

A Bi-monthly Meeting of East Garston Parish Council was held in the Friends Meeting House Children's Room on Wednesday 10th January 2018 at 7 p.m.

MINUTES

1. Present: - Jonathan Rabbitts (JR) - Chairman, Councillors: - Chris Tonge (CT), Liam Robson (LR), Deana Carpenter (DC), Sue Tulloch (ST) and Alan Breadmore – Clerk; Apologies: - Jane Haddock (JH)
2. Declarations of Interest: None
3. Minutes of Bi-monthly Meeting held 1st November 2017 – 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. c/f. Library services agreement and invoice now received, Councillors reviewed and agreed the agreement. In line with previous decision, they approved payment under S137. Proposed CT, Seconded LR.
 - c. Clerk reported that he had attended the training course regarding the General Data Protection Regulation and that although a little clearer there were still unanswered questions regarding implementation. He emphasised that although the Parish Council held very little personal data that it was important to protect privacy and minimise processing of such data. He reported that within existing procedures virtually no private data was held regarding living individuals and that he could not think of any instance where processing of such data was currently performed by the PC.
 - d. CT reported that a meeting had been held with the Highways department at WBC re speeding and road safety. WBC had committed to some action including improved road surface markings and the installation of "Village Gates" in the new FY, however funding and resource continues to be an issue. Meanwhile Speedwatch would continue to with liaise with WBC and police. Councillors agreed to CT request for additional Hi Viz safety jackets for volunteers. Proposed CT, Seconded DC. Clerk to order.
 - e. c/f. Awaiting report from Historic England re war memorial.
 - f. Clerk confirmed that Phone Box had been added to the Council insurance. DC highlighted that the light was no longer working. Clerk reported that a new light fitting was probably needed. Councillors agreed to replace.
5. Outcomes of Planning Considerations held 20th December 2017 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
Scofell Landscapes	Mowing	£240	DC CT
EGPCC	Churchyard Maintenance	£200	LR DC
Wilkins Kennedy	Payroll	£315	DD
East Garston Quakers	Meeting Room Hire	£72	DC LR
J Hing	Materials (for phone box shelving)	£80	DC CT
A Breadmore	Clerk's Expenses	£18	DC CT
PJS	Padlock for MF	£32	DC CT
Willis and Ainsworth	Road Salt	£150	LR DC
PC World Business	Computer Equipment	£780	LR CT
Unity Trust Bank	Service Charge	£18	DEB

b. To be paid by next meeting:

Name	Goods or service	Amount inc VAT
WBC c/f	Library Contribution	£525
R Gibbard c/f	JM Bench Refurbishment	£120
BALC c/f	Clerk Training	£48
WBC	Dog Waste Collection	£264
T & M Cooper	Hedge Cutting	£168
A Breadmore	Clerks Expenses	£50
EG Village Hall	Broadband Grant	£200
PJS	Scythe Mower	£744
??	JM Fencing	£1,000
X2 Connect	Replacement Light Unit for Phone Box	£50
SC Signs	Hi Viz Vests	£50

c. Received since last meeting: -

Name	Goods or service	Amount inc VAT
BALC	Computer Equipment Grant	£650

d. To be received by next meeting: -

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

e.

f. The November and December Current and Deposit Account statements were reconciled to the cash book and agreed and signed by the Chairman. Countersigned by ST.

g. Councillors reaffirmed the planned grant of £200 to the Village Hall towards Community Broadband Access. Proposed CT, seconded JR.

h. Clerk confirmed that the grant for PC computer equipment had been applied for, received and that equipment had been purchased and received, although he was still setting it up.

i. Clerk recommended that a new inventory of PC assets be performed for insurance purposes. A preliminary review was conducted which will be finalised at the next meeting. Councillors agreed that it was important for the PC to be properly insured.

j. Budget for 2018/19: - 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 2017/18 and projections for anticipated expenditure for 2018/19 based upon previous patterns and known changes. This showed that the PC had broadly operated to plan. 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 2018/19. Proposed CT, Seconded JR.

The key budget decisions were

- i. The community grant process using S137 powers would be repeated. £1000
- ii. Continue contribution to superfast broadband in the Village Hall £200 (S137)
- iii. Maintain Village Maintenance and Administration budget.
- iv. Maintain the Defibrillator Sinking Fund.
- v. Continue to earmark £2500 of S106 funding for children's playground equipment project, subject to a formal proposal and matched funding.
- vi. Monitor implications of withdrawal of WBC services and be prepared to adjust priorities accordingly. Provisional allocation of £525 as contribution to Library services (S137) subject to detail from WBC re utilisation of Parish funds.
- vii. Focus on road safety through potential use of signage and speed indicator devices.
- viii. Be prepared to adapt and invest in changes to provision of planning documentation by WBC.
- ix. The Digital Village Fund is now depleted and will be closed.

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. He was thanked particularly for keeping Councillors aware of new regulations. His contract was reaffirmed at NJC SCP 22. The NJC Local Government Services Pay Award for 2018 and 19 should be applied, once agreed. Proposed CT, seconded DC.

9. Flood Management Status: - CT advised that the latest meeting of the Lambourn Valley Flood Forum had been cancelled and that there was nothing significant to report.

10. Millennium Field Reinstatement/MUGA: - Clerk reported that TW had advised that the survey of the old sewer pipes was still ongoing. TW had agreed in principle to prepayment of the restitution funds to be held in the PC Open Spaces Fund for future use. Councillors agreed that the survey and public meeting to revalidate the findings of the community plan re the need for community leisure facilities should be instigated at the Annual Parish Meeting in April along with the proposals for a MUGA. LR to lead this presentation and the associated preparation.

11. Planning Status: - The WBC status of East Garston Planning Applications is as follows

- a. 12 College Way, variation – pending
- b. Lodge View, CoL – pending

12. Volunteer Programme: - No new activity

13. Correspondence: -

- a. Letter received from parishioner regarding potentially dangerous parking near war memorial. Councillors acknowledge the issue but there is no enforcement regarding such matters from police or WBC. Clerk to respond.
- b. Offer of volunteer resources from TV Community Rehabilitation Company. Councillors to consider. Repaint Village Hall?
- c. Councillors discussed the proposal by WBC to cease providing copies of planning applications to Parish Councils. Councillors believe that this will create a significant problem that would prevent proper consideration of applications and inhibit the democratic process at a time when local involvement in planning decisions was supposed to be increasing. In addition, the potential copying costs could be prohibitive. Devolution of powers should focus on becoming more effective not just shifting costs. The proposal was deemed to be potentially unaffordable. Clerk was asked to make representations to District Councillors and Head of Planning.
- d. Parish Plan grants are still available, maybe a source for MUGA project.

- e. Invitation to next District/Parish Conference to be hosted by Health and Well Being Board. Councillors to consider.

14. Any Other Business

- a. Clerk to investigate “new speed camera?” at Great Shefford.
- b. Clerk requested that September meeting date be revised from 5th to 12th September 2018. Councillors agreed.

Meeting ended – 9.00 p.m. Next meeting – Wednesday 7th March 2018 at 7pm