

A bi-monthly meeting of East Garston Parish Council was held at the village hall on Thursday 8th July 2021 at 7 p.m.

MINUTES

1. Present: - Sue Tulloch (ST) -Chair, Councillors: - Jonathan Rabbitts (JR), Annabelle Eyre (AE), Deana Carpenter (DC) Vice Chair, Chris Tonge (CT)
Clerk: Sonia Coyle (SC).

Apologies:- Peter Smith (PS) District Councillor Clive Hooker (CH)

2. Declarations of Interest: None
3. Minutes of the Annual Meeting held on 6th May 2021– were read and signed as correct. Proposed CT seconded JR.
4. Sewage/River Flooding
AE recently attended a meeting with Laura Farris and Thames Water where it was confirmed that TW discharge at East Garston under a temporary discharge permit. This means the water which discharges from the East Garston Pumping Station (SPS) isn't treated, the pipe is a direct pipe from the wet well to the river. There isn't a requirement under the permit to screen the discharge from East Garston.
CT confirmed that the lining of pipes has gone ahead in the village but it won't be known how successful this has been until next year when the springs rise again.
5. Finance and Compliance : -

A. The Clerk presented the payments

Payments since last meeting

Name	Goods or Service	Amount inc VAT	Approved
Scofell	March Maint	£252	ST/AE
Autela	Clerk Salary – May	£179.67	ST/CT
Autela	Clerk Salary – June	£179.47	ST/CT
Playsafety Limited	Annual Inspection	£103.20	ST/CT
Aasvogel	Skip hire	£499.20	ST/CT
Outdoor Play People	Swing	£2133	ST/CT
R Gibbard Garden Svcs	Reinstate Soil Under Swing	£136	DC/CT
Scofell	April Maint	£252	ST/DC
Scofell	May Maint	£252	DC/CT
Zurich Municipal	Insurance	£506.73	DC/CT
S Coyle	June Salary	£179.47	ST/AE
E-Mango	New Template	£30	ST/AE
Community Heartbeat	Defib Pads	£51.60	ST/AE

To be paid by next meeting

Name	Goods or Service	Amount Inc VAT
Autela	P32 Tax Q2 & Payroll costs	£182.64
Scofell	June Maint	£252
Scofell	July Maint	£252
Scofell	Aug Maint	£252
Auditing Solutions	Internal Audit	£282
CCB	Membership	£40
PJS	Padlock	£39
PJS	Stiga Silex Scythe	£41.04
Clerk's Expenses	Paper,ink,sanitiser	£29.95

Received since last meeting

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Signed



Date 27/10/21

- B. The Clerk presented an application for a community grant towards installation of a single cricket wicket, total cost £5,8999 (net). DC proposed that PC donate £1,500 towards the project from the Open Space Development Fund and CT seconded.
- C. The Clerk presented the domain renewal at a cost of £125 for 2 years. CT proposed to go ahead and ST seconded.
- D. The Clerk presented renewal of CCB membership and highlighted one of the benefits is "The opportunity to market your community events, news, or local facilities via our e-bulletin, website, and social media streams". Councillors agreed to continue the membership for another year.
- E. Clerk presented the audit report, and pointed out that the auditor had noted that a formal review and confirmation of reconciliations be carried out quarterly (this had not been done due to lockdown), update Standing Orders for formal tender requirements to between £5-£10k. Consider developing an Investment Strategy/Policy – clerk will check what other councils have in place.
- F. Clerk also presented a cost comparison between current auditor (Auditing Solutions) £282 and local auditor D Weller £50. ST proposed change of auditor for next year and CT seconded.
- G. The Clerk highlighted that an error had been made on the allocating of items on the AGAR report although the overall totals had been correct. A detailed breakdown is in the audit report.

Clerk to draft policy for GDPR breach in accordance with new standing orders. Still outstanding.

- 6. Emergency co-ordination & coronavirus response.
CT & DC confirmed that the prescription service is still ongoing. CT will be sending out an email to volunteers to thank them for their efforts. The clerk also informed the PC of a Covid 19 Passport scheme scam which WBC have been made aware of. The website has been taken down but WBC has stated that if people need to obtain their vaccination status this can be done FREE through the NHS app, website or calling the NHS on 119.
- 7. Planning Status
 - 21/01513/House No objections Frog Hollow
- 8. Jubilee Meadow
ROSPA inspection was carried out 29th April – before the new swing was installed.
It was noted that the surface in the play area is compacted or displaced and the recommendation is to rake and fork over and top up as required to maintain minimum depth – usually 300mm. Options to be investigated by ST and reported back at next meeting. There is wear due to foot drag on the surface under the swing – this has since been rectified following the installation of the new swing.
- 9. Village Maintenance & Millennium Field
It was reported that the dog bin on the bridge had once again been overflowing – clerk to contact Caroline Booth at WBC. DC reported that the bench by the phone box needs a repair & will contact R Gibbard for a quote to repair. CT to review the far end of Jubilee Meadow as the hedge and ground are quite rough at the moment. Clerk informed the PC that the Lambourn Valley way is a promoted recreational route which means WBC will cut it 2 or 3 times a year. Councillors to notify clerk if it gets long again and this will be followed up with WBC.
- 10. Speedwatch
SC had registered for access to the SID portal but had not had a response – clerk to follow up.
- 11. Parish Clerk Report; - Clerk reported as follows
 - It was agreed that the clerk would obtain 3 quotes for a skip to be hired for the cleanup day (10th Oct)
 - Clerk requested if there would be any Platinum Jubilee Celebrations next year – PC to discuss options at September meeting. Clerk also to check Beacon lighting details and update in September.
 - Clerk had received an email regarding bonfires being lit in the village and health concerns. PC requested a note go up on the website asking all parishioners to be considerate of weather conditions when lighting bonfires.
 - Clerk is attending "Engagement with local town & parish councils review" 13/07
- 12. Any other business
 - ST continues to work on the welcome packs for new arrivals in the village.

Meeting ended – 8.48p.m. Next meeting – Thursday 16th 2021 at 7.00pm.

Signed



Date 27/10/21