

BEENHAM PARISH COUNCIL

MINUTES OF THE MEETING HELD ON Monday 3rd April 2017

Mr A. Cother	Chair
Mrs J. Johnson	
Mr G. Bowsher	
Mrs G. Harman	
Mrs L. Rumens	Clerk
Mr K Chopping	District Councillor
Dominic Boeck	West Berkshire District Council, Executive Portfolio: Culture and Environment and IT.
Mike Brook	West Berkshire District Council, Library Services Manager
Members of the public	13

145. **Public Forum.**

A fifteen minute period for members of the public to raise matters of concern.

A resident spoke to express concern at Gigaclear's working methods, they have used residents driveways to park their vehicles and cut their hedge. Outside one residence the 'pot' has not been secured and likely to move. Cllr Boeck, who is West Berkshire Council's portfolio member for IT at WBC introduced himself and asked the lady to give him her details so he can follow it up. A Beenham councillor spoke to say that this seems to be a typical experience in the Parish.

Another resident spoke with concern about the planning application for Wessex Golf Course before the council. Additionally he believes the orange notices were not displayed for the statutory amount of time.

A parishioner spoke about Mallard Way and Heron Way, at Aldermaston Wharf, which remain unadopted by West Berkshire after 20 years. Therefore Gigaclear are unable to lay cables there. The Chairman explained that nearby Hagg Pit and satisfactory draining of surface water is the issue preventing the district council from adopting the roads. He has not had acceptable answers from the developer, Persimmon Homes and is considering writing to the CEO.

Another parishioner asked if the Council had discussed adding leisure facilities to other locations in the parish instead of concentrating all plans on the Rec. A councillor responded to explain that Stoneyfields is rented which does complicate that suggestion. There is no suitable area at Aldermaston Wharf. The Parishioner also asked if the increase of vehicles parking to use the facilities had been considered? The response was that it's not considered likely to generate significant traffic. The parishioner went on to discuss the Parish Council's presentation of planned youth facilities on the Rec on 25th March and voiced unease people were only invited to support the plans, there was nowhere to put your sticker if you objected. Residents were invited to write their comments in a book but the parishioner felt some people might be put off if they had literacy issues.

Another resident spoke up regarding concerns about the proposed zip wire impacting on his quality of life. He believes that anti-social behaviour may be attracted. The resident submitted a statement.

A third resident expressed concern about the visual impact of a zip wire. He also thought it would not have a lasting appeal to older children. It seems like a lot of money for the benefit received. The meeting hut is quite a good idea in principle.

The Chairman explained that the Parish Council have a lot of feedback about the Rec now that needs to be reviewed and comments made tonight need to be included in that process.

A final parishioner suggested if you move next to such facilities you must expect them to be used and expect a certain amount of noise. This was disputed by one of the other residents. A councillor stated that there are existing facilities on the Rec that are already taller than the zip wire will be. It was proposed to discuss plans for the zip wire in more detail at the next meeting.

146. **Apologies for absence:** None received

147. **Minutes of the last meeting held on Monday 6th March 2017:**

These were approved by the Chair with the agreement of the Council

148. **Register of Interests from Parish Councillors:** Nothing declared.

Discussion with West Berkshire Council representatives regarding their request that Beenham Parish Council make a financial contribution to West Berkshire Libraries Service.

149. The Chairman welcomed Mike Brook and Dominic Boeck from West Berkshire Council and explained that the parish council felt unable to meet WBCs requested financial contribution to the running of libraries without further information. The WBC representatives explained that every parish council in district has been asked to

make a contribution on a cost per head basis (roughly £1). WBC's Library budgets are broken down by library so it's possible to target contributions to specific libraries. The statistics already provided to the Parish Council show that Beenham residents use most of the district's libraries. The Library budget has been cut by 43% due to funding cuts from central government. West Berkshire Council are also looking for help to find volunteers to deliver books to people in their homes. The mobile library will continue to stop at Stoneyfield every three weeks. Some minor reductions to opening hours, including at Theale library will be made. A councillor asked what will happen if Beenham does not contribute and was told WBC hope not to have to make more cuts but decisions will need to be made if funding is not forthcoming or does not continue. The Chairman explained that the money was added to the precept and set aside but we need to give the matter further consideration.

A short discussion between Parish Councillors ensued. The Clerk explained that use of S137 (the relevant power to spend funds) requires a written guarantee of how funds are spent so that should be requested. The council were broadly in favour of contributing as requested.

AC

150. **Matters arising from the minutes of the last meeting not referred to elsewhere.**

Parish Council Policies Update: Publications Scheme, report from Mrs Rumens.

Mrs Rumens has a template document from the SLCC which recommends what should be included in a Publications Scheme. A councillor stated that the Council already has policy. Mrs Rumens will look at

- i. merging the two policies and stated that it would be ideal to put most of the information on the website so it can be accessed directly, as the Council is now using Google Drive the files could be stored there. A councillor felt that all the information should be kept on the website.

