

Yattendon Parish Council

MINUTES of the PARISH COUNCIL MEETING

Held on **Thursday 3rd September, 2015 at 7:30pm** in Yattendon Village Hall.

Councillors present: Gordon Robertson (Chair), Anne Harris (Vice-chair), Chris Turner and Wendy Mole.

In attendance: Sarah Marshman (Clerk), David Slack (Managing Director, Yattendon Estates), Roger Sansom (Yattendon & Frilsham Sports & Social Trust), Virginia von Celsing (District Councillor) (from 8:35pm).

The meeting started at 7.30pm.

1 Apologies for absence

Apologies were received from Dean Foster and Philip Bickford Smith

2 To receive any declarations of pecuniary interests by members or the Clerk

There were none.

3 To receive: Questions or comments from members of the public

Representations from any member who has declared a pecuniary interest

There were none.

13 To consider a request for funding towards a defibrillator

This item was moved forward on the agenda to allow Roger Sansom to discuss his request, on behalf of Yattendon and Frilsham Sports and Social Trust, that the parish council contribute towards a defibrillator for the community. The total cost of purchasing a defibrillator is around £2,500, of which approximately £1,600 has already been raised. It is likely to be sited on the outside of the Village Hall. Various potential sources of funding were discussed.

It was resolved to donate £200 towards the defibrillator.

4 To approve the minutes of the Parish Council Meeting held on 14th May, 2015

It was resolved that the minutes be accepted as a true record and were signed by the Chairman.

5 Matters arising from the minutes of the Council Meeting on 14th May, 2015

The Clerk was requested to write to Highways again about the water leaks by the church and the corner of the shop.

6 To receive a report from our District Councillor, Virginia von Celsing

This item was deferred until later in the meeting as VvC had advised she would be able to attend later.

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Chairman

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Date

7 Planning Applications

a) To consider new applications

There were no new applications.

b) To receive an update on planning applications since the previous meeting

The following planning applications have been responded to since the last meeting:

App. Ref.	Location	Proposed Work	Response	WBC Decision
15/01178 /FUL	Yattendon C.E. Primary School, Yattendon, RG18 0UR	Installation of new oil tank and enclosure, replacement of main boiler, installation of new heating system, replacement of perimeter gates and fences, replacement of an external door and repointing of a chimney breast.	NO OBJECTIONS	Granted
15/01179 /LBC2	Yattendon C.E. Primary School, Yattendon, RG18 0UR	Installation of new oil tank and enclosure, replacement of main boiler, installation of new heating system, replacement of perimeter gates and fences, replacement of an external door and repointing of a chimney breast.	NO OBJECTIONS	Granted
15/01857 /FUL	Burnt Hill House, Burnt Hill, Yattendon, RG18 0XF	Proposed relocation of entrance, gate and twin track access drive off Scratchface Lane.	NO OBJECTIONS	Not yet decided

Comment:

We do not object in principle to a new entrance being created, however we are concerned that there is no reference to the mature trees both along that part of Scratchface Lane and on the garden area itself so it is important the local authority Tree Officer is involved. We also note that the application show an existing vehicle access from Scratchface Lane which does not exist.

8 To consider applications for co-option onto the council

It was resolved to co-opt Philip Bickford Smith to the parish council.

9 To review the feedback from our internal auditors on the 2013/14 accounts and consider appropriate actions

The council received the following feedback from its internal audit which it will address in agenda items 10 and 11.

Recommendation 1: To comply with S26 of the Localism Act 2011, the Council should formally resolve to adopt the up-to-date Code of Conduct for the purposes of discharging its duty to promote and maintain high standards of conduct within its area and Minute the resolution accordingly.

Recommendation 2: The Council should formally consider its Internal Control arrangements, including its Risk Management arrangements, and Minute the review accordingly, during the 2015/16 year.

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Chairman

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Date

10 To consider formally adopting the up-to-date Code of Conduct

It was resolved to adopt the Code of Conduct.

11 To consider the risk assessment for 2015/16

It was resolved to adopt the risk assessment for 2015/16.

12 To consider how Deane and Pocock funds should be handled in future

The parish council have received legal advice from Weller Hedleys that states they should set up a separate body to administer the money provided by the Reading Almshouse Charity in the name of Deane and Pocock. It is understood that Frilsham has a board of trustees that handle the funds for Frilsham.

The clerk was requested to contact Rob Morley from the Frilsham trustees to discuss how the funds are handled and whether it would be possible to combine all the funds through the trust.

14 To discuss the school repainting the slow sign

The primary school has been informed by West Berkshire Council's Highways department that it will cost £3,000 to repaint the slow sign near the school. The Clerk was requested to write to Cheryl Evans at WBC to request the slow sign be repainted.

15 To discuss the patient representative report

GR attended the recent meeting.

16 To receive the finance report and approve cheques due for payment

		<u>RECEIPTS</u>	<u>PAYMENTS</u>
Balance at last meeting 14th May, 2015		£4,108.79	
Aon UK Limited	Insurance 2015/16		£753.02
Yattendon Village Hall	Room hire 28/04/15		£40.00
Yattendon Village Hall	Room hire 14/05/15		£15.00
Chris Turner	Reimbursement of refreshments for APM and postage costs		£49.02
Miss J. Lovelock	Litter picking 01/04/15-31/07/15		£125.00
West Berks Council	Election charges 2015		£100.00
HMRC	VAT refund	£25.98	
Yattendon & Frilsham PCC	Annual grant 2nd half year		£1,250.00
Yattendon & Frilsham PCC	Courtesy lights		£24.00
Miss J. Lovelock	Litter picking 01/07/15-30/09/15		£125.00
Clerk	Remuneration & expenses to 27 Aug		£425.22
HMRC	PAYE		£41.40
D. Fowler & W. Mole	Courtesy Lights		£23.35
		£4,134.77	£2,971.01
Balance at bank on 3rd September, 2015		<u>£1,163.76</u>	

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Chairman

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Date

17 Correspondence

Rural Housing Trust had written to inform the parish council that a resale will be occurring at 8 The Withys. A poster was enclosed which will be displayed on the notice board.

18 To receive an update on Dean & Pocock

Balance on 14th May, 2015		£698.00	
		<u>RECEIPTS</u>	<u>PAYMENTS</u>
Yattendon Stores	Reimbursement of vouchers		£20.00
Adam & Eve	Reimbursement of vouchers		£94.00
Reading Almshouse Charity		£1,000.00	
		£1,698.00	£114.00
Balance at bank on 3rd September, 2015		<u>£1,584.00</u>	

19 Matters for consideration and information

The recent SID results were worse than the previous results. We now have two further people trained on using the device.

The clerk was requested to contact Cheryl Evans to see if it would be possible for a unit to support this work by being present to stop people. WM will arrange the next date for use of the SID.

The clerk was requested to contact the PCSO to see if it would be possible to receive more of the blue signs.

VvC arrived at 8:35pm.

6 To receive a report from our District Councillor, Virginia von Celsing

The parish council discussed the planning application at Burnt Hill House and the possible solar farm at Mazelands Farm in Stanford Dingley with VvC.

The SID results and the slow sign by the school were also discussed. VvC will speak to Highways about repainting.

20 Date of next meeting

To be held at 7:30pm on Thursday 12th November, 2015 in Yattendon Village Hall.

Meeting closed 9:00pm.

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Chairman

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Date