

## Beenham Parish Council

Minutes of the Meeting of the Council held on Monday 3<sup>rd</sup> June 2019 at 7pm in the Community Room, Beenham.

Present: Councillor Graham Bowsher, Chairman (GRB)  
Councillors Jackie Johnson (JJ) and Frank Wood (FW)

In attendance: Jennie Currie, Parish Clerk (JC)  
3 members of the public

### 19/018 Public Forum

There were no questions raised.

### 19/019 Apologies for absence

An apology for absence was received from Councillor Graham Bragg (GB).

### 19/020 Declarations of interests from Councillors

There were no declarations of interest.

### 19/021 Minutes of the last meeting held on 13<sup>th</sup> May 2019

**RESOLVED** That the minutes be signed as a true and accurate record.

### 19/022 Matters arising from the minutes

Members asked if anyone had heard from Andy Livens who has previously been a Councillor. No contact had been made and Councillor Graham Bowsher offered to contact him. **GRB**

### 19/023 Appointment of Representatives to Outside Bodies

**RESOLVED** That the following people would be appointed:  
Beenham Village Events Committee – Peter McEwen

### 19/024 Co-option of Councillors due to 2 vacancies

Members had asked Councillor Bragg to present an amended version of the co-option procedure and in his absence this matter was deferred to the next meeting. **GB**

### 19/025 Planning

#### i. Applications for consideration (received on the day of the meeting)

19/01247/REM Lower Meadows, Grange Lane Approval of reserved matters  
**DEFERRED TO NEXT MEETING**

#### ii. Additional planning correspondence

**Beenham Grange Bridleway** Members noted that a route at Beenham Grange was added to the Definitive Map and Statement as a bridleway on 15<sup>th</sup> May 2019

**Tree Preservation Order 201/21/0982** Members noted that the tree preservation order at Highcroft, Beenham, came into effect on 20<sup>th</sup> May 2019.

### 19/026 Community Room & School Hall

#### i. Booking Clerk

**RESOLVED** That Peter McEwen is a booking clerk whose responsibilities include accepting payments.



**19/026 Community Room & School Hall continued**

**ii. Clarification of responsibilities**

Councillor Jackie Johnson confirmed that the licence detailed that all internal decoration and maintenance is the responsibility of the Parish Council. The maintenance of the pipework and electrical wiring of the building was not the responsibility of the Parish Council.

**iii. Maintenance of the Community Room**

Peter McEwen had met with heating engineers who were reporting back to West Berkshire District Council (WBDC). Currently awaiting a response from WBDC.

Members discussed potential improvements to the room including double glazing, curtains, a projector screen, insulation and additional heater(s). Members requested that further investigation is undertaken to establish the number and type of heaters required to efficiently heat the room. PM

**iv. School hall lighting project**

Councillor Jackie Johnson reported that the grant application had been submitted to *The Good Exchange* website and that Greenham Common Trust has agreed to match fund donations received (subject to certain conditions).

**19/027 Parish Council Assets/Projects**

**i. Play area**

Councillor Jackie Johnson had visited the play area to look at the swings. The two baby swings are in need of being replaced and Councillor Johnson had a quote of £147 plus delivery and installation.

**RESOLVED** That two new baby swing seats are required.

Councillor Johnson would present a quote for delivery and installation. JJ

The play area fencing and gate were discussed, it was noted that the gate is now broken.

**RESOLVED** That Stuart Brown be instructed to repair the gate as long as the cost of the work is no more than £50. PM

**ii. Telephone box**

Councillor Jackie Johnson had a quote of £82.93 (exc VAT) for the paint for the telephone box.

**RESOLVED** That the paint be purchased as per the quote. JJ

**iii. Devolution of grass areas**

Councillor Jackie Johnson had been in discussion with Jo Naylor from WBDC regarding the Parish Council's interest in devolving the triangle of grass between Stoneyfield and Church View, where the bus shelter stands, which the Council currently rents from WBDC.

There was interest from Members in also devolving the section of grass outside the primary school along Back Lane and WBDC would be informed. FW

Members requested that a quote for cutting the additional area outside the primary school be requested and for clarification on whether the triangle in Stoneyfield is currently cut by the Parish Council's contractor. PM

**19/028 Correspondence received since the last meeting not referred to elsewhere**

A request from WBDC for contributions to funding the Library Service had been received. Members discussed the matter as there a budget of £1,200 for this had been agreed.

**RESOLVED** That a contribution as requested be made to the Library Service, as long as it did not exceed the agreed budget.

**19/029 Comments/Reports**

**i. From the West Berkshire District Councillor**

No correspondence had been received.

**ii. From Parish Councillors**

No reports were presented.

**iii. From the Clerk**

The Clerk requested that if Members noticed anything that she was not doing as expected then for this to be raised at their earliest convenience.

**19/030 Finance**

**i. Signing of documents for the AGAR 2018-19**

**RESOLVED** That the statements and figures in the Annual Governance and Accountability Return 2018-19 were accurate and would be signed by the Chairman.

**ii. Receipts & Payments**

A summary of receipts and payments follows:

**Receipts for April 2019**

Preschool - March	Lettings	£745.50
Community Facilities	Lettings	£104.00
WBDC	Precept	£9,150.00
Community Facilities	Lettings	£20.00
Interest		£0.85
<b>Total Incoming</b>		<b>£10,020.35</b>

**Payments authorised at June 2019 meeting**

HALC - replacement cheque for 2411 £277.24	Cheque	see May
HMRC	Cheque	£56.20
Surgery Run grant for Jan to March 2019	Cheque	£55.00
North Wessex Downs Landscape Trust grant	Cheque	£75.00
A D Clark – grass cutting	Cheque	£234.00
<b>Total cheques</b>		<b>£420.20</b>

**Payments preauthorised for the previous month**

Cleaner's salary May	Standing order	£250.50
Clerk's salary May	Standing order	£246.84
Clerk's home office allowance May	Standing order	£18.00
<b>Total Outgoing</b>		<b>£515.34</b>
<b>Total cheques and preauthorised payments</b>		<b>£935.54</b>

**iii. Receipts & Payments continued**

<b>BALANCE AT BANK</b>		
Treasurers Account Balance at	30 <sup>th</sup> April 2019	18,740.92
Deposit Account Balance at	30 <sup>th</sup> April 2019	21,403.02
<b>Total Balance</b>		<b>£40,143.94</b>

**RESOLVED** That the payments listed above would be authorised and cheques issued.

**iv. Accounts budget report**

The Clerk clarified that the figures including the proposed receipts and payments presented under 19/030ii.

Members noted the report.

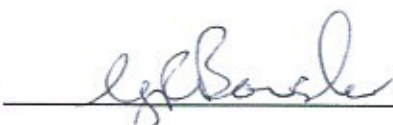
**v. Account analysis report**

Members discussed the presentation of the grants information when grants were linked to specific projects, in particular newsletters and litter picking.

Members noted the report and requested that in future the figure would be included under the project heading on the analysis report but under grants in the budget report.

It was noted that the next ordinary meeting of the Council would be held at 7pm, on Monday 1<sup>st</sup> July 2019. There being no further business the Chairman declared the meeting closed at 8.30pm.

Signed



Date

