

BEENHAM PARISH COUNCIL

MINUTES OF THE MEETING HELD ON 1st August 2016

Mr A. Cother	Chair
Mrs J. Liming	
Mrs J. Johnson	
Mr G. Bowsher	
Mrs G. Harman	
Mrs L. Rumens	Clerk
Mr K Chopping	District Councillor
Members of the public	0

Actions

41. **Public Forum.**
A fifteen minute period for members of the public to raise matters of concern.
No members of the public were present
42. **Apologies for absence.**
Received from Mr Leijten
43. **Minutes of the last meeting held on Monday 11th July**
These were approved by the Chair with the agreement of the Council
44. **Register of Interests from Parish Councillors**
None
45. **Matters arising from the minutes of the last meeting not referred to elsewhere.**
Consider forming committees/working groups
It was decided to work towards Councillors having areas of interest that would sometimes mean arranging meetings in addition to Full Council Meetings.
- i. Finance is already led by Mrs Johnson and Community Room issues led by Mr Cother. Mr Leijten to take on issues relating to the Recreation Ground. Mrs Johnson to research the areas of responsibility used in other Councils to inform further division of responsibilities. An informal meeting regarding Community Room issues to take place before the next Full Council Meeting. JJ
- Parish Council Policies Update. Consider the Standing Orders document circulated by Mr Cother.** AC
- ii. Mr Cother to edit further following feedback. If anyone has any further feedback please can they forward comments to Mr Cother by 16th August. The finished document needs to go on website. All Councillors to have a copy. The Finance Regulations to be reviewed at the next meeting.
- Review Risk Assessments. Information from Mr Cother.** AC
- iii. Mr Cother to revisit the document and re-present at the next meeting. Mrs Rumens to schedule the review of all key documents. LR
- Parish Plan Refresh. Progress reports.**
- iv. Mrs Liming reported that the Footpath and Social Isolation groups are meeting this week to get started. Mrs Johnson reported that she has had a great response from other parishes regarding their projects on recreation ground.
- v. **Consider a motion to support Neighbourhood Plan initiative led by Woolhampton**
Neighbourhood Development Plans allow communities to plan where the development will happen
- Lucy Rumens, Beenham Parish Clerk, 46 Maple Crescent, Newbury, RG14 1LR. Tel: 01635 45487
Email: theclerk@beenhamonline.org

in a community. A discussion ensued as to whether a plan would be useful to Beenham. At Councillor Spakman of Woolhampton's request two motions were considered by the Council.

- To support, in principle, the concept of a Neighbourhood Plan, and investigate ways of making progress on issues of shared concern.
Councillors voted not to support this at this time
- To form a working group of interested councillors to identify areas of shared concern and report back.
Councillors voted in favour of this motion

46. **Comments from the West Berkshire Councillor**

No additional news at this time

47. **Planning.**

Applications for consideration:

- i. 16/01598/FUL: no objection, 16/01832/HOUSE: no objection, 16/01866/FUL: supported

Additional planning correspondence:

- ii. 15/01607/FUL: noted, 16/01224/HOUSE: Noted, 16/01322/HOUSE: Noted, 16/01252/HOUSE: Noted

Highways.

The Parish Council noted an email from West Berkshire Council informing them that a traffic order would be advertised to allow periodic closure of the A340 canal bridge for maintenance. This is primarily to reduce costs to the authority.

LR

48. A parishioner has raised concern with Mrs Johnson about a Thames Water leak on Stoneyfield. Mrs Rumens to forward information about related road closures if received.

Mrs Harman asked where to point a parishioner complaining about pot holes. Mr Cother and Mrs Rumens suggested reporting via West Berkshire Council's [online form](#).

49. **Environment**

West Berkshire Minerals and Waste Sites consultation

A discussion ensued regarding the sites proposed within the parish. It was commented that West Berkshire needs to accept half of these sites to meet the required amount of gravel. It was agreed that Mr Cother would object to the proposed sites in Beenham Parish Council on behalf of the Parish Council. Mrs Johnson to forward Mr Cother further information.

AC
JJ

Recreation Ground Goal posts. Consider sourcing new ones. Update Mr Leijten

- ii. Mr Cother reported that Mr Leijten is still canvassing opinion from interested parishioners.

Playground Inspection Report review. Recommendations from Mr Leijten

LR

- iii. Mr Cother read out Mr Leijten's recommendations. It was decided to get quotes for i) the replacing the rotting wood in the fence, ii) repairing the surface around the elephant rocker, iii) making repairs to one of the swings.

50. **Councillor's comments.** No further issues

51. **Correspondence received since the last meeting not referred to elsewhere.**

- i. **West Berkshire Council Governance & Ethics Committee Annual Report 2015/16:** Noted
ii. **A Parishioner's letter regarding Badminton Club bookings:** Mr Cother to write to the school
iii. **Invitation to the District Parish Conference 18/10/2016:** Noted

52. **Finance.**

Receipts. July

i.	Lettings	£251.63
	Lloyds Bank	£0.94
	Preschool	£322.00

Payments August

HMRC	Taxes	£58.80
J.A Dixon-Gough	Owl Print	£46.00
Triangle Management Services	Grass cutting	£298.62
West Berkshire Museum	Donation contributing to the acquisition of Beenham treasure.	£50.00
Mrs Lucy Rumens	Overtime	£69.30
Mrs M. James	Beenham Surgery Run	£55.00
Beenham W.I.	Litter Picking	£200.00
Mrs Lucy Rumens	Salary	SO £216.00
Mrs Jackie Homick	Salary	SO £235.20

iii. Statement of Receipts & Payments.

iv. Community Room Lettings. Report from Mrs Rumens

v. School/Parish Council Liaison. Report from Mr Cother.

Nothing to report at this time

Other matters

i. 2016/17 Budget Review. Discussion led by Mrs Johnson.

Mrs Johnson presented her review of the council's budget. She is now forecasting spending more than initially planned. The Community Room is still causing a deficit, rather than a profit being made. Council running costs are also more than budgeted. Maintaining Parish Areas is overspent because a couple of items from 2015/16 weren't paid for until the current year. Grants to local activities are regrettably less than in previous years. Mrs Johnson stated that she was not expecting any top up on the precept this year. At this point the Council expects to overspend by almost £2000.

i. Community Room Management. a) Consider Facilities Manager Role/Facilities Committee. b) Discuss Booking Officer role.

Deferred to working group meeting.

Community Room Property Issues

a) trace a fault in Community Room heating. Not currently an issue

b) roof repairs. The Council reviewed the quote from Triangle to repair around ridge tiles and seal the gully between apexes for £153.00 It was decided to go ahead with the repair.

c) hand dryers for the Community Room toilets, information from Mrs Harman/Mrs Liming. Mrs Harman presented costs for renting hand dryers and it was felt that buying new hand dryers, when they are required, would be preferable.

ii. Lloyds Bank Administration Set Up, progress report Mr Bowsher/Mrs Rumens.

Mr Bowsher has provided the bank with the required information. It is hoped that the set up is now complete.

iii. Discuss making an application for funding from the Transparency Fund for IT kit and services.

Following a discussion about whether the Council required an additional website for file storage and whether the Clerk should be provided with a Council laptop it was decided not to go ahead with a bid for funding at this time.

iv. Annual Return Query

The Council has received a query from Mazars, the external auditors about the current reserves of the Council it was agreed to reply explaining how the current Parish Plan Refresh is intended to inform future spending.

53. Date of the next meeting, Monday 12th September 2016.