



Great Shefford Parish Council

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Minutes from Thursday 25 May 2017

The Annual Meeting of the Parish Council

Present: Cllr S Ackrill (Chairman) Cllr G Knass, Cllr B Williams, Cllr S McCarthy Clerk K. Lloyd and Graham Jones District Councillor.

- 1) **Apologies – Cllr Storey**
- 2) **Declarations of Interest on Agenda items - None**
- 3) **To receive nominations and to hold the Election of Chairman** – Cllr Knass proposed Cllr Ackrill remain as Chairman and Cllr Williams seconded, all agreed.
- 4) **Signing of Declaration of Office by the Chairman-** Cllr Ackrill agreed to remain as Chairman and signed the Declaration of Office, the Clerk witnessed.
- 5) **To receive nominations and to hold the Election of the Vice Chairman** – No nominations were received for Vice-Chairman.
- 6) **Signing of the Declaration of Office by the Vice Chairman** – no nominations.
- 7) **Minutes of the Annual Meeting of the Parish - 6 April 2017 to be agreed and signed** – the minutes were proposed by Cllr Knass and Cllr Williams seconded, Cllr Ackrill signed the minutes.
- 8) **Review and Adoption of Parish Council Subcommittees, their Terms of Reference and their Council Representatives-**
 - **Great Shefford Village Fayre**
 - **Emergency Management Team** – Cllr Ackrill will remain as the representative for EMT.
 - **GSAS** – Cllr Williams agreed to be the PC representative.
 - **Parish Newsletter**All Terms of Reference (TOR) were reviewed -Cllr Knass proposed to adopt all and Cllr Williams seconded. Cllr Ackrill signed all TOR. The GSAS Chairman was present to sign the GSAS TOR and Cllr Ackrill will obtain editor signatory for Parish Newsletter TOR

SA/Clerk

**9) Review and Adoption of the
Complaints procedure
Freedom of Information Requests
Standing Orders
Finance Regulations**

All reviewed - Cllr Ackrill proposed to adopt and Cllr Knass seconded, all agreed. Cllr Ackrill signed all model documents.

10) Open Forum

11) Finance

a) Bank Accounts on 12 April 2017

Great Shefford Parish Council	£14,438.46
Recreation Ground Account	£10,221.59

b) Cheques to approve and sign

100311	K.Lloyd Parish Clerk	£554.98
100312	Valley Community Bus	£100.00
100313	S & S Management Ltd – (litter and grass cutting)	£1,062.00
100314	FCC Recycling	£24.40
100315	GS Village Hall	£80.00
100316	CCB subscription	£30.00

The Clerk reported VAT refund had been paid into the PC account for £854.75,

12) CIL Parish Payment.

The Clerk had previously emailed PC the acknowledgment of £7,695.51 paid into the PC account along with the first half of the precept being a total of £15,695.51 paid into the PC account.

£7,695.51 is a CIL Payment from 1 October 2016 up to 31 March 2017 to the parish for planning application 16/02703/fulmaj Great Shefford Park Farm. Under regulation 59A of the Community Infrastructure Levy Regulations 2010.

CIL monies do not have to be spent within the financial year. CIL receipts will be distributed twice a year (end April and end October) and receipts should be spend within 5 years on this cycle or they will need to be repaid to WBC

Regulation 59C states - A local council must use CIL receipts passed to it in accordance with regulation 59A or 59B to support the development of the local councils area, or any part of that area, by funding –

- (a) The provision, improvement, replacement, operation or maintenance of infrastructure or
- (b) Anything else that is concerned with addressing the demands that development places on an area.

Cllr Ackrill asked PC to have some thoughts on what the monies could be spent on.

**Please let your Parish Council know if you have any thoughts on what the CIL Payment could be used towards following the criteria of the regulation 59A above.
The Parish Council would like to hear your suggestions!
Contact the Clerk or the Chairman or come along to one of the PC meetings.**

13) Finance Report 2016-17

We started the year with a balance of £23,023.31

Income during the year was £16,710.15 this included the Precept of £16,000 and a Council Tax Support Grant of £223.16

(No Vat was done in this account year. A Vat refund has since been submitted and received which will show in 2017-18 account year of £854.75.)

£36.99 was donated from the Country Fayre Committee towards the cost of the football nets.

Expenditure -we have spent £15,898.24.

Our largest expense was the Wantage Bus £1,138.

(£393 paid to WBC being the last payment and £745.00 to Valley Community Bus)

Maintenance was the second biggest expenditure £892 this includes:

£127 fence repair next to the Swan

£160 repainting etc the entrance gates

£150 on Shefford Woodlands Kiosk ready for the defibrillator

£375 for the Bus Shelter repair (£125.00 was claimed back through insurance)

£50 for cutting the river banks

£30 for fixing dog fouling signs and repairs to the A338 footpath fencing

New expenditure on the Clerks Payroll which was £60.00

Grass Cutting was an increase of £420 to last year due to the weather climate

(Cllr Ackrill commented this figure was down from the year before)

There was a £37 increase this year for the BALC subscription

SSE expenditure increased to £62 this was due to street light repairs.

We end this year with a balance of £23,835

The budget for 2016-17 was set at £19,129 (minutes March 2016 item 18) we are under budget by £3,231.

Report by Kim Lloyd-Clerk/RFO

14) Annual Safety Inspection- Sign off 2016/17 Risk Report

The annual safety inspection report was signed by Cllr Ackrill, no accidents were reported to PC in financial year 2016-17.

15) Footpath maintenance and notices

PC received an email notifying them the footpath by the Swan pubic house cannot be cut by the parishioner that had previously been cutting the grass. Cllr Ackrill cut the footpath recently but said it took over three hours to cut and could not afford the time to make this an ongoing job. Cllr Ackrill proposed it is advertise for someone local to do and paid for their time, everyone agreed. Cllr Williams said he would be happy to cut the grass. *Cllr Ackrill asked Cllr Williams to leave the meeting.*

After full discussion, Cllr Ackrill proposed a payment of £100.00 per year for the cutting to be carried out as and when required. This can be reviewed next year. All agreed. *Cllr Williams re-joined the meeting.* The Clerk asked Cllr Williams to email the Clerk when he had carried out a grass cut so the Clerk can keep a record of how many cuts. **BW/Clerk**

PC was also asked if anything could be done about the amount of notices/adverts on the fence next to the footpath which was noted as making the area look untidy. After a full discussion it was said there is not a lot PC could do about this and the notices were normally to support local groups.

PC asks groups that put up notices to please remove them once the event is over!

WBC /TVP would probably take no action concerning the notices but residents could if they wanted contact WBC concerning this matter.

Parish Council would also like to thank Jane Mason for Jane's time and hard work on keeping the footpath cut and tidy for the past years.

16) Matters for future consideration from Open Forum

17) Councillor Questions and Reports

Cllr McCarthy reported the Country Fayre will not be going ahead this year due to no volunteers coming forward. **A Family Fun Day will be in its place on 2nd July in the school grounds 1.30-3.30pm with a BBQ, activities, stalls, face painting etc.**

The Village walk is to be confirmed for August or September sometime.

Cllr Ackrill said it was very sad that no volunteers had come forward considering a School Fete is being supported in June, it was a shame nobody could help the County Fayre event.

Cllr Ackrill reported to the Clerk the picnic bench in the playground is getting worse but the left leg on the right has just rotted away and is now a lot lower. Cllr Ackrill proposed it needs replacing. All agreed, the Clerk was asked to obtain quotes for a picnic bench.

Clerk

SID – Cllr Ackrill and Cllr Williams said they would arrange a date to carry out SID.

SA/BW

18) Clerks Correspondence

The Clerk had received an email from a parishioner that one of the planks on the memorial seat which in on the village green is loose. After discussion the Clerk was asked to ask Nigel Goldstraw to repair the bench. **Clerk**

The Clerk received an email from Stewart Souden at WBC who had received a report from a parishioner about the overgrown grass area behind Brookside House, off the Wantage road (opposite the filling station) The Clerk has been advised WBC do not cut this grass and the Clerk is chasing Sovereign to find out if they cut the grass as PC thought WBC originally cut the grass area. Since the report was logged the grass has been cut, but the Clerk will confirm who actually cuts the grass once informed. **Clerk**

The clerk reported she had contacted Enterprises concerning the Swan public house who confirmed they were refurbishing the pub and advertising for new tenants.

The West Berkshire Big Lunch are looking to encourage as many communities around the area to hold street parties on June 17 and 18 which is when others will be doing the same around the country.

To find out more go to www.edenprojectcommunities.com/thebiglunchhomepage . Or contact Susan Powell at WBC 07881 856801.

19) Date of next meeting – Thursday 15th June 15 2017.

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