

The Annual General Meeting of East Garston Parish Council of East Garston Parish Council was held in the Friends Meeting House Children's Room on Wednesday 13th May 2015 at 7 p.m.

MINUTES

1. Present: - Jonathan Rabbitts (JR) - Chairman, Chris Tonge (CT), Sue Tulloch (ST), Jane Haddock (JH), Deana Carpenter (DC) and Alan Breadmore – Clerk.
2. Acceptance of Office and Election of Officers: - Five Councillors were elected at the uncontested election of 7th May 2015. The newly elected Councillors signed Declaration of Acceptance of Office. Cllr Rabbitts was proposed as Chairman by JH, seconded DC. Elected. Cllr. Tulloch was proposed as Vice Chairman by JR, seconded JH. Elected. JR signed Declaration of Acceptance of Office as Chairman.
3. Minutes of bi monthly meeting held 4th March 2015 – were read and signed as correct.
4. Matters Arising:-
 - a. c/f The siting of the Rogers Lane salt bin to be reconsidered. Action, JR and CT.
 - b. c/f Community Speedwatch campaign to be run in March and PC funded speed indicators to be investigated. Action transferred to CT.
 - c. Address change with Land Registry complete.
 - d. JH reported that work on the new website was progressing to plan.
 - e. Parking area in Downlands has now been refurbished.
5. The Minutes of the Annual Parish Meeting held 21st April 2015 were read and signed as correct.
6. Matters Arising:-
 - a. Parish Council minutes have not been readily available. An interim solution has been put in place until web site is back up and running through use of notice board and East Garston News.
 - b. Concern over speeding on Newbury Road. CT to investigate alternative physical speed restrictors and SIDs with WBC Highways department and District Councillors to establish what is possible/permissible.
 - c. Public concern over indiscriminate parking adjacent to the War Memorial junction. Councillors to write to adjacent properties. Clerk to draft.
 - d. Request for an update regarding the research project by Leicester University. CT to follow up.
 - e. Plans for development on the field to the south of Rogers Lane. Since the Annual Parish Meeting a communication has been received from a developer requesting exploratory discussions regarding the potential development of the field. Councillors have agreed to meet the developer at the July bi-monthly meeting.
 - f. Litter. Since the Annual Parish Meeting, parishioner Trevor Butcher has volunteered to "litter pick" around the village. He has been provided with a fluorescent jacket and a litter picker. Councillors agreed that the PC should purchase some additional litter pickers. Action, Clerk.
7. Finance and Compliance:-
 - a. Paid since last meeting:

Name	Goods or service	Amount inc VAT	
Valley Fencing	Fencing/Gate - Jubilee Meadow	£876	CQ767
Alan Breadmore	Clerks Expenses	£45	CQ764
Douglas Tonks	Payroll	£300	DD
BALC	Subscription	£103	CQ771
Scofell Landscapes	Mowing	£231	CQ772

- a. To be paid by next meeting:

Name	Goods or service	Amount
WBC	Wantage Bus contribution	£236
Newbury College	Newsletter Printing	£80
Scofell Landscapes	2 x Mowing	£462
Zurich Municipal	Insurance	£245
Douglas Tonks	Salary and payroll bureau	£300
CCB	Subscription	£30
PJS	Mower Service	£87
Auditing Solutions Ltd	Internal Audit	£250
Valley Fencing	Millennium Field Fencing	£701
WBC	Election Costs	£100

- a. Received since last meeting: -

Name	Goods or service	Amount
WBC	Precept and CTS grant	£4626
WBC	Refund of CQ (admin error)	£236

- d. To be received by next meeting: None
- e. The February and March Current Account bank statements were reconciled to the cash book and signed by the chairman.

- f. Clerk presented the summary Financial Statement for 2014-15 which was approved; proposed CT seconded DC and signed by Chairman. The Asset Register was also reviewed and accepted as accurate. proposed JH seconded ST.
 - g. The annual review of effectiveness of internal audit was held along with a review of the Governance and Management Risk Register. Councillors confirmed that they were satisfied with the provisions for internal control and the processes of compliance and that Auditing Solutions Ltd be reappointed as internal auditors; proposed CT, seconded JH
 - h. Clerk observed that, to date, he had received no applications for Grants for the Community for 2015/16. Councillors to promote to local organisations and individuals.
8. Village Agent Scheme: - Gill Comley, the scheme coordinator for West Berkshire, explained the principles of this volunteer based scheme. She sought the support of the Parish Council and requested help in securing volunteers for and awareness of the scheme. Councillors agreed and the Clerk is to promote through notice board and East Garston News.
9. Co-option of Councillor: - Councillors discussed the need to co-opt another Councillor in to the vacancy. They agreed that if there were an appropriate candidate that it would add value. No candidates were forthcoming; however one parishioner had expressed an interest. It was agreed to invite him to the next Parish Council meeting in order to further explore the opportunity. Action JR.
10. Flood Management Status: - CT reported that there had been no new activity. Clerk reported that there had been another incidence of sewage surcharge from the pumping station in to the river on 7th May. Thames Water responded rapidly once reported.
11. Planning Status:-
- a. Fieldridge House – approved
 - b. Jimmies Farm Stables – pending.
12. Correspondence:-
- a. Pension Regulator - Clerk advised that the first communications had been received regarding auto enrolment to workplace pensions. As an employer the council are obliged to establish process. Clerk advised he had registered himself as the point of contact for information regarding the scheme and that he would keep councillors informed as the process evolved over the next two years.
 - b. CCB Renewal subscription, Councillors agreed.
 - c. Council insurance renewal at slightly increased premium (including Community Defibrillator) received and agreed.
 - d. WBC Highways have advised that resurfacing of The Burfords will take place 17th June for two days.
 - e. Potential developer of Rogers Lane site has agreed to attend July meeting.
 - f. Parishioner has requested that paintwork on bridges in village be refreshed. Councillors agreed. Clerk to approach WBC or alternatively a contractor.
 - g. A section CA17 notice has been received for the land belonging to the (ex) Manor Farm estate. This essentially states that the landowner has no intention to dedicate any additional rights of way on his land. This document has no effect on Public Rights of Way already recorded in the definitive maps.
 - h. Invitation to participate in the national "Liberteas" initiative. No.
13. Any Other Business:-
- a. Residents of College Way have requested that Councillors consider the replacement of the tree removed due to disease. Councillors agreed in principle and asked JH to discuss with residents and seek advice on appropriate species and planting.
 - b. DC raised the matter of a tree root that has damaged the footpath in Downlands. Parishioners have expressed concern that this is a potential trip hazard. Clerk to raise with WBC.
 - c. JR suggested that the Parish Council should write a letter of thanks to retiring Churchwarden, Sally Wright. Agreed. JR to draft.

Meeting ended – 8.45 p.m. Next meeting – Wednesday 1st July 2015 at 7pm