



Great Shefford Parish Council

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Minutes of the Meeting of Great Shefford Parish Council Meeting held on Thursday 4 th Sept 2014 at 7.40pm		Present Cllr Ackrill(Vice Chair), Cllr Carter, Cllr Winfield, Cllr Knass and Parish Clerk S Ackrill
	<p>6 members of the Public were present</p> <p>Cllr Ackrill reported that Sue Benn had resigned from the Parish Council and from all her sub committees connected to the Council due to health reasons, He went on to publically thank Sue for everything she has done for the Parish much unknown as its paperwork, in Particular the Terms of References for sub committees, planning visits, attendance at the District Conferences, Co-ordination with the EA for river clearing days, the running of the Village Emergency team and recently compiling the incident log during the Village Flooding earlier in the year. Sue was at the forefront of much that went on the village and her presence will be missed. The Council wish Sue all the best.</p> <p>This now leaves a Vacancy for Parish Councillor and a Chairman – an advert will be placed on the notice board with the closing date being 24th October</p>	Action
1)	Apologies: Cllr Parsons, Cllr Whiting	
2)	Declarations of Interest on Agenda items - none	
3)	Open Forum - Riparian Ownership – who is responsible for clearing the stream (Winterbourne). One Wantage Road resident wanted help as EA had turned down application to alter the stream - Cllr Knass advised the EA would like anyone wanting to work on or near the stream – to contact the them first you will be assigned a representative – you can talk and negotiate and reach an agreement on what will/will not be permitted, then - you can submit your application, this way you will only pay for one application. Also you will be advised how this will affect others along the stream - doing work without permission can result in a fine. The Council have the contact details.	
4)	Parish Plan – Tessa Hall visited the meeting – whilst Tessa appreciated we have a lack of residents who wanted to become involved – she urged the village to keep going with the items already included the current plan where possible –only 3 councillors and the clerk turned up to the most recent parish plan meeting. It was decided to try again in a few months – use facebook to advertise the meetings as well. Also we need to keep the	Cllr Knass Cllr Carter

	website up to date with parish plan issues.																																														
5)	<p>Planning – No Planning applications Case office reports- 2 Wickfield Cottages – two storey side extension – granted Bomar – Appeal Dismissed – replacement gates</p>	clerk																																													
6)	<p>Minutes – the minutes of the meeting of the 3rd July were proposed for adoption by Cllr Carter and seconded by Cllr Winfield and minutes from the 24th July were proposed for adoption by Cllr Knass and seconded by Cllr Ackrill</p>																																														
7) a)	<p>Finance - Cheques signed since last meeting</p> <table border="1"> <tr> <td>100154</td> <td>S & S Ackrill (Playground Bark Clearance)</td> <td>£1050.00</td> </tr> <tr> <td>100155</td> <td>FCC</td> <td>£32.25</td> </tr> <tr> <td>100156</td> <td>S & S Ackrill</td> <td>£325.00</td> </tr> <tr> <td>100157</td> <td>Playground Services</td> <td>£15,945.60</td> </tr> </table> <p>Cheques to approve this evening</p> <table border="1"> <tr> <td>100158</td> <td>Mazars Auditors</td> <td>£240.00</td> </tr> <tr> <td>100159</td> <td>W n goldstraw</td> <td>£33.75</td> </tr> <tr> <td>100160</td> <td>FCC Recycling</td> <td>£21.50</td> </tr> <tr> <td>100161</td> <td>play ins company</td> <td>£71.94</td> </tr> <tr> <td>100162</td> <td>Void</td> <td></td> </tr> <tr> <td>100163</td> <td>S & S ackrill</td> <td>£325.00</td> </tr> <tr> <td>100164</td> <td>Get Mapping</td> <td>£33.60</td> </tr> <tr> <td>100165</td> <td>Broker Network</td> <td>£1262.89</td> </tr> <tr> <td></td> <td>Payroll company not paid clerk since July 4th but that was June's money</td> <td></td> </tr> <tr> <td></td> <td>owed to clerk</td> <td>£1,249.53</td> </tr> <tr> <td></td> <td></td> <td>£1,975.32</td> </tr> </table> <p>Bank Accounts Current Account £21694.26 Recreation Ground £14509.59</p> <p>Clerk had prepared a letter for signatories to sign to transfer £5288.00 from Recreation Ground account to the Current account to cover the cost of the new safety surfacing the Toddler Play area. (this is the total after the £8000 in grant money which was already contained in the current figures. Clerk will take the letter to Barclays.</p> <p>VAT Clerk has prepared a VAT Claim to send off this week - £2922.13 a large claim due to the work in the playground.</p>	100154	S & S Ackrill (Playground Bark Clearance)	£1050.00	100155	FCC	£32.25	100156	S & S Ackrill	£325.00	100157	Playground Services	£15,945.60	100158	Mazars Auditors	£240.00	100159	W n goldstraw	£33.75	100160	FCC Recycling	£21.50	100161	play ins company	£71.94	100162	Void		100163	S & S ackrill	£325.00	100164	Get Mapping	£33.60	100165	Broker Network	£1262.89		Payroll company not paid clerk since July 4th but that was June's money			owed to clerk	£1,249.53			£1,975.32	<p>Clerk</p> <p>Clerk</p> <p>Clerk/Cllr Parsons</p>
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<p>c)</p> <p>d)</p> <p>e)</p>	<p>Bank Mandate – with the resignation of Sue Benn – we need another signatory Cllr Parsons has agreed to do this – Clerk had obtained relevant form from Barclays and completed it – Cllrs Ackrill and Carter (current signatories) signed the form and the clerk will pass to Cllr Parsons to complete and take to the bank with his relevant ID paperwork.</p> <p>Safety Checks on Parish Owned Items – Cllr Cater will check all our benches and Bus shelters ensuring there are no issues and will report back at the next meeting.</p> <p>Insurance – we have had the renewal through from Came and Company It was agreed to once again tie into the a 3 year Long Term agreement expiring 2017 - £1262.89 is the premium for the year and this was approved by Cllr Knass and seconded by Cllr Carter – clerk will arrange.</p> <p>Poppy Wreath – it was agreed to £50.00 contribution once again the British Legion clerk will arrange the cheque for the next meeting.</p>	<p>Cllr Parsons</p> <p>Cllr Carter</p> <p>Clerk</p>
<p>8)</p>	<p>Payroll – The clerk reported to the Councillors over the summer break that she is unable to contact the Payroll Company Douglas Tonks any longer – she had not been paid since June there was no response to emails and calls. We have taken advice from BALC and our insurance company and it was agreed to cancel the DDM set up as we are unsure about the status of the Company – a letter was emailed and posted to cancel our contract with immediate effect as they had broken their side of the contract in not paying the clerk. We are unable to obtain paperwork missing for a few months before July either.</p> <p>Cllr Knass and the clerk had obtained 3 quotes for a new company to carry out the service – these were discussed and Cllr Knass proposed we take an agreement for Griffins in Newbury at a cost of £40 per month if doing through Councils bank and £30 per month if processing through the BACS Bureau. This was seconded by Cllr Winfield. Clerk will contact Griffins and go in and meet with them to complete the paperwork.</p>	<p>Clerk</p>
<p>9)</p>	<p>Website - Nothing new to report</p>	
<p>10)</p>	<p>Flooding Forum / EMT –Cllr Knass attended the last flood forum - the EA stated we may now be in with a chance of being included in the selection process for funding towards Feasibility study - the next meeting is the 29th October – Fiona Walsh has resigned as the village resident on the committee, Fiona was thanked for attending the meetings, Cllr Knass cannot attend the next one So Cllr Ackrill and resident Gill Hall will attend to represent the village. We need to arrange the next Emergency Group meeting to ensure the committee is together ready for the winter. We will put the details on face book and see if anyone new volunteers would like to be involved – Gill Hall would like to attend.</p>	
<p>11)</p>	<p>Country Fayre – wrap up meeting not held yet report next meeting.</p>	
<p>12)</p>	<p>Recreation Ground – replacement surface in place – turf will be replaced where required as it was too hot when it was laid.</p>	<p>Cllr Knass</p>

	<p>The Councilors noted that “The project was made possible with funding from the West Berkshire Council Parish Plan Grant Fund” Thanks also to District Councillor Jones for obtaining a Members bid and to WBC/Greenham Common Trust.</p>	
13)	<p>Allotments – Nina Williams said the issue with produce disappearing was no longer a problem - small waiting list.</p>	
14)	<p>Cllr Questions – Cllr Carter reminded all present that the Commemorative Exhibition 1914-2014 about the men who served from Great Shefford, East Shefford and Shefford Woodlands was being held in the village hall September 13th and 14th from 11am-4pm. A talk about War Walks being held at the Church on the 26th Sept 7.30pm Cllr Ackrill suggested we fix a date to clear the Station Road river October 26th at 10am was decided unless the weather turned very wet in which case it may be done sooner. This will be alongside with the Litter Pick – but Cllr Winfield will check with WBC that we can borrow the equipment first.</p>	Cllr Winfield
15)	<p>Correspondence -Request received to replace the faded Footpath Map on the side of the Village hall – Cllr Knass has made some enquiries -WBC Housing Site development plan consultation closes 12th September http://consult.westberks.gov.uk/portal. -WBC flood damaged road repair scheme – Valley Road to Weston 22nd September and A338 Wantage Road Blakeney Fields to North of Village 22nd-26th September. -email from Andrew Werrell – requesting meeting between Councillors, District Councillor G Lundie, Stuart Clark and himself about feasibility studies – it was discussed and decided to decline at this point. -CCB AGM 24th Sept 5pm Theale</p>	
16)	<p>Matters for Future Consideration – River Clearance of station road to be arranged Next meeting of Village Emergency Team – to be organised</p>	
17)	<p>Date of the Next Meeting – 2nd October 7.40pm meeting closed 9.10pm</p>	