

MINUTES

1. Present: - Sue Tulloch (ST) -Chair, Councillors: - Jonathan Rabbitts (JR), Annabelle Eyre (AE), Deana Carpenter (DC) Vice Chair, Chris Tonge (CT) Peter Smith (PS) District Councillor Clive Hooker (CH)
Clerk: Sonia Coyle (SC).

ST welcomed PS on board on behalf of the council.

2. Declarations of Interest: There were no declarations of interest
3. Election of Chairman & Vice Chairman – JR proposed ST as chairman and AE seconded. Elected. ST proposed DC as vice and CT seconded. Elected. Clerk to arrange signatures on Declaration of Acceptance.
4. Minutes of Bimonthly meeting held on 4th March 2021– were read and signed as correct. Proposed DC seconded AE. Clerk also pointed out that there had been a typo on the January minutes which had been dated 8th Jan 2021 in error, should have read 7th January 2021.
5. Sewage/River Flooding
Clerk confirmed that there is now a flood forum in place on the website. CT informed the PC that WBC in conjunction with the environment agency produce a book on riparian ownership and responsibilities. CT & Martyn Wright to investigate obtaining copies and issuing to house owners on the river.
CT also stated that Front Street will be closed - currently there is water getting into the system so Thames Water will be digging up to investigate and at the same time they will also be sealing up the brickwork where the manholes sit on.
6. Finance and Compliance : -
Clerk had emailed to Councillors all detailed papers ahead of the meeting.

A. Payments since last meeting

Name	Goods or Service	Amount inc VAT	Approved
Autela	Payroll (Q1 tax & Mar salary)	£402.67	ST AE
Outdoor Play People	Swing – 50%	£1777.50	ST AE
DMH	Local Council Risk System	£66	ST AE
Clerks Expenses	Postage, stamps, wallets	£16.80	ST AE
West Berks	Dog bin emptying	£171.34	ST AE
Data Centre Hosting		£24	ST AE
West Berks C.A.B	Donation	£50	ST AE
PJS	Mountfield Mower	£225	ST AE
Autela	Clerk Salary – April	£179.67	ST DC

To be paid by next meeting

Name	Goods or Service	Amount Inc VAT
Autela	Clerk Salary – May	£179.67
Autela	Clerk Salary – June	£179.67
Scofell	March Maint	£252
Autela	P32 Tax Q2 & Payroll costs	£182.64
Scofell	April Maint	£252
Scofell	May Maint	£252
Scofell	June Maint	£252
Aasvogel	Skip hire	£499.20
HALC	Membership	£125.06
Auditing Solutions	Internal Audit	

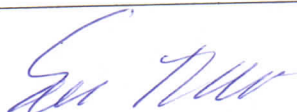
Received since last meeting

0

To be received by next meeting

Name	Goods or Service	Amount Inc VAT
WBC	Precept	£4500
WBC	CIL (Jimmies Farm Stables)	£2061.53

Signed



Date

8/7/21

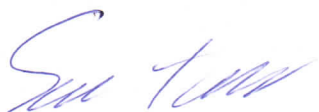
- B. The Clerk presented the Annual Governance & Accountability Return (AGAR). There was no requirement for an external audit this year as turnover was below the limit of £25,000. The AGAR was approved by Councillors. Proposed ST seconded DC.
At this point District Councillor Clive Hooker joined the meeting. CT lead the congratulations on his new appointment to Chairman of WBC.
- C. The Clerk presented the Financial Statement which was almost as per budget – the major difference being lack of income due to Covid restrictions. The closing balance for the year was £22,170.26. The statement was approved. Proposed ST seconded DC.
- D. The Clerk presented the Fixed Asset Register with the addition of the recently purchased lawn mower, which Councillors approved. Proposed ST seconded DC.
- E. The Clerk presented the insurance renewal from Zurich which was priced at £506.73 – last year £496.55.

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

- 7. Emergency co-ordination & coronavirus response.
CT thanked Deana & Danny Carpenter for continuing to do a wonderful job collecting and delivering prescriptions. ST proposed that if parishioners are still nervous about going out the service continues. CT confirmed that PJS have not yet opened the shop – prescription service was previously operated from here.
- 8. Planning Status
Clerk confirmed 2 applications had been submitted to WBC since the last meeting
 - 21/00382/Comind No objections Chapel Cottage
 - 21/00826/House No objections Spring Cottage
 - 21/00216/13Home Enforcement enquiry The Sheiling
- 9. Jubilee Meadow
ROSPA inspection due in April – Report not yet received, not aware inspection has been carried out yet. ST & DC put more bark down and also received help from Vikki & James Brooks who painted the tunnel. ST also confirmed that there is a delay for the materials required for the swing due to Brexit (Ross is on standby to do ground levelling). *[Post meeting note; the swing has now been installed]*.
- 10. Village Maintenance & Millennium Field
CH informed Councillors that he had spoken to Caroline Booth at WBC with regards to the dog bins overflowing and it was agreed that recently this has no longer been the case.
- 11. Speedwatch
ST confirmed that the ProGen can be used in both directions and can be moved. There is no charge for a licence and we would not have to pay each time a post is used.
ST asked if everyone was happy to go ahead with the purchase but JR expressed concern that people will slow down once they become aware of the location. CH pointed out that DR had done a lot of work to get to this stage and perhaps consider applying for funding. CT suggested that by purchasing a tripod this could be moved around to stop people getting used to its location. CH also stated that the Progen is purely educational to try and slow people down. CT asked if SID was still available and CH suggested the clerk contact Cheryl at WBC.
Council to consider purchasing hi vis jackets and stand in position with SID – Clerk to also check when the next training session is and also to check correct insurance cover is in place to allow this to go ahead. CT has received complaints of speeding down School Lane.
- 12. Parish Clerk Report; - Clerk reported as follows
 - PROW survey issued to Councillors and their responses were requested by 20th May to be able to submit one response.
 - Clerk had attended WBC discussion on remote meetings
 - Clerk requested answers from Councillors for Local Authority survey on remote meetings and will submit findings.
 - Clerk requested that the September Meeting be moved from the 2nd September to the 16th September and Councillors AGREED.
- 13. Any other business
 - ST working on the welcome packs for new arrivals in the village.
 - Next meeting is 8th July and is hoped to be held in the village hall. At the moment the final lifting of lockdown should happen on the 21/06 so we shall be able to confirm the location of the mtg after the 21st.
 - AE asked if we still had cricket nets, ST confirmed nets were removed due to sewage flood and money from Thames Water went towards outside gym.

Meeting ended – 8.29p.m. Next meeting – Thursday 8th July 2021 at 7.00pm

Signed



Date

8/7/21