

A Bi-monthly Meeting of East Garston Parish Council was held in the Friends Meeting House Children's Room on Wednesday 9<sup>th</sup> January 2019 at 7 p.m.

### MINUTES

1. Present: - Jonathan Rabbitts (JR) - Chair, Councillors: - Chris Tonge (CT), Sue Tulloch (ST), Deana Carpenter (DC), David Ruse (DR) and Annabelle Eyre (AE) and Alan Breadmore – Clerk. Apologies: - None
2. Declarations of Interest: None
3. Minutes of Bi Monthly Meeting held on 7<sup>th</sup> November 2018 – were read and signed as correct.
4. Matters Arising: -
  - a. Work has been performed on re-profiling and drainage on Back St outside PJS. However, it has made no difference. Clerk to send photos to WBC Highways and ask for rework.
  - b. Clerk presented quotes re new signage for Jubilee Meadow. Councillors agreed to go ahead, cost approx. £200 inc VAT. Proposed CT, Seconded AE.
5. Finance and Compliance: -
  - a. Paid since last meeting:

Name	Goods or service	Amount inc VAT	CQ number or on-line banking approvers
Chris Tonge/Hills Waste	Skip Hire	£360	DC ST
Alan Breadmore	Clerks Expenses	£50	DC ST
Willis & Ainsworth	Road Salt	£106	CT DC
East Garston PCC	Churchyard Maintenance	£200	CT DC
East Garston Quakers	Room Hire	£72	CT DC
Unity Trust Bank	Service Charge	£18	
Cripps Fencing	Jubilee Meadow Hedging	£76	DR CT

Clerk noted that Room Hire had been replicated and credited due to change of recipient bank account. Payroll had been delayed by bureau.

- b. To be paid by next meeting:

Name	Goods or service	Amount inc VAT
c/f. Wilkins Kennedy	Payroll	£315
c/f. T & M Cooper	Hedge cutting	£160
WBC	Library Contribution (S137)	£525
EG Village Hall	Broadband Contribution (S137)	£200
Penny Post	Community Newsletter (S142)	£200
???	Printing (S142)	£100
???	Open Spaces gate refurbishment/replacement	£1800
???	Planning Consultant	£750
???	Strimmer	£350
???	Playground Notices	£200

- c. Received since last meeting: -

Name	Goods or service	Amount inc VAT
HMRC	VAT Rebate	£3962
Unity Trust Bank	Interest	£14

- d. To be received by next meeting: - None
- e. The November and December Current and Deposit Account statements were reconciled to the cash book and agreed and signed by the Chair (JR) and countersigned by CT
- f. Councillors discussed the continued grant of £200 to the Village Hall to support community broadband. Agreed. Proposed AE, seconded CT.
- g. Clerk confirmed that all changes to bank authorisations were now complete.
- h. Budget for 2019/20: - Under delegation previously granted, Clerk confirmed with Councillors that no undisclosed changes had been made to their pecuniary interests and accordingly granted dispensations for the ensuing budget discussions. Clerk presented a budget statement based upon actual and anticipated expenditure for 2018/19 and projections for anticipated expenditure for 2019/20 based upon previous patterns and known changes. This showed that the PC had broadly operated to plan, although distorted by the purchase of the outdoor gym equipment and receipt of the grant from Thames Water. Clerk highlighted that the latter would mean that the PC would not be able to claim exemption from external audit this year. The budget was accepted in its draft form and the outstanding items for the current FY approved. After some discussion Councillors agreed that the precept should remain unchanged at £9,000 for 2019/20. Proposed CT, Seconded DC.

6. Speeding and Road Safety: - DR reported that the current status on these matters was as follows: -
  - a. Speeding; not aware of any further police or WBC activity. White gates and improved road markings still promised before end of March. PC to do another SID campaign in February.
  - b. Quote for gate by bus stop to Millennium Field being obtained. Councillors agreed to review all gates to open spaces and get quotes for improvement. Subject to review, Councillors agreed that funds of approximately £1500 could be available this FY.
  - c. WBC had advised that dropped kerbs on Hillside were unlikely to be approved due to safety and visibility issues, it would also be unlikely to resolve the parking issues.
  - d. Further advice had been received from WBC Highways and Planning re the use of a part of Millennium Field for parking. Councillors concluded that this matter had now reached the point where it was all conjecture. After some discussion they agreed to fund a consultant to perform a feasibility study. Funds of up to £750 were agreed for this. Clerk to approach appropriate consultant.

DR to report back to Hillside residents.
7. Flood Management Status: - CT, reported that following a valley meeting he had further information re Emergency Planning. He presented the guidelines from WBC and the current plan used in Eastbury. Councillors agreed that the PC should go ahead with an East Garston Emergency Plan and gave their personal commitment to participate. Eastbury had kindly agreed to allow EG use their plan as a template and it was agreed to do this as a first step. CT took the action to perform a first pass and distribute to Councillors. Clerk reported that Mark Brock had agreed to continue with his role as Flood Warden whilst he was still living in the village. Clerk reported that the Environment Agency had reported to him that investigation and plans for rectification were still underway regarding the unauthorised dredging of the river at the eastern end of the village.
8. Annual Performance Review of Clerk: - as required, an annual review of the Clerk's performance was held. He was thanked for his hard work which exceeded expectations. His contract was reaffirmed at NJC SCP 22. The NJC Local Government Services Pay Award for 2019 should be applied. Proposed CT, seconded DC. The Chairman advised Councillors that he had received notice of resignation from the Clerk. The Clerk explained that he performed the job for eleven years and that wished to stand down to enable more time for family life. He said that there was no rush and that he would continue whilst a replacement was found, however he would not continue in the role beyond December 2019. He said that he was prepared to continue with the unpaid role of managing the website and East Garston News for the time being. Councillors agreed that they should start to seek a replacement immediately.
9. Planning Status: - The WBC status of East Garston Planning Applications is as follows
  - a. Old Cottage – approved
  - b. Churchyard - approved
  - c. Meadow Cottage - approved
10. Volunteer Programme: - Nothing to report.
11. Correspondence: -
  - a. None, not already referred to.
12. Any Other Business –
  - a. CT asked that Karen Hack be thanked for donating wood chips for playground. Clerk to write.
  - b. CT explained that the Council strimmer had reached the point of excessive repair costs and should be replaced. Councillors agreed to replacement of approx. £350
  - c. Clerk highlighted the Annual Parish Meeting on 16<sup>th</sup> April, Councillors to consider potential speakers.

Meeting ended – 8.55 p.m. Next meeting – Wednesday 6<sup>th</sup> March 2019 at 7pm