

Brimpton Parish Council
Minutes of the Meeting of the Parish Council

Date: Tuesday 5th April 2022 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: District Cllr Dominic Boeck

Christine McGarvie (Clerk)

5 members of the public including Andrew Perkins- Chief Executive, Wasing Estate

36/22 Public Forum

No items raised.

37/22 Apologies for absence

None

38/22 To receive declarations of interest relating to items on the agenda

Mr Dolphin declared an interest in the Brimpton Recreation Ground agenda item.

Mr Brims declared an interest in the Brimpton Recreation Ground agenda item.

39/22 Minutes of the previous meeting

39.1 It was unanimously agreed that the Minutes of the meeting held on 1st March 2022 were a true and accurate record. The Chairman signed the minutes.

39.2 Matters arising from the Minutes not otherwise on the agenda including review of the Action Tracker

29/22 – Spring Clean litter pick will go ahead on 30th April.

Clerk to ask West Berkshire Council to clear litter from Brimpton Common to Able Bridge as this is not safe for volunteers.

Action: Clerk

70/21 - Parking issues around Brimpton School. Two separate accidents have been reported in the last few weeks both involving parents dropping or picking their children up from school.

40/22 To discuss plans to celebrate Queen's Platinum Jubilee

Beacon Lighting – half of the tickets have been sold. Beacon has been paid for and delivery is expected in April/May. A meeting was held with Wasing's Land Agent to agree the plans for lighting the beacon. A risk assessment is in place and the fire service have been informed.

Barn Dance – 80 tickets have been sold. Electrician will be installing the power a week before hand. The following morning the portable toilets will be moved from the barn dance area to the location of the community lunch.

Community Lunch – West Berkshire Council have given their approval to close Brimpton lane for 4 hours and have said that they should be able to lend road closure signs to the Parish Council. 38 people have so far indicated their intention to attend the event. There will be a limit of 100 attendees.

Flower festival – plans are progressing well.

Mrs Cowdery has created a programme of events to be distributed with the Parish Newsletter. A few changes were discussed and these will be made by Mrs Cowdery before the programme is sent out.

41/22 To consider whether to create a Community Emergency Plan

Clerk had started drafting a CEP but it was agreed that this should not be progressed any further as it was considered unlikely it would be possible to form a volunteer Community Emergency Group. Emergency contacts are already available on the Parish Council website.

42/22 Brimpton Recreation Ground

Mr Brims had provided a report outlining the recommendations of the Brimpton Recreation Ground trustees. The Wasing Estate have agreed to lease a third of an acre of land at the back of the Village Hall to the Parish Council for 6 years until 2028. This would allow access to a nearby field which is hoped could be used for large size village events.

As part of the agreement the land would have to be fenced and maintained. The Brimpton Recreation Ground trustees would provide grants to the Parish Council in order to fund the installation of fences and ongoing maintenance work.

The Village Hall Trustees have approved this plan and they would be the users of the land. It could be used as an overflow car park for any large events held at the hall.

Mr Hicks proposed that the Parish Council accept the Heads of Terms and take up the offer of leasing the land for 6 years. Mr Brims and Mr Dolphin did not vote. The proposal was agreed by the Council.

Clerk to ask the BALC/HALC legal services team to review the lease before it is signed by the Parish Council. Clerk to email the Wasing Estate to inform them that the Parish Council would like to proceed with leasing the land.

Action: Clerk

43/22 Parish Environment

43.1 To provide an update on the use of the Speed Indicator Device (SID) in the Parish

The SID has been used in Brimpton Common and near the school. It is currently being used on Crookham Common Road. In Brimpton Lane, at the end of Hatch Lane there was very little speeding with 85% of drivers travelling at 31mph or less.

On the B3051 the SID recorded high levels of speeding with 32.7% of drivers over the ACPO limit of 46mph. The average speed was 44mph and the highest recorded was 93mph.

It was agreed that the SID will be located at the junction of Brimpton Lane and Wasing Road for a few days before it goes to the next Parish.

43.2 To discuss possible repair or replacement of bench in the Churchyard

Mr Dolphin reported that the bench in the Churchyard is unsafe and needs to be removed, replaced or repaired. The PCC will be asked whether they still want the bench before any further steps are taken.

44/22 Planning and Development

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

22/00808/HOUSE, 22/00595/LBC2 – Willow Wands, Brimpton Road. Construct Swimming Pool and paved surround

The Parish Council resolved to respond with no objections.

21/03202/FUL – Youngs Industrial Estate. Construction of 8 light industrial units and 1 unit with office.

The Parish Council resolved not to comment.

45/22 Finance

45.1 To approve payments and approve reconciliation against bank statements

The payments and bank reconciliation were agreed. Mr. Hicks to approve the online payments as per the payment list.

45.2 To consider Clerk's salary increase

It was agreed that the national pay award would be implemented and backdated to April 2021. In addition, it was agreed that the Clerk would be moved up to pay rate SCP17 back dated to January 2022.

46/22 Reports

46. 1 District Councillor's Report

District Councillor Boeck reported that the budget meeting held on 3rd March approved the budget for 2022/23.

Children and Family services were inspected in March. The service was rated Good before the inspection but the results of this inspection are embargoed until May.

Mrs Cowdery asked about new food waste collection service and why another bin is needed. Cllr Boeck said that West Berkshire Council believe that the new service will increase the amount of food waste recycled by residents.

46.2 Clerk's report

Clerk has received the Annual Governance statement from PKF Littlejohn. The internal audit will be carried out in the next few weeks. The Parish Council will be able to declare itself exempt from external audit again this year as both income and expenditure for 2021/22 are below the £25k threshold.

46.3 Report from Village Hall Committee

Mr Dolphin reported that the hall is being well used.

The Emergency Fire Door was not working but has now been fixed.

The solar panel system needs to be repaired.

46.4 Report from Parish Council representatives on external bodies

AWE will be carrying out a large-scale exercise at the Aldermaston site on 7th April and residents may hear raised voices, sirens and tannoy announcements.

The Burghfield site was under regulatory measures but issues have now been dealt with and they have moved back to routine regulatory attention.

47/22 The next meeting will be held on Tuesday 3rd May 2022 in the Village Hall. This will be the Annual Parish Council meeting.

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

Appendix A

Meeting Report 5th April 2022

Community Account

Statement balance 24/3/2022	Cashbook balance as at 29/3/2022	Cashbook balance after new payments made
£35,549.84	£35,549.84	£32,772.04
Payments made since last meeting		
Cheque No	Payee	Details
SO	Mrs C McGarvie	March salary
EP	Mrs C McGarvie	Homeworking allowance for year (£100) & ink
EP	21CC Group Ltd	Platinum jubilee beacon (£490+VAT)
TOTAL		

New items for payment

Cheque No	Payee	Details
SO	Mrs C McGarvie	April Salary (SCP17 - Subject to approval)
EP	Mrs C McGarvie	Back pay for 21/22
DD	Barclaycard	Deposit for toilets for jubilee
EP	Sign of the Times Ltd	Aluminium village map (£220 plus VAT)
EP	Digital House MD Ltd	Domain name renewal (£25 plus VAT)
EP	Brimpton PCC	grass cutting grant for 22/23
TOTAL		

Receipts since last meeting date

Receipt Date	Payer	Details

Payments not presented as of 24/3/2022

Cheque No	Payee	Details
TOTAL		

Receipts not cleared as of 24/3/2022

Receipt date	Payer	Details

Savings Account balance 24/3/2022	£31,908.63
--	-------------------

Appendix B

Bank Reconciliation 29th March 2022

Authority name	Brimpton Parish Council	
Prepared by	Christine McGarvie	Clerk and RFO
Date	29th March 2022	
Approved by	John Hicks	Chair of council
Balance per bank statements as at 24th March 2022		£
	Community Account	35,549.84
	Saving account	31,908.63

Less any un-presented payments at 24th March 2022

Add any uncleared receipts

Net Bank balances as at 24th March 2022

CASH BOOK

Opening balance as per cashbook 1st April 2021	32,848.53
Add: Receipts in the year	12,686.45
Less: Payments in the year	9,985.14
Closing balance as per cash book as at 29th March 2022	<u>£35,549.84</u>

Opening balance savings account 1st April 2021	31,905.43
Add: Receipts in the year	£3.20
Less: Payments in the year	0
Closing balance as per cash book as at 29th March 2022	<u>£31,908.63</u>

Overall closing balance	<u>£67,458.47</u>
-------------------------	-------------------

diff	£0.00
------	-------

Appendix C

Brimpton Parish Council Meeting – 5th April 2022

Planning Applications for Consideration

1	22/00808/HOUSE 22/00595/LBC2 – Willow Wands, Brimpton Road. Construct Swimming Pool and paved surround	21 st April 2022 deadline
---	---	---

Planning Application Decisions made

1	22/00176/AGRIC - Hyde End farm, Hyde End Lane. Application to determine if prior approval is required for a proposed: New Agricultural Barn	Not required
---	--	--------------

Planning Applications Awaiting Decisions

1	22/00303/FULD - 5 The Willows. Demolition of existing dwelling. 5 bedroomed dwelling (amendment to 21/02055/FULD)	
2	22/000065/AGRIC – Hyde End farm, Hyde End Lane, Removal and replacement of 2 barns.	10 th Feb deadline