

## INKPEN PARISH COUNCIL

**The Minutes of the Meeting** of the Parish Council held on Wednesday 20<sup>th</sup> May 2015 at 7 .30 pm in the Inkpen Sports Club.

**Those present were:** Dr D Thomas, Mr K Evans, Mrs C Jones, Mr R May, Mrs V Tomlinson, Mrs L Wild, and Mrs. G Keene (Clerk). Also attending was: Mr R Weeks.

**1. Apologies were received from:** Mr D Wilson and PC Claire Drewitt, who were unable to attend the meeting.

### **2. Hungerford Neighbourhood Police Report**

2.1 The Clerk reported that two offences had been recorded last month:

- i) 12/05/15 a theft from motor vehicle – the vehicle was left insecure and a laptop and cash were removed from inside the car. This occurred in Bell Lane.
- ii) 17/05/15 Drug offences: A local male was arrested after police stopped their car in Great Common and located drugs on board.

**3. Declarations of Acceptance of Office:** were completed by Mr. K Evans, Mrs C Jones, Mr R May, Dr D Thomas, Mrs V Tomlinson and Mrs Wild and witnessed by the Proper Officer for the Council.

**4. A Declaration of Financial Interest** was distributed at the meeting for completion and the details will be entered on the official Inkpen website and a copy retained by the Head of Legal Services, WBC.

### **5. Election of Officers:**

<b>Parish Council Chairman:</b>	Dr David Thomas	Carried nem con.
<b>Parish Council Vice Chairman:</b>	Mrs Vanessa Tomlinson	Carried nem con.
<b>Planning Chairman:</b>	Mrs Linda Wild	Carried nem con.
<b>Planning Vice Chairman:</b>	Mr Keith Evans	Carried nem con.

5.1 Thanks were expressed and recorded to Dr Robin Dunn and Councillor Andrew Rowles, who both stood down at the election, for their help and support over many years and to Mrs Moira Marriott for standing at the Parish Council Election and attracting 186 votes. There had been 18 spoilt votes at the Parish Election.

**Action:** Clerk to inform WBC and send letters to the above named in 5.1.

**6. Planning Sub Committee** – see separate minutes.

QUESTION TIME – the Chairman fielded questions from the floor re the overgrown appearance at The Green: the length of grass; loose stones at the kerbside; and a broken metal rail adjacent to the highway. Mr May agreed the area was overgrown and needed attention. Mr May offered to cut the grass but does not hold Public Liability Insurance and could not indemnify the Parish Council against accidents.

**Action:** Clerk will re contract for the grass; the loose stones to be notified to WBC; and seek a contractor to look at the broken rail.

### **7. Minutes of the Parish Council meeting:**

The minutes of the previous meeting held on Wednesday 18 March 2015 were approved and signed by the Chairman as a true record.

### **8. Matters Arising:**

8.1 HGV signage: Following discussion it was agreed that the Clerk would ask WBC to make a 'width restriction order' for Weavers Lane to prevent overly large HGV and articulated vehicles from using the lane. The current notices at either end of Weavers Lane are being ignored.

8.2 Mr May was asked to provide a map of Inkpen showing where pot holes and road repairs are needed.

**Action: 8.1 Clerk and 8.2 Mr May**

**9. Declarations of Interest:** Councillors are the sole Trustees of the Memorial Playing Field Trust and registered with the Charity Commission as the Corporate and Custodian Trustees.

**10. Correspondence Received:**

10.1 *Councillor Training Dates 2015:* the clerk reported that copies of the Good Councillor Guide were available for purchase if anyone would like a copy. Councillor Training Dates are scheduled for: 17<sup>th</sup> June, 15<sup>th</sup> July, and 9<sup>th</sup> September 2015 if anyone wished to attend. The venue is likely to be in Reading.

10.2 *Trustee for Village Hall committee:* The chairman reported that the Parish Council would undertake a 'liaison role' with the village hall but he would not be nominating a representative as a Trustee for the AGM. A Councillor cannot make decisions for the whole Council and therefore a 'liaison role' would be maintained.

**11. To approve the In-Month Expenditure & Financial Statement 2014/15**

11.1 *Invoices approved since the last meeting:*

Grant payment to Table Tennis Group S137 - £168.01; ½ yr rent on land adjoining Robins Hill - £75; HMRC quarterly tax payment - £185; Costs of Annual Parish Meeting - £101.29; Grass maintenance for March - £294; payment for hire to Inkpen Village Hall for Annual Parish Meeting - £52.50; Employment costs for April - £246.73; Adjustment of employment costs - £8.21.

*Invoices awaiting approval:* Grass Maintenance for April - £294; Staples stationery - £39.65

All costs were agreed.

11.2 Financial Statement was tabled at the meeting showing Receipts and Payments to 30<sup>th</sup> April 2015 to agree with the Bank Statements. The committed and ring fenced costs include outstanding grants totaling £4,159.37 and the Parish Reserve fund of £3,500 to provide for future costs incurred e.g Broadband connections for the remainder of the village not served by Cabinet 1

**12. Next Parish Council Meeting** is arranged for Monday 29<sup>th</sup> June 2015 at 7.30pm at Inkpen Sports Club.

The formal part of the meeting closed and Mr Weeks left.

**AOB:** Mr May re opened the discussion on grass cutting by referring to a former Chairman, who had requested details of his lawn mower, servicing record and size of the blades. It was noted that councillors cannot receive preferential treatment to deliver public services and without Public Liability Insurance, cannot indemnify the Parish Council against accidents. Mr May resigned from Inkpen Parish Council and left the meeting.

Councillors agreed that information would be placed in the Inkpen & Combe Bulletin to explain to residents that the on-going maintenance of The Green would be addressed and the grass would be cut as soon as possible.

No action recorded.

Afternote: The resignation was rescinded after two days.

**Councillors are asked to note that all items for discussion and decision** should be recorded on the Agenda to allow due consideration to be given prior to the meeting and to inform residents. Discussion papers to be circulated before the meeting.

Signed:.....Date: .....