

INKPEN PARISH COUNCIL

The Minutes of the Meeting of the Parish Council held on Wednesday 22nd February at 7.30pm in Inkpen Sports Pavilion.

Those present were: Mrs V Tomlinson (Chairman), Mr K Evans, Mrs C Jones, Mr R May, and Mrs. G Keene (Clerk). Also attending was Councillor James Cole and Mr R Weeks.

1. Apologies: Apologies were received from Mrs L Wild, Mrs J Wilson and Mrs M Marriott, who were not able to attend the meeting. The Chairman welcomed everyone to the meeting.

Inspector Chris Ward – Thames Valley Police – was unable to attend to explain the new operating model being introduced for West Berkshire policing area, due to an urgent meeting.

2. Planning Sub Committee – there were no outstanding planning applications to consider. It was noted that light pollution in the village should be restricted as residents value the dark night sky – all Parish Council planning submissions to West Berkshire Council refer to light pollution. It has been noticed that some planners include the condition to restrict external lighting to protect the amenity of the NWD AONB – others do not. In order to seek some consistency a letter will be sent to WBC to seek their co operation in restricting the use of inappropriate external lighting on new dwellings, which contributes to light pollution in the village.

3. Minutes of the previous Parish Council meeting:

The minutes of the previous meeting held on Wednesday 11th January 2017 were approved and signed by the Chairman as a true record. The draft minutes had been displayed on the Inkpen website.

4. Declarations of Interest: *this declaration is made on all minutes for clarification.*

4.1 Councillors are the sole Trustees 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 as confirmed annually to the External Auditors.

4.2 *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.

5. Matters Arising: *points are from the last meeting.*

8.2 *Poor's' Allotment Trust:* concern had been expressed about the level of assistance that the Trust is able to give to residents as children/families that may need support during the year. Mrs Tomlinson to report at the next meeting.

Action: Mrs Tomlinson will report on the Trust issue.
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6. Inkpen Bus Service - update on two alternative systems used:

a) Kintbury Volunteer Group (KVG) Charity 1060884:

http://www.hungerford.org.uk/chain/single_pages_and_home/kintbury_volunteers.htm

The Clerk informed the meeting that the Kintbury Volunteer Group covered the surrounding villages of Inkpen, West Woodhay, Stockcross and Wickham. It was reported that Inkpen residents who require transportation are using the service to attend appointments outside of the area (and pick up shopping on the trip). The Kintbury office is part of the West Berkshire Volunteer Scheme, which has a list of volunteer drivers to source from – the office also provides a photocopying service. The office is open each week day morning from 9am to 11.30am – contact is made by telephone 01488 657119

b) Lincolnshire Bus Service <http://www.lincsinterconnect.com/bookonline/>

This scheme operates a sophisticated on-line booking system for those who require transport in the Lincolnshire area.

Following discussion it was agreed that it was not cost effective to set up an alternative system for Inkpen and residents were already aware of the Kintbury Volunteer Group and the services they offer, which are displayed on the Kintbury notice board. Mrs Jones was concerned that details of the service were put in the Inkpen bulletin and potentially finding out who in the village used the service.

Action: Clerk to record the Kintbury VG contact detail in the Bulletin. Details of the public bus service are on the Inkpen web site.

7. The Local Government Boundary Commission for England – Electoral Review

Consultation on the future West Berkshire ward boundaries has commenced - Closing date 3rd April 2017. <https://www.lgbce.org.uk/news/electoral-review/have-your-say-on-new-council-ward-boundaries-for-west-berkshire> Interactive maps of the existing wards can be found at www.lgbce.org.uk.

7.1 Councillor James Cole explained the background to the consultation and confirmed that WBC would be submitting their response at the end of March.

7.2 Following discussion it was agreed that Councillors should seriously consider the impact of any boundary changes on Inkpen; the retention of representation at Ward Level, and submit views to the Commission for consideration – with copy to the Ward Members, before the discussion at District level.

Action: Councillors to review and submit wording to the Clerk by 5th March for agreement.

8. To approve the In-Month Expenditure and Financial Statement 2017/2018

a) Grants to Village Groups 2017 – grant for equipment - arrangements

b) Transparency Funding – financial support for smaller authorities closing date 20th March

8.1 *To approve invoices for payment 2016/17*

HMRC tax payment of £216 as advised; Village Grants agreed at the last meeting were confirmed. Payment of Stationary - £16.78. All payments were approved.

8.2 *Financial Statement 2016/17*

The Clerk reported on the In-Month Expenditure, which had been agreed.

The clerk tabled a financial statement to 3rd February 2017 showing receipts, payments and reconciliation with the bank statements; and the committed ring fenced funding of the unspent Grants. A cash flow spreadsheet was available, which showed the provisional budget, actual spend and projected payments to the end of the financial year of 2016/2017.

Action: Clerk

b) The Clerk recorded that the equipment, purchased by the Inkpen 92 Group from the WBC Grant, would revert back to the Parish Council if the Group was dissolved at any time. The projector and equipment had been used successfully for a presentation in the church at the weekend.

c) Transparency Funding – the clerk reported that there was a small amount of funding available to smaller authorities to help with the transparency of published parish data. Councillors agreed that a bid should be made before the closing date on 20th March 2017.

10. Next Parish Council Meeting – if required a provisional meeting could be held at Inkpen Sports Pavilion – Wednesday 5th April. **Date of the next District Parish Conference** – Tuesday 21st March 2017. **Date of the Annual Parish Meeting** was agreed for Monday 24th April 2017 at 7.30pm.

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.

Meeting closed at 21.10 hrs.

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: