

A Bi-monthly Meeting of East Garston Parish Council was held in the Friends Meeting House Children's Room on Wednesday 7th March 2018 at 7 p.m.

MINUTES

1. Present: - Jonathan Rabbitts (JR) - Chairman, Councillors: - Chris Tonge (CT), Deana Carpenter (DC), Sue Tulloch (ST) and Alan Breadmore – Clerk; Apologies: - Jane Haddock (JH) and Liam Robson (LR). Guests: District Councillor Graham Jones (GJ) (part time); Parishioner: David Bell. JR confirmed that he had received the resignations of Councillors JH and LM due to their work commitments. Clerk was asked to initiate the casual vacancy process.
2. Declarations of Interest: None
3. Minutes of Bi-monthly Meeting held 10th January 2018 – were read and signed as correct.
4. Matters Arising: -
 - a. c/f. Awaiting action from WBC re re-profiling and drainage on Back St outside PJS, WBC have indicated there is still no funding and that cost will be approx. £15K.
 - b. Clerk reported that the required actions regarding the General Data Protection Regulation were still unclear, especially since the NALC guidance suggests that Clerk cannot fulfil the role of Data Protection Officer. Clerk observed that companies were starting to offer services in this area. The EGPC internal auditor had declared that he was unable to offer the service due to a potential conflict of interest. Clerk will continue to lobby BALC and WBC for advice and support.
 - c. c/f. Awaiting report from Historic England re war memorial.
5. Outcomes of Planning Considerations held 24th January, 7th, 14th and 21st February 2018 were read and signed as correct.
6. Matters Arising: - None.
7. Finance and Compliance: -
 - a. Paid since last meeting:

Name	Goods or service	Amount inc VAT	CQ number or on-line banking approvers
WBC c/f	Library Contribution	£525	LR CT
R Gibbard c/f	JM Bench Refurbishment	£120	LR CT
BALC c/f	Clerk Training	£48	LR CT
A Breadmore	Clerks Expenses	£36	LR CT
EG Village Hall	Broadband Grant	£200	DC CT
PJS	Scythe Mower	£744	DC CT
Cripps Fencing Svs	JM Fencing	£840	DC CT
X2 Connect	Replacement Light Unit for Phone Box	£50	DC CT
SC Signs	Hi Viz Vests	£36	DC CT

b. To be paid by next meeting:

Name	Goods or service	Amount inc VAT
Wilkins Kennedy	Payroll	£326
Unity Trust Bank	Service Charge	£18
Scofell Landscapes	Mowing	£240
WBC c/f	Dog Waste Collection	£264
T & M Cooper c/f	Hedge Cutting	£168

c. Received since last meeting: -

Name	Goods or service	Amount inc VAT
HMRC	VAT Rebate	£1188

- d. To be received by next meeting: - None
- e. The January and February Current and Deposit Account statements were reconciled to the cash book and agreed and signed by the Chairman.
- f. Councillors reviewed the "Constitution, Rules and Standing Orders" and adopted them. Proposed ST, seconded DC.
- g. Councillors reviewed the "Governance and Management Risk Register" and adopted it, noting that they may need to be revisited in the light of the General Data Protection Regulation. Proposed CT, seconded DC.
- h. Clerk presented the revised 2018/19 budget document based upon previous discussions. It was noted that there was no significant change to that adopted at the January meeting.
- i. Clerk presented a new inventory of PC assets for insurance purposes. Councillors agreed that it should be presented to the insurers for quotation.
8. Speeding and Road Safety: - Councillors considered the actions requested from the street audit performed by the Speeding and Road Safety Working Group.
 - a. Action 10 – CT to arrange consultation with Queens Arms and specialist installer to advise on appropriate measures and implications regarding a "mirror installation" at the Front Street/Newbury Road junction.

- b. Action 17 – Clerk to provide definitive maps in order that Councillors may consider options.
 - c. Action 18 - Clerk to provide definitive maps in order that Councillors may consider options.
 - d. Action 24 – Councillors are aware of problems at Humphreys Lane/Hillside junction but after many attempts at consultation, no solution has been found. PC seeks concrete proposals on this matter which they are committed to investigate.
 - e. Councillors also raised with GJ the issue that SID data analysis was not being performed by WBC. GJ to investigate.
9. Flood Management Status: - CT reported that the river was now flowing in full but at manageable levels. Some work is required to clear branches and vegetation that is causing slight blockages. Lambourn Valley Flood Forum is scheduled to meet this month.
10. Millennium Field Reinstatement/MUGA: - Public consultation was discussed again re this idea, Councillors are concerned that there may not be sufficient commitment in the community to justify the investment. JR will now use the Annual Parish Meeting to open the debate on this or alternative sporting and leisure facilities.
11. Planning Status: - The WBC status of East Garston Planning Applications is as follows
- a. 12 College Way, variation – approved
 - b. Lodge View, CoL – approved
 - c. Meadow Cottage – approved
 - d. Jimmies Farm Stables, barn – pending
 - e. Brooklands – pending
 - f. Littleworth Farm - pending
12. Volunteer Programme: - No new activity
13. Correspondence: -
- a. Letter received from a “play facility” consultant re potential services for “MUGA” project. Clerk to investigate further.
 - b. Invitation to “Planning Workshop” from CPRE. Clerk to register CT and ST.
14. Any Other Business
- a. Councillors discussed with GJ the implications of WBC ceasing to provide copies of planning applications to Parish Councils. GJ explained that this was a “done deal” but he understood the concerns of Councillors and would see what could be done to ease the transition.
 - b. Clerk advised that due to an administrative error the date of the Annual Parish Meeting would need to be moved. 24th April was chosen as the preferred option. Clerk to confirm with guest speakers.
 - c. Councillors discussed whether a contribution should be requested from neighbouring property owner for gate to Jubilee Meadow. CT and ST to follow up.
 - d. JR suggested that some hedging plants be planted on the perimeter of the Jubilee Meadow to replace the undergrowth that had been cleared. Councillors agreed subject to a reasonable cost.

Meeting ended – 8.50 p.m. Next meeting – Wednesday 2nd May 2018 at 7pm