

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

Date: Tuesday 1<sup>st</sup> June 2021 Time: 7.30pm

Place: Brimpton Village Hall

Attending: Mr John Hicks (Chairman)  
Mr Phil Bassil  
Mr Charles Brims  
Mrs Mary Cowdery  
Mr John Dolphin  
Mr Nicholas Matthews

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

**56/21 Public Forum**

Mr Dolphin raised a concern about the allotment area at the end of Enborne Way. It has become very overgrown and was causing an obstruction to drivers. Clerk to raise the issue with Sovereign, the owners of the land.

**Action : Clerk**

**57/21 Apologies for absence**

Cllr Dominic Boeck gave his apologies

**58/21 To receive declarations of interest relating to items on the agenda**

None received.

**59/21 Minutes of the previous meeting**

**59.1** It was unanimously agreed that the Minutes of the meeting held on 4<sup>th</sup> May 2021 were a true and accurate record. The Chairman signed the minutes.

**59.2 Matters arising from the Minutes not otherwise on the agenda including review of the Action Tracker.**

50.1/21 - Eastbank planning enforcement issue. The planning enforcement officer has been to site but an official response has not yet been received. Clerk to contact planning enforcement for an update. Clerk to email planning to clarify that the parking spaces in front of the property on Hatch Lane are not owned by the owner of Eastbank.

**Action: Clerk**

52.2/21 West Berkshire Climate forum – Mr. Hawker has agreed to represent the Parish Council on this forum and has attended the first meeting.

30.3/21 Flooding near Willow Wands – Clerk to ask West Berkshire Council for an update. Work to clear the drains should have been completed now.

**60/21 Councillor Vacancy – to consider candidates for co-option**

One application for co-option was received. Mr. Hicks proposed and Mr Bassil seconded the proposal that Mr. Nicholas Matthews be co-opted on to the Parish Council. All councillors voted in

favour of the proposal and Mr. Matthews was duly co-opted on to the Parish Council. Mr. Matthews signed the 'declaration of acceptance of office' form.

## **61/21 Parish Environment**

### **61.1 To discuss progress in setting up a 'No Cold Calling Zone'**

Letters and voting slips have been delivered to residents and the deadline for the reply cards to be returned is 4<sup>th</sup> June.

32 replies have been returned from Brimpton Village so far. 78 positive responses are required in order to go ahead with the No cold calling zone in the village. 21 positive responses have been received from Hyde End and Crookham Common, 42 positive responses are needed.

11 positive responses have been received from Brimpton Common and 43 responses are needed. If there aren't enough positive responses it may be possible to split the areas and set up 'No Cold Calling Zones' for the roads that have received sufficient positive responses.

**Action : JH**

### **61.2 To provide an update on the joint purchase of a Speed Indicator Device**

Clerk has now got the SID and will arrange to meet with the lead volunteer in the Village in the next few weeks to fill out the Site Request and Risk Assessment forms to send to West Berkshire Council for approval.

**Action : Clerk**

### **61.3 To provide an update registering ownership of Brimpton Common Fuel Allotment with the Land Registry.**

Clerk is currently working on the required forms to register the land. A Statement of Truth will need to be completed as the Parish Council do not have the title deeds.

**Action : Clerk**

### **61.4 To discuss the Queen's Green Canopy Project**

Mrs Cowdery gave an overview of the Queen's Green Canopy Project which is being launched as part of the Queen's Platinum Jubilee celebrations next year. It was agreed that it would be good to plant a tree for the Platinum Jubilee but the difficulty would be finding a suitable location. Mr. Hicks to ask residents for suggestions for where a tree could be planted.

**Action : JH**

## **62/21 Planning and Development**

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

No new applications.

## **63/21 Finance**

### **63.1 To approve payments and approve reconciliation against bank statements**

The payments and bank reconciliation were agreed.

**Action:Clerk**

## **64/21 Reports**

### **64.1 District Councillor's report**

Cllr Dominic Boeck gave his apologies.

### **64.2 Clerk's report**

The Annual Accounts Exemption certificate for 2020/2021 has been sent to the auditor and all documents will be uploaded to the website for the Public Exercise of Rights from 14<sup>th</sup> June.

Clerk has spoken to the Internal Auditor about the Parish Council moving to internet banking. Lloyds Bank are still not taking applications for new Treasurer's accounts. The Internal Auditor has confirmed that the use of Barclays internet banking, which allows the Clerk to create payments for one councillor to authorise, would be acceptable as long as the list of payments is agreed and signed off by two councillors at a Parish Council meeting before payment.

All agreed with this proposal. Clerk to set up the necessary internet banking accounts.

**Action : Clerk**

#### **64.3 Report from Village Hall Committee**

Mr Dolphin reported that the hall is now back open. Unfortunately, 3 groups will not be returning to the Hall. The Hall Committee are planning a social event for the Parish in June.

#### **64.4 Reports from Parish Council representatives on external bodies**

Mr. Bassil reported that there has been a small increase in the number of AWE staff unavailable due to sickness. The number had dropped to 1 or 2 but has now gone up to 8 in recent weeks.

#### **64.5 Brimpton Recreation Ground charity**

Mr. Brims gave an update on the sale of the Recreation Ground. At the end of September 2020, a public meeting was held to seek residents' views on the sale of the Recreation Ground. The majority of residents that responded were in favour of selling the land and seeking to purchase land for a new recreation ground closer to the centre of the village. The sale of the land was completed at the end of 2020.

The Trustees of the Charity are discussing potential new sites for a recreation ground with two landowners. Unfortunately, discussions have been delayed by the Covid restrictions. The Trustees will also be considering whether the problem of parking for the school could be resolved as part of the plans to create a new recreation ground.

Parking around the school is becoming an increasing issue and this problem is likely to get worse when the pub is closed and the car park is no longer available for parents to park in.

**65/21 The next meeting will be held on Tuesday 6<sup>th</sup> July 2021 in the Village Hall.**

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

Appendix A

Meeting Report 1st June 2021

**Community Account**

Statement balance 24/5/2021	Cashbook balance as at 1/6/2021	Cashbook balance after new payments made
£42,163.46	£42,013.46	£41,773.46

**Payments made since last meeting**

Cheque No	Payee	Details	TOTAL COST
SO	Mrs C McGarvie	April salary	240.00
100481	Zurich Municipal	Annual insurance	323.27
100483	Hampshire Association of Local Councils Ltd	Subscription	136.75
<b>TOTAL</b>			<b>£700.02</b>

**New items for payment**

Cheque No	Payee	Details	TOTAL COST
SO	Mrs C McGarvie	May salary	240.00
<b>TOTAL</b>			<b>£240.00</b>

**Receipts since last meeting date**

Receipt Date	Payer	Details	TOTAL AMOUNT
29/04/2021	HMRC	VAT reclaim	£60.22
11/05/2021	West Berkshire Council	CIL	£12,427.23
			<b>£12,487.45</b>

**Payments not presented as of 24/5/2021**

Cheque No	Payee	Details	TOTAL COST
100482	Mrs C Connell	Internal Audit	150.00
<b>TOTAL</b>			<b>£150.00</b>

**Receipts not cleared as of 24/5/2021**

Receipt date	Payer	Details	TOTAL COST
			0

Savings Account balance 24/5/2021	
	£31,905.43
Brimpton story/BPRA	£1,386.18
<b>CIL</b>	<b>£806.40</b>
<b>CIL</b>	<b>£12,427.23</b>
INRG solar donation	£20,000.00
	£34,619.81

Defib paid for  
**Must be spent by October 2021**  
**must be spent by May 2026**

Appendix B

**Bank Reconciliation 25th May 2021**

<b>Authority name</b>	Brimpton Parish Council	
<b>Prepared by</b>	Christine McGarvie	Clerk and RFO
<b>Date</b>	25th May 2021	
<b>Approved by</b>	John Hicks	Chair of council

Balance per bank statements as at 24th May 2021	£	£
Community Account	42,163.46	
Saving account	31,905.43	
		<u>74,068.89</u>
Less any un-presented payments at 25th May 2021		
100482 Mrs C Connell		150.00
		150.00
Add any uncleared receipts		
Net Bank balances as at 25th May 2021		<u><u>£73,918.89</u></u>

**CASH BOOK**

Opening balance as per cashbook 1st April 2021	32,848.53
Add: Receipts in the year	12,507.45
Less: Payments in the year	<u>3,342.52</u>
Closing balance as per cash book as at 25th May 2021	<u><u>£42,013.46</u></u>
Opening balance savings account 1st April 2021	31,905.43
Add: Receipts in the year	£0.00
Less: Payments in the year	<u>0</u>
Closing balance as per cash book as at 25th May 2021	<u><u>£31,905.43</u></u>
Overall closing balance	<u><u>£73,918.89</u></u>

diff	£0.00
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Appendix C

Brimpton Parish Council Meeting – 1<sup>st</sup> June 2021

Planning Applications for Consideration

1	None	
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Planning Application Decisions made

1	<b>APP/W0340/W/20/3256559 – Blacknest Farm.</b> Development of 4 dwellings through conversion of existing buildings. 20/00581/FULD. PC responded with no objections	Dismissed
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Planning Applications Awaiting Decisions

1	<b>21/00468/HOUSE Blacknest Bungalow, Brimpton Common.</b> Erection of a new garage and upgrade works to existing outbuilding	Deadline 27 <sup>th</sup> April
2	<b>21/00617/HOUSE and 21/00618/LBC2, – Eastbank, Brimpton Lane.</b> Erection of a single storey timber garage	Not yet decided