

WEST ILSLEY PARISH COUNCIL

**Minutes of the Meeting of the
West Ilsley Parish Council (“WIPC”)
held at the West Ilsley Village Hall, West Ilsley
on Monday 11 November 2019 at 7.30pm (the “Meeting”)**

Present: Rollo Duckworth (Chair)
Inna Fauler (Clerk)
Justin Gilbert
Alan Bloor
Alan Beaumont
Graham Woods
Anna Sugden

Apologies: None

In attendance: 8 members of the public

1 Chair and Apologies

1.1 Rollo Duckworth (“RD”) acted as Chair of the Meeting. Inna Fauler (“IF”) kindly agreed to act as Secretary and take the minutes. RD thanked everybody for attending the Meeting.

2 Changes to Declarations of Interest and Councillors

2.1 No changes to the Declarations of Interest of the Councillors were received, nor were there any changes to the Councillors.

3 Minutes of the Meeting of the West Ilsley Parish Council held on Monday 9 September 2019

3.1 The draft minutes of the Meeting of the WIPC held on Monday 9 September 2019 (the “Minutes”) had been circulated prior to the Meeting. The draft Minutes were approved and signed by RD as a true record.

4 Matters Arising from the Minutes

4.1 RD confirmed that the actions that had arisen from the Minutes of the previous Meeting had been completed as follows:

- a) Finance: As agreed at the previous Meeting, Graham Wood (“GW”) would help IF ensure the books were up to date, particularly concerning VAT reporting and reclamation. GW was still working on it. At present though, for the avoidance of doubt, the duties of the Responsible Financial Officer (RFO) remain with IF. RD also mentioned that the WIPC should benefit generally from the launch of the new parish council website, particularly in the area of transparent financial reporting. The Council was also looking into moving from a paper-based payments and receipts ledger into something more digital, so the WIPC’s accounts could be both easier to maintain, and clearer to report to the village and the authorities. However, the simplicity of our accounts may not warrant the costs of a purchased program like Scribe Accounts which is specifically designed for councils. RD also wanted a more detailed quarterly financial report at future council meetings. A suggested

Actions

IF to file the Minutes from the September 2019 Meeting in the WIPC archives.

GW and RD

format for that will follow. RD also mentioned whether the role of Responsible Financial Officer should rotate across the councilors, enhancing scrutiny of the accounts.

- b) Website: RD reported that Martin Briggs-Watson was still working on the new Parish Council sponsored website. The issue would be covered in further detail later in the Meeting.
- c) Village Hall: RD enquired of Alan Bloor (“**ABI**”) whether the Village Hall Committee had re-calculated or received any different quotes for the Village Hall renovation work. ABI informed the Meeting that the Village Hall Committee was still working on it.
- d) Road Signage: RD said that the road signage would be discussed later during the Meeting.
- e) Dog Bins: Anna Sugden (“**AS**”) reported to the Meeting that she made enquiries of West Berkshire Council regarding dog-poo bins. She reported that WBC had informed that it does not arrange for such bins anymore. AS had discovered that to arrange for them commercially would be too expensive. She also mentioned that there are many regular bins in the Village would be used for bagged-up dog faeces as well. The WIPC decided not to proceed with the purchase of dog-poo bins. It was suggested that a post should be made in WIN, asking residents to pick up after their dogs and use the regular bins.

AS

5 Correspondence

5.1 RD reported that the following correspondence had been received:

- a) Emails from various parties regarding traffic speed approaching The Old Chapel and ways to control it (to be discussed within the standing agenda);
- b) A copy of the planning application re Folly Farm (will be circulated later between the Councillors);
- c) Receipt of the second tranche of this year’s precept money
- d) Receipt of a letter confirming that we are not in receipt of any CIL payments in the last year.
- e) An email this very morning (11 Nov 19) confirming that repairs to footpath 16/1 in West Ilsley had been completed and the Secretary of State had declared it was re-opened.

Having responded to a freedom of information request with a first letter, which resulted in further questions which have been addressed and answered in a second letter, there has been no response. So the council have deemed that the request is closed. While there is policy for vexatious complaints, it was not felt necessary to invoke it.

6 Community Matters

6.1 WIN and Website: RD reported that Martin Briggs-Watson had done a great job working on a new WIPC-sponsored website. RD said that the new website should become the “go-to” website of so much village information, usable on both desktops and smartphones. The site will have details of:

RD

- a) West Ilsley Parish Council matters.
- b) WIN editions, the latest, and historic ones as well.
- c) Local amenities, ranging from the Church, the Village Hall, Cricket, Under Fives, The Harrow, Tennis and Netball.
- d) A clever village planning application tracker, showing the stage at which, each application is
- e) And of course, it includes a Contact Us which leads back to the council, should anyone want more information.. However the meeting agreed that only the chairman and clerk should have published email addresses on this site.

6.2 Tennis Club / Netball Club: AS informed the Meeting that the Tennis Club had effectively decided to abstain from any decision to support (or not support) the proposed floodlights for the Netball Club. The Tennis Club accordingly was leaving it to the WIPC to decide. It was mentioned that no planning permission would be needed for the floodlights. There was a discussion about temporary floodlighting, such as the used by the Village at our recent bonfire night. Alan Beaumont (“**ABe**”) said that it would be good to see a proposal. ABI said that, in general, he is supportive of the decision, although he was concerned about its security. The representatives of the WINGS said that they would need at least two temporary floodlights. The cost of one was approximately £600. They said that the temporary floodlights, which they used at the moment, only covered about two-thirds of the court. AS said that she had no objection to the floodlights proposal, provided the light did not shine on or face her house.

