

A Bimonthly Meeting of East Garston Parish Council was held in the Friends Meeting House Children's Room on Wednesday 3<sup>rd</sup> July 2019 at 7 p.m.

### MINUTES

1. Present: - Jonathan Rabbitts (JR) - Chair, Councillors: - Chris Tonge (CT), David Ruse (DR), Annabelle Eyre (AE), Deana Carpenter (DC) and Alan Breadmore – Clerk. Apologies: - Sue Tulloch (ST). Guest: Alison Blackmore (Parishioner)
2. Declarations of Interest: None
3. Minutes of Annual General Meeting held 8<sup>th</sup> May 2019 – were read and signed as correct.
4. Matters Arising: -
  - a. Clerk reported that he had written to Sovereign Housing re the wall in Humphreys Lane again but had still received no reply.
  - b. c/f. Clerk to investigate with Insurance company re frequency of playground inspections and propose inspection regime if necessary.
  - c. JR reported that the neighbouring landowner to the east of the Millennium Field had agreed to share costs on repair of fence. JR to obtain quotes.
  - d. Clerk reported that the parishioner who requested use of the Jubilee Meadow for a wedding had agreed the terms set out by the PC
5. Outcomes of Planning Considerations held 12<sup>th</sup> June 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
North Wessex Downs Trust	Donation	£50	DC CT
Scofell	Mowing x2	£480	DC CT
Zurich	Insurance	£488	DC CT
Auditing Solutions	Internal Audit	£276	DC CT
PJS	Mower Service	£100	DC CT
A Breadmore	Clerks Expenses	£70	DC DR
CCB	Subscription	£32	DC CT
Wilkins Kennedy	Payroll	£328	DC CT
Unity Bank	Service Charge	£18	DC CT
BALC	Subscription	£129	DC CT
PJS	Part for power scythe	£1	DC CT

- b. To be paid by next meeting:

Name	Goods or service	Amount inc VAT
Scofell	Mowing x3	£720
Littlejohn	External Audit	£200
emango	Domain Renewal	£120
BALC	Clerk Training	£100
A Breadmore	Clerks Expenses (storage)	£200

- c. Received since last meeting: -

Name	Goods or service	Amount inc VAT
Unity Bank	Interest	£13

- d. To be received by next meeting: - None
  - e. The May and June Current and Deposit Account statements were reconciled to the cash book and agreed and signed by the Chairman. Countersigned by DR.
  - f. The Clerk presented the latest Library Usage statistics and asked if Councillors wished to confirm their budgeted contribution (£525) to the library services. Confirmed. proposed CT seconded DC.
  - g. Clerk reported that no applications had been received by the deadline for Community Grants. Councillors asked the Clerk to promote and agreed to extend the application deadline to 31<sup>st</sup> July 2019.
8. Recruitment of New Parish Clerk;
- a. Chairman confirmed that a new clerk had been found and proposed the appointment of Alison Blackmore, with immediate effect; Alan Breadmore will continue in the role until 30<sup>th</sup> September 2019 during a transition period. Both will be paid for that period. proposed AE seconded JR.
  - b. Councillors agreed that Alan Breadmore should continue with the voluntary roles of running the website, editing East Garston News and being a guardian of the defibrillator, on behalf of the Parish Council. proposed CT seconded DR.
  - c. Councillors agreed to bestow editorial responsibility for the website and EGN to Alan Breadmore on behalf of the Parish Council, bearing in mind the statutory nature of the website. It will be the PC's responsibility to provide the statutory information required for the website. The PC (Clerk) will be responsible for providing news items as well as statutory information.

- d. Councillors agreed to the new clerk attending Clerk Training provided by BALC. Cost approx. £100. proposed CT seconded AE.
9. Flood Management Status: - CT reported that after further meetings with the Valley Flood Forum, he and DR are looking to produce a basic Parish Emergency Plan for review at the next PC meeting. Clerk advised that the WBC mapping system might help in producing maps that could be used for the purpose. Clerk to brief AB on the system.
10. Speeding/Parking and Road Safety: - DR reported that several ANPR speeding sessions had been carried out on Newbury Road between noon and 2pm on 30th May. Fifteen eastbound and ten westbound warning notices have been issued as a result. He reported that his discussion with the WBC road safety officer and three other parishes had been unproductive and he was seeking to have a more detailed discussion, especially with regard to the PC installing their own SID. He highlighted a suitable system in use by Chilton Foliat PC that costs around £2,000 plus installation. Councillors agreed to investigate further.
11. Planning Status: - The WBC status of East Garston Planning Applications is as follows
  - a. Parsonage Cottage - approved
12. Volunteer Programme: - Nothing new.
13. Correspondence: -
  - a. Acknowledgement and thanks from North Wessex Downs Landscape Trust for our donation.
  - b. Outdoor gym maintenance to take place on the afternoon of Tuesday 16th July.
14. Any Other Business
  - a. Clerk advised that he had agreed with Village Hall to use some storage space for PC archives. It will require the purchase of a lockable cabinet, estimated cost £200. He requested permission to purchase this personally and claim as expenses. Councillors agreed proposed AE seconded DR.
  - b. The Parish Council had been approached by a professional dog trainer to use the Millennium Field for training classes. Clerk had prepared a contract ensuring appropriate indemnity and procedures are in place. Councillors agreed the contract and the fees charged using their powers under S19 of the Local Government (Miscellaneous Provisions) Act 1976. proposed AE seconded DR.
  - c. Clerk advised that an additional mow of the Jubilee Meadow had been booked on Tuesday 27<sup>th</sup> August, prior to the Village Fete.
  - d. DR and CT to consider the PC having a presence at the fete to start consultation on the Emergency Plan.

Meeting ended – 8.10 p.m. Next meeting – Wednesday 4<sup>th</sup> September 2019 at 7pm