



Great Shefford Parish Council

CLERK TO THE COUNCIL: Mrs Kim Lloyd
 16 Nodmore, Chaddleworth
 Berkshire RG20 7ES
 Tel No.: 07867 310121
 greatsheffordpc@hotmail.com

	<p>The minutes of the Great Shefford Parish Council AGM On Thursday 14th May 2015.</p>	<p>Present Cllr J Carter (Chairman) Cllr S Ackrill (Vice Chairman) Cllr J Winfield Cllr G Knass Cllr Parsons Parish Clerk K Lloyd</p>	
	<p>4 members of the public present and Sergeant Paul Morgan and PSCO Lee Bremner.</p>		
<p>1) Apologies</p>	<p>None</p>		
<p>2) Declarations of Interest on Agenda items</p>	<p>-Cllr Ackrill declared an interest in item 18 Bakery Cottage.</p>		
<p>3) To receive the nomination and to hold the Election of Chairman.</p>	<p>Cllr Ackrill proposed Cllr Carter remain as chairman and Cllr Janice Winfield seconded this, all agreed.</p>		
<p>4) Signing of Declaration of office-</p>	<p>Cllr Carter signed the Declaration of Acceptance of Office and the clerk witnessed.</p>		
<p>5) To receive the nomination and to hold the Election of Vice Chairman.</p>	<p>– Cllr Winfield proposed that Cllr Ackrill remain as Vice Chairman, Cllr Parsons seconded this, all agreed.</p>		
<p>6) Signing of Declaration of office-</p>	<p>Cllr Ackrill signed the Declaration of Acceptance of Office and the clerk witnessed.</p>		
<p>7) Signing of Declaration of Office by all councillors following the re-election.</p>	<p>Cllr Winfield and Cllr Parsons both re-elected following election signed Declaration of Acceptance of Office and the clerk witnessed.</p>		
<p>8) To receive nomination for new councillors and to vote for Co-Option to the council.</p>	<p>Cllr Knass was proposed to be co-opted back in by Cllr Ackrill and this was seconded by Cllr Carter, all agreed. Rose Howe was nominated for co-option, Cllr Ackrill proposed and Cllr Knass seconded this, all agreed. Mike Carter was nominated for co-option, Cllr Parsons proposed and Cllr Knass seconded all agreed.</p>		
<p>9) Signing of Declaration of Office by Co-Opted Councillors.</p>	<p>- Cllr Knass signed the Declaration of Acceptance of Office and the clerk witnessed. Declarations of Acceptance of Office was passed to councillors to obtain signatory from Rose Howe and Mike Carter as not present in meeting. If not attained, signatory will be obtained at the start of the next parish meeting.</p>		
	<p>Police report.</p>		

	<p>Sergeant Paul Morgan introduced himself to the council, Sergeant Morgan covers the Hungerford area and hopes to be in situ for the next 7-8 years. He reported that crime figures have fallen, he could not give us a figure update as there computers was down. He reported there had been one incident at Millers field, where two men were on a roof attempting a burglary but were distracted by neighbours and scared off by the time the police arrived, nothing was taken. The main target is high value machinery, chain saws, diggers, mowers etc. Two weeks ago in Hungerford large teams were found to be operating in the middle of the night. If any unknown cars are seen hanging around the area, please call the police. No further reports of theft from vehicles around Great Shefford has been reported following the police patrol and finding numerous vehicles unlocked, the police informed the vehicle owners at time of patrol. Speeding camera vans will be in place in Great Shefford soon.</p>																									
10	<p>Minutes – the minutes of the meeting of the 23rd April 2015 were proposed for adoption by Cllr Winfield and seconded by Cllr Knass.</p>																									
11	<p>Review and possible adoption of Parish Council Subcommittees, their Terms of Reference and their Council Representatives. (All documents were emailed to councillors before meeting for review)</p> <p>Great Shefford County Fayre – After discussion, Point 4. was changed to 1 representative instead of 2 to attend meetings. Rose Howe (new councillor) already nominated herself to be representative. All agreed.</p> <p>EMT – no change or updates required. Cllr Ackrill to be representative, all agreed.</p> <p>GSAS – no change or updates required. Cllr Parsons to be representative, all agreed.</p> <p>Parish Newsletter – no change or updates required. Cllr Carter to be representative, all agreed.</p> <p>All the above was reviewed, adopted, and represented, proposed by Cllr Ackrill and Cllr Carter seconded this, all agreed.</p>																									
12	<p>Review and adoption of the Complaints Procedure, Freedom of Information Requests, Standing Orders and Financial Regulations (All documents were emailed to councillors before meeting for review) All documents were all reviewed and adopted. Cllr Carter proposed and Cllr Ackrill seconded, all agreed.</p>																									
13	<p>Review of Insurance and Asset Register.</p> <p>Clerk reported the insurances are up for renewal in September. Cllr Ackrill pointed out that last year the council took out a 3 year agreement plan.</p> <p>Cllr Knass proposed to add the Playground Safety Surface Tiger Mulch of £8'703 to the Asset register. After discussion Cllr Parsons also proposed and Cllr Winfield seconded this. Clerk to update register and check on insurance policy agreement plan.</p>	Clerk																								
14	<p>Open Forum – un minuted.</p>																									
15	<p>Finance- Cheques to approve and sign.</p> <table> <tr> <td>100199</td> <td>CCB Subscription</td> <td>£30.00</td> </tr> <tr> <td>100200</td> <td>Kim Lloyd (parish Clerk)</td> <td>£469.55 (incl. £4.51psotage)</td> </tr> <tr> <td>Direct Debit</td> <td>Southern Electric</td> <td>£78.59 on 23rd May 2015.</td> </tr> <tr> <td>100201</td> <td>FCC</td> <td>£23.02</td> </tr> <tr> <td>100202</td> <td>S & S Management Services Ltd</td> <td>£390.00</td> </tr> <tr> <td>100203</td> <td>GS Village Hall</td> <td>£80.00</td> </tr> <tr> <td colspan="2">Current Account</td> <td>£14,002.55</td> </tr> <tr> <td colspan="2">Recreation Ground</td> <td>£9,221.59</td> </tr> </table>	100199	CCB Subscription	£30.00	100200	Kim Lloyd (parish Clerk)	£469.55 (incl. £4.51psotage)	Direct Debit	Southern Electric	£78.59 on 23 rd May 2015.	100201	FCC	£23.02	100202	S & S Management Services Ltd	£390.00	100203	GS Village Hall	£80.00	Current Account		£14,002.55	Recreation Ground		£9,221.59	
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<p>16</p>	<p>Finance Report - Finance Summary Year Ending – March 2015</p> <p>We started the year with a balance of £30,765.</p> <p>Income during the year was £24,305 this included the Precept of £16000 and a Council Tax Support Grant of £669.</p> <p>A vat claim for £3,032.</p> <p>A grant for £1000 from Greenham Common and a members bid received for £2000 for the works on the Children’s Playground Safety Surface.</p> <p>A S106 Agreement of £1404 from a developer which is to be used towards improvements to public open space in the village.</p> <p>We have not received any bank interest in the accounts during the year.</p> <p>Expenditure we have spent £32,842 our largest expense was the Playground to replace the Bark surfacing on the Toddler Play area at a cost of £14,391, this Included the cost of removing the bark and the annual safety inspection. £650.00 was also spent to tree work in the playground.</p> <p>The parish council also gave £750.00 contribution towards the maintenance of St Marys Church £70 contribution towards folding display panels for future village events.</p> <p>The maintenance expenses was £524 which was considerable higher than last year’s £80. Some of this year’s maintenance expenses included, £320.00 on the maintenance to the bus shelter and £55 on the noticeboard for the parish rights of way map.</p> <p>The last payment was made for Superfast Broadband of £1,595.00.</p> <p>We end this year with a balance of £22,229.</p> <p>Kim Lloyd RFO</p>	
<p>17</p>	<p>Annual Safety Inspection.</p> <p>Cllr Carter signed the annual risk assessment. Cllr Ackrill reported some netting in the playground had come away from a pole, probably caused by a fire, Cllr Ackrill had also found the pole to be hollow and rotten. Clerk to contact playground services for a quotation on repair. Cllr Carter said he would check on benches and bus shelter again, and to put onto next agenda for an update. Cllr Carter asked the clerk to chase up Graham Jones MP on the grant application for the bus shelter.</p>	<p>Cllr Carter Clerk</p>
<p>18</p>	<p>Planning</p> <p>Bakery Cottage – 15/00980/HOUSE proposed detached garage, small first floor extension and extension of front boundary wall with automatic gates. (Cllr Ackrill left the meeting). Cllr Knass and Cllr Parsons visited site. They raised concerns on the safety of the electric gate being too close to the road bend. Also felt the new garage was too close</p>	

	<p>to the boundary and could have an impact on neighbours. Clerk than read out two letters received from residents of objection. After full discussion, all also agreed with some of the points made in the letters and an objection was proposed to the application. Clerk to submit observation report. (Cllr Ackrill returned to meeting)</p> <p>Case officers report – 15/00428/HOUSE Breach Copse Lodge, Shefford Woodlands. The WBC Grants planning permission.</p>	Clerk
19	<p>Discussion on village matters items raised at Parish Assembly.</p> <p>Defibrillator After discussion it was thought 3 defibrillators (2 in different locations in Great Shefford and one in Shefford Woodlands telephone box) would be sought. If we were lucky enough to be nominated for one, it was discussed that perhaps the country fayre funds could pay for the other two. More information is required on this matter, the clerk will register an interest and ask our MP Richard Benyon to nominate Great Shefford for one. The clerk will report back when obtained more information. The council thanked Ex-chairman Sue Benn who said she would help in any way she could.</p> <p>Community Garden & Bench After discussion it was still a concern of where the on-going funding for the maintenance of a community garden would come from. The parish council has received a S106 Agreement a payment of £1,404.00 from a developer in respect of the contribution towards the improvements to Great Shefford Parish councils existing public open space. This payment has to be used towards improvement to public open space in the village. This money could be used for a bench installed on the village green, (following permission from WBC) or some of it could go towards a raised bed for the pre-school. More discussion is required on this matter. If anyone has any ideas on how this money could be spent in improving public spaces in the village, please do come along to the next meeting, the parish council would be pleased to hear your thoughts.</p>	Clerk
20	<p>Matters for future consideration from open Forum None to report.</p>	
21	<p>Councillor questions. Cllr Knass asked for an update on the parking issues at the top of Hungerford Road. Clerk reported it to WBC but had received nothing back yet. Clerk to chase and gain feedback from WBC.</p>	Clerk
22	<p>Correspondence Youth Club - Clerk had received a request for a contribution to the youth club of £200.00. It was mentioned in the request that the youth club may not continue without this contribution. After discussion it was proposed by Cllr Carter and seconded by Cllr Knass to contribute, all agreed, clerk to contact youth club and raise cheque.</p> <p>Dog Fouling – Clerk reported the pre-school are having a lot of dog fouling along the Lambourn Valley Way footpath. After discussion, it was agreed to put up a ‘no dog fouling’ sign, the clerk said she had a WBC ‘no dog fouling’ sign, clerk will ask Nigel Goldstraw to install and to liaise with</p>	Clerk Clerk

	<p>the pre-school staff on the best place for sign.</p> <p>Fires in park -Cllr Carter had forwarded on correspondence to the clerk concerning a report on someone finding evidence of bottles and aerosols to start fires at the park. The clerk was asked to notify the police of report.</p> <p>Clerk had received a letter from Barclays informing the council the playground account was due to close on 15 July 2015 as it has had a zero balance for some time. All councillors agreed this account is not required and happy for it to close.</p>	Clerk
23	<p>Date of the Next Meeting – Thursday 11 June 2015 at 7.40pm ALL ARE WELCOME.</p> <p>Meeting closed 9.25pm</p>	