

Brimpton Parish Council

Minutes of Meeting of the Council			
Date:	Tuesday 5 th February 2019	Time:	7.30pm
Place:	Brimpton Village Hall		
Present:	Mr John Hicks (Chairman)	Mr Phil Bassil (Vice Chairman)	
	Mr Rod Smallwood	Mr Charles Brims	
	Mrs Mary Cowdery		
In Attendance:	Christine McGarvie (Clerk) District Councillor Dominic Boeck 10 members of the public (including 2 members of the Wasing Estate and PC Aeron Slade from MOD Police)		
			Action
14/19	Apologies for absence None		
15/19	To receive declarations of interest relating to items on the agenda Mrs Cowdery declared non-pecuniary interests in items 18/19 and 19/19.		
16/19	Minutes of the previous meeting		
16.1	It was unanimously agreed that the Minutes of the meeting held 8 th January 2019 were a true and accurate record. The Minutes were signed by the Chairman.		
16.2	<p>Matters arising from the minutes not otherwise on the agenda including review of action tracker</p> <p>100/18.4 School railings - The school governors are interested in changing the school railings and refreshing the road markings but have decided not to ask the Parish Council to fund this.</p> <p>100/18.5 The shrubs outside of the old post office have now been cut back. The Parish Council thanked the residents who carried out the work.</p> <p>7/19.2 Neighbourhood watch – The group are waiting for a reply from Thames Valley to confirm the appointment of the new co-ordinator.</p> <p>132/18 – Enborne way mirror. West Berkshire have confirmed that they do not authorise the erection of mirrors as they can present a potential hazard to all road users.</p> <p>12/19 Grundon crossing – West Berkshire’s planning enforcement team have confirmed that Grundon have until 2021 to repair the road.</p> <p>12/19 Drain clearance – Clerk has raised two enquiries with West Berkshire requesting that the gulleys along Wasing Road and drain outside of the Three horseshoes pub be cleared. Clerk to continue to chase.</p> <p>125/18.1 Clerk to chase West Berkshire for an update on the installation of road signs in Blacknest Lane.</p>	Clerk Clerk	
17/19	Project Servator briefing from PC Aeron Slade The Ministry Of Defence(MOD) police protect the AWE facilities at Aldermaston and Burghfield. The team cover a 5-mile radius around the site.		

	<p>Project Servator, started in London 4 years ago and are a specially trained group within the MOD. The projects aim is to 'Inform, reassure and recruit'. At the moment they are focussing on Rosebourne garden centre and Reading West Services to provide a high police presence at these locations. They aim to engage with anyone who is acting suspiciously. They are mainly involved in counter terrorism activities. They ask communities to be vigilant and to pass on information about suspicious activity to them.</p>	
18/19	<p>To discuss the purchase of a memorial bench</p> <p>The proposal was made that the Parish Council should purchase a bench as a memorial to Cllr Dennis Cowdery. The bench would be located outside of the Village Hall. The Village Hall committee have agreed to contribute £250 towards the cost. The Parish Council unanimously resolved to purchase a bench up to a value of £500. Clerk to action.</p>	Clerk
19/19	<p>To discuss the purchase of a WIFI enabled projector for the village hall</p> <p>Mr. Bassil proposed that the Parish Council should purchase a Wi-Fi enabled projector for the village hall to allow planning applications to be viewed during meetings as West Berkshire no longer provide paper plans.</p> <p>The Parish Council unanimously agreed to purchase a Wi-Fi enabled projector to be installed at the village hall up to a cost of £400. Clerk to action in consultation with Mr. Bassil.</p>	Clerk/PB
20/19	<p>Parish Plan: Progress report from the Chair of the Steering Group</p> <p>Good progress has been made on the analysis of the questionnaire results. All sections of the report have now been completed in draft form and will be reviewed by the Steering Group on Monday 11th February. The Conclusions and recommendations section of the report is not yet written and will be completed after group discussion and the public meeting. A Public meeting to report the findings of the survey will be held on 26th March at the village hall.</p> <p>Some of the key findings so far are that Brimpton has an aging population. 40% of the population are retired and 60% or residents are over 45. 29% of the working population work from home and a further 4% work in the parish. This shows that there is need for a good broadband and mobile service in the parish. Both services were rated poorly in the survey, especially in Brimpton Common, Hyde End Lane and other areas outside the village.</p> <p>95% of respondents use the public rights of way. 68% support the creation of new footpaths in the parish. A third of respondents thought that the number of houses in the parish shouldn't increase. 38% thought that the settlement boundary should be reviewed. Biggest concerns for people are gravel extraction and fly tipping. 70% of respondents said they would help with litter picking.</p>	
21/19	Parish Environment	
21.1	<p>Footpaths update from wardens</p> <p>No reports from wardens.</p>	