6.3 RD said that, generally, the WIPC supported netball in the Village and thought that it was valuable for the Village community and would assist people in socializing and coming together. Accordingly, the WIPC was supportive of the decision regarding the floodlights for the Netball Club, provided that they could be positioned in a way to avoid light spillage and not disturb any surrounding residents. ABI sounded a note of caution regarding any potential financial contribution, as all other sports clubs in the Village were self-supporting.

6.4 It was noted that the Guy Fawkes fireworks evening in the Village had been a big success. Thanks were expressed to everyone who had been involved and attended. Funds had been raised for general Village Hall renovation purposes.

6.5 RD said that all money from the post-flood fund-raiser of 2014 (“the panto”) had now been correctly deposited into the West Ilsley Trust account and now were clearly identifiably separate from council funds and not just ring-fenced within the council account . It followed therefore that the pizza oven bought with these segregated funds should not listed on the council’s Asset Register, and this will be removed in next year’s register..

7 Environment and Upkeep

7.1 Planning: Folly Farm planning application. The application was on the WBC website, and people could support or raise objections to the application accordingly.

7.2 Footpaths and Bridleways: It was reported that the works and repairs to the footpath alongside 16/1 Main Street (in West Ilsley) had been completed and the closure of the footpath had been lifted accordingly.

7.3 Village Hall: ABI reported that the quotes of £79,000 for renovations to the Village Hall would be reviewed internally.

8 Safety and Services

8.1 Signage: To recall: the WIPC was last left in a position where it had been requested to contribute 50% of the bill for a VAS (*“vehicle activated sign”*) at an as yet undisclosed location on the Eastern entrance point to the Village. Justin Gilbert (**“JG”**) had managed to secure another 25% of the total funding cost from WBC sources, meaning that, at the moment, WBC had agreed to cover 75% of the total cost (£10,000) for the VAS sign. Accordingly, the main concern for the Councillors was now regarding the location of the VAS. The following was reported from recent correspondence with the WBC: *“I know the history behind the request and understand a location for the VAS had been provisionally agreed and this location was determined partly by the position of a nearby electrical supply and the need to highlight the approach/speed limit into the village.”* JG informed the Meeting that WBC and the supplier of the VAS sign would make sure that the location of the VAS was 100% right before the installation. ABI said that he still could not understand the point in having the VAS sign as it would be unlikely to prevent drivers from speeding due to its proposed location. RD said that the WIPC should make a decision after the WBC had completed its location assessment. There was a question as to who was going to pay for the maintenance and repair of the VAS sign. JG thought that the Company who installed the VAS sign would take responsibility for repairing it. RD expressed the WIPC’s thanks to JG for his hard work in progressing this matter.

JG to continue liaising with WBC on this matter.

8.2 Roads and Gritting: ABI informed the Meeting that the drainage not far from the Village Hall towards the Cricket Club on the left hand site was blocked. Bury Lane gullies were discussed under AOB.

ABe to inform WBC accordingly.

9 Working Village

9.1 Pub: ABI again reminded the Meeting about the Asset of Community Value scheme and asked who might be the community representative in this regard. In particular, he wondered whether it should be the WIPC or another person or body. There was further discussion and it was agreed the WIPC would register the interest. It was noted that this was not a commitment, as the WIPC would simply be notified that Pub would be for sale whenever (and if) this occurred.

ABI to complete the necessary forms on behalf of WIPC.

10 AOB

10.1 RD informed the Meeting about the plans to restructure the West Ilsley Recreation and Social Association (**“WIRSA”**) Charity and have it constituted with representatives of the various social and club committees / ventures within the Village. These included the Cricket Club, Tennis Club, Netball Club, the playground group and the Village Hall. This would also entail the Village Hall Committee being “spun out” from the current WIRSA, as the two were effectively currently regarded as the same entity, with the WIRSA accounts, for example, including only the Village Hall financials and not any relevant financial inputs from the other social groups in the Village. A working group had been constituted to consider the issues involved, and an external consultant would be hired to review the documentation already prepared internally and currently in place, and prepare relevant changes and updates. The goal of the overall restructuring was to ensure that the WIRSA was properly constituted and able to act properly as a charity meaning that it could, among other things, confer appropriate charitable status to suitable expenditure by the constituent social groups within the Village.

- 10.2 RD informed the Meeting that the Clerk does not have an employment contract. He proposed that the WIPC purchase the template of a contract from Hampshire County Council. The cost is presumed to be £150.00. If that is the cost, all agreed. **RD to arrange for contract template.**
- 10.3 It was mentioned that only one of the gullies on Bury Lane in West Ilsley was working, as the other one was blocked. JG will investigate. **JG to enquire re the gullies on Bury Lane**
- 10.4 There was a short discussion regarding the flood forum report and possibilities of the floods in the Village in light of previous flooding history and recent wet weather.
- 10.5 RD read out the report submitted by Carolyne Culver, the District Councillor.
- 10.6 RD thanked Messrs Peter and David Carlisle for their wonderful work in providing machinery, equipment and person power in connection with the cleaning of the church and its yard in advance of the Remembrance Sunday Service. He also thanked all of the other volunteers who assisted in the work.
- 11 Open forum**
- 11.1 No items.
- 12 Date of Next Meeting**
- 12.1 The next Parish Council Meeting will be held on Monday 13 January 2020 at 7.30pm in the Village Hall. **All to attend.**
- 12.2 There being no further business, the Meeting closed at 8.45pm.
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- Chair**