

## BEENHAM PARISH COUNCIL

### MINUTES OF THE MEETING HELD ON 31<sup>st</sup> July 2017

Mr G. Bowsher (GRB)	Chair
Mrs J. Johnson	
Mrs G. Harman	
Mrs S. Jones	
Mr G. Bragg	
Mrs L. Rumens	Clerk
Mr K Chopping	District Councillor
Members of the public	2

#### Public Forum.

42.

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

A parishioner expressed concern regarding overgrown foliage at the top of Beenham Hill. It is forcing drivers onto the other side of the road resulting in the parishioner having an accident. The Chair will raise the matter with the owner.

Actions

GRB

#### 43. **Apologies for absence.**

Peter McEwan and Tanya Bunce

#### 44. **Minutes of the last meeting held on Monday 3<sup>rd</sup> July 2017**

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

#### 45. **Register of Interests from Parish Councillors**

Mr Bowsher knows the applicants of one of the planning matters: 17/01718/OUTD.

#### 46. **Matters arising from the minutes of the last meeting not referred to elsewhere.** **Parish Council Policies Update. Adopt new Publication Scheme for Beenham.**

Mrs Rumens explained that the Publication Scheme circulated is mandatory to adopt. A councillor explained that she felt a shortened version would be better for a Council of Beenham's size. A short discussion concluded that the policy would be adopted.

i.

Mrs Rumens expressed a desire to carry out Data Protection training at a cost of £25, to prepare for new laws coming into force next year. Permission was granted.

LR

#### **Parish Plan Updates**

The Council awaits news of a Certificate of Lawfulness, due on 1<sup>st</sup> August. Once that arrives the recreation equipment projects will proceed. A plan of the location of the equipment pieces was shared. The Royal Society for the Prevention of Accidents have been consulted and minor amends made from their feedback. Questions were asked about tensioning the zip wire and Councillors were informed that quotes for around £300 have been obtained for checking and adjusting the zip wire. This will need to be done more often when it is new.

ii.

It was reiterated that Jane Liming needs support with the Parish Plan refresh questionnaire or the Parish Council needs to decide not to proceed. It was suggested that one of the absent councillors might be interested and agreed to ask them on their return.

### Beenham Events Updates from Mrs Harman

iii. The Beenham Fete on 16<sup>th</sup> July was a great success, as was Band on the Rec on 14<sup>th</sup> July.

### iv. Assign roles/areas of interests to Councillors

Footpaths & Highways: GB	Heritage: GH
Digital	Parish Plan:
Traffic	Emergency liaison: TB
Planning: GRB	Localism / Devolution: PM
Recreation Ground / Outdoor Space: GH	Environment
Parish Web Site: SJ	Finance: GRB
Parish Notes: SJ	Beenham Events: GH
Police and the Community (e.g. Neighbourhood Watch):SJ	
Community Room facilities management & liaison with school: JJ, GB, GRB	

JJ

Booking Clerk (was previously a volunteer from the community) – Mrs Johnson to look for a new volunteer in the community

Victory Hall: GH  
 School Governor:  
 Grundons: GRB

Gaps to be revisited at the next meeting

### Beenhamonline.org email addresses for Councillors. Discussion led by Mrs Jones.

v. A couple of councillors expressed an interest in having their own beenhamonline.org email addresses. A discussion about the merits of this ensued, it was decided that Mrs Jones would investigate the possibilities.

SJ

### 47. Finance.

i. **Receipts.** Noted

#### Payments

AD Clark Grounds Maintenance	Grass Cutting	£220.00	Local Government (Miscellaneous Provisions) Act 1976, s.19
Bradfield Printing Ltd	Parish Notes	£85.20	Local Government Act 1972, s.142
HMRC	Taxes	£52.80	
Lucy Rumens	Overtime	£31.94	Local Government Act 1972 s112
ii. Beenham W.I.	Litter Picking April – June	£200.00	S137
Marion James	Beenham Surgery Run April – June	£52.50	S137
Peter McEwan	Reimbursement for Gazebo Hire	£10.00	Local Government Act 1972, s.142
Lucy Rumens	Petty Cash	£50.00	Local Government Act 1972, s.111
Lucy Rumens	Mileage	£10.75	Local Government Act 1972 s112

iii. **Statement of Receipts & Payments.** Noted

iv. **Other matters**

Lucy Rumens, Beenham Parish Clerk, 46 Maple Crescent, Newbury, RG14 1LR. Tel: 01635 45487  
 Email: theclerk@beenhamonline.org

**a) Annual Return**

Enquiries from the auditors have been satisfactorily answered. The Parish Council expect to receive a signed off statement soon which will need to be published on the website and also notice for parishioners to query the accounts given.

