



Great Shefford Parish Council

Clerk to The Parish Council: Mrs Kim Lloyd

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**GREAT SHEFFORD MINUTES
MEETING HELD ON THURSDAY 2nd JULY 2020. THIS WAS A REMOTE MEETING.**

Cllr's Present:

Cllr. S. Ackrill (Chair)

Cllr. E. Bell (Vice-Chair)

Cllr. G. Knass

Cllr. B. Williams

Cllr. S. McCarthy

Cllr. P. Storey

Cllr. R. Hale -Power.

Parish Clerk: K. Lloyd.

Attendance: 2 members of the public present.

The Clerk announced this meeting will be recorded for minute purposes and the recording will be deleted once the minutes are approved.

1 APOLOGIES

No apologies were received.

2 DECLARATIONS OF INTEREST

No declaration of interest received.

MINUTES FROM PREVIOUS PARISH COUNCIL MEETING

Members **RESOLVED UNANIMOUSLY** to confirm and adopt the minutes of the Parish Council meeting held on 4 JUNE 2020.

3 OPEN FORUM

None

4 PLANNING APPLICATIONS RECEIVED.

No Planning Applications to consider.

Decision Notices.

20/00921/HOUSE -Byways, Newbury Road for a Single storey rear extension. West Berkshire Council granted planning permission.

5 FINANCE

Members **RESOLVED UNANIMOUSLY** to confirm the payments for July as shown in Appendix 1.

The Q1 Expenditure vs Budget was reviewed, with no questions raised.

Account Balances and the Cashflow for 2020/21 was noted.

6 INTERNAL AUDIT REPORT

The Clerk had previously emailed the internal audit report to the members of the Parish Council.

In conclusion the internal auditor considers that, within the Parish Council, the management of processes by the Clerk and Councillors is continuing to be well controlled and monitored. No further questions were raised by the internal auditor or the members of the Parish Council. If anyone would like to read the full report, please see the Great Shefford Website. <https://greatshefford.org.uk/>

7 (AGAR) ANNUAL GOVERNANCE ACCOUNTABILTY RETURN 2019/20 PART 2 AGAR.

(a) The members of the Parish Council approved, and the Chairman signed the Annual Governance Statement 2019/20 Section 1.

(b) The members of the Parish Council approved, and the Chairman signed the Annual Accounting Statement 2019/20 Section 2.

The AGAR and notice will be published on the noticeboard and the Great Shefford website.

<https://greatshefford.org.uk/>

8 PLAYGROUND CLIMBER & PAVILION

Following the annual inspection report the pavilion poles was reported that they need replacing along with replacing the A-Frame Climber which is currently taped off.

Cllr. Ackrill received a quote for the pavilion poles of £386.00, this would be the cost if the Parish Council do the work themselves. Cllr. Ackrill said the poles should last for around 15 years and volunteered to do the work for nothing to save the parish further expenditure. After discussion it was agreed to accept Cllr. Ackrill kind offer and Cllr. Bell proposed the expenditure with Cllr. Knass second.

ACTION: Cllr. Ackrill.

Cllr. Ackrill reported to replace the A Frame Climber, but making it slightly lower for toddlers as requested from the Pre-School, is estimated to cost around £2,000 including hiring someone to do the work. After a discussion, it was agreed that Cllr. Ackrill will ask for a recommendation from the company who is providing the pavilion poles when he meets them in the playground. It was agreed that the specification and material need to be established first to then seek the usual three quotes as required. A specification for the A Frame Climber will be agreed in September once advice is sought.

The opening of the play equipment was discussed in detail. The Clerk received lots of correspondence, but nothing from West Berkshire Council yet. From all the information received and read, the Members of the Parish Council agreed that the playground should be opened, including signage asking the users to follow the guidelines in social distancing and sanitation, and to take the responsibility for themselves. It was agreed by all that it is obvious that it would be impossible to carry out a cleaning regime every time someone used the equipment and the users need to make their own decisions and take responsibility to sanitation and social distancing.

The Clerk was asked to make notices for the playground and Cllr. Ackrill kindly said he would laminate the notices and put them up. The members of the Parish Council thanked Cllr. Ackrill. The Clerk asked the Cllr. Ackrill to invoice the Parish Council for the laminates he is providing for ongoing notices over the lockdown.

ACTION: Clerk/Cllr. Ackrill.

The Clerk mentioned she had been in communications with Playground Inspections and raised thoughts to the Parish Council members regarding visual inspections. The Clerk reminded members of Council that Cllr. Ackrill visually checks the playground equipment when he mows the playground area. After discussion it was agreed for Cllr. Ackrill to document the equipment that is checked to show a visual check list for the Council records. Cllr. Ackrill said this was something that used to be done by the Parish Council but somehow had been dropped. Cllr. Ackrill said he would email the visual checklists to the Clerk, the Clerk thanked Cllr. Ackrill, as again this saves the parish further expenditure.

9 TO APPROVE FUNDS TOWARDS PLAYGROUND REPLACEMENT FUND

Following recent expenditure in the playground, it was agreed to discuss saving money into the reserves account towards future equipment replacement. It was agreed that funds need to be saved every year. After discussion, £2,000 was proposed to move into the reserves account annually, earmarked for the playground, but if needed for something else the funds could still be accessed.

ACTION: Clerk

10 FLOOD ALLEVIATION SCHEME

Cllr. Ackrill said he is still waiting for the letter from the Environmental Agency (EA) confirming that if Cllr. Ackrill provided costs to the EA, and these costings are successful, that Cllr. Ackrill will project manage the scheme. Cllr. Ackrill reported sadly it is now too late for any groundwork to commence this year. Therefore, it is now certain we will have to get prepared to get through another year. Cllrs. Ackrill and Knass attended a flood forum meeting recently, the main point for discussion was the sewage issues due to groundwater infiltration within the Lambourn Valley. (i.e. East Garston, Lambourn, Great Shefford) there has been a working party set up, but no real developments have happened yet, and it is still very much "work in progress"

11 COUNCILLORS /CLERK REPORTS

Cllr. Ackrill reported a vehicle had damaged the railings by the 'The Great Shefford'. Cllrs. Williams and Ackrill taped off the area. No one was injured and the matter was reported to the Police and West Berkshire Council has done a temporary repair.

Cllr. Ackrill noted the free offer to repair the fence along the A338 has not been done. Cllr. Ackrill said he would supply the required timber and carry out the work, Cllr. Storey offered to supply the required Post Crete and Cllr. Hale-Power asked Cllr. Ackrill to let him know when he would do the work and give a helping hand.

ACTION: Cllrs. Ackrill/Hale-Power.

The Clerk asked what the members of Parish Council would like to do regarding buying a SID for the A338. The Clerk had sought advice from West Berkshire Council who would not give an answer until they had the specification of a device and the exact location of where it will go. The Clerk said they would not have a problem with the Parish Council buying one and maintaining the device. After consideration, Cllr Ackrill proposed that him and Cllr. Williams loan the SID from West Berkshire Council once again and deploy another SID operation before more consideration to buying one. All agreed.

ACTION: Cllrs. Ackrill/Williams.

The Clerk reminded members of the new, Model Code of Conduct for consultation the deadline is 17 August 2020.

12 MATTERS FOR FUTURE CONSIDERATION

None.

13 DATE OF NEXT MEETING

The next meeting is Thursday 3 September 2020 at 7pm.

An extraordinary meeting will be on Wednesday 15 July 2020 at 7pm to discuss one planning application.

These will be remote meetings unless government guidance is granted to meet again. The Clerk will inform the Parish Council members if this changes.

Statement of Accounts
Accounts for Payment JULY 2020

Expenditure brought forward 20-21 £8,538.37

Payments

Cheque No	Payee	Description	Amount	
SO	Kim Lloyd	Clerk Salary	£	630.50
100472	S & S Management Services Ltd.	Grass Mowing/Litter Pick	£	438.00
100473	David Weller	Internal Audit	£	50.00
DD	ICO	Data Protection registration	£	35.00
100474	FCC Recycling UK	Wheelie Bin collection	£	27.52

£ 1,181.02

Receipts

Total Receipts £ -

Financial Position on 2 July 2020

Balance carried forward 31/03/19	£	22,955.26
Income for year 20-21 to date.	£	8,041.35
Less payments for year 20-21 to date	£	8,538.37
Total including Reserves	£	22,458.24

Projected Year End 2020/2021

Opening balance from 2019/20	£	22,955.26
Add forecasted Income for year 20-21	£	16,041.35
Less forecasted payments	-£	21,467.60
Forecasted year end balance	£	17,529.01