



Great Shefford Parish Council

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

	The minutes of the Great Shefford Parish Council Meeting on Thursday 8 September 2016.	Present Cllr S Ackrill (Chairman) Cllr G Knass Cllr P Storey Cllr B Williams Parish Clerk K Lloyd																									
	3 members of the public present.																										
1)	Apologies -Cllr R Howe, Cllr J Winfield, Cllr M Carter. The Clerk reported that Mike Carter had resigned from Council due to moving out of the village.																										
2)	Declarations of Interest on Agenda items – None																										
3)	Open Forum (time limit at Chairman’s discretion) The Chairman invited Kim Person Treasurer for The Country Fayre committee to give a financial report. Financial report for the Great Shefford Fayre Committee 13th February to 8th September 2016 I took over from Paul Farrant in February I have back tracked only to the beginning of the year. I understand that the accounts for 2015 had been signed off when Paul resigned as treasurer in February. All money places into the bank account for from the 1 st of January have been allocation into this year accounts. The year has comprise of the following event: Income Summary The Village Walk: He had an overwhelming amount of people join us considering the weather conditions. A cheque was for £79.00 which was donated to the Great Shefford Defibrillator Group as authorized at committee level. Sports Day: Again the weather was against us and we only managed to take £12.00. Due to lack of support. Dog Show: Was a great success with a lot of new comers into the village. Horticultural: Was decided to combine this event into the Fayre to try and attract additional money for the Defibrillator group. <table border="1" data-bbox="172 1599 1015 1930"> <thead> <tr> <th>Other Events</th> <th>2015</th> <th>2016</th> </tr> </thead> <tbody> <tr> <td>Donation from Newbury Show</td> <td>40.00</td> <td>0.00</td> </tr> <tr> <td>Village Walk</td> <td>73.00</td> <td>79.00</td> </tr> <tr> <td>Football-Sports Day</td> <td>44.00</td> <td>12.00</td> </tr> <tr> <td>Scarecrow Competition</td> <td>0.00</td> <td>0.00</td> </tr> <tr> <td>Horticultural Show</td> <td>33.15</td> <td>30.00</td> </tr> <tr> <td>Dog Show</td> <td>60.60</td> <td>43.00</td> </tr> <tr> <td>Total</td> <td>£250.75</td> <td>£164.00</td> </tr> </tbody> </table>			Other Events	2015	2016	Donation from Newbury Show	40.00	0.00	Village Walk	73.00	79.00	Football-Sports Day	44.00	12.00	Scarecrow Competition	0.00	0.00	Horticultural Show	33.15	30.00	Dog Show	60.60	43.00	Total	£250.75	£164.00
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	The Great Shefford Fayre: We had a wide variety on the stalls of which the field was packed. Again the weather leading to the event was not good. However on the day the sun shone through and the day																										

become a very hot one.

The takings on the day were down considerably with the exception of the Raffle.

Income Summary	2015	2016
Stalls	377.20	320.00
Raffle	791.00	804.00
School gate	517.10	0.00
Spring Meadows Gate	0.00	343.00
Carters gate	332.65	210.00
Programmed draw Adverts	55.00	0.00
GSCF Stall	29.50	0.00
Total	£2,102.45	£1,677.00

Re-issued in 2016	2015	2016
	Cash Held	
Cash in Gnass/Farrant 2015 GSF	PF	1839.36
Focas Association 2015	Chq 066	50.00
Rachel Chandler (stall) 2015	chq	20.00
Nicola Athawes (Advert) 2015	New Chq	5.00
Santander Compensation	Bacs	50.00
Total		£1,964.36

There were a few cheques that were not banked in enough time in 2015 and I had to ask for a replacement cheque which were banked in 2016. Paul deposited the money from last into 2016 year that's why our balance was overstated now our bank statements for 2016.

Petty Cash Returned	2015	2016
Total	£-	£411.00

Total Income	£2,688.20	£4,564.36
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Expenditure Summary

Expenditure Summary	2015	2016
Ink Cartridges	£11.92	£26.00
*Falconry Deposit CHQ 181	£36.00	£36.00
Raffle Tickets printing	£46.00	£30.00
Newbury Weekly news Advert	£72.00	£-
Tent Hire	£50.00	£-
Rosettes for dog show	£39.34	£54.72
Registration of Non Commercial Societies Gambling Act 2005 (raffle license)	£40.00	£2.00
Teas	£-	
Printing of Schedule & Program	£197.00	
Falconry Display	£356.94	£351.45

Raffle Prizes GSF		£50.00
Raffle cash Prizes	£300.00	£100.00
Temporary Event Notification License	£21.00	£-
Committee Expenses	£333.68	£128.98
Banquet Roll, Garden Stationery, Trophies for Horticultural Show	£63.84	£ 54.72
St John's Ambulance	£105.60	£110.40
Sweets & More	£-	£11.00
John Warr T Shirts	£-	£57.24
2 Micro Phones cordless JW	£-	£68.99
Parish Council (FootBall Nets Replacements)	£-	£36.99
Total	£1,673.32	£1,136.49

As we can see it was a lot less than last year. One of our members had printing facilities at work and contributed a lot of time helping with the printing. We had to reorder new rosettes for the Dog Show and Horticultural show.

Petty Cash	2015	2016
Total	£-	£411.00

Donations authorized by committee:

Donations to Local Groups	2015	2016
Jane Turton	£80.00	£-
Serena Church	£100.00	£400.00
Youth Club 2015	£-	£200.00
Youth Club 2016	£-	£150.00
Village Defibrillator	£-	£1,700.00
Defibrillator Group Village Walk	£-	* £79.00
Defibrillator Group Bake Off	£-	£30.00
Focas	£-	£400.00
Total	£180.00	£2,959.00

Proposed Donations by the Committee:

Proposed Donations	2015	2016
Xmas Tree	£-	£50.00
St Stephens Carol Services (Wine)	£-	£50.00
Harvest Festival	£-	£50.00
Raffle Licencse 2017 Due in Dec	£-	£20.00
Total	£-	£170.00

In summary we as a committee thought the event went well, considering the weather and low people attending. We have a wider variety of stalls hoping to enhance the Fayres coverage for the village catch.

This was our total income for the Great Shefford Fayre.

Total Income	£2,688.20	£4,564.36
Total Expenditure	£1,853.32	£4,676.49
Bank Statement	£2,009.61	£1,820.25
Money left in Bank		£1,708.12

Profit

£834.88

-£112.13

Here is breakdown of our taking from the Village Fayre. Excluding the floats we took £1778.00 in cash before any expenses have been taken off.

Floats	*290.00
Petty Cash	200.00
Donations (Stalls)	338.00
Dog Show	43.00
Raffle	810.00
Carter's Gate	214.00
Spring Meadows Gate	343.00
Horticultural Show	30.00
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	2268.00

A report was than given on the CF.

This Year's event was overall a success. The weather was fantastic and the attractions all went well, but our footfall this year was considerable lower than last year.

We had fewer people coming through Carters car park gate which indicated fewer people from outside the village. This obviously resulted in less money being taken on the gates and lower percentages from stalls and attractions. But we did take more on this year's raffle.

The three donations we made were for The Youth Club (£150.00) for ongoing support, equipment and entertainment. FOCAS (£400.00) towards funding a new up to date library at Shefford School. The Church (£400.00) for renovations and upkeep of the Church. Parish Council (£36.99) for new football nets at the recreation ground. The Committee have also decided to set some money aside to contribute towards future village events including the harvest supper the carol service and the village tree.

The Chairman Rose Howe has decided to step down after 3 years on the committee as she feels new blood is needed. We have arranged an **open/AGM meeting for Thursday 20th October at 7.30pm at the Swan**, so we can start getting a new committee in place for next year.

It will be very sad if the fayre doesn't continue so we would like to encourage as many people as possible to come to the meeting.

Rose and her committee would like to thank everyone for their help and support and hopes the event will continue.

Cllr S Ackrill said a kind offer of a free Christmas tree every year had already been offered form Charles Parry at Wickfield, perhaps a contribution towards the Christmas tree light

A cheque was presented to the Clerk for football nets in the amount of £36.99. The Parish Council thanked CF for this donation.

THANK YOU!

Parish Council on behalf of the parish said thank you to the CF committee for all the hard work they do!

4) Planning

WBDC Officers Report.

16/01774 12 The Mead – WBDC give Lawful approval to the planning app.

16/01929 Fernbrook, Church Street – WBDC give lawful approval to the planning app.

16/01460 Braemar Cottage- WBDC grants planning permission.

16/01502 The Old Post House, SW -WBDC grants planning permission.

5) Minutes The minutes of the meeting of the 14 July 2016 was proposed for adoption by Cllr G Knass and

	seconded by Cllr S Ackrill, the Chairman, Cllr S Ackrill signed the minutes.																				
6)	<p>Finance</p> <p>a) Bank Accounts on 12 August 2016</p> <table border="1"> <tr> <td>Great Shefford Parish Council</td> <td>£15,425.18</td> </tr> <tr> <td>Recreation Ground Account</td> <td>£10,221.59</td> </tr> </table> <p>b) Cheques to Approve</p> <table border="1"> <tr> <td>100274</td> <td>K.Lloyd Parish Clerk (Aug & Sept)</td> <td>£1,061.30</td> </tr> <tr> <td>100275</td> <td>S & S Management Ltd – (Aug & Sept)</td> <td>£828.00</td> </tr> <tr> <td>100276</td> <td>PCC – ST Marys and St Stephens contribution</td> <td>£750.00</td> </tr> <tr> <td>100277</td> <td>FCC Recycling Ltd</td> <td>£48.80</td> </tr> <tr> <td>100278</td> <td>Nigel Goldstraw – (work to white gates)</td> <td>£110.50</td> </tr> </table>	Great Shefford Parish Council	£15,425.18	Recreation Ground Account	£10,221.59	100274	K.Lloyd Parish Clerk (Aug & Sept)	£1,061.30	100275	S & S Management Ltd – (Aug & Sept)	£828.00	100276	PCC – ST Marys and St Stephens contribution	£750.00	100277	FCC Recycling Ltd	£48.80	100278	Nigel Goldstraw – (work to white gates)	£110.50	
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7)	<p>Audit following Annual Return for the year ended 31 March 2016 report</p> <p>The clerk reported the annual return had been returned with no comments. An invoice will be sent from Mazars the external auditors at a later date.</p>																				
8)	<p>Agreement of new Authorised Signatories and Completion of Mandate</p> <p>It was proposed that Cllr P Storey and Cllr B Williams become signatories by Cllr S Ackrill, Cllr G Knass seconded this, Cllr P Storey and Cllr B Williams agreed and completed the mandate with the Clerk. Both Councillors were asked to produce certified docs as explained and return to the Clerk, the Clerk will post to the Bank altogether in good time before our next meeting.</p>	PS BW Clerk																			
9)	<p>Community Garden / Village Bench (Discussion on how to spend £1404.00 which has to be used towards improvement to public open space in the village)</p> <p>Denise Herrington reported she is in communication with Buffy Harris-Jones at TCV (The Conservation Volunteers) following an email sent to Denise from the Clerk. TCV were offering free help on community projects.</p> <p>Denise said she was meeting Buffy from TCV in the park on Wednesday 28th September at 10.30am and would welcome someone from PC to come along too.</p> <p>Cllr S Ackrill said one of the councillors will try to attend the meeting, and would let Denise know.</p>	ALL																			
10)	<p>Clerk Contract / Payroll and BACS Set up</p> <p>The Clerk's contract had already been emailed to the Clerk and Councillors and all parties were happy with the content The Clerk and Chairman signed the contract. The Clerk will forward to the payroll company and follow there instructions to set up payroll asap.</p> <p>Cllr Ackrill said he had spoken to the Clerk about setting up a BACS payment, which the Clerk was happy with, Cllr Ackrill suggested we set up a BACS payment for the Clerks salary around the middle of the month to allow the timesheet to be approved in the meeting before payment. The clerk agreed with this, the BACS will be set up once the authorised signatories are confirmed.</p>	Clerk																			
11)	<p>Options for Storage/Back up of PC electronic files</p> <p>Cllr P Storey had been looking into the options of providing backup and storage files through I Cloud. Cllr Storey looked into the windows and google versions but said Dropbox would be the most suitable for what PC requires after obtaining how much data the files need. The Clerk asked if PC would need to purchase an external hard drive but Cllr Storey said there was no need as Dropbox would be sufficient.</p>	PS																			

12)	<p>Football Nets funds and quote approval</p> <p>The Clerk had previously emailed around details of Football nets All agreed to purchase a pair of heavy duty 24 x 8 football nets, manufactured from 2.5mm heavy duty twine. The Clerk will order the nets.</p>	Clerk
13)	<p>Cllr Questions and reports</p> <p>Cllr Knass reported he had a message left from a concerned resident about the new entrance to The Nook. Cllr Ackrill said he had spoken to the resident about the matter.</p> <p>Cllr Knass reported a scarecrow had been left on the green and was beginning to look messy. Cllr Williams kindly said he would dispose of it.</p> <p>Cllr Williams had been asked if anything can be done about the amount of noise behind the Park in the car park when people park there. After a full discussion it was agreed it cannot be enforced due to it being private parking.</p> <p>Cllr Ackrill had been approached about the speeding noises coming from motorcycles and the general complaint of speeding down the Wantage Road. Cllr Storey proposed a request to reduce the limit from 40 to 30. After a full discussion the Clerk was asked to contact Highways again about the ongoing speeding on the Wantage Road.</p> <p>Cllr Ackrill said the next Flood Forum will be on 18th October the venue is still to be confirmed.</p> <p>The Clerk was asked to contact WBDC concerning the storm drain directly outside the Old Bakery as tarmac was still found to be blocking the drain.</p>	<p>BW</p> <p>Clerk</p> <p>Clerk</p>
14)	<p>Correspondence</p> <p>The 'members of interest' forms were completed by Cllr Storey and Cllr Williams. The Clerk will forward them to the returning officer at WBC. The Clerk had contacted Thames Water concerning the letter received from 3 The Mead in the last meeting. The Clerk did not get a response by phone / email but did by Facebook. TW said they were aware of the problem at No 3 The Mead and was sending an investigation team out shortly. TW could not discuss in detail the case because of data protection. Cllr Storey said he would let the residents know.</p>	Clerk
15)	<p>Matters for future consideration</p> <p>None from open forum</p>	
	<p>Date of Next Meeting – Thursday 6 October 7.40pm Close 8.50pm</p>	