

INKPEN PARISH COUNCIL

The Minutes of the Parish Council Meeting held on 19th June 2019 at 8pm in Inkpen Sports Pavilion.
Those present were: Dr David Thomas (Chairman) and councillors, Mr M Bates, Mrs J Edwards, Mr S Hanna, Mrs C Jones, Mr R May, Mrs M Marriott, and Mrs. G Keene (Clerk).
Also attending were Ward Councillors: Councillors Cole, Rowles and Benneyworth.

1. Apologies: None recorded.

2. Planning Sub Committee – see separate minutes.

3. Minutes of the previous meeting – The Chairman recorded that a procedural irregularity had occurred at the last meeting held on 21st May and following the advice from the Legal Section at WBC (and the Association of Local Councils) the election of Vice Chairman of the Parish Council, Chairman of the Planning Sub Committee and Vice Chairman of the Planning Sub Committee would be held again. Following the vote, it was recorded:

Vice Chair of the Parish Council – Mrs Claire Jones elected
Chairman of the Planning Sub Committee – Mrs Moira Marriott elected
Vice Chair of the Planning Sub Committee – Mr Robert May elected

4. Declaration of Interest

4.1 A Declaration of Office was completed by Mrs J Edwards, who was unable to attend the last meeting. A 'Register of Interest' had already been completed.

4.2 No other declarations of interest were recorded.

4.3 *The following declaration is made on all minutes for clarification for residents.*

Inkpen Parish Council is the Corporate Trustee of the Memorial Playing Field Trust and registered with the Charity Commission as the Corporate and Custodian Trustees. Trust meetings and funds are held separately as required by the Charity Commission and confirmed annually to the External Auditors.

As confirmed by the Charity Commission: "The Charity is simply managed and administered by the Council and is not a public sector organisation and not subject to the Freedom of Information Act." All information about the Charity can be viewed on the Charity Commission website.

5. Charity Scope Textile Bank

5.1 Several locations in Inkpen were considered but none suitable for the recycling bank for clothes
No further action.

6. Grass Cutting at Lower Green

6.1 Several complaints had been made concerning the overgrown appearance of the Triangle of land at Lower Green, which is managed for the Parish Council as a pilot area for wildflowers, by Mr Harris of Craven Rd. The grass edges and hedge need to be cleared and the pathway leading to the bench. Councillor May confirmed that the paths and central seating area would be cleared.

Action: Councillor May to contact Mr Harris.

For clarification: As recorded in the Parish Council minutes of 1988 the area was sown with grass seed and was never considered a 'wild flower garden' and was subsequently mowed by a succession of volunteers until a contract was agreed for the maintenance and grass cutting.

6.2 Further discussion continued on the erosion of grass verges and pot holes which required repair. Mr May agreed to report on the maintenance required. Councillor Claire Rowles volunteered to take forward with WBC the details of location sites where the verges need reinstatement.

7.Gigaclear Community Engagement Manager

7.1 A new manager covering Wiltshire/Berkshire for Gigaclear had requested a meeting to introduce himself . Following discussion it was agreed that a meeting was required to resolve outstanding issues but not a ‘sales orientated’ discussion. Councillor Cole volunteered to contact the Project Manager to assess the extent of outstanding work. Position will be reviewed at the next meeting.

Action: Clerk.

8. To approve In-Month Expenditure and Financial Statement 2019/2020

8.1 *Financial statement* up to 5th June 2019 was tabled at the meeting showing Receipts, Payments, corresponding Bank statements; and the committed ringfenced funds of the remaining unspent grants. *Expenditure* as listed - NALC annual membership- £198.94; Annual Parish Meeting reimbursement - £84.08; Parish Council Insurance - £456.75; Grass Maintenance (May) - £306inc.; Self Accounting - £36; HALC Good Councillor Guides - £44; Purchase of Ink cartridges - £34.83inc; Interim Grass cut - £36 inc. *Committed Expenditure:* as listed, is ringfenced for the purpose of the original grant.

8.2 The Clerk tabled copies of the Annual Return for 2018/2019

- a) Annual Internal Audit Report 2018/2019 – agreed and signed by the Examiner
- b) Annual Governance Statement 2018/2019 – agreed and signed by the Chairman and Clerk
- c) Accounting Statements 2018/2019 – agreed and signed by the Chairman and RFO

Documents above will be placed in the public domain on the official Parish Council website for transparency.

Action: Clerk

8.3 Library Service Contribution: WBC had written to all Parish/Town Councils seeking an annual contribution towards maintaining the district Library Service for a reported shortfall in funding – 8 libraries, the Mobile and At Home Services. The contribution sought from Inkpen was £825. (Last year Parish Councils were advised by BALC that a contribution was illegal under the Local Government Act 1972 but this year no advice had been given). Following discussion, it was agreed to make an initial donation of £200 subject to a review and the continuance of the mobile library van which stops at Inkpen. Noted: the attendance at the mobile van has reduced except the stopping point at the school which is well supported by parents and children.

Action: Clerk

8.4 The grass cutting tenders for the Inkpen playing field had been assessed earlier by the Parish Council as an ‘open space’ amenity for residents and will be offered subject to the agreement of the contractor. A fixed term agreement will be issued subject to a review and evaluation in three months.

Action: Clerk

9. Date of next meeting: The date of the Parish Council Meeting is provisionally Tuesday 30th July subject to Councillor’s availability.

Councillors are asked to note that all items for discussion and decision must be recorded on the Agenda to allow due consideration to be given prior to the meeting and to inform residents.

Residents attending the Council meeting are requested to limit comments or questions to the public question time interval when Standing Orders are suspended.

Signed:.....Date: