



**Great Shefford Parish Council**

Clerk to The Parish Council: Mrs Kim Lloyd

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**GREAT SHEFFORD PARISH COUNCIL  
MINUTES – 2 DECEMBER 2021 AT 7.30PM.  
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. P. Storey

Cllr. E. Tweedie

Cllr. L. Freeman

Cllr. S Laws

**Parish Clerk:** K. Lloyd

3 members of the public.

The Chairman announced that the Clerk is recording the meeting and the recording will be deleted once the minutes are approved in the following meeting.

**1 APOLOGIES**

No apologies received.

**2 DECLARATIONS OF INTEREST**

No Declarations of Interest received.

**MINUTES FROM PREVIOUS PARISH COUNCIL MEETING.**

Councillors then **RESOLVED UNANIMOUSLY** to confirm and adopt the Minutes of the Parish Council Meeting held on 4 November 2021.

**3 OPEN FORUM.**

None

**4 PLANNING APPLICATIONS**

Three planning applications were considered.

**21/02684/FUL - 6 Riverway** - Permission to use existing outbuilding for short term holiday accommodation.

<http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/02684/FUL>

The Councillors resolved to 'Support' this planning application.

**21/02853/FUL - Wessex Farm, Wantage Road** - Section S73: Variation of condition 2-Plans and 3-Landscaping, of previous application 16/02954/FUL, Appeal ref: 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.

<http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/02853/FUL>

The Councillors resolved to 'Support' this planning application.

**21/02962/HOUSE -3 Scholars Close** - Side extension two storey.

<http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/02962/HOUSE>.

The Councillors resolved to no comments, as no Councillors had been to site.

#### **Decision Notices**

21/01840/HOUSE - 11 Spring Meadows for a proposed two-storey side extension.

WBC Granted Permission.

#### 5 **COMMUNITY WOODLAND AREA - HAWTHORN WAY**

A member of the public in the meeting was invited to speak who said they had attended a meeting with the Community Countryside Manager and Officer at West Berkshire Council (WBC). WBC have agreed to the plan in principle, but they need to discuss the details of handing maintenance over to a local level. It needs to be considered on who will maintain a community garden and thoughts of a 5-year agreement is being discussed to confirm all parties' involved responsibilities. The member of public has also spoken to many neighbours who do not oppose the proposal. The Pre-School was approached, who said, if possible, would like to get the children involved in the community garden project.

The member of public will continue to contact the neighbours regarding the proposal and provide the Clerks email address, then once WBC has drafted an agreement this can be reviewed.

#### 6 **FINANCE**

Members **RESOLVED UNANIMOUSLY** to confirm the payments for December 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 / PRECEPT**

The Clerk asked if the Councillors have any more thoughts on further expenditure. The Parish Council need to make a final decision on the precept in January when more is known regarding the tree survey outcome and new Clerk salary scales.

#### 8 **PARISH NEWSLETTER**

Cllr. Tweedie reported that the publisher had done a cracking job on the Christmas Newsletter Edition. The hard work was the chasing for information which was turned over in three weeks and thanked Linda Bowden for her hard work on this.

Moving forward, Cllr. Tweedie said she didn't think it was sustainable on how it stands at present. Linda Bowden in attendance as a member of the public suggested going digital.

It was agreed to do one more printed edition in February when information referring to a digital newsletter could be included.

As already approved the publisher will be paid by the Parish Council, but it was asked for the Newsletter committee to pay the invoice for the printing for the Christmas edition as funds were still available to use.

The terms of reference will need revising once moved to a digital format as a person will need to be nominated who is responsible for gathering the information for a digital newsletter. Along with taking ownership of the balance of funds in the Newsletter bank account.

- 9 **FLOOD ALLEVIATION SCHEME**  
Cllr. Ackrill said no more to report at present. The administration is ongoing and hoping work can start next year.
- 10 **CHRISTMAS TREEE**  
The Christmas tree is going to be erected on the weekend of the 11<sup>th</sup> of December.  
As every year, members of the Parish Council and public help together to install the tree.  
The Parish Council Thanks Charles Parry at Templars Farm for the donation of the tree.
- 11 **CLERK REPORT**  
The Clerk reported that the Playground Tree inspection will take place once the surveyor has the base plan. They are ordering an Ordnance Survey and will not charge PC for it.  
The Playground inspection is due in January, it was agreed to stay with the same provider.  
**25/11 Email** - Local Plan Review to 2037 - Employment Land 'Call for Sites' - 26 November to 24 December 2021 – The Clerk noted the reference to the land adjacent to three gables in Great Shefford is referenced in the HELAA.  
**24/11 Email** -Update on Reviewing our Engagements between Parish /Town Councils and local authorities. Cllr. Freeman asked if these are recorded, the clerk will find out. **ACTION: Clerk**  
**24/11 Email** -Various Roads Lambourn East Garston and Great Shefford (30 40 and 50 mph Speed Limits) Please contact the Clerk if you would like more information.
- 12 **CLERK APPRAISAL**  
The Clerk had her appraisal with Cllrs. Tweedie, Freeman and Ackrill on 16/11/2021. The Clerk and Cllr Tweedie signed the appraisal table which will be filed, and this will be carried out every year. The Clerks increments is still pending from 01/04/2022.
- 13 **COUNCILLORS**  
Cllr. Ackrill reported that the Biffa wheelie bin had arrived. The Clerk will find out what the day of collection is and reported that a dispute is still ongoing with FCC Recycling regarding payment for non-collections.
- 14 **MATTERS FOR FUTURE CONSIDERATION.**  
Newsletter.
- 15 **DATE OF NEXT MEETING.**  
The date of the next meeting is Thursday 6<sup>th</sup> January 2022 at 7.30pm in the Great Shefford Village hall.

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

Expenditure brought forward 21-22 £10,372.91

**Payments**

Cheque No	Payee	Description	Amount
SO	Clerk Salary	Clerk Salary	
BACS	PCC	Annual Churchyard Maintenance Contrib	£ 750.00

**Total Payments this Month** £ 1,412.87

*\* 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.	£ 26,885.11
Less payments for year 21-22 to date	<u>£11,785.78</u>
Total including Reserves	<u>£ 35,286.40</u>

**Projected Year End 2020/2021**

Opening balance from 2020/2021	£ 20,187.07
Add forecasted Income for year 21-22	£ 16,300.00
Less forecasted payments	£ 17,940.04
Forecasted year end balance	<u>£ 54,427.11</u>

Kim Lloyd  
Clerk/Responsible Financial Officer  
28.10.2021