LR/SJ

**b) Quarterly Bank Statement/Accounts Balance check** This was completed and signed.

**c) Consider expenditure against budget, report from Mrs Johnson.**

Mrs Johnson talked through year to date figures and explained that the income and expenditure is broadly on course with what was budgeted.

**d) Community Room Issues:**

**i) Registration of Community Room as an Emergency Shelter, update from Mrs Rumens,** Mrs Rumens is waiting for information from Mrs Bunce.

**ii) Side and Front Gate Access,** a new padlock has been purchased and will be used after the school summer holidays

**iii) Community Room Maintenance 'contract'** Mrs Bunce was not present to discuss progress with the contract. However the electricity repairs were discussed. Three quotes have been received. Following a discussion it was agreed to get a further quote and award the work for not more than £1140.

JJ

**iv) Storage** Mrs Rumens reported that Berkshire Records Office would be happy to have certain types documents from the Parish Council as a bequest that could be accessed via short term loan. There is no charge and they already have a Beenham back catalogue. Time would need to be spent categorising existing documents in order to make a deposit. A discussion on this was deferred for the next meeting.

**v) Tables replacement/repair** The price of new tables were discussed and it was decided to purchase something sturdy. Mrs Harman will investigate options further.

GH

Furthermore the Council decided to get a number of repair jobs done during the school summer holidays as a matter of urgency. A brief discussion took place about whether the Council should be liable for the costs.

JJ

**e) Consider draft job description and increase in pay for the Cleaner, discussion.**

It was agreed that the document was ready to discuss with the current post holder. A discussion followed and agreement was reached about a pay increase.

JJ

**f) Bank signatories, progress update from Mrs Rumens and new signatories.**

Mrs Harman has been to the bank and carried out her checks. Mrs Rumens to check with Mrs Bunce if she has completed her checks.

LR

**Comments from the West Berkshire Councillor**

Following the discussion last month about devolution Mr Chopping suggested that WBC CEO and senior office come and talk to the Parish Council regarding the implications of devolution. Mrs Rumens to write to Andy Day.

48.

The new school boiler will cost in the region of £100K, not £140K as previously mentioned. Several hundred sites were submitted in a call for suitable development sites.

LR

**49. Planning.**

**Applications for consideration:**

	Lower Meadows Grange Lane	
i.	17/01718/OUTD Beenham	No objections
	17/01788/HOUSE 1 Clay Lane Beenham	No objections
	Wessex Downs Golf Club Cods	Observations: Information from
	17/01687/CERTE Hill Beenham	parishioners is that the building has not
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been used as a dwelling for 10 years. The building is within the AONB and the Parish Council does not support development as such

17/01683/MINMAJ	Veolia Environmental Services Padworth	Support
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17/01852/FULD	Church Of St Peter Southend Road Bradfield Southend	No objections
17/01881/COND2	The Cottage Bath Road Beenham	Noted

- ii. **Additional planning correspondence:** 17/00172/FULD: Noted, 17/01318/HOUSE: Noted  
Adoption of the Stratfield Mortimer Neighbourhood Development Plan: noted

50. **Highways.**

**Mallard & Heron Way Persimmon/Gigaclear issues update (Email from West Berks Council)**

- i. The Council has received confirmation that the roads will be adopted subject to some snagging issues which are currently being addressed.

51. **Environment**

**Replacement of the goal post. Reports from Mrs Harman/Mr Bowsher**

- i. Mr Bowsher has found a second hand goal post for £265 including delivery and installation. It was agreed to go ahead. GRB

**Recreation Ground Footpaths, update from Mr Bowsher.**

- ii. A quote has been received for both footpaths and a drainage scheme which the Parish Council consider favourably. Mrs Rumens to investigate whether there is any funding available from West Berkshire Council to support the works. LR

**Councillors' comments.**

The urn in the kitchen is broken, replacing it will cost in the region of £60-£70. It was agreed to go ahead with replacing it. JJ

The school bill is not yet finalised.

52. The trees on the Rec look untidy and it's necessary to duck. Could they do with a tidy up? Mrs Harman to lead on putting together a spec. GH

An enquiry was received about Aldermaston toilets and why they are closed. No longer run by the Parish Council it is believed it is the responsibility of the Canal & River Trust. Mrs Rumens will write to them to ask them to remove the Parish Council's details from the Noticeboard. LR

Grundon have cut their trees.

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

**Email from West Berkshire Council Library Service re: libraries volunteers**

- i. The email asks if the Parish Council can assist in finding volunteers for West Berkshire Council's "At Home Service" which takes library books to people who are housebound. It was agreed to put this in the Parish Notes. SJ

54. **Date of the next meeting: Monday 11<sup>th</sup> September**