



Great Shefford Parish Council

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	<p>The minutes of the Great Shefford Parish Council on Thursday 12 May 2016.</p>	<p>Present Cllr J Carter (Chairman) Cllr S Ackrill (Vice Chairman) Cllr G Knass Cllr M Carter Parish Clerk K Lloyd</p>	
	<p>2 members of the public present and Cllr Gordon Lundie and Cllr Graham Jones</p>		
<p>1)</p>	<p>Apologies - Cllr G Parsons, Cllr R Howe, Cllr J Winfield.</p>		
<p>2)</p>	<p>Declarations of Interest on Agenda items – None</p>		
<p>3)</p>	<p>To receive nominations and to hold the Election of Chairman</p> <p>Cllr S Ackrill proposed to nominate Cllr J Carter and Cllr G Knass seconded.</p>		
<p>4)</p>	<p>Signing of the Declaration of Office by the Chairman. Cllr J Carter signed the Declaration of Office and the clerk witnessed.</p>		
<p>5)</p>	<p>To receive nominations and to hold the Election of the Vice Chairman Cllr G Knass proposed to nominate Cllr S Ackrill and Cllr M Carter seconded.</p>		
<p>6)</p>	<p>Signing of the Declaration of Office by the Vice Chairman. Cllr S Ackrill signed the Declaration of Office and the clerk witnessed.</p>		
<p>7)</p>	<p>Minutes –The minutes of the meeting of the 7 April 2016 and the minutes of the meeting of the Extraordinary Meeting on the 21st April 2016 were both proposed for adoption by Cllr S Ackrill and both seconded by Cllr G Knass, Cllr J Carter signed both minutes.</p>		
<p>8)</p>	<p>Review and Adoption of Parish Council Subcommittees, their Terms of Reference and their Council Representatives- All reviewed and Cllr S Ackrill proposed all stand correct and Cllr G Knass seconded this. The following councillors agreed to remain as representative</p> <ul style="list-style-type: none"> • Great Shefford Village Fayre - Cllr R Howe • Emergency Management Team – Cllr S Ackrill • GSAS – Cllr G Parsons • Parish Newsletter – Cllr J Carter <p>Cllr R Howe and Cllr G Parsons not in the meeting but Clerk said she had not heard from councillors so presume they still want to remain as a representative. The clerk mentioned that Helen Brown was now the elected Chairman for GSAS following their AGM in April.</p>		
<p>9)</p>	<p>Review and adoption of the Complaints Procedure Freedom of Information request Standing Orders Finance Regulations</p>		