21.2	Broadband update Cllr Boeck reported that a meeting was held between West Berkshire and Gigaclear but they weren't able to provide a plan for completion of the work to provide broadband in the area at this time. Other local authorities are also experiencing delays in the delivery of the service by Gigaclear. West Berkshire are to meet with Gigaclear investors to encourage them to meet their contractual obligations.	
21.3	To discuss litter pick in village. A litter pick will take place in the parish on Saturday 16 March. West Berkshire Council and AWE are providing safety equipment. The Wasing Estate are also carrying out a litter pick of some of the roads on 25 th February. Mr. Hicks to liaise with Wasing so that all roads are covered.	
22/19	Planning and Development	
22.1	To consider new planning applications and provide updates on any already considered. See appendix C below. 19/00007/PASSHE – The Lodge , Brimpton Common. Permitted development. It was resolved not to comment. 18/02635/COMIND – Shalford Farm Development The application is likely to be considered by the district planning committee on 27 th February. It was decided that Mrs Cowdery should attend the meeting to represent the Parish Council.	MC
23/19	Consultation documents required consideration Polling districts consultation from West Berkshire District Council. There is no change to the polling stations so it was decided not to respond to the consultation.	
24/19	Finance	
24.1	To approve payments and reconciliation against bank statements. See Appendix A below. It was unanimously agreed to approve the payments for February, Clerk to process. The bank reconciliation was checked and signed by Mr. Hicks and Mr. Bassil	Clerk
24.2	To appoint internal auditor for 2017/18 Mr. Hicks proposed that Mrs. Clare Connell should be appointed as the internal auditor for 2017/18. This was seconded by Mrs Cowdery and all agreed.	Clerk
25/19	Reports	
25.1	District Councillor's Report West Berkshire Council are on target to agree next year's budget at a meeting in March. A consultation will be published this week on West Berkshire Council's strategy. It includes a statement from each head of service as to what they hope to achieve over the coming years. A new executive director for people has been appointed. He will be responsible for Adult Social Care as well as Children and Families services.	
25.2	Clerk's Report The date of the Annual Parish Council meeting may have to be changed because of the election this year. Clerk to obtain clarification from Hampshire Association of Local Councils and reschedule meeting if necessary.	Clerk
25.3	Report from Brimpton Fete Committee See appendix D.	
25.4	Report from Village Hall Committee	

	A Doggy brunch was held on Saturday 2 nd February and was very successful. The weekly checks on the defibrillator outside the hall have been done. The Wasing Estate have agreed that the area of land to the side of the hall can be used by those hiring the hall.	
26/19	Public Forum No items were raised.	
27/19	Date of Next Meeting : 5th March 2019	
	Meeting finished at 8.28 pm	

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

Appendix A

Meeting Report 5th February 2019

Community Account

Statement balance 24/1/19	Cashbook balance as at 29/1/2019	Cashbook balance after new payments made
£25,290.83	£24,975.33	£24,299.83

Payments made since last meeting

Cheque No	Payee	Details	TOTAL COST
SO	Mrs C McGarvie	December salary	225.50
100418	Mrs C McGarvie	Virus protection software	41.99
100420	Mr P. Bassil	Xmas lights	62.83
TOTAL			£330.32

New items for payment

Cheque No	Payee	Details	TOTAL COST
SO	Mrs C McGarvie	February salary	225.50
100421	PCC of Brimpton	Grant for Yew tree cutting	450.00
TOTAL			£675.50

Receipts since last meeting date

Receipt Date	Payer	Details	TOTAL AMOUNT
TOTAL			£0.00

Payments not yet presented

Cheque No	Payee	Details	TOTAL COST
100419	Digital House MD Ltd	Security License update	90.00
SO	Mrs C McGarvie	January salary	225.50
TOTAL			£315.50

Receipts not yet cleared

Receipt date	Payer	Details	TOTAL COST
			£0.00

Grants reserve	£929.93	Defib paid for received 27/10/2016 16/00416
CIL	£2,806.40	
Byway Fund	£91.00	
INRG solar donation	£20,000.00	
	£23,827.33	

