

A Bi-monthly Meeting of East Garston Parish Council was held in the Friends Meeting House Children's Room on Wednesday 6<sup>th</sup> March 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 Alan Breadmore – Clerk. Apologies: - Annabelle Eyre (AE). Guest: District Councillor Clive Hooker (part time)
2. Declarations of Interest: None
3. Minutes of Bi Monthly Meeting held on 9th January 2019 – were read and signed as correct.
4. Matters Arising: -
  - a. Clerk reported rework on re-profiling and drainage on Back St outside PJS scheduled for 16th March.
  - b. Playground notices installed.
5. Outcomes of Planning Considerations held 9th and 21st January 2019 - 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
Arien Signs	Playground Notices	£112	DC DR
c/f. Wilkins Kennedy	Payroll	£321	DD
EG Village Hall	Broadband Contribution (S137)	£200	DR CT
Cripps Fencing	Open Spaces gate refurbishment/replacement	£1920	DC CT
PJS	Strimmer	£360	DC DR

b. To be paid by next meeting:

Name	Goods or service	Amount inc VAT
c/f. T & M Cooper	Hedge cutting	£160
c/f WBC	Library Contribution (S137)	£525
c/f Penny Post	Community Newsletter (S142)	£200
c/f Penny Post	Printing (S142)	£100
WBC	Dog Waste Removal	£165
Unity Trust Bank	Service Charge	£18
Wilkins Kennedy	Payroll	£321
Alan Breadmore	Clerks Expenses	£25
???	Skip Hire	£450

c. Received since last meeting: - None

d. To be received by next meeting: -

Name	Goods or service	Amount inc VAT
Unity Trust Bank	Interest	£15

- e. The January and February Current and Deposit Account statements were reconciled to the cash book and agreed and signed by the Chair (JR).
  - f. Budget for 2019/20: - Clerk presented the revised budget statement based upon previous meeting discussions and decisions. Clerk confirmed he had submitted precept request as previously agreed. The revised budget was accepted, Proposed CT, Seconded DC.
  - g. Councillors reviewed the "Governance and Management Risk Register" and adopted it, noting that it now included reference to GDPR and Privacy Notice which have now been adopted. Similarly, the Effectiveness of Internal Audit was reviewed and noted that Financial Regulations in particular require review. Proposed CT, seconded DC.
8. Recruitment of New Parish Clerk; Chairman reported that he had not received any expressions of interest from the local community. Councillors agreed to advertise more widely through Penny Post. Clerk to write draft brief for approval by Councillors before publication.
  9. Election Briefing; Clerk briefed Councillors on the Parish Council election process and distributed nomination papers. Councillors agreed that prior notice should be published through East Garston News to encourage candidates. Clerk to publish. Nomination papers are available from Clerk or WBC.
  10. Emergency Planning; CT reported no further progress so actions carried forward.

11. Speeding Parking and Road Safety: -
  - a. DR reported that the current status on these matters was as follows: -
    - i. White gates and improved road markings still promised before end of March.
    - ii. Community Speedwatch team performed further SID campaign in February. This demonstrated that the speeding situation had not improved. One third of all vehicles are exceeding 35mph, the prosecution trigger point. One vehicle was recorded at more than 55mph.
    - iii. WBC performed camera-based survey in January. 13 drivers (mainly local) have received warning letter from police for exceeding 35mph.
  - b. Councillors discussed the quote from planning consultants for "feasibility study" on parking in Millennium Field. Consultants recommend undertaking a "Pre-Application Enquiry" with WBC to assess the viability of such a scheme. They also raised a number of additional hurdles. The quoted cost was more than twice that anticipated and thus Councillors decided to defer decision pending further discussion with community. Chairman to mention at Annual Parish Meeting.
12. Planning Status: - The WBC status of East Garston Planning Applications is as follows
  - a. Sandalwood – approved
  - b. Brooklands - approved
13. Volunteer Programme: - Great British Spring Clean, date agreed 30<sup>th</sup> March. Clerk to promote and order skip.
14. Correspondence: -
  - a. Road Closures
    - i. Back Street 16<sup>th</sup> March
    - ii. Front Street next to Queens Arms 18<sup>th</sup>-20<sup>th</sup> March
  - b. Play Area inspection scheduled for April.
  - c. Notice of Planning Application for change of use of shop from retail to coffee shop.
15. Any Other Business –
  - a. Cllr Clive Hooker, current District Councillor for Downlands ward attended to introduce himself as a candidate for Downlands ward (of which East Garston will be a part after the election) in the upcoming election.
  - b. DC asked if PC could lobby Sovereign Housing re repair of wall in Humphreys Lane. Clerk to write.
  - c. Annual Parish Meeting on 16<sup>th</sup> April, Clerk to ask Environment Agency to be guest speaker.
  - d. Clerk suggested next meeting be postponed to 8<sup>th</sup> May due to Parish Council Election. Agreed.

Meeting ended – 8.45 p.m.

Next meetings: Annual Parish Meeting 16<sup>th</sup> April at 7.30pm,  
Annual General Meeting – Wednesday 8<sup>th</sup> May 2019 at 7pm