
TOTAL			£384.34

Receipts since last meeting date

Receipt Date	Payer	Details	TOTAL AMOUNT
28/04/2023	quirk	mugs	20.00
18/05/2023	J.Dolphin	profit bar	335.78
19/05/2023	W.Matthews	Beacon lighting profit	182.98
			£538.76

Payments not presented as of 24/5/2023

Cheque No	Payee	Details	TOTAL COST
TOTAL			

Receipts not cleared as of 24/5/2023

Receipt date	Payer	Details	TOTAL COST
31/05/2023	Cash	Coronation mugs	£80.00

Savings Account balance 24/5/2023	£31,978.31
CIL	£11,420.35
INRG solar donation	£20,000.00
	£31,420.35

must be spent by May 2026

Appendix B

Bank Reconciliation 31st May 2023

Authority name Brimpton Parish Council

Prepared by Christine McGarvie

Clerk and RFO

Date 31st May 2023

Approved by John Hicks

Chair of council

Balance per bank statements as at 24th May 2023	£	
Community Account		25,738.29
Saving account		31,978.31

Less any un-presented payments at 24th May 2023

Add any uncleared receipts

Net Bank balances as at 24th May 2023

CASH BOOK

Opening balance as per cashbook 1st April 2023	26,886.16
Add: Receipts in the year	2,217.24
Less: Payments in the year	3,365.11
Closing balance as per cash book as at 24th May 2023	<u>£25,738.29</u>

Opening balance savings account 1st April 2023	31,978.31
Add: Receipts in the year	£0.00
Less: Payments in the year	0
Closing balance as per cash book as at 24th May 2023	<u>£31,978.31</u>

Overall closing balance	<u>£57,716.60</u>
-------------------------	-------------------

diff £0.00

Appendix C

Brimpton Parish Council Meeting -6th June 2023

Planning Applications for Consideration

1	23/00961/FUL – 1 The Osiers, Brimpton Road. Erection of a new 3 bed-room house	23 rd May 23 – extension granted
2	23/00944/FUL, 23/00945/LBC – Oaklands, Crookham Common Road Conversion of outbuilding to residential annexe.	23 rd May 23- extension granted
3	23/00769/HOUSE – Shalford Farm House, Shalford Hill. Extensions and alterations to existing house and outbuildings.	26 th May 23 – extension granted
4	23/00935/DEMO- The Old Cottage, Brimpton Road. Application to determine if prior approval is required for the demolition of The Old Cottage	26 th May 23 – extension granted
5	23/01212/OOD – The Hurst School – Creation of a 3G pitch including fencing,gates, storage, floodlights	26 th May 23 – extension granted
6	23/00901/HOUSE – Arundell Lodge, Brimpton Lane . Loft conversion to include Velux rooflights etc	26 th May 23 – extension granted

Planning Application Decisions made

1	23/00468/HOUSE and 23/00469/LBC – Brimpton House, Church Lane Minor works to Grade II listed building.	Approved
2	23/00211/HOUSE – Mill Cottage, Hyde End Lane Side Extension	Approved
3	23/00015/FUL – 2 Church Lane, Brimpton Demolition of existing bungalow and construction of replacement dwelling	Approved

Planning Applications Awaiting Decisions

1	23/00402/FUL – Washoe Lodge – Variation of conditions	19 th April 23
---	--	---------------------------