	All documents were previously reviewed by councillors. Cllr G Knass proposed all and Cllr S Ackrill seconded all adopted.																				
10)	<p>Review of Insurance and Asset Register</p> <p>Cllr S Ackrill raised the question that the asset register should be reviewed more closely. The clerk said the historic asset register cannot be changed following the Practitioners Guide but a second list showing item values could be created for insurance purposes. The clerk said following discussion in the last meeting the items in the playground will be revised for insurance purposes on receiving a valuation from the playground inspection company.</p> <p>The Clerk reported GSDG has made a request to ask if the two defibrillators purchased can go onto the asset list and PC insurance. The GSDG took out a 10 year maintenance care warranty on the defibs but adding them to the PC insurance would cover for vandalism and theft.</p> <p>The GSDG aim was to purchase a third defib later in the year once the fund-raising results are completed.</p> <p>All agreed, and Cllr S Ackrill proposed to add the two at this time and a third when purchased later in the year. Cllr J Carter and Cllr G Knass seconded this.</p> <p>The clerk will add to asset list and insurance policy the following</p> <ol style="list-style-type: none"> 1. Defib for Village Hall 2. Telephone kiosk - Shefford Woodlands <p>Cost of each defibrillator and cabinet - £1658.10 - total = £3316.10.</p>																				
11)	Open Forum – un-minuted																				
12)	<p>Update on The Mead/Fetti Place proposal of yellow lines</p> <p>Cllr S Ackrill and Cllr M Carter met with Alex Drysdale the Project Engineer from Highways WBC and Cllr Gordon Lundie at the Mead on Thursday 5th May. A compromise was discussed to put in parking restrictions to A338 junction but not to Fetti Place. The proposal to parking restrictions to the A338 will go to the next Council Meeting. Gordon Lundie was in the meeting and said the petition raised by Mr Plowman will be presented in the meeting as it was good to get the community voice heard. The councillors are pleased with the result and Mr Plowman who was in the meeting also said he was happy with the outcome.</p>																				
13)	<p>Community Garden & Bench (Discussion on how to spend £1404 which has to be used towards improvement to public open space in the village)</p> <p>No update at this time.</p>																				
14)	<p>Finance</p> <p>a) Bank Accounts on 12 April 2016</p> <table border="1"> <tr> <td>Great Shefford Parish Council</td> <td>£13,081.72</td> </tr> <tr> <td>Recreation Ground Account</td> <td>£10,221.59</td> </tr> </table> <p>b) Cheques to approve and sign</p> <table border="1"> <tr> <td>100254</td> <td>K.Lloyd Parish Clerk</td> <td>£530.65</td> </tr> <tr> <td>100255</td> <td>Admin error - VOID</td> <td>Void</td> </tr> <tr> <td>100256</td> <td>FCC Recycling (UK) Ltd</td> <td>£36.60</td> </tr> <tr> <td>100257</td> <td>Valley Community Bus</td> <td>£745.00</td> </tr> <tr> <td>100258</td> <td>S & S Management Ltd – (litter and grass cutting)</td> <td>£414.00</td> </tr> </table> <p>The clerk reported the first half of the precept of £8,000 had been paid into the PC account along with the Government Tax support of £223.16.</p>	Great Shefford Parish Council	£13,081.72	Recreation Ground Account	£10,221.59	100254	K.Lloyd Parish Clerk	£530.65	100255	Admin error - VOID	Void	100256	FCC Recycling (UK) Ltd	£36.60	100257	Valley Community Bus	£745.00	100258	S & S Management Ltd – (litter and grass cutting)	£414.00	
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<p>15)</p>	<p>Finance Report 2015-16 We started the year with a balance of £22,184.13</p> <p>Income during the year was £19,322.99 this included the Precept of £16,000 and a Council Tax Support Grant of £446.33. A vat claim for £881.66 A grant from the community members bid was received for £1,750 for the works on the Bus Shelter. We have not received any bank interest in the accounts during the year, but £10.00 was credited to the PC account towards compensation for telephone calls to update authorised signatories.</p> <p>Expenditure we have spent £18,483.81 our largest expense was the Bus Shelter of £3,500 but the members bid grant mentioned above paid for half of this cost. The total playground expenditure was £831. This included £647 to fix the existing Playscape Climber, £122 to fix the whirly roundabout and £62 on the inspection.</p> <p>Donations - £200 was given to the Youth Club towards the setting up of a container. £750 contribution towards the maintenance of St Mary's and St Stephen's Churches.</p> <p>The maintenance expenses were down from last year's figure of £524 to £50. The Electricity cost is higher due to fixing the Village light which cost £137. The last payment was made for Superfast Broadband of £1,595.</p> <p>We end this year with a balance of £23,023.31.</p> <p>Kim Lloyd-RFO 09/05/16</p>	
<p>16)</p>	<p>Annual Safety Inspection – Sign off 2015-16 Risk Assessment Cllr J Carter did not get time to check the benches and bus shelter and will check them ready to sign off the risk assessment in the June meeting. The clerk asked if the councillors wanted to check the benches, bus shelter and playground twice a year as the financial regulations states checking at least once a year. Cllr S Ackrill said he felt the Benches and Bus Shelter should be checked twice a year, Cllr S Ackrill said when he cuts the grass in the playground he checks the play equipment and used to submit a form to keep a record to the previous clerk. Cllr S Ackrill said he would start submitting the form to the clerk again for our records. Cllr J Carter agreed to check the benches and bus shelter twice yearly. The clerk will send out reminders.</p>	<p>Cllr J Carter</p> <p>Cllr S Ackrill</p> <p>Clerk</p>
<p>17)</p>	<p>Planning – Great Shefford Park Farm. 16/00620/FULMAJ – Demolition of existing dwelling and outbuildings and erection of a replacement dwelling. The clerk said she had asked for an extension on this planning app. No councillors had time to visit site in the end so no comments can be made. Officer Report -7 Blakeney Fields had been granted planning permission for a side extension – 16/00539.</p>	

