



## Great Shefford Parish Council

Clerk to The Parish Council: Mrs Kim Lloyd

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### **GREAT SHEFFORD PARISH COUNCIL MINUTES – 2 SEPTEMBER 2021 in the Great Shefford Village Hall, Station Road, RG17 7DR.**

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

Cllr. S. Ackrill (Chair)

Cllr. B. Williams

Cllr. P. Storey

Cllr. R. Hale-Power

Cllr. E. Tweedie

Cllr. L. Freeman

**Parish Clerk:** K. Lloyd

No members of the public.

#### **1 APOLOGIES**

Cllr S McCarthy sent her apologies.

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

No Declarations of Interest were raised.

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

Councillors **RESOLVED UNANIMOUSLY** to confirm and adopt the Minutes of the Parish Council Meeting held on 15<sup>th</sup> July 2021.

#### **4 OPEN FORUM**

*None.*

#### **5 PLANNING APPLICATIONS**

Two planning applications to consider and one application to determine if prior approval application is required.

**21/01840/HOUSE - 11 Spring Meadows** -Proposed two-storey side extension

<http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/01840/HOUSE>

**21/01957/HOUSE - 37 Spring Meadows.**

1. Fitting of a pitched, and tiled dormer centrally on the front elevation of 37 Spring Meadows.

2. Kitchen and Dining area extension to the rear of the property, single story with a pitched roof.

3. Flat roof, single story extension to the rear side of Garage.

<http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/01957/HOUSE>

The Councillors agreed to make no comments on both Planning Applications. No representations of objections were raised to Council and no objections were shown on the West Berkshire Council Planning Portal on the day of this meeting.

**21/01874/AGRIC -East Shefford Farm** - Application to determine if prior approval is required for a proposed: Formation, Alteration or Maintenance of Private Ways for Agricultural or Forestry use. -A new road with 425 metres length and 3 metres width.

<http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/01874/AGRIC>

Regarding 21/01874/AGRIC, West Berkshire Council had decided that prior approval is required for the Agricultural track.

### **Decision Notices**

**21/01386/HOUSE - 46 Spring Meadows Great Shefford** - A Loft Conversion. The proposed loft conversion will not involve a dormer extension. The work will take place within the existing roof space. The proposal includes the installations of 2x rooflights to the front roof plane and 3x rooflights to the rear roof plane. **Permission was granted by West Berkshire Council.**

### **For Information.**

**20/02245/FUL Farm Shop in association with The Great Shefford Public House.** This application is being considered at the Western Area Planning Committee held at 6.30pm on 01/09/2021 which is published on the West Berkshire Council website. See the link for full details.

<http://decisionmaking.westberks.gov.uk/ieListDocuments.aspx?CId=155&MId=6178&Ver=4>

20/02245/FUL Planning Application was withdrawn from the committee's agenda after this agenda was published.

### **6 FINANCE**

Members **RESOLVED UNANIMOUSLY** to confirm the payments for September as shown in Appendix 1. The Cashflow was noted. *(All finance documents emailed to members of the Parish Council before the meeting)*

### **7 WHEELIE BIN WASTE COLLECTIONS**

Cllr. Ackrill reported more missed collections to the Clerk over the summer period. The Clerk was asked to obtain a quote from Grundon, who matched the cost. All Councillors agreed to move from FCC Recycling to Grundon due to the poor service that FCC Recycling has provided over the last year.

**ACTION: Clerk**

### **8 GREAT SHEFFORD WEBSITE**

The Clerk reported that the website is still down. After numerous attempts of trying to upgrade the website as advised by Box of Blue Administrator on the reason it was down, the Clerk confirmed she does not have the rights to the upgrade, and only can administer the Parish Council pages. The appropriate people are being chased to make the upgrade to allow the website to become live. Box of Blue had advised it would cost £100 to upgrade, which was agreed by the Parish Council to pay to get the current website up and running again.

After a discussion, Cllr. Ackrill proposed that the Parish Council have their own website. When/if the village eventually implements a new website the Parish Council website can be linked to the village one. The Clerk said Parish Councils require a website following the Transparency Code brought in on the 1<sup>st</sup> of April 2015 which requires Agendas, Minutes, Annual Return, Standard Docs etc to be shown on a website for Parish Councils under the threshold of £25,000. Considering this, all Councillors agreed to the Parish Council looking into having their own.

The Clerk passed contact details of a friend in the village who said they could help with free hosting and provide advice on the way forward. This could be for both the village and Parish Council websites. The Clerk will make some enquires to find out if there are any grants still available for Parish Council websites which was offered when the Transparency Code came into effect. Cllr. Storey agreed to contact the person in the village regarding the offer of free hosting and advice.

