

Yattendon Parish Council

MINUTES of the ANNUAL PARISH COUNCIL MEETING

Held on **Thursday 14th May, 2015 at 7:30pm** in Yattendon Village Hall.

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

In attendance: Sarah Marshman (Clerk), Virginia von Celsing (District Councillor), David Slack (Managing Director, Yattendon Estates).
1 member of the public.

The meeting started at 7.30pm.

1 Election of Chairman of the Council for the year 2015/16

It was resolved to elect Gordon Robertson as Chairman.

2 Election of Vice-Chairman of the Council for the year 2015/16

It was resolved to elect Anne Harris as Vice-Chairman.

3 Apologies for absence

There were none.

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

There were none.

5 To receive declarations of acceptance of office of Chairman and Vice-Chairman for the year 2015/16

Declarations of acceptance of office were signed by GR and AH.

**6 To receive: Questions or comments from members of the public
Representations from any member who has declared a pecuniary interest**

There were none.

7 To approve the minutes of the Parish Council Meeting held on 19th February, 2015

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

8 Matters arising from the minutes of the Council Meeting on 19th February, 2015

There were none.

9 To receive a report from our District Councillor

This item was deferred until later in the meeting as the District Councillor had not yet arrived.

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Chairman

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Date

10 Planning Applications

a) To consider new applications

App. Ref.	Location	Proposed Work	Recommendation
15/01178/ FUL	Yattendon C.E. Primary School, Yattendon, RG18 OUR	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
15/01179/ LBC2	Yattendon C.E. Primary School, Yattendon, RG18 OUR	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

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

The following decisions have been made by West Berkshire Council since the last meeting:

App. Ref.	Location	Proposed Work	WBC Decision
15/00120 /FUL	The Butchers Shop The Square Yattendon Thatcham Berkshire RG18 OUF	Section 73: Variation of conditions 4: Hours of use, and 5: Limit use, of planning permission 14/02815/FUL: Change of Use of butchers shop (A1 Class Use) to cafe (A3 Class Use) and associated works including the retention of unauthorised works including the removal of internal plaster and modern partitioning.	Granted
14/03312 /HOUSE	Morleys Burnt Hill Yattendon Thatcham Berkshire RG18 OXD	Roof conversion to provide two additional bedrooms. Render and cladding to original elevations. No changes to ground footprint. No change to ridge height.	Granted

11 To consider adopting updated standing orders

It was resolved to adopt the updated standing orders.

12 To consider adopting updated financial regulations

It was resolved to adopt the updated financial regulations.

13 To approve and sign the 2014/15 audit accounting and annual governance statements

It was resolved to approve and sign the accounting and annual governance statements on the annual audit.

14 To discuss new dates for using the speed indicator device

New dates for using the speed indicator device were agreed.

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Chairman

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Date

- 15 To consider a request for a donation from West Berkshire Citizens Advice Bureau**
It was resolved to make a donation of £100 to West Berkshire Citizens Advice Bureau.
- 16 To consider quotes to renew the insurance**
It was resolved to renew the insurance with AON and to sign up to a three year deal.
- 17 To consider moving the bank accounts to Unity Trust Bank**
The system used by Unity Trust Bank allows parish councils to make online payments that are authorised by two councillors as per the financial regulations. It was resolved to move the bank account to Unity Trust Bank.
- 18 To discuss the monitoring and evaluation reports required for 'Find Me A Grant' application WB10204 for the Jubilee Bench**
GR will complete the information online.

Items 19-24 were discussed as concerns by parishioners attending the Annual Parish Meeting.

- 19 To consider actions required relating to concerns raised about road safety on the corner of Church Lane**
The house on this corner is regularly hit by traffic.
The clerk was requested to write to West Berks Council's Highways team and the District Councillor to raise concerns and to Yattendon Estate (owner) and the current tenant to highlight that we are writing to raise these concerns.
- 20 To consider actions required relating to the water leakage in the road outside the church**
It is believed this leak is due to local groundwater issues. Yattendon Estate has installed a pump which has helped drop the water table locally, which has been unusually high due to recent groundwater levels in the area. It is hoped this will ensure the water will gradually disappear.
There is also a drain opposite the green telephone box that appears to be constantly blocked. The Clerk was requested to contact Highways to request they resolve this.
- 21 To consider actions required relating to lighting between the village hall and the village on side of road opposite the old Butchers Shop**
Several possible options to improve the lighting in this area were discussed. DS will see if Yattendon Estate can resolve this.
- 22 To consider actions required relating to cars parked for long periods in the village car park area**
Two cars have been parked in the village car park area for a long period of time. The owner of one has been located and the vehicle should be moved within the next fortnight. The owner of the other car has not yet been established.
- 23 To consider actions required relating to parking outside the Royal Oak and at the adjacent road junction**
The council discussed that it was likely that if the vehicles were removed and double yellow

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Chairman

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Date

lines painted in this area, it was likely to increase the speed of traffic approaching the junction. If there are cars parked there people will need to think more and will keep their speed down. The council will continue looking at possible alternatives.

24 To consider actions required relating to speeding in and into/out of the village

The parish council will be redeploying the SID again soon. The parish council insurance will only cover Yattendon Parish Council acting within the boundaries of the parish of Yattendon.

9 To receive a report from our District Councillor

VvC stated there was little to report due to the election having just taken place. She was asked to contact Highways with regards to item 19.

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

		<u>RECEIPTS</u>	<u>PAYMENTS</u>
Balance at last meeting 19th February, 2015		£3,329.06	
Miss J. Lovelock	Litter picking 01/01/15-31/03/15		£125.00
The Samaritans	Donation agreed 19/02/15		£100.00
Yattendon Village Hall	Room hire 21/08/14		£15.00
Yattendon Village Hall	Room hire 19/02/15		£15.00
West Berks District Council	Final superfast broadband payment (part payment)		£281.35
BALC	Subscription 2015/16		£71.87
Ampere Electrical Services	Repair of light in car park		£62.71
West Berks Council	Precept payment 1 of 2	£3,362.50	
	Council tax support grant	£58.48	
CPRE	Subscription 2015/16		£36.00
CCB	Subscription 2015/16		£30.00
Clerk	Remuneration and expenses to 8 May		£540.52
HMRC	PAYE		£54.80
Yattendon & Frilsham PCC	Annual grant 1st half year		£1,250.00
Yattendon & Frilsham PCC	Courtesy lights		£24.00

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Chairman

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Date

Information Commissioner	Data protection registration	£35.00
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£6,750.04	£2,641.25
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Balance at bank on 14th May 2015	<u>£4,108.79</u>
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Parish Plan Account

Balance at last meeting 19th February, 2015	£384.65
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West Berks Council	Superfast broadband final payment (Part payment)	£384.65
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£384.65	£384.65
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Balance at bank on 14th May, 2015	<u>£0.00</u>
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26 Correspondence

Letters of thanks had been received from The Samaritans and Sue Ryder for the donations the parish council had made to them.

27 To receive an update on Dean & Pocock

Balance on 19th February, 2015	£1,397.00
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Yattendon Stores	£446.00
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West Berks Brewery	£139.00
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Yattendon Stores	£20.00
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Adam & Eve	£94.00
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£1,397.00	£699.00
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Balance at bank on 14th May, 2015	<u>£698.00</u>
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28 Matters for consideration and information

There were none.

29 Date of next meeting

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

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Chairman

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Date