

INKPEN PARISH COUNCIL

The Minutes of the Annual Parish Council Meeting of the Parish Council held on Tuesday 21st May 2019 at 7.30pm in Inkpen Sports Pavilion.

Those present were: Mrs V Tomlinson (retiring Chairman), Mr M Bates, Mr S Hanna, Mrs C Jones, Mr R May, Mrs M Marriott, Dr David Thomas and Mrs. G Keene (Clerk).

Also attending was resident Mr D Channing Williams and Mr B Armstrong (part).

1. Apologies: Mrs J Edwards and Councillor James Cole who were unable to attend the meeting.

2. Hungerford Police Report: PCSO Joanna King was not present.

3. Chairman's Report: The retiring chairman, Mrs Vanessa Tomlinson, will preside until item 5 when a new Chairman of the Parish Council is elected.

The chairman made particular reference to the new members of the Parish Council; the annual precept which is lower than adjoining parishes and cannot sustain unplanned expenditure; the Clerk was underpaid in comparison with other parish councils and not rewarded for extra working hours; she hoped that new councillors would take advantage of training offered in order to fully understand the working of Local Government, and confirmed they would not be Trustees of the Memorial Playing Field until the next meeting when a Declaration would be required.

4. Declaration of Office

4.1 Declarations were completed by those present – to be signed by the Proper Officer.

4.2 *Register of Councillors Interests – copies were tabled for members to complete and return to the Clerk as soon as possible.*

4.3 Code of Conduct – individual copies were handed to Mr Bates and Mr Hanna (other Councillors were given copies on taking up post prior to the election).

4.4 Good Councillor Guide – individual copies were handed out.

5. Election of Officers

Parish Council Chairman:	Dr David Thomas	nem con
Vice Chairman:	Mr Bob May	(by Chairman's casting vote)
Planning Chairman:	Mrs Moira Marriott	
Vice Chairman:	Mr Simon Hanna	

Dr Thomas took the chair.

He congratulated all candidates who stood for election and those who failed to get elected should be thanked for standing. If there were any problems that candidates wished to raise, the queries should be directed to WBC.

6. Planning Sub Committee – see separate minutes.

7. Minutes of the previous Parish Council meeting:

The minutes of the previous meeting held on Tuesday 12th March 2019 were approved and signed by the Chairman as a true record. The draft minutes had been placed on the Inkpen website.

8. Declarations of Interest: No declarations were made by Councillors.

The following declaration is made on all minutes for clarification.

8.1 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.

8.2 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.

9. Matters Arising from the Minutes:

9.1 Footpaths: Mrs Tomlinson had confirmed that the work started on the identification and recording of the unofficial footpaths across the Great Plantation would continue following her departure from the Parish Council via the Inkpen Rights of Way Committee. Progress would be reported.

10. To review the format of the Annual Parish Meeting 2019

5.1 Following discussion it was agreed to review the format of the meeting prior to the 2020 Annual Parish Meeting .

Action: Agenda item for Nov/Dec.

11. Speed Indicator Device Training – Wednesday 7th August 2019 at 6.30pm

11.1 The Clerk reported that Training was available at WBC for SID training if Councillors wished to take up the offer. The equipment used is quite bulky to erect on the roadside. Councillors did not respond enthusiastically and no names were recorded to receive training. It was agreed that this opportunity should be made available to interested residents if applicable.

11.2 *The Lower Green Triangle:* Mr May was requested to trim around the grass edges and hedge at the triangle at Lower Green. The grass was overhanging the edges.

Action: Mr May to liaise with Mr Harris

11.3 *CPRE Planning Workshop* is planned for 2nd July at Pangbourne Village Hall. The planning consultant is an experienced Town Planner and will cover the NPPF (National Planning Policy Framework) and the recent changes e.g giving greater protection to the AONB and Green Belt. All Parish Councils in West Berkshire will be invited to send Councillors – this training will be extremely important as WBC is in the process of reviewing the Local Plan and the housing site allocations to 2036.

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

12.1 *Financial statement* up to 5th May 2019 was tabled at the meeting showing Receipts, Payments, corresponding Bank statements; and the committed ringfenced funds of the remaining unspent grants.

12.2 *Receipts* recorded include: the first installment of the Precept of £7k – the second and final part is paid at the end of September 2019: a refund of VAT for 2019 of £901.34.

Expenditure as listed - a replacement cheque is needed to reimburse £45 to Mrs Tomlinson for the hire of the Village Hall for the Annual Parish Meeting – the first cheque issued has been mislaid/destroyed. Clerk will need to ‘stop’ the first cheque issued before raising the replacement.

Committed Expenditure: as listed, is ringfenced for the purpose of the original grant.

Capital Reserve: the reserve was increased this year to cover proposed devolved budget requests by WBC or mandatory ditch clearance etc.

13. Date of next meeting: The date of the Parish Council Meeting is provisionally Tuesday 19th June 2019 depending on the availability of Councillors and approval of the audit for 2018/2019.

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: