



## Great Shefford Parish Council

Clerk to The Parish Council: Mrs Kim Lloyd

Tel No.: 07867 310121

E-mail: [greatsheffordpc@hotmail.com](mailto:greatsheffordpc@hotmail.com)

### GREAT SHEFFORD MINUTES

#### MEETING HELD ON THURSDAY 3<sup>rd</sup> SEPTEMBER 2020. THIS WAS A REMOTE MEETING.

##### **Cllr's Present:**

Cllr. S. Ackrill (Chair)

Cllr. E. Bell (Vice-Chair)

Cllr. B. Williams (from item. 7)

Cllr. S. McCarthy

Cllr. P. Storey

Cllr. R. Hale -Power.

**Parish Clerk:** K. Lloyd.

**District Councillor:** Cllr. Hooker (from item 7)

**Attendance:** None.

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

#### **1 APOLOGIES**

Cllr. Knass sent apologies. Cllr. Williams had telephoned to say he was experiencing IT issues logging into the meeting.

#### **2 DECLARATIONS OF INTEREST**

No Declarations of Interest received.

#### **3 MINUTES FROM PREVIOUS PARISH COUNCIL MEETING**

Members **RESOLVED UNANIMOUSLY** to confirm and adopt the minutes of the Parish Council meeting held on 2 JULY 2020.

The minutes of the 15 JULY 2020.

Cllr. Ackrill raised an amendment to the minutes of 15 July 2020. Cllr. Ackrill was asked to declare an interest by Cllr. Bell in the meeting, regarding the planning application discussed on the agenda. Following the meeting, Cllr. Ackrill had investigated the declaration and resolved that it was not required, which was also raised to the members of the Parish Council after the meeting through email.

Cllr. Bell proposed and Cllr. Hale-Power seconded the amendment. The minutes for the 15 JULY 2020, Extra Ordinary Meeting was then **RESOLVED UNANIMOUSLY**.

#### **4 OPEN FORUM**

None

#### **5 PLANNING APPLICATIONS RECEIVED.**

One Planning Application was considered.

**20/01770/FUL and 20/01771/LBC2 Barn, Fishers Farm, Ermin Street. Shefford Woodlands.**

The restoration and conversion of an existing timber framed barn to provide 2 residential units with associated car parking and landscaping proposals.

<http://planning.westberks.gov.uk/rpp/index.asp?caseref=20/01770/FUL>

The Parish Council Members main consensus was that it will put the building back to how it was and will preserve an old building. Therefore, the members 'Support' this planning application.

**20/01734/AGRIC. Shefford Valley Stud.** Proposed agricultural building. **FOR INFORMATION ONLY.** An Agricultural Notification which is to determine only whether the prior approval of the Authority will be required as to the siting, design and external appearance of the building, the siting and means of construction of the private way, the siting of the excavation or deposit or the siting and appearance of the tank, as the case may be.

Decision Notices.

**20/00783/HOUSE and 20/00784/LBC2 Henley Farm, Wantage Road.**

The conversion of a carport outbuilding (former cart shed) to ancillary studio space  
West Berkshire Council GRANTS planning permission.

**20/01122/HOUSE Hillside Cottage, Church Street.** Proposed garden room/home office Hillside Cottage, Church Street.

West Berkshire Council GRANTS planning permission.

**20/01065/FUL and 20/01047/LBC2 Swan Inn, Newbury Road.**

Proposed timber addition to provide an additional food service kiosk to the garden. Standalone timber kiosk in the car park for breakfast kitchen/servery.

West Berkshire Council REFUSED application.

**20/001624/NONMAT -Byways, Newbury Road.** Non-material amendment to approved planning permission 20/00921/HOUSE (Single storey rear extension). Amendment: Changes to the size and location of the windows /bifold doors which are proposed to be inserted in the extension and to change the pitched roof previously proposed to a flat roof for a Single storey rear extension.

West Berkshire Council APPROVES the minor amendment.

## **6 FINANCE**

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

## **7 RECENT DATA UPDATE, FROM 'SPEED INDICATOR DEVICE' (SID) OPERATION.**

19/08 Graham Markham, Speed Management Technician at West Berkshire Council (WBC) emailed the Parish Council showing the latest stats from when Cllrs. Ackrill and Williams deployed the last SID operation.

Cllr. Ackrill replied to Mr Markham saying the results are ridiculous, looking at the first 3 days, at the Northbound at the Mead junction there was only 1 vehicle over 3 days exceeding 30mph. The Councillors witnessed dozens of vehicles over 30mph. Cllr. Ackrill also reminded Mr Markham to check back to when the Parish Council Councillors used the SID last time, when the data showed approx. 47% of vehicles exceeding 30mph (many were 30-35mph which is why WBC would not do anything) This data shows the vehicles have gone from almost half exceeding 30mph to just 1 vehicle over 3 days. Cllr. Ackrill asked WBC to look at machine data again.

Mr Markham then replied confirming they had identified a machine fault and it appears it may be with the host. They could not give us any more information and asked us to be patient.

Parish Council members then discussed buying a SID, but it was agreed to wait until the last data is received back from WBC. Cllr. Ackrill said the SID operation may need to be done again, as it is looking like the last 13-day SID operation was a waste of Councillors time.

If a SID was brought by the Parish, it was discussed to buy a battery-operated SID which can be moved around so vehicle drivers do not become complacent with its whereabouts.

*(Cllr. Hooker and Cllr. Williams arrived)*

Cllr Hooker confirmed the SID in East Garston was loaned to the parish by WBC while they were waiting to buy a new one. Cllr. Hooker also confirmed that East Garston had experienced problems with the software and data from WBC.

This item will be carried forward to the next parish council meeting.

#### **8 PLAYGROUND -A FRAME CLIMBER & PAVILLION REPAIRS.**

Cllrs. Ackrill, Williams and Hale-Power kindly repaired the Pavilion with no labour costs to the parish.

The company who had quoted for the A -Frame replacement said they would not recommend this type of equipment for pre-schoolers, which from what the Parish Council have been informed is the age of the children that use the A-Frame. Cllr. Ackrill had not spoken to Great Shefford pre-school yet as wanted to raise this to the Parish Council members first.

Cllr. Ackrill said we do have the option of not doing anything now. For the size of the village we are extremely fortunate to have a lot of equipment at the park already and with the current Covid-19 situation, it may be sensible to not spend just over £2,000 at present.

After discussion, all members agreed to shelve this item and consider in the spring.

#### **9 PLAYGROUND INTERNAL SAFETY CHECKS**

Following on from the last meeting it was agreed that Cllr. Ackrill will record the visual play equipment checks and email to the Clerk to keep on the council records. Cllr. Ackrill had done this and emailed the Clerk the following checklists. All was reported as satisfactory.

13.07.2020 / 30.07.2020 / 27.08.2020.

#### **10 FLOOD ALLEVIATION SCHEME**

Cllr. Ackrill reported there is nothing further to report but has an Environment Agency 'outside' meeting at Cllr. Ackrill's house scheduled for 17<sup>th</sup> September 2020. Someone new is dealing with the scheme, who has said they would like to visit the village for a meeting. Cllr. Ackrill said to the Environment Agency that work would need to start this time next year.

Cllr. Bell said thank you to Cllr. Ackrill for keeping on their case with the ongoing communications.

#### **11 COUNCILLORS /CLERK REPORTS**

##### Moving to HMRC Online Tools for Payroll

The Clerk said she is looking into doing the Clerks payroll using HMRC Tools online instead of using Autela Payroll services. The Clerk is doing this for another Parish and is now enquiring into using this method for Great Shefford which will save the parish £183.00 per year as estimated cost for 2020-21. The Clerk needs to ask how the pension regulator business works by using HMRC before setting up.

**ACTION: Clerk**

### Online Banking.

The Clerk proposed that Great Shefford moves over to online banking due to the ongoing Covid-19 situation and paying the extra postage of gaining cheque signatory.

£14.64 was the postage cost last year, this figure will be certainly be doubled this year if not more. The Clerk said to go online the Clerk will need to become a signatory, however the 2-signatory rule will still stay in force. Cllr. Ackrill asked for confirmation from the Clerk if a Clerk can be a signatory before moving forward, the Clerk will investigate and contact BALC. **ACTION: Clerk**

### The Great Shefford Pub.

Cllr. Bell raised the concern of the article in the Newbury Weekly News (NWN) from the publican at The Great Shefford Pub.

It was with surprise to all the members of the Parish Council to read in the recent NWN that the Parish Council had been challenged by the publican regarding his planning application for a kiosk, when in fact the Parish Council had not received any correspondence from the publican, and the publican had not even attended the meeting when his planning application was being discussed. The Parish Council had 9 members of the public attend this meeting all objecting to the planning application, together with the errors found in the application form, the Parish Council had no choice but to object.

Cllr. Bell said that she felt the Parish Council always listen to their electors but agreed no comments could be made through Facebook, as it is being brought to the members attention that the publican posts matters via the Village Facebook page. It was then agreed the publican needs to be informed that the Parish Council do not conduct any business through social media as they are a body and cannot comment individually on village affairs through Facebook.

Cllr. Hooker present in the meeting had contacted the Clerk previously to make the Parish Council aware that the publican wanted to add flower beds to the village. The Parish Council members could not add this to the agenda due to no correspondence from the publican. It was also noted that the proposed whereabouts of these flower beds was on West Berkshire Land and not Parish Council owned land, so therefore would not be up to the Parish Council to make the decision.

Cllr. Hooker proposed the Parish Council contact the publican and make him aware of how the Parish Council conduct their business with future meeting dates.

After a full discussion, all members agreed for the Clerk to email the publican to inform him he is always welcome to attend a Parish Council meeting. Including the information on how a Parish Council runs their business. The Parish Council want to support their pub but with no communication from the publican it is exceedingly difficult.

**ACTION: Clerk.**

### Pavilion, Thank you from the Parents.

Cllr. Storey reported several parents had visited the park and had said how great the pavilion is looking, a great improvement. They wanted to pass on their thanks to the Parish Council members for doing a great job.

### Fence along A338

Cllr. Hale-Power reported that the fence that was damaged by a speeding vehicle a while back is now finally repaired. The Parish Council did have an offer for someone to carry out the work for free but sadly this did not materialise. Therefore, this was a joint effort, Cllr. Storey supplied the post-crete, Cllr. Ackrill supplied the timber and Cllrs. Ackrill, Hale-Power and Williams put the fence up. Cllr. Bell thanked all for their efforts and behalf of the village, again saving our precept.

Fallen Branch.

The Clerk had received an email from a resident living at the south side of the playground. A branch had fallen just above their hedge and was not a problem but could be if anymore branches were to fall. Cllr. Williams and Hale-Power said they would visit the site.

**ACTION: Cllrs. Williams /Hale-Power.**

**12 MATTERS FOR FUTURE CONSIDERATION**

None.

**13 DATE OF NEXT MEETING**

The date of the next meeting is Thursday 1<sup>st</sup> October 2020 at 7pm.

This is a remote meeting unless government guidance is granted to meet again.

*Meeting ended. 8.30pm.*

**Appendix 1.****Accounts for Payment SEPTEMBER 2020**

Expenditure brought forward 20-21 £10,989.98

**Payments**

Cheque No	Payee	Description	Amount	
SO	Kim Lloyd	Clerk Salary - Aug		
100475	Fieldwork Rest & Play Ltd	Radiate Poles for Pavillion	£	345.60
100476	Mcveigh Parker & Co Ltd	Timber for Pavillion	£	115.09
100477	Autela Payroll	Payroll	£	71.67
DD	SSE	Street Light Electricity	£	147.23
<b>(All of above already Paid)</b>				
SO	Kim Lloyd	Clerk Salary - Sept		
100478	Steve Ackrill	Cable Tie/Barrier Tape	£	20.12
100479	Kim Lloyd	2nd Class Stamps	£	7.80
100480	S & S Management Services	Mowing July & Aug/Litter pick	£	684.00
100481	FCC Recycling UK	Wheelie Bin Collection	£	27.52
			£	1,369.94

**Receipts**

29.07.2020	HMRC	VAT Refund	£	766.60
Total Receipts			£	766.60

**Financial Position as at September 2020**

Balance carried forward 31/03/19 (incl S106 contributions)	£	22,955.26
Income for year 20-21 to date.	£	8,807.95
Less payments for year 20-21 to date	£	10,989.98
Total including S106 Funding, Funds and Reserves	£	20,773.23

**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

Kim Lloyd  
Clerk/Responsible Financial Officer  
03.09.2020