

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 January 2016 at 7.30pm (the “Meeting”)**

Present: Rollo Duckworth (Chair)
Alan Beaumont (Deputy Chair)
Alan Bloor
Inna Fauler (Secretary)
Justin Gilbert
Justin Pilditch

Apologies: Anna Sugden
Graham Woods

1 Chair and Apologies

1.1 Rollo Duckworth (“RD”) acted as Chair of the Meeting. It was noted that Graham Woods and Anna Sugden (“AS”) had sent his and her apologies (respectively). Inna Fauler (“IF”) agreed to act as Secretary and take the minutes. It was noted that Alan Beaumont (“ABe”) was Deputy Chair of the WIPC.

2 Changes to Declarations of Interest, and Councillors

2.1 No changes to the Declarations of Interest of the Councillors were received.

2.2 RD noted and welcomed the three new WIPC members who had been co-opted following the recent resignations: Justin Gilbert, Justin Pilditch (“JP”) and Graham Woods.

2.3 The new format of the template agenda (attached as Schedule 1) for forthcoming WIPC meetings was noted and **approved**.

3 Minutes of the Meeting of the West Ilsley Parish Council held on Monday 9 November 2015

3.1 The draft minutes of the meeting of the WIPC held on Monday 9 November 2015 (the “Minutes”) had been circulated prior to the Meeting. Mr Clive Hooker noted a couple of corrections to be made. The draft Minutes (as corrected) were approved and signed by RD as a true record.

4 Matters Arising from the Minutes

4.1 None (to be addressed within the context of the Meeting’s specific agenda items).

5 Correspondence

5.1 IF noted the following items of correspondence received:

- The Newbury Citizens’ Advice Bureau had sent a note requesting funds. It was agreed that it was not appropriate for the WIPC to contribute funds to such an organization (which ought to be adequately funded from elsewhere), and IF was asked to respond with a polite refusal accordingly.

Actions

WIPC to use the new agenda template going forward.

IF to correct Minutes and file in WIPC archives.

IF to respond to the Newbury Citizens’ Advice Bureau.

6 Community Matters

6.1 Finance / Accounts / Receipts

- (a) Precept: RD noted that the WIPC needed to confirm the new precept amount. Last year's requested precept amount was £10,050 and, after some discussion, it was agreed that it would be appropriate to request a modest increase in next year's precept amount in line with inflation. Accordingly, the request for a total precept amount of £10,150.50 (being an increase of 1% on last year's amount) was **approved**.
- (b) Banking: RD noted that work with respect to effecting the changes to the WIPC's bank account signatories following the recent resignations was ongoing.
- (c) Budget: Alan Bloor ("**ABI**") reported on the feedback that had been provided to the WBC with respect to various items in the WBC budget survey. In relation to road and drainage costs, the WBC had been informed that there was no scope to save money on West Ilsley's infrastructure, particularly given that the village's main road was often used when traffic from the A34 was rerouted in the event of an incident. Similarly, in relation to public transport, there was no scope for cutting services: the village currently had a minimal service as it was, and any further cuts could affect the most vulnerable villagers.
- (d) Audit: IF noted that, following recent government initiatives, new procedures for procuring auditing services for smaller authorities had been introduced, and that a new procurement body – to be termed the Smaller Authorities' Audit Appointments Limited – would be in charge of procuring auditing services for such authorities. It was open for local authorities (such as WIPC) to opt out of this service if they wished (the default position was that local authorities would be included). It was **agreed** that WIPC should make use of WBC's due diligence with respect to auditing services and accept the new proposal to make use of their procured auditors / auditing services.

IF to submit the signed request for the new precept amount to the West Berkshire Council ("WBC") by the specified deadline.

Relevant councillors to finalise urgently KYC documentation with the bank; IF then to submit the completed forms to the bank.

IF to confirm to WBC, for the avoidance of doubt, that WIPC wished to make use of the new procurement services in relation to auditors.

6.2 WIN, website and communications

It was **noted** that the WIN provided an invaluable role for the village, and that it tended to be used more and was more interactive than the village website. Following on from the discussions noted in section 6.1(c) above regarding public transport, it was noted that the village's bus services (including those run by the Downland Volunteer Group) might be better publicized via WIN. It was also noted that the village's Wikipedia page was somewhat out of date. It was **agreed** that Martin BW, the administrator of the village website, would be asked for initial advice on addressing the Wikipedia page.

IF to organize for the village's bus services to be advertised in WIN. RD to contact Martin BW regarding the village's website and Wikipedia page.

6.3 Village Hall activities and usage

RD noted that he was the official WIPC representative on the Village Hall Committee and advised that, given his Chairmanship of the WIPC, he now wished to resign from this role and have the WIPC appoint someone new. ABe agreed to be WIPC's new representative on the Village Hall Committee (on an interim basis), with ABI agreeing to be a back-up.

IF to confirm with the Village Hall Committee that this change has been noted.

7 Environment and Upkeep

7.1 Planning Applications

IF noted that there had been one planning application received from WBC in relation to The Malthouse (Application 15/01961/house), and that there had been

no objections to the application.

7.2 Footpaths and Bridleways

ABe raised the issue of the upkeep of the triangular section at the bottom of Church Way and the bridleway, and wondered who was responsible for this plot. It was **agreed** that ABe would do some research in this regard in order to determine the demarcation between Church Way (which, as a road, was the responsibility of the WBC) and the bridleway in preparation for a further discussion on this at the next WIPC meeting.