LR

Parish Plan Refresh Updates

A wish to discuss the feedback from the presentation on 25th March was expressed. Other councillors conveyed their reservations about making an immediate decision. And a desire to ascertain guarantees via consultation with planning and legal experts in writing was also voiced. This should be discussed at the next meeting. Planning permission issues are already being followed up by a West Berkshire Council officer.

- ii. The work done on getting feedback was applauded. There is funding available for the zip wire and a reasonable meeting shelter. The funding for the exercise equipment has not been obtained yet. There are time constraints on spending the already received funding. Cllr Chopping felt this might be able to be extended if necessary.

The Parish Council still needs another quote for the footpaths project which Mr Bowsher is pursuing.

GB

Electoral Review of West Berkshire: Warding Arrangements. Report from Mr Cother.

It is proposed that Aldermaston and Beenham Parishes make a joint submission to the Boundary Commission, advocating Beenham Parish becoming part of Aldermaston ward. Beenham's current ward councillor, Keith Chopping, explained that it is proposed by the Boundary Commission his ward, Sulhampstead will cease to exist. He is not planning to stand in 2019. The overall proposal for West Berkshire will reduce the number of wards and therefore save West Berkshire Council money. Parliamentary constituencies were discussed as they are also currently being reviewed. Beenham is still likely to remain part of Wokingham constituency although the constituency may have a change of name.

- iii. The Chairman asked if there were any objections to the Clerk sending the proposed submission to the Boundary Commission, there were none

LR

Beenham Events Committee Update from Mrs Harman.

- iv. Mrs Harman confirmed the Summer Fair (organised by Beenham PTFA at the school) will take place on 16th July. Beenham Events Committee next meet on 4th May at the pub and all are welcome.

Discussion about using Google Drive for Beenham Parish Council files

- v. There were initial difficulties accessing the drive. Reluctance to set up a Google profile was also expressed. There was no agreement about whether putting files online was necessary.

Local Council Clerks Forum, report from Mrs Rumens.

- vi. Mrs Rumens reported discussion about the reduction in Theale Library opening hours. The guest speaker was from Streetscape, a playground equipment company who have in-house experts to help Parish Councils seek funding from Awards for All (lottery). Also DCLG are seeking feedback from Parish Councils on their devolution experiences.

Co-option, report from Mrs Rumens.

- vii. Notices of the two vacancies have displayed. Residents have until 11th April to call for an election. 10 such requests are required.

Annual Parish Assembly, Wednesday 26th April.

- viii. The agenda will be similar to previous years. The School have declined to attend. The Chairman was asked to cover the current leasing of the Community Room and how academisation of the School could affect this. The Clerks attendance at the meeting was requested.

AC

151. **Finance.**

i. **Receipts.** Noted

Payments: It was noted that the Parish Council has not paid the School bill yet and this is skewing the figures.

HMRC	Taxes	£58.80	
West Berkshire District Council	Rent of school playground	£10.00	Local Government (Miscellaneous Provisions) Act 1976, s.19
AD Clark Grounds Maintenance Ltd	Grass Cutting	£132.00	Local Government (Miscellaneous Provisions) Act 1976, s.19
Lucy Rumens	Overtime	£79.43	Local Government Act 1972 s112
Lucy Rumens	Mileage & Expenses	£24.69	Local Government Act 1972 s112
Pattens Screen Print	Bin signage	£116.40	Litter Act 1983
Mrs Lucy Rumens	Salary	£216.00 SO	Local Government Act 1972 s112
Mrs Jacqueline Homick	Salary	£235.20 SO	Local Government Act 1972 s112

iii. **Statement of Receipts & Payments.** Noted. Clerk to check whether salaries need to be published.

LR

iv. **Other matters**

a) **Finalise 2017/18 Budget, update from Mrs Johnson.**

Some changes need to be made to the 2017/18 budget in light of new information. It's thought that the Wolves afterschool club will not be continuing, meaning loss of revenue. There are also 2016/17 bills that were not resolved in year.

A discussion ensued about whether the footpaths renovation work would be done in 2017/18. Replacement of the Rec goal posts were also discussed. It was agreed that £4000 should be provisionally budgeted for footpaths.

JJ

b) **2015/16 Bill from Beenham School for contribution to shared costs.**

Update Mrs Johnson.

Councillors met with the school on 27th March, they requested to see the paperwork supporting the bill from the School to the Parish Council for shared costs. The documents are stored remotely so not readily accessible but they will be provided. Discussions about the agreement between the Parish Council and the School/West Berkshire District Council are ongoing. The question of whether the Community Room is a separate entity is relevant to academisation.

c) **Parish Council Insurance 2017/18. Report from Mr Cother**

Mr Cother considers the level of cover in the current year's policy appropriate. Mrs Rumens and Mrs Johnson to review the assets lists. Mrs Rumens to secure three quotes.

LR
JJ

d) **Internal Audit and Annual Review Arrangements**

Mrs Rumens has begun the process of getting three quotes from internal auditors. One quote has been received, another was fully booked. Mrs Johnson to secure a final quote.

e) **Letter from HMRC – notice of no longer accepting cheques.** Noted

f) **Updates on outstanding Community Room issues:- i) removal of Fir Trees** Still awaiting preliminary documents from contractor. They need to be reviewed by West Berkshire Council and ccd to the school. Work is planning to take place between 18th-21st April.

