



Great Shefford Parish Council

Clerk to The Parish Council: Mrs Kim Lloyd

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

Cllr's Present:

Cllr. S. Ackrill (Chair)

Cllr. B. Williams

Cllr. R. Hale-Power

Cllr. E. Tweedie

Cllr. S McCarthy

Parish Clerk: K. Lloyd

1 member of the public.

1 APOLOGIES

Cllrs. L Freeman and P Storey sent their apologies.

2 DECLARATIONS OF INTEREST

No Declarations of Interests raised.

3 MINUTES FROM PREVIOUS PARISH COUNCIL MEETING.

Councillors **RESOLVED UNANIMOUSLY** to confirm and adopt the Minutes of the Parish Council Meeting held on 2nd September 2021.

4 OPEN FORUM.

One member of the public raised their support regarding the village website.

5 PLANNING APPLICATIONS

One planning application to consider.

21/02266/FUL - Land To The North Of East Shefford Farm, Great Shefford Bridleway 20.

Agricultural farm access track.

<http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/02266/FUL>

It was noted there is one objection on the planning portal.

The Councillors agreed to 'comment only'. To raise the concern of the limited visibility on the proposed access. The Planners were asked to ensure that visibility is safe and there is a clear site line when accessing because vehicles will enter the public footpath when accessing.

Decision Notices

21/02104/NONMAT - Wessex Farm, Wantage Road - Nonmaterial amendment to condition 2 of approved 16/02954/FUL - W/17/3176451 - Change of use of Old Wessex Saw Mill from the repair, storage and sale of agricultural and heavy goods vehicles to an animal by-product, intermediate plant and horse cremation facility. Amendment - Variation of Condition 2 and revise approved

drawing under Condition 13 of the appeal W/17/3176451 **Permission was Refused by West Berkshire Council**. The cumulative amendments are not considered to be non-material.

6 **FINANCE**

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

7 **2022-2023 BUDGET CONSIDERATION**

The Councillors were asked to give thoughts to the budget over the coming weeks in preparation for the budget. The Clerk will circulate the budget report to the Parish Council for review before considering the budget. It was also agreed that the Clerk will bring the laptop to the budget meeting scheduled for November or December to access the figures rather than paper copies.

ACTION: Clerk/All

8 **PARISH COUNCIL INSURANCE RENEWAL**

The Councillors reviewed the comparisons from the Clerk showing 3 quotes. It was agreed to move to BHIB insurance which was the most competitive quote. It was also agreed to renew for 3 years to gain the discount offered and the free offer of an application called Parish Online, Digital Maps for Parish Councils which normally costs £72 a year.

ACTION: Clerk

9 **SPEEDING SURVEY / ROAD SPEED MARKINGS**

The Clerk had been corresponding with Graham Markham - Speed management Technician in West Berkshire Council. He had suggested a survey box which measures the speed of vehicles. This could be set up in the village to ascertain the extent of the current speeding issues, this runs for seven days 24 hours a day. If there is an issue found, then a Community Speed Watch (CSW) will be deployed. The Clerk reminded Council that the village were originally waiting for a CSW and it was discussed with WBC that a volunteer from the village could help with the data collected due to the lack of resources at WBC and Thames Valley Police (TVP). Since, it was reported that the volunteer needs to be vetted by TVP as they will have access to personal information via the police national computer and would need to be willing to go to the police station every week and work through a spread sheet that could have 100 hits on it.

A resident emailed a picture of speed road markings asking the Parish Council if this could help reduce the speed in the village. The Clerk sent this to Graham Markham at WBC who said he would raise this at the next highways meeting to find out if this could be an option for Great Shefford.

ACTION: Clerk

10 **WOODLAND AREA – HAWTHORN WAY**

Following the last meeting. The resident spoke to Cllr. Ackrill regarding the proposal. Cllr. Ackrill said the plan is planting smaller hedges, a cut path and wildflowers were also suggested. Cllr. Ackrill had contacted Environment Agency (EA) regarding removing the Boar Hole as this is right where the planting is planned to go. The resident would like to post notices to notify the residents of the proposed woodland area to ask for people's thoughts to contact the Parish Clerk via Clerk email.

The resident was put in touch with Susan Pitman, West Berkshire Countryside Officer via the Clerk who the resident met and had said Mrs Pitman was positive about the project but needed confirmation to go ahead as this is West Berkshire Council land.

11 **GREAT SHEFFORD WEBSITE**

The Clerk reported that Cllr. Storey had sent a note to say he spoke to the resident in the village who said they were happy to provide the hosting and domain for free to the village. The member of public present in the meeting said he was happy for the Clerk to pass this person's details onto him to organise the hosting provider changeover.

After a full discussion, it was then discussed to perhaps keep the Parish Council information on the village website. The issues Parish Council were having was due to the current hosting company being problematic and moving to a new hosting provider could resolve this. The Parish Council are concerned as they are under statutory rules to have documents available on a website 24/7 as stated in the Transparency Code for Smaller Authorities Act 2014.

It was also questioned on what the new website upgrade is providing. The Clerk will investigate.

ACTION: Clerk

12 **PARISH NEWSLETTER**

Cllr. Tweedie reported in the last meeting that our current newsletter editor is retiring. Cllr. Tweedie posted on Facebook asking if there was any one in the village that could help with this.

The Councillors spoke of a digital newsletter, but all agreed people like a paper copy, sadly no volunteers have come forward to continue with either format at this time.

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 maintaining a regular (bi-monthly) newsletter to help keep our community up to date with recent developments. This also helps 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.

13 **FLOOD ALLEVIATION SCHEME**

Cllr. Ackrill had positive news, he received an official letter from Richard Hancock Team Leader, at the Environment Agency, as shown below.

.....We have been successful in securing a further £1.2 million of funding for Great Shefford Flood Alleviation Scheme from a bid submitted this summer. This is from £802 million, Other Government Department funding made available to support delivery of projects that have had significant funding gaps and have not been able to progress.

This is supplemented by funding already allocated to the project by the Thames Regional Flood and Coastal Committee (RFCC) and the £200,000 secured from the Department for Education in Autumn 2019.

This means that we have successfully closed the funding shortfall that prevented the project from progressing in 2018. Subject to updating project cost estimates and securing appropriate spending approvals, we can progress with the project.

The project team has been working to update the financial approvals required to progress the project which will be submitted this Autumn. As well as updating the Outline Business Case that was submitted last year, to change the approach from a community delivered, to Environment Agency delivered project. The team is also working with our suppliers to update project cost estimates.

14 **COUNCILLORS /CLERK REPORTS.**

25/09 Email - RAF Welford Remembrance Service Invitation - Monday 15 November 2021

Cllrs. Ackrill and Williams said they will attend the service. The Clerk will organise poppy wreath.

ACTION: Clerk/Ackrill/Williams

The Clerk said Parish Council received a letter from the new General Manager at the Great Shefford Pub asking permission to place a honesty box by the side of the bus shelter with bottled water in a cooler. The collection would be used for a local charity, whom they were asking for suggestions. The Water would be bottled and supplied by the pub. It was thought there was probably not a need for cold water moving into the winter months but felt it was a very gracious offer and had no issues with it. The Clerk was asked to remind them that we are waiting for the wood treatment for the bus shelter after they had cleaned it a while ago.

ACTION: Clerk

The Clerk said she is receiving correspondence regarding the Celebrations regarding the Queens Jubilee extended bank holiday weekend - Thursday 2nd June to Sunday 5th. The Clerk will make more enquires with residents in the village who may be interested to help organise an event.

ACTION: Clerk.

23/09 Email -Reminder of the District Parish Conference - 19th October 2021

Cllr. Hale -Power, was asked from residents if WBC could come and remove the barriers in Church Street when the wall was repaired by West Berkshire Council some time ago. **ACTION: Clerk**

Cllr. Williams reported that the Parish Council Strimmer requires maintenance, the Councilors approved for him to buy the parts needed up to a £50.00 limit. The Clerk reminded Cllr. Williams to retain the VAT receipts to be reimbursed.

ACTION: Cllr. Williams

Cllr. Ackrill said he received a phone call from a resident regarding the trees in the recreation park that were reported as unsafe. The Clerk was asked to book a tree safety inspection. The Clerk will also email the resident.

ACTION: Clerk

Cllr. Ackrill asked Council to confirm a date for this year's Christmas Carols. He had been contacted by Rev. Miri who provided dates when she was available. The date of Monday 20th December was agreed and to be hosted in the recreation ground as last year.

ACTION Cllr. Ackrill

15 **MATTERS FOR FUTURE CONSIDERATION.**

Website.

16 **DATE OF NEXT MEETING.**

The date of the next meeting is Thursday 4th November 2021 at 7.30pm in the Great Shefford Village Hall.

APPENDIX 1**Statement of Accounts
Accounts for Payment October 2021**

Expenditure brought forward 21-22 £7,196.39

Payments

Cheque No	Payee	Description	Amount
DD	SSE	Street Lights	£ 179.98
BACS	Kim Lloyd	Website upgrade	£ 84.00
SO	Clerk Salary	Clerk Salary	
BACS	S & S Management Services	Grass Mowing/litter picking	£ 438.00
BACS	BHIB Council Insurance	PC Insurance	£ 729.30
Total Payments this Month			£ 2,094.15

*** PAID BETWEEN MEETINGS**

Receipts			
02.09.2021	HMRC	VAT	1445.54
23.09.2021	WBDC	Precept	£ 8,000.00
Total Receipts			£ 9,445.54

Financial Position to date

Balance carried forward 31/03/2021	£ 20,187.07
Income for year 21-22 to date.	£ 19,645.54
Less payments for year 21-22 to date	£9,290.54
Total including Reserves	£ 30,542.07