18)	<p>Speed Indicator Device Cllr J Carter asked if any councillors would be willing to be trained in the Speed Indicator Device. WBC now ask for parish councillors to be trained in this device in an effort to educate drivers that they are exceeding the speed limit. Cllr J Carter and Cllr S Ackrill said they would be willing to be trained to try and help towards the on-going speeding issue on the A338.</p>	<p>Cllr J Carter Cllr S Ackrill</p>
19)	<p>Social Media for GSPC business Cllr J Carter suggested PC use Face Book to post coming meetings, notices, and feedback from WBC on village matters. The majority of PC's are on Facebook but not passing comments but just making people aware of what is coming up. I've seen planning apps shown, social events etc. The use of email has changed the way the PC operates massively; communication is so much more efficient than it was. Social media is just an extension of that. Cllr S Ackrill said he uses Facebook for his work but the major difference being; he is authorised to speak for the company. There's no one person authorised to speak for the council and a meeting before anything is posted isn't practical but would be required. Cllr J Carter asked for the item to be added to the next agenda for further discussion when more councillors were present.</p>	
20)	<p>Matters for future consideration</p> <ul style="list-style-type: none"> • Community Garden & Bench (Discussion on how to spend £1404 which has to be used towards improvement to public open space in the village) • Social Media for GSPC business 	
21)	<p>Councillor Questions and Reports Cllr J Winfield not present in the meeting had emailed the clerk to report that Nigel Goldstraw had completed a wonderful job on cleaning the telephone box ready for the Defib to be installed. They were now waiting on the paint.</p>	
22)	<p>Correspondence Reply was read out by the clerk from the Waste Officer at WBC ref. Litter on A338 between GS and B4000. We operate a litter picking schedule across the whole of the district to keep litter to a satisfactory standard. In addition we carry out a number of planned and unplanned inspections to monitor the condition and ensure all work is completed to schedule. We will continue to conduct inspections in the area and if the litter is found to be of an unacceptable standard we will instruct additional works. If you have witnessed any litter originating from any of our Veolia vehicles, we would encourage you to get in touch as soon as possible, including registration number of the vehicle so we can address the crew directly and resolve the issue. If you have any concerns in the future regarding this matter, please contact myself. Or for any other issues, please get in touch with customer services. charlotte.dutton@westberks.gov.uk 01635 519312</p> <p>GS Woodlands Telephone Box Paint -The Clerk reported that Sue Benn from GSDG had sent an email that afternoon stating she will now research into a supplier for the paint for the telephone box and GSDG have also agreed to pay for the paint out of the funds raised.</p> <p>BT-The clerk received a pack from BT concerning fibre broadband. They have asked if they could attend a PC meeting to give a talk. The councillors agreed to invite them to find out more what they were offering. The clerk will contact BT.</p> <p>FCC Recycling Environment -The Clerk received a letter to inform that from 1st April 2016 an increase for general waste from £82.60 to £84.40 per tonne.</p>	<p>Clerk</p>

	<p>Email from Public Transport Officer WBC – During the roadworks in High street, Boxford local bus service number 4 will have to divert in between GS and Wickham Heath using the A338 and B4000. If anyone would like further information please contact the clerk.</p> <p>The 82 bus (Wantage Wednesday bus) is called the Lambourn Excursion Fund. The committee is run by Jackie Warr and Sue Halloway and Cllr Tina Nims. The committee has agreed passenger contributions of OAP £2. Adult £3.50 and children 10 and over £2. It will reviewed in 6 months and GS will be invited to the meeting.</p>	
23)	<p style="text-align: center;"><u>Date of the Next Meeting</u> Thursday 9 June 2016 at 7.40pm ALL ARE WELCOME.</p>	

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