

## INKPEN PARISH COUNCIL

**The Minutes of the Meeting** of the Parish Council held on Wednesday 28<sup>th</sup> September 2016 at 7 .30 pm at Inkpen Sports Club.

**Those present were:** Mrs V Tomlinson (Chairman), Mr K Evans, Mrs C Jones, Mr R May, and Mrs. G Keene (Clerk). Also attending the meeting was resident, Mr Vince Long

**1. Apologies:** Apologies were received from Mrs L Wild & Hungerford Police, who were not able to attend the meeting.

**2. Hungerford Neighbourhood Police Report:** Not available.

### **3. Update on Gigaclear Wayleave Agreement – Dr David Thomas**

3.1 Dr Thomas updated the meeting with his recent communication from Gigaclear who had requested permission to site the cabinet at the Inkpen recreation ground. It was agreed that the Clerk should contact the Gigaclear office to clarify:

a) that free movement and access to the recreation ground would be guaranteed i.e apparatus should not encroach the entrance.

b) the agreement should be timebound i.e in place for 30 years and arrangements for exit from the agreement should be clarified.

Providing the conditions were acceptable, two copies of the Wayleave agreement would be signed by the Trustees of the Memorial Playing Field.

3.2 It was agreed that the installation of Broadband for Inkpen Residents would be a significant benefit, especially to those working from home/small businesses/ the industrial estate etc. and the sports pavilion could provide a broadband service for those who required it.

Details and updates can be seen on the Inkpen website and residents will be encouraged to check the information regularly.

**4. Planning** – see separate draft minutes.

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

The minutes of the previous meeting held on Wednesday 27<sup>th</sup> July 2016 were approved and signed by the Chairman as a true record. The draft minutes had been displayed on the Inkpen website.

### **6. Matters Arising:**

6.1 None raised but the following recorded as agreed in the previous minutes:

6.2 *Councillors Declaration for Insurance:* The Clerk confirmed the Insurance Act 2015 came into force on 12<sup>th</sup> August 2016 and there is a duty of full disclosure. The insurance will not cover councillors subject to: County Court Judgements; those who have been declined insurance, *convicted/charged or cautioned* in respect of