

Beenham Parish Council

Minutes of the Meeting of the Council held on Monday 2nd March 2020 at 7pm in the Community Room, Beenham.

Present: Councillor Graham Bowsher, Chairman (GRB)
Councillors Graham Bragg (GB), Peter McEwen (PM) and Frank Wood (FW).

In attendance: The Clerk, Jennie Currie (JC)
6 members of the public

20/028 Public Forum

Update: Beenham 2020 – The village quiz is to be held on the forthcoming weekend and plans for the Village Picnic on Friday 8th May are going well.

Request: The Green Market that is part of the monthly market in the Club would like to borrow tables from the Community Room. The market also asks if they could have free use of the school car park.

Action: To be added to the agenda, see item 20/036iii below.

Concern: Michael Fitzmaurice the current volunteer web master for the Council's website, beenhamonline.org spoke regarding the Council's decision for a new website. He highlighted that the website had been running for over 20 years and that in 2004 the Council became involved with the site.

Michael is concerned that potentially the important community aspect of the website will be lost. He is happy to continue to help with the transfer of the website and to help find new volunteers.

Response: See item 20/037ii below.

20/029 Apologies for absence

Apologies were received from Councillor Andy Livens (AL).

20/030 Declaration of interests from Councillors

No declarations of interests were received.

20/031 Minutes of the last meeting held on 3rd February

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

20/032 Matters arising from the minutes and not referred to elsewhere

There were no matters arising.

20/033 Vacancies

Members noted that nobody had applied to fill one of the two current vacancies.

20/034 Adoption of new Code of Conduct

Councillor Bowsher proposed the adoption of the new Code of Conduct, this was seconded by Councillor McEwen.

RESOLVED That the new Code of Conduct be adopted.

20/035 Planning

i. West Berkshire District Council's consultation on Planning Policy

West Berkshire District Council asked for responses to the following items for the settlements of Beenham and separately for Aldermaston Wharf.

- Review of settlement boundaries
- Review of settlement hierarchy
- Review of Housing and Economic Land Availability Assessment (HELAA)

The Chairman of Aldermaston Parish Council had prepared a draft response on behalf of Beenham, Padworth and Aldermaston Parish Councils for Aldermaston Wharf.

RESOLVED that the Clerk would request an extension and the matter would be deferred to the April meeting. **Clerk**

ii. Applications for consideration

Members noted that the only application for consideration, 20/00132/OUT, had been withdrawn.

iii. Additional Planning correspondence

There were no additional items.

20/036 Community Room and School Hall

i. Community Room - expenditure for ceiling tiles, screen and noticeboards

RESOLVED that Councillor McEwen would order new ceiling tiles, screen and noticeboards. **PM**

RESOLVED that Councillor McEwen would dispose of the old curtains. **PM**

ii. School Hall lights

Councillor McEwen had prepared a report including quotes for the new lights in the school hall. Councillor McEwen was thanked for the work he had completed.

RESOLVED that option 3.3.1b - 8 No VARAS 113W Low Bar Luminaires with electrician K.A. Large be accepted and that Councillor McEwen would complete the paperwork required by West Berkshire District Council to undertake the project. **PM**

iii. Car park use for village market

The organisers of the monthly village market held in the Victory Hall had requested free use of the school car park.

RESOLVED that free use of the school car park be granted for the monthly village market.

20/037 Parish Council Assets / Projects

i. Licence to manage grass areas from WBDC

The Council had received a draft licence to manage grass areas. Councillors requested the Clerk to clarify who would be responsible for managing any unauthorised encampments on the area and whether the Parish Council would be able to plant trees on the land.

RESOLVED that the matter would be deferred to the next meeting.

20/037 Parish Council Assets / Projects continued

ii. Website

The Clerk had prepared a report including quotes for a new website. Councillors took into consideration Michael Fitzmaurice's comments as the current web master.

Clerk

RESOLVED that the new website concentrates on Council matters.

RESOLVED that the Council goes with Quote B (DevZen), with the intention of launching a new website by July 2020 and that a budget of £1,000 would be set for the project.