LR

ii) **kitchen electrical socket** has been fixed

iii) **interior lights** The Clerk has been unable to secure a quote. Mr Cother to follow up.

AC

iv) **door**

As a result of the meeting with the school it was suggested that the school 'help out' with getting urgent maintenance resolved. But the School needs to give Council more than a month's notice on planned maintenance to allow appropriate approval of spending. Some concern was expressed about these arrangements but it was proposed to agree the limitations in writing.

A councillor queried whether an accident book should be present in the Community Room. Mrs Rumens to investigate.

LR

A request needs to be made to Community Room users not to stack the chairs too high as this is dangerous.

152. **Comments from the West Berkshire Councillor** There were no more comments at this stage.

153. **Planning.**

17/00386/FUL

Anchor Vans Ltd

16/03353/CERTE

Wessex Downs Golf

object: The Council is concerned about the visual impact of the fence
Observations: Information from parishioners is that the land has not been used for the storage described for 10 years. And the Parish Council would object to development within the AONB. The Council is also concerned about the large quantity of increased vehicle movements and spoil deposited recently.

i.

- | | | | |
|-----------------------|-------------------------|---|--|
| 16/03298/CERTE | Wessex
Downs Golf | Observations: Information from parishioners is that the building has not been used as a dwelling for 10 years. The building is within the AONB and the Parish Council does not support development as such. | |
| 17/00085/FULC | Webbs Motor
Caravans | No objections | |
| 17/00117/HOUSE | Wits End,
Back Lane | Noted | |
- ii. **Additional planning correspondence: 16/01925/FUL:** Noted
154. **Highways.**
Gigaclear work in the parish. Report from Mr Cother.
- i. In addition to previous discussions Mr Cother confirmed he has made a contact at Gigaclear and has a programme of works for Beenham village which can be shared as necessary.
- ii. **Adoption of Mallard Way/Heron Way Aldermaston Wharf. Report Mr Cother.** Discussed previously
- Notice from West Berkshire Council: Changes to the 44 Local Bus Service**
The following Monday and Wednesday journeys are being withdrawn: the 1206 departure from Calcot – Bradfield – Beenham and the 1230 Beenham to Calcot.
- iii. A councillor stated that these cancellations render the Parish Council's leaflets (that they had printed to promote the new bus services) useless. The Chairman will make a complaint to West Berkshire Council. AC
155. **Environment**
Grass cutting contract discussion.
- i. Councillors were content with the first cut. It was agreed continued review of the new contractor is required.
- Bin signage, update from Mrs Rumens.** AC
- ii. The new signs have been received. Mr Cother will put up two at the Wharf and Mrs Harman and Mr Bowsher will put up more in the village. GH
GB
- Councillors' comments.**
A councillor enquired about trees opposite the school. The Chairman reported that West Berkshire Streetcare are following it up, the owners are given a set period of time to resolve it.
- A complaint has been received from a resident regarding The Farthings which has been subdivided without planning permission and is up for sale as such. Mr Cother stated that he has already reported it to West Berkshire Council planning department.
156. Garden waste has been deposited on to the Rec again, previous waste has already been removed. Can the Parish Council write to residents asking them to report such incidents to the Parish Council? Mr Cother to do so. AC
157. **Correspondence received since the last meeting not referred to elsewhere.**
Email from Beenham Preschool asking for an increase in operational hours to be considered.
Preschool have asked to use the room for more hours to allow them to take advantage of new funding from central government and provide 30 hours of childcare. In addition to providing extra hours they would also value not having to clear the room overnight. A councillor asked, is this appropriate for the Community Room as it would mean other users would have to use the Hall? Mr Cother will draft a response. AC
- ii. **Letter from the Wolves Club concerning financing their Summer Club and other operational issues.**
The Wolves Club have written to the Parish Council to ask for financial assistance running their Summer club. However, as previously discussed, Wolves Club are believed to be closing. A discussion ensued and concluded that the Parish Council are not in favour of subsidising the club as it is not continuing. AC
- iii. **Email from a Parishioner objecting to the installation of a zip wire on the Rec:** Noted
- iv. **Email from Home Start West Berkshire regarding volunteering opportunities:** Noted
- v. **Email from West Berkshire Council regarding Registration of buildings as an Emergency Shelter.** The Community Room should be put forward. LR
- vi. **Initiation to Neighbourhood Action Group Meetings 2017:** Noted
Email from Berkshire Association of Local Councils: BALC Further Clarification re WBC Proposals to Parishes: Noted
Email from West Berkshire Council: Neighbourhood Planning - Stratfield Mortimer and Burghfield: Noted
- Date of the next meeting,**
Annual Parish Assembly, Wednesday 26th April 2017.
158. Mr Cother gave notice that it is not his intention to stand as Chairman for the forthcoming year.
Annual General Meeting & Ordinary Meeting, Monday 8th May 2017.