

A Bi-monthly Meeting of East Garston Parish Council was held in the Friends Meeting House Children's Room on Wednesday 4th July 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.
2. Declarations of Interest: None
3. Minutes of Annual General Meeting held on 2nd May 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. War memorial has been "Grade 2" listed. Routine maintenance will not be affected by this. JR to investigate contractor/volunteer to perform repainting of base.
 - c. c/f. 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.
 - d. JR to follow up with potential publishers/printers for a printed community newsletter
5. Minutes of Extraordinary Meeting held on 23rd May 2018 – were read and signed as correct
6. Matters Arising – see agenda item 14.
7. Outcomes of Planning Considerations held 2nd May and 1st June 2018 – were read and signed as correct
8. Matters Arising – none.
9. Finance and Compliance: -
 - a. Paid since last meeting:

| Name | Goods or service | Amount inc VAT | CQ number or on-line banking approvers |
|--------------------|------------------|----------------|--|
| Scofell | Mowing x2 | £480 | DC CT |
| Zurich | Insurance | £383 | DC CT |
| Auditing Solutions | Internal Audit | £270 | DC CT |
| PJS | Mower Service | £99 | DC CT |
| CCB | Subscription | £30 | DC CT |
| Unity Bank | Service Charge | £18 | DEB |
| BALC | Subscription | £142 | DC CT |

b. To be paid by next meeting:

| Name | Goods or service | Amount inc VAT |
|-----------------------------------|-----------------------|----------------|
| Scofell | Mowing x3 | £720 |
| A Breadmore | Clerks Expenses | £50 |
| Wilkins Kennedy | Payroll | £320 |
| Safe and Sound | Outdoor Gym Equipment | £17,400 |
| Information Commissioner's Office | Registration | £40 |
| ?? | Projection Equipment | £780 |
| ?? | Community Grants | £1,000 |

c. Received since last meeting: -

| Name | Goods or service | Amount inc VAT |
|------------------|------------------|----------------|
| Unity Trust Bank | Interest | £7 |
| WBC | Precept | £4500 |

d. To be received by next meeting: -

| Name | Goods or service | Amount inc VAT |
|--------------|-----------------------------|----------------|
| WBC | Precept | £4500 |
| WBC | Projection Equipment Grant | £325 |
| Thames Water | Outdoor Gym Equipment Grant | £17,400 |

- 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 ST.
- f. The Clerk confirmed that WBC had agreed a grant of £325 towards projection equipment to be used in council meetings and available to community groups. He confirmed that the best quotes totalled around £780 inc VAT. Councillors agreed to the purchase and instructed Clerk to proceed. proposed DC seconded CT
- g. Clerk noted that payroll processing was delayed, he would chase payroll bureau.

10. Grants for the Community: - Clerk confirmed that four applications for Community Grants had been received. These were each considered by Councillors. They were approved as follows subject to normal conditions.
 - a. Valley Community Bus - £50 proposed CT seconded ST
 - b. 4LEGS Community Radio - £150 (equipment only) proposed DC seconded ST
 - c. East Garston Social Club – £500 (repairs only) ST declared an interest as a trustee and did not vote. proposed CT seconded JR
 - d. East Garston Allotment Association - £500 proposed ST seconded JR
11. Co-option of Councillors: - Clerk confirmed that five formal applications had been received for the two vacancies. These had been distributed to Councillors prior to the meeting. Each was reviewed and discussed. Councillors held an open vote on the candidates. The successful candidates were
 - a. David Ruse
 - b. Annabelle Eyre

Clerk to confirm the outcome to all candidates and brief the successful candidates on the formalities. Once paperwork complete then WBC Electoral Services would be advised.
12. GDPR: - Clerk confirmed that a draft Privacy Notice had been prepared and published on the website. Councillors reviewed and agreed to adopt it., proposed ST seconded JR.

Clerk confirmed that a letter of understanding between Penny Post Ltd and the Parish Council regarding privacy as it relates to the distribution of East Garston News had been drafted. Councillors reviewed and adopted it. proposed JR seconded DC. Clerk confirmed that he would now go ahead with the registration with the Information Commissioners Office.
13. Flood Management Status: - CT reported that he had attended a recent meeting of the Lambourn Valley Flood Forum. The main focus was on the Great Shefford Flood Alleviation scheme. Concern was raised with TW and EA regarding the continued surcharge from the East Garston sewage pumping station, especially since children had been swimming in the river in the hot weather. Both parties confirmed that the surcharge was within permitted parameters and that the risks were low. The surcharge was being minimised through continued tankering whilst ground water levels still rise. Damage by tankers to track has been less of a problem due to dry weather but situation will be monitored and TW chased if necessary.
14. Leisure Facilities: - Clerk and ST confirmed that, following the Extraordinary Meeting of the Council on 23rd May, the order for Outdoor Gym Equipment had been placed and installation commenced 4th July 2018. Clerk confirmed that Thames Water had offered to pay the full cost. Councillors agreed that TW would be publicly acknowledged for their generous contribution. Clerk to investigate signage.
15. Planning Status: - The WBC status of East Garston Planning Applications is as follows
 - a. Queens Arms Pizza Oven - approved
 - b. Church Cottage – pending
16. Volunteer Programme: - CT advised that he would be organising a river clearance session shortly.
17. Correspondence: -
 - a. The WBC Winter Plan has been received for consultation. No significant changes affecting East Garston could be identified.
18. Any Other Business - None

Meeting ended – 8.40 p.m. Next meeting rescheduled– Wednesday 19th September 2018 at 7pm