

A Bimonthly Meeting of East Garston Parish Council was held in the Friends Meeting House Children's Room on Wednesday 6th November 2019 at 7 p.m.

MINUTES

1. Present: - Jonathan Rabbitts (JR) - Chair, Councillors: - Chris Tonge (CT), David Ruse (DR), Sue Tulloch (ST), Deana Carpenter (DC) Alison Blackmore. Apologies: - Annabelle Eyre. Clive Hooker
2. Declarations of Interest: None
3. Minutes of Bimonthly meeting held 4th September 2019 – were read and signed as correct.
4. Matters Arising: -
 - a. The draft letter to Sovereign prepared by the Clerk regarding options for the garages/parking in Humphrey's Lane was discussed. Agreed that DR would rework the letter with the intention of finding out Sovereign's plans for the garages & the requirements of residents.
 - b. DC agreed to report on the monthly inspections of Jubilee Meadow & bird droppings at the next meeting.
 - c. JR reported that the repair of the fence to the east of the millenium field by Valley Fencing would be completed in the next fortnight.
 - d. Clerk reported that no new training courses were yet available
 - e. JR reported that the salt bin for Goodings Lane had been received. It was agreed to purchase another half ton of salt.
 - f. Clerk had prepared a draft format for the proposed Village Champion volunteer. It was agreed the first priority was to find sponsors before proceeding.
5. Finance and Compliance (including community grants): -
 - a. Paid since last meeting:

Name	Goods or service	Amount inc VAT	CQ number or on-line banking approvers
Scofell	Mowing x2	£400	DC DR CT
PJS	Scythe repair	£30	DC CT
A Breadmore	Printing	£6	DC CT
Cripps Fencing	Erect Gates	£240	DC CT
Wilkins Kennedy	Payroll	£592	DC CT
East Garston PCC	Community Grant	£356	DC CT
E G Village Hall	Community Grant	£125	DC DR
E-mango	Website services	£461	DC DR
Unity Bank	Service charge	£18	
ICO	Data protection fee	£35	DC CT
A Blackmore	Poppy wreath	£20	DC CT
PKF Littlejohn	External audit	£240	DC CT
WBC	Library Contribution	£525	DC CT
Community Heartbeat	Defibrillator pads	£42	DC CT

- b. To be paid by next meeting:

Name	Goods or service	Amount inc VAT
Scofell	Mowing	£240
Aasvogel	Skip Hire	£460
Valley Fencing	Millenium Field Fence	£1,000
Unity Bank	Service charge	£18
Willis & Ainsworth	Salt & Salt bin	£184
Cripps	Room Hire	£72
EG PCC	Churchyard maintenance	£200

- c. Received since last meeting: -

Name	Goods or service	Amount inc VAT
West Berks	Precept 2 nd payment	£4,500
R Wilkins	Dog Training	£340

- d. To be received by next meeting: N/A.
 - e. The September & October Current and Deposit Account statements were reconciled to the cash book and agreed and signed by the Chairman.
 - f. Clerk had issued to councillors the Councils code of conduct and financial regulations for review and readoption. It was confirmed that both documents were in line with current recommended practice. With regard to the financial regulations the internal auditor had requested we reviewed the level of approvals for tenders/ quotations in the light of our reserves level of £15,000. After discussion it was agreed that the tender level be reduced from £25,000 to £15,000, quotations from £5,000 to £3,000 and estimates to remain at £500. All figures excluding VAT. Subject to this amendment the two documents were approved and adopted by the Council.

6. Flood / Emergency Management Status: - CT reported on the meeting he had attended in Lambourn on flooding. Discussion was more for farmers but did encourage more tree planting & looking into ways to slow down rivers. DR reported on the first draft of the Parish emergency plan that had been issued to Councillors. After discussion it was agreed DR & CT would continue to complete the plan on this basis. DR was thanked for his efforts.
7. Speeding/Parking and Road Safety: - DR reported on the latest SID survey. The number of people speeding (over 35 mph) according to WBC stats was down so the camera appeared to be having some effect. Speeders included a number from Lambourn & Eastbury so discussing speeding issues along the valley would be worthwhile. With regard to purchasing a permanent device DR had received written guidance from the CEO of WBC Nick Carter of their policy regarding putting up a permanent speed device. He advised that the council had no formal policy regarding time & place only guidance. Whilst their guidance recommended not maintaining a permanent camera the council would not prevent us doing so. DR therefore agreed to look into purchasing said device / planning permissions etc.
8. Planning Status: - Nothing to report
9. Volunteer programme :- CT reported on a reasonably successful clean up day although the number of helpers at 5 was down on the usual 10
10. Correspondence :- Nothing to report
11. Any other business:-
 - a) DR reported he had replied to the WBC culture strategy on the basis agreed. The main issue for us was location & transport getting people to events.
 - b) A report on the WBC Climate Change conference had been received from parish attendees Brian Quinn & Penny Locke. There were no useful actions to implement at this stage.

Meeting ended – 8.45 p.m. Next meeting – Wednesday 8th January 2019 at 7pm