ABe to revert on the demarcation between Church Way and the bridleway.

7.3 Cricket/Tennis/Play Area/Pond/Public Open Spaces

- (a) Pond: ABI reported that he was still waiting for quotes for material for tidying up and repairing the pond area following the floods in 2013/2014. The plan was to place topsoil down at a gradient in order to allow the off-flow of water from the pond to the road (there had previously been a trench dug for this purpose) which would, in turn, be a secondary means of ensuring that the field at the back of the pond would not be inundated. It was proposed that the work would be performed on a "self-help" basis, and a work party would be convened to assist in due course.

ABI to finalise quotes for materials to repair the pond area; thereafter to organize a work party.

- (b) Cricket ground / play area: It was noted that AS had requested that the sum of £50 per annum be set aside as a contribution to, and provision for, the upkeep of the goalposts. This was **agreed**. JP enquired whether the goalposts were insured under the Cricket Club's insurance policy. It was **agreed** that JP would investigate this and revert.

IF to make provision for £50 p.a. for the upkeep of the goalposts. JP to investigate insurance coverage for the goalposts.

7.4 Village Hall

It was noted that there was an ongoing dispute regarding the invoice for electrical work (both in terms of the overrun in cost and the quality of the work performed), and there was other outstanding work that needed to be completed. Some of the extra cost for the work would be met by the Village Hall's budget, and a scheduled VAT rebate would also assist.

8 **Safety and Services**

8.1 Speeding

IF reported on correspondence received from WBC, informing that it would no longer be responsible for the speeding indicating signs at the entrances to villages, which would now become a matter for the local parish councils. A website for reporting instances of speeding would also become available. In response to a request, Mr Clive Hooker agreed to look into the matter to clarify the proposed changes and respective responsibilities.

Clive Hooker to clarify with WBC the responsibilities in relation to the change in speeding control proposals

8.2 Roads and Gritting

ABI reported that the WBC had confirmed that the free provision of salt bins and salt/grit would cease at the end of the current winter as a result of budgetary cuts. The purchase of salt/grit would accordingly become a matter (and expense) for local parish councils. It was noted that it would be more cost effective for WIPC to purchase salt from a wholesaler in bulk supply (rather than through the WBC), provided that there was storage available. Additional supplies (including modest surplus supplies) of salt/grit for the remainder of this winter could continue to be ordered from WBC and would be supplied free-of-charge.

ABI to liaise with IF with respect to ordering additional supplies of salt/grit.

8.3 Flooding

It was noted that Mel Cook was the Flood Warden for West Ilsley, with ABe his Deputy. The WBC had recently circulated a 48-page document on flooding, and it was noted that West Ilsley now had shared responsibility in relation to sewage work with East Ilsley. The problem had been that too much groundwater was seeping into the sewage system, thereby overflowing it. Work had been completed on installing proper "soak-aways" and sealing manhole covers. It was also noted that, if similar problems occurred again as experienced in 2013/2014, the village would have access to major pumping facilities.

9 **Working Village**

9.1 Farming

It was noted that further instances of fly-tipping on the Carlisle Farm had recently occurred, and villagers were asked to be alert to fly-tipping.

10 **Any Other Business**

10.1 None.

11 **Open Forum**

11.1 Mr Clive Hooker provided an update on recent developments in connection with the WBC. These included:

- Participation in overnight police patrols in the Newbury area and Rural Police Initiatives (he noted that the Ridgeway was regularly patrolled, including with night vision equipment);
- Improvements to Catmore Road had been made;
- Improvements to East Ilsley's drainage with respect to running water had been made, and cooperative work with East Ilsley with respect to the drainage of ponds was underway; and
- The speed limit for the East Ilsley one-way system would be reduced to 20 mph.

12 **Date of Next Meeting**

12.1 Monday 14 March 2016 at 7.30pm at the Village Hall.

12.2 There being no further business, the Meeting closed at 8.30pm.

All to attend.

Chairman

Schedule 1

Form of Template Agenda

WEST ILSLEY PARISH COUNCIL AGENDA

Notice is given of the Meeting of the Parish Council to be held in West Ilsley Village Hall on
[insert date] at 7:30pm

1. Apologies for absence.
2. Changes to Declaration of Interests, and Councillors.
3. Approve the minutes of the meeting of West Ilsley Parish Council held on [insert date].
4. Matters arising.
5. Correspondence received since last meeting.
6. Community matters.
 - Finance
 - WIN, website and communications
 - Church
 - Tennis Club
 - Cricket Club
 - Table tennis
 - Fete committee
 - Fireworks
 - Under 5's
 - Evergreens
 - Downland Volunteer Group
 - Village Hall activities and usage
7. Environment and upkeep.
 - Planning
 - Footpaths and Bridleways
 - Cricket/tennis/play area/pond
 - Village hall
8. Safety and services.
 - Speeding
 - Signage
 - Roads and Gritting
 - Refuse and waste
 - Neighbour Watch/Country Watch
 - Telephone and broadband

Flooding
Bus services

9. Working Village.

Farming
Racing
Pub

10. Any Other Business.

11. Open Forum.

District Councillor Report

12 Date of next meeting.