Savings Account balance 24/1/19	£31,816.18
--	-------------------

Appendix B

Bank Reconciliation 29th January 2019

Authority name	Brimpton Parish Council			
Prepared by	Christine McGarvie	Clerk and RFO		
Date	29th January 2019			
Approved by	John Hicks	Chair of council		
Date				
Balance per bank statements as at 24th January 2019			£	£
	Community Account		25,290.83	
	Saving account		31,816.18	
				<u>57,107.01</u>
Less any un-presented cheques at 29th January 2019				
	100419 Digital House		90.00	
	SO Clerk salary		225.5	
				<u>315.50</u>
Add any uncleared cheques/cash/payments				0
Net Bank balances as at 29th January 2019				<u>£56,791.51</u>
CASH BOOK				
Opening balance current account			32,406.32	
Add: Receipts in the year			21,345.85	
Less: Payments in the year			28,776.84	
Closing balance as per cash book as at 29th January 2019			<u>£24,975.33</u>	
Opening balance savings account			11,771.92	
Add: Receipts in the year			£20,044.26	
Less: Payments in the year			0	
Closing balance as per cash book as at 29th January 2019			<u>£31,816.18</u>	
Overall closing balance				<u>£56,791.51</u>

Appendix C

Planning Applications for Consideration

1.	19/00007/PASSHE – The Lodge, Brimpton Common - An extension to the rear of the dwelling 6.7m beyond the rear wall x 4m max height x 2.56m at eaves. (permitted development so no requirement to comment)	
----	---	--

Planning Application Decisions made

1.	18/03235/PIP - Hillcourt Lodge Brimpton Road Application for permission in principle for residential development up to 9 dwellings	Refused
----	--	----------------

Planning Applications Awaiting Decisions

1	18/02635/COMIND – Shalford Farm Development Called in for determination by committee	Deadline 4 th Feb 2019
---	--	---

Brimpton Fete

Saturday 29 June 2019 2pm – 6pm Brimpton Recreation Ground

1. Performances

Throughout the afternoon there will be "performances" in the arena. These will include the children of Brimpton School, Hannington Brass Band, the Kennet Samba Band, a choir, Spin City & Pole Theatre, a gymnastics team, the West Berkshire Ballet, Feel the Beat and Scottish Country Dancing.

2. Competitions

The organisers will shortly release details of a range of competitions for children and adults. These will include cookery, crafts, and photography. There will also be a competition to build a scarecrow and/or a bird box from recycled materials and a fancy dress competition with a history theme (under 11s only).

3. Novelty Dog Show

The dog show includes competitions for the most beautiful bitch, the most dashing dog, the golden oldie (over 7), the friendliest pooch and the dog that most looks like its owner. There will also be a competition for the best dog handler under 16. The dog show is being judged and supervised by a qualified vet.

4. Games

Brimpton School are lending their stock of games and others are coming from Baughurst Scouts. These include skittles, a coconut shy, tombola, splat a rat, card games and an obstacle course for children and adults.

5. Stalls

There will be a mix of craft stalls with others selling home made teddy bears, books, plants, children's toys and bric-a-brac. Commercial organisations (such as a local bakery) will be

charged for renting space. There will be two information stands: one on the history of Brimpton and the other on Brimpton's flora and fauna. The list is still growing.

6. Classic Vehicles

There will be 5 confirmed vehicles, including a steam roller, on show and we are looking for more.

7. Raffle

The tickets are printed and advance sales will start after Easter at £1 each. The first prize is £200 which has been donated by an anonymous benefactor.

8. Refreshments

The Ladies of the W.I. are running a tea tent; the Traveller's Friend is providing a BBQ and beer tent; an ice cream van has been booked.

9. Parking

We have a volunteer to co-ordinate parking and traffic entering and leaving the Recreation Ground. We anticipate him being supported by Baughurst Scouts.

10. Publicity

Publicity has already started via the Parish magazine and the Update email. Closer to the time more detailed information and competition entry forms will be available via the websites of the participating organisations. Posters will be put on usual notice boards.

11. Sponsorship

We have a list of potential sponsors and the individual co-ordinators are approaching those they feel most appropriate to their area. There has already been a good response from pet food suppliers to support the dog show.

12. Volunteers

Apart from the 25 organisers, as a result of the early appeals a further eight people have offered to assist on the day. The school is organising parents and older pupils to assist and we are pulling in others such as scouts.

13. The Rest

We have not made a final decision regarding a tug of war but if we do go ahead it will be a family orientated fun event with teams organised by weight. We have a music and PA system provided by a local resident; portable toilets will be available; two first aiders will be on duty equipped with FA tent and bed; risk assessments are underway and will be checked by a H&S specialist, who will also undertake a “light touch” check before the fete opens to the public.

14. Finance

Peter Main, the Treasurer has drafted a “worst case” budget which shows that the total costs may rise to £2,800. We will try to raise £800 through donations and sponsorship. The PC has a further £500 for emergencies in its budget for 2019/20, but it is hoped that this will not be needed. Entry to the fete will be £1 for adults, no charge for children.

After the Parish Council has been repaid, profit from the fête will be shared equally between Brimpton Church, Brimpton School and Brimpton Recreation Ground.

John Hicks & Phil Bassil