

The annual general meeting of East Garston Parish Council was held at the Friends Meeting House Children's Room on Monday 16th May 2022 at 7 p.m.

MINUTES

1. Questions/comments from members of the public.

None

- 2. Present:** - Sue Tulloch (ST) -Chair, Councillors: - Jonathan Rabbitts (JR), Peter Smith (PS) Chris Tonge (CT) and Deana Carpenter (DC)
Clerk: Sonia Coyle (SC).
Apologies received: Clive Hooker, Anabelle Eyre
Meeting started at 7:04pm

- 3. Declarations of Interest:** ST declared an interest in planning application 22/00948/COMIND

- 4. Election of Chairman & Vice Chairman** CT proposed ST as chairman and DC seconded. Elected. CT proposed DC as vice and JR seconded. Elected.

- 5. Minutes** of the bimonthly meeting held on 3rd March were signed as a true and accurate record.

6. Proposal for hedge planting along the 60 metres of fence in the Millennium Field

Penny Locke & Patricia Glover presented proposal for hedge planting to make a good wildlife corridor and a good micro climate for butterflies and bees. The location of the hedge would be from the gate on the top road down the fence line in the Millennium Field. 50 whips will be obtained from the Woodland Trust (at no cost) and the volunteer group would plant (suggested planting time would be November). PL asked if a 4m no mow strip would be possible from the hedge. JR suggested cut the grass up to the hedge until it's established. PG will investigate no mow space. PG & PL requested the possibility of a noticeboard, Councillors confirmed there is no funding available this year. A page on the website was also requested which Councillors agreed to.

7. Receive Reports

Representatives from Outside Bodies – District Cllr Hooker.

Cllr Hooker was not present, Clerk confirmed that Cllr Hooker's newsletter had been issued.

Chairman's Report

ST confirmed that village plans for the Jubilee celebrations were on track and it was hoped there would be a good turn out.

Clerk's Report

Request from a parishioner to purchase a small piece of land owned by the parish council. Councillors declined, confirming the land was not up for sale.

Request had been received from Bruton Knowles on behalf of Thames Water asking if the council is aware of the location of the rising main replacement in the football pitch end. Councillors have agreed that contractors can undertake survey as the location is unknown. Bruton Knowles will issue the necessary Notices once known.

Letter had been received from a parishioner regarding road works in the village taking place on the 4th May which resulted in a road closure which meant 4 passengers had to disembark the coach early and then walk home.

Letter had been sent to the Senior Engineer at WBC Highways Department.

Following a request asking what dates would the skip be available this year Councillors confirmed that there are currently no plans to book a skip,

Clerk informed Councillors that after reviewing cost of purchasing new mobile phone, cheaper option would be to purchase a pay as you go SIM card and use this with a second hand phone. Councillors agreed.

Clerk to obtain quote from IMI to carry out War Memorial inspection.

8. Planning matters

22/00662/HOUSE 12 College Way

Installation of oak frame gazebo with tiled roof in rear garden - **WITHDRAWN**

22/00948/COMIND Land East of Mabberleys and South of River Lambourn Newbury Road

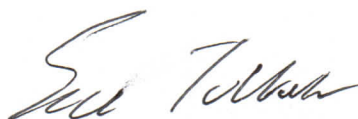
The land is currently in agricultural use and this application is seeking permission for its use class to be changed to allow the land to be used as a cricket pitch.

NO OBJECTIONS

22/00642/HOUSE Trinity Cottage, School Lane, East Garston, Hungerford RG17 7HR

Construction of detached garage with loft storage – Clerk made Councillors aware that this planning application had been REFUSED.

Signed



Date 30/6/22

9. Finance and Compliance:-

A. The Clerk presented the payments

1. Paid since last meeting

Name	Goods or Service	Amount inc VAT	Approved
Scofell	March Maint	£288	ST/DC
Scofell	April Maint	£288	ST/DC
Autela	Clerk Salary – Apr	£179.67	ST/DC
Penny Post	Newsletter	£295	ST/DC
Datacentre	Email forwarding	£24	ST/DC
Community Heartbeat	Defib Pads	£58.80	ST/DC
R Gibbard Garden Svcs	Reinstate bench	£311	ST/DC
PJS	Coach bolt	£11.09	ST/DC

2. To be paid by next meeting

Name	Goods or Service	Amount Inc VAT
Rospa	Safety Inspection	£105
BALC	Subscription	£126.63
Scofell	May & June	£576
David Weller	Internal Audit	£60.80
Clerk's expenses	A4 paper	£5
Clerk's salary	May & June	£359.34
HMRC	2 nd quarter	£134.60
Autella	Payroll costs	£50.40
Unity	Bank charges	£18
Zurich	Insurance	£516.05

- B. WBC have confirmed that CIL money can be used towards the cricket wicket as this is improving sports facilities/green infrastructure and will be available for general public use. Councillors AGREED to the £1500 being released from the CIL fund instead of the Open Space Fund.
- C. The Clerk presented the Annual Governance & Accountability Return (AGAR). There was no requirement for an external audit this year as turnover was below the limit of £25,000. The AGAR was approved by Councillors. Proposed ST seconded CT. The Clerk then presented the Audit to Councillors and stated that internal auditor had concluded "the management of processes by the Clerk & Councillors is continuing to be well controlled & monitored".
- D. The Clerk's salary was reviewed and agreed to remain on SCP 18 proposed by ST and seconded by DC.
- E. The Clerk presented the insurance renewal from Zurich which was priced at £516.05 – last year £506.73
- F. Councillors reviewed the Financial Regulations which Clerk had issued prior to the meeting, following the review in November 2019 there were no changes to be made. It was noted that there is no petty cash facility and that all banking online payments are put on the system by the clerk and authorised by 2 councillors for each individual transaction.
- G. Councillors reviewed the Risk Register which the Clerk had issued prior to the meeting. No changes made.

10. Jubilee Meadow

The Clerk had issued the Playground Inspection report prior to the meeting. The following actions were agreed;

A1 Rot in gate posts – ST & SC to obtain a quote to replace the gateposts

P2 ST to purchase 2 more bags of bark chippings (different quality to last purchase) to maintain the minimum depth of 300mm.

P4 DC & PS to rub down the multiplay laminate

SC to send ROSPA report to Caloo to query all of the relevant points raised on the adult fitness items.

Signed

Date 30/6/22

11. Village Maintenance & Millennium Field

Clerk informed the council that Greenham Trust Ltd has confirmed a grant funding offer for East Garston Community Cricket Wicket for grant funding of £1500.00 using their grant round Community Grant Round Spring 2022 and Scheme Community Grants. The wicket location will be in the same place as before – in the top right hand corner of the Millenium Field (with the bus stop on the other side of the hedge).

12. Speedwatch

SC to check availability of SID and CT will go and pick up. Look at 3 dates over 6 months.

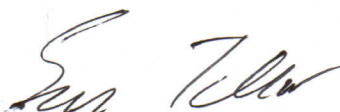
13. AOB

JR asked if ST had issued any new welcome packs. This was discussed and a list of new parishioners was put together. ST will ensure they receive the packs.

Meeting ended – 8.56

Next meeting – Thursday 30th June 2022 at 7.00pm

Signed



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Date

30/6/22