# Brimpton Parish Council

# Minutes of the Meeting of the Parish Council

Date: Tuesday 1st December 2020 Time: 7.30pm

Place: Zoom video conference due to the Coronavirus (Covid-19) restrictions.

Attending call: Mr John Hicks (Chairman)

Mr Phil Bassil

Mr Charles Brims

Mrs Mary Cowdery

Mr John Dolphin

Mr Peter Main

In Attendance: District Councillor Dominic Boeck

Christine McGarvie (Clerk)

4 members of the public

## 98/20 Apologies for absence

None received

## 99/20 To receive declarations of interest relating to items on the agenda

None received.

## 100/20 Minutes of the previous meeting

**100.1** It was unanimously agreed that the Minutes of the meeting held on 3rd November 2020 were a true and accurate record. The Chairman will sign these at a future date.

**100.2 Matters arising from the minutes not otherwise on the agenda including review of the Action Tracker**.

96.2 Mr Hicks, Mr Main and Mr. Dolphin will contact volunteers in the areas that they are responsible for to find out if they are still able to help those who are self-isolating due to Covid.

96.1 Mrs. Cowdery reported that a Royal Mail surveyor has been to site to assess the location of the post box in Brimpton Lane. However, Royal Mail have indicated that it could take up to 25 weeks to complete an assessment due to Covid restrictions.

93.2 The gulleys along Brimpton Lane and Wasing Road are being cleared by West Berkshire Council over the next few days.

## 101/20 Parish Environment

### 101.1 To provide an update on the Enborne Way Allotment Area

Sovereign have asked another contractor to remove the pile of rubbish from the area and to cut the grass again. They are also seeking quotes for a new fence and gate to the area.

**101.2 To provide and update on the joint purchase of a Speed Indicator device with Aldermaston Parish Council**

A call was held with West Berkshire Council to clarify how data collected from the Speed Indicator Device would be used. They have indicated that they will be working more directly with Thames Valley Police.

Clerk to send MemorandumoOf Understanding to all councillors for approval before it is signed by the Chairman. Aldermaston Parish Council will then purchase the Speed Indicator Device and send invoices to the participating Parish Councils for their contributions to the cost.

**Action : Clerk**

**101.3 To consider maintenance of verge on Brimpton Lane, Brimpton Common**

Clerk raised a case with West Berkshire Council and they had agreed to do the work but the contractor had issues with their equipment which was causing a delay. Mrs Cowdery reported that the wrong verge may have been cut, as Blacknest Lane has been cut and not Brimpton Lane. Clerk to contact the Grounds Maintenance department at West Berkshire to let them know.

**Action : Clerk**

## 102/20 Planning and Development

**102.1 To consider new planning applications and provide updates on any already considered. See appendix C below.**

**20/02473/FUL – Blacknest Farm, Brimpton Common –** External alterations to Buildings H1 and H2

Additional windows.

The Parish Council resolved to respond with no objections.

**20/01825/FULD** Washoe Lodge – The planning application has been approved by West Berkshire Council but there were significant errors in the planning case officers report. It was agreed that the Parish Council should write to the Chief Executive Officer of West Berkshire Council to make an official complaint about the planning department’s decision report.

It was also agreed that the covenant, that the Almshouse Charity placed on the land at the time of its sale, should also be mentioned in the letter to West Berkshire Council. District Councillor Boeck asked to be copied on the letter.

**Action : JH/Clerk**

## 103/20 Finance

### 103.1 To approve payments and approve reconciliation against bank statements

The payments for December were agreed.

**103.2 Grant request from PCC for churchyard grass cutting.**

It was agreed that the decision on this grant would be deferred until March 2021 as it relates to sending in the financial year 2021/2022.

### 103.2 To review draft budget for 2021/2022

The budget for 2021/2022 was agreed.

Mr Hicks proposed that a zero precept should be set for 2021/2022. Mrs Cowdery seconded this proposal and all councillors agreed.

It was agreed that the expenditure for 2021/2022 would be taken from reserves and each earmarked reserve would be reduced by £3000.

Mrs Cowdery mentioned that there is £800 of CIL which must be spent by October 2021. There are several options for how this could be spent and this will be discussed at a future meeting.

## 104/20 Consultation documents requiring consideration

None

## 105/20 Reports

**105.1 District Councillor’s report**

District Councillor Boeck will send his monthly report in the next week and this will be published on the Parish Council website.

West Berkshire Council have announced a new COVID Winter Grant Scheme to provide food, energy and other essential items for residents in need over the winter due to the pandemic. The Government has provided £279,000 of funding to support this scheme

**105.2 Clerk’s report**

Clerk has installed new pads in the defibrillator at the Village Hall.

**105.3** **Report from Village Hall Committee**

Mr Dolphin reported that the hall will reopen from 2nd December for any clubs that wish to use the hall.

**105.4 Report from Parish Council representatives on external bodies.**

Mr. Bassil reported that Sir John Manzoni has been appointed as the chairman of the new ‘arms-length’ committee which will run AWE plc from July 2021.

## 106/20 Public Forum

106.1 A long term resident of the village has been regularly picking up litter in the village. Mr Bassil suggested that the Parish Council should write to thank him and this was agreed.

**Action : Clerk**

106.2 Mrs Cowdery asked when the Christmas tree lights would be going up. Mr. Bassil and Mr. Dolphin will be putting up the lights in the next couple of weeks.

## 107/20 The next meeting will be held on Tuesday 5th January 2021

Signed: …………………………………………………………………. Date:………………………………………

(Chairman)

Appendix A

|  |  |  |
| --- | --- | --- |
| Meeting Report 1st December 2020 |  |  |
| **Community Account**  |  |  |
| **Statement balance 24/11/2020** | **Cashbook balance as at 28/10/2020** | **Cashbook balance after new payments made** |  |
| **£35,116.97** | **£34,866.97** | **£34,587.43** |  |
| **Payments made since last meeting**  |  |  |  |
| **Cheque No** | **Payee** | **Details** | **TOTAL COST** |
| 100467 | NWN Over 80s Parcel | donation | **£100.00** |
| 100468 | Brimpton Fuel Allotment | Grant for insurance | **£86.24** |
|  |   |   | **£186.24** |
|  |  |  |  |
| **New items for payment** |  |  |
| **Cheque No** | **Payee** | **Details** | **TOTAL COST** |
| SO | Mrs C McGarvie | October Salary | 240.00 |
| DD | Barclaycard | pads for defib- WEL Medical Ltd | 39.54 |
| **TOTAL** |   |   | **£279.54** |
|  |  |  |  |
| **Receipts since last meeting date**  |  |  |
| **Receipt Date** | **Payer** | **Details** | **TOTAL AMOUNT** |
|  |  |  |  |
|   |   |   |  |
|  |  |  |  |
| **Payments not presented as of 24/11/2020** |  |  |
| **Cheque No** | **Payee** | **Details** | **TOTAL COST** |
| 100469 | Royal British Legion | Donation | **£250.00** |
| **TOTAL** |   |   | **£250.00** |
|  |  |
| **Receipts not cleared as of 24/11/2020** |   |  |
| **Receipt date** | **Payer** | **Details** | **TOTAL COST** |
|   |   |   | 0 |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| **Savings Account balance 24/11/2020** | £31,903.83 |  |  |

Appendix B

|  |  |  |
| --- | --- | --- |
| **Bank Reconciliation 26th November 2020** |  |  |
| **Authority name** | Brimpton Parish Council |  |  |
| **Prepared by** | Christine McGarvie | Clerk and RFO |  |
| **Date** | 26th November 2020 |  |  |
| **Approved by** | John Hicks  | Chair of council |  |
|  |  |  |  |
| Balance per bank statements as at 24th November 2020 | £ | £ |
|  | Community Account | 35,116.97 |  |
|  | Saving account | 31,903.83 |  |
|  |  |  | 67,020.80 |
| Less any un-presented payments at 24th November 2020 |   |  |
| 09/11/2020 | Royal British Legion | 250.00 |  |
|  |  |  |  |
|  |  |  | 250.00 |
|  |  |  |  |
| Add any uncleared receipts |   |  |
|  |  |  |  |
|  |  |  |  |
| Net Bank balances as at 26th November 2020 |  | £66,770.80 |
|  |  |  |  |
| CASH BOOK |  |  |  |
| Opening balance as per cashbook 1st April 2020 | 27,885.22 |  |
| Add: Receipts in the year | 12,297.20 |  |
| Less:Payments in the year | 5,315.45 |  |
| Closing balance as per cash book as at 26th November 2020 | £34,866.97 |  |
|  |  |  |  |
| Opening balance savings account 1st April 2020 | 31,890.86 |  |
| Add: Receipts in the year | £12.97 |  |
| Less:Payments in the year | 0 |  |
| Closing balance as per cash book as at 26th November 2020 | £31,903.83 |  |
|  |  |  |  |
| Overall closing balance | £66,770.80 |  |
|  |  |  |  |
|  | diff | £0.00 |  |

Appendix C

Brimpton Parish Council Meeting – 1st December 2020

Planning Applications for Consideration

|  |  |  |
| --- | --- | --- |
| 1 | **20/02473/FUL – Blacknest Farm, Brimpton Common –** External alterations to Buildings H1 and H2 | Deadline 24th Nov but extension requested |

Planning Application Decisions made

|  |  |  |
| --- | --- | --- |
| 1 | **20/02257/HOUSE and 20/02258/LBC2 – Smythy Cottage, Hyde End Lane.** Replacement of front and side porch | GRANTED |
| 2 | **20/01825/FULD – Washoe Lodge**, Brimpton Lane. Erection of 4 detached dwellings Brimpton PC objected. | GRANTED |

Planning Applications Awaiting Decisions

|  |  |  |
| --- | --- | --- |
| 1 | **APP/W0340/W/20/3259595** – Shalford Farm planning appeal 20/00737/COMIND.PC responded with no objections to application 20/00737/COMIND. | Appeal still in progress |
| 2 | **20/02344/HOUSE – 5 The Willows**. Proposed side extension with external heat pumps | Deadline 9th December |
| 3 | **20/02471/PASSHE - Crossways, Brimpton Common**prior approval for a proposed: Larger home extension for Single Storey rear extension. | Deadline 10th December  |