RESOLVED that refreshed or new content is prepared rather than directly copying the current website.

RESOLVED that the Council website moves to the domain beenham.gov.uk

RESOLVED that the new Councillor email addresses are suspended until the new domain is registered.

RESOLVED that beenhamonline.org be passed to another group and that the Council would fund the site for 2020-21.

20/038 Reports

i. From the West Berkshire District Councillor

Councillor Boeck would circulate a full report.

Q: Does the District Council receive funding from central government?

A: The District Council does lobby for funding, although none has been received in recent years.

The proposed budget from the Conservatives includes no cuts to front line services. The previous spending on commercial property investments would be redirected to green projects.

Public Q: With particular concern to condition of local roads can the public has access to details of road renewal projects planned for the next 1-3 years?

A: The 3 year plan for road renewal should be available on the WBDC website.

Councillor Boeck left the meeting at 8.43pm.

ii. From Parish Councillors

Councillor Bragg raised an issue with the number 22 bus service from Sainsbury's Calcot. The bus had recently left before the scheduled time leaving users stranded at Calcot. Councillor Bragg had reported the issue to the bus company who had apologised and promised to address the matter with their drivers.

iii. From the Clerk

The Clerk informed Members that WBDC had confirmed that the Council should pay the funds for the share use of the school site direct to the school. The Clerk has also received notification that all Councillors were now signatories on the accounts.

20/039 Finance

i. Grant request from St Mary's Parochial Church Council

St Mary's Parochial Church Council had requested a grant of £600 in conjunction with the parish newsletter.

RESOLVED that St Mary's Parochial Church Council be granted £600.

ii. Changes to staff salaries and the Clerk's hours

The Clerk had prepared a report covering staff salaries and a request to increase the Clerk's hours.

RESOLVED that as of 1st April 2020 the Cleaner's salary is set to SCP 15.

RESOLVED that as of 1st April 2020 the Clerk's salary is set to SCP19.

RESOLVED that as of 1st April 2020 the Clerk's hours are increased to 28 hours per month and that the Chairman may agree an additional 2 hours each month.

20/039 Finance continued

iii. Receipts and Payments

A summary of receipts and payments follows:

Receipts for January 2020

Deposit Account interest	bank interest	£0.91
Community lettings	3459, 3469, 3470	£26.00
Community lettings	3453 & 3460	£24.00
Community lettings	3467	£19.50
Preschool - outside tap		£150.00
Preschool	3465	£656.00
Preschool	3463	£943.00
Community lettings	3471	£28.00
Total Incoming		£1,847.41

Payments to be authorised at March 2020 meeting

Triangle Management	2467	90	£336.00
The Curtain & Blind Co Ltd	2468	91	£1,118.40
WBDC - Stoneyfield rent	2469	92	£5.00
itQED - anti-virus	2470	93	£43.20
Ray Sproston - painting	2471	94	£263.00
St Mary's PCC	2472	95	£600.00
HMRC	2473	96	£56.20
Petty Cash	2474	97	£50.14
Total cheques			£2,471.94

Payments preauthorised for the previous month

Opus Energy	Direct debit	98	£11.47
Cleaner's salary February	Standing order	99	£253.10
Clerk's salary February	Standing order	100	£246.84
Clerk's home office allowance February	Standing order	mins	£18.00
Total Outgoing			£529.41
Total cheques and preauthorised payments			£3,001.35
BALANCE AT BANK			
Treasurers Account Balance at	31-Jan-20		26,736.36
Deposit Account Balance at	31-Jan-20		21,411.09
Total Balance			£48,147.45

RESOLVED that the cheque for Ray Sproston would be made payable to Councillor McEwen who would then pay Ray Sproston in cash.

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

iv. Accounts Budget and Analysis reports

RESOLVED That the reports be approved.

It was noted that the next ordinary meeting of the Council would be held at 7pm, on Monday 6th April 2020. There being no further business the Chairman declared the meeting closed at 9.15pm.

Signed _____ Date _____