**ACTION: Clerk/Cllr. Storey**

## 9 **PARISH NEWSLETTER**

Cllr. Tweedie asked by email if any/all Councillors would be available to meet following the last Parish Council meeting to discuss the future of the Newsletter before this scheduled PC meeting. Only Cllr. Ackrill was available at that time and attended. Cllr. Tweedie had reported that sadly the current editor is not going to continue to do the newsletter editorial.

Cllr. Tweedie said she would add a post to Facebook to try to find out if there was anyone in the village who was willing to take it over. The Parish Council are reviewing the format and printing expense of the newsletter and will consider this in the 2022 budget, but before this can be considered, a newsletter editor volunteer is needed to take the role over. All Councillors agreed it would be a great loss to the village if nobody came forward to take the Newsletter over.

If you would like an opportunity as a volunteer Newsletter Editor, please contact the Parish Council. Is there someone in the village who would enjoy creating and maintain a regular (bi-monthly) newsletter to help keep our community up to date with recent developments, to help promote local community groups. As a volunteer in this role, you will have responsibility for obtaining relevant content from various groups. Please contact Cllr. Tweedie or Cllr. Ackrill or the Clerk for more details.

**ACTION: Cllr. Tweedie**

## 10 **FLOOD ALLEVIATION SCHEME**

Cllr. Ackrill said there is no more to report at this stage, as frustrating as it is. The Clerk did not have any answers yet to help regarding the transfer of funds in using the General Power of Competence (GPC) Localism Act 2011, but since was asked to contact someone at NALC (National Association of Local Council) for further advice.

The Clerk was asked to chase MP Laura Farris regarding the planned meeting between West Berkshire Council and the Environment Agency to try and consider how to move the scheme forward which was supposed to be scheduled for the end of August, but nothing has been received in response to this.

**ACTION: Clerk**

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

In the July Parish Council meeting it was agreed to write to MP Laura Ferris, ref. Trindledown Flooding regarding an article in the Newbury Weekly News (refer to minute ref. 10 - GSPC Meeting 15/07/2021).

The following response was received on the 30<sup>th</sup> of July 2021.

*We have recently been in touch with West Berkshire Council regarding the work at Trindledown and passed on your concerns that the village may be affected by their proposed works. Whilst they did not go into detail, Stuart Clark at WBC did assure us that the works “will not increase the rate of flow through the village and will therefore not increase flood risk at all. All the works will do is release a relatively small amount of water that collects in the field at the southern end of Trindledown Farm”. In relation to the Flood Alleviation Scheme, Laura wrote to Julia Simpson at the EA and they have a meeting set up for later in August. We will keep you informed of developments.*

*The Parish Council responded asking for further clarification of the proposed scheme of works, as well as the risk assessment for ground water which would have been undertaken for this project.*

*(No response received at time of this meeting)*

**04/08 email** Re. Fly tipping on the land at Spring Meadows. A resident contacted the Clerk regarding fly tipping. The Clerk confirmed it was private land and passed the details onto the resident to contact them.

**09/08 email** from BBOWT- Re. Hawthorne Way Woodland Area. – The Clerk had contacted someone in BBOWT (Berkshire, Buckinghamshire, Oxfordshire Wildlife Trust) as no response from West Berkshire Council.

The Clerk is sourcing Insurance quotes – renewal 1/10/2021.

12 **MATTERS FOR FUTURE CONSIDERATION.**

None.

13 **DATE OF NEXT MEETING.**

The date of the next meeting is Thursday 7<sup>th</sup> October 2021 at 7.30pm in the Great Shefford Village hall.

**APPENDIX 1**

**Statement of Accounts**  
**Accounts for Payment September 2021**

Expenditure brought forward 21-22 £5,099.58

**Payments**

Cheque No	Payee	Description	Amount
<b>BACS *</b>	Box of Blue	Domain	£ 43.20
BACS	S & S Management Services	Mow, strim grass/remove litter	£ 630.00
SO	Clerk Salary	Clerk Salary - August	
SO	Clerk Salary	Clerk Salary	
BACS	Steve Ackrill	Christmas Lights	£ 36.99
BACS	Kim Lloyd	Christmas Tree Star	£ 52.96
BACS	Kim Lloyd	2nd class Stamps	£ 7.92
<b>Total Payments this Month</b>			<b>£ 2,096.81</b>

*\* PAID BETWEEN MEETINGS*

Receipts

Total Receipts £ -

**Financial Position to date**

Balance carried forward 31/03/2021	£ 20,187.07
Income for year 21-22 to date.	£ 10,200.00
Less payments for year 21-22 to date	<u>£7,196.39</u>
Total including Reserves	<u><u>£ 23,190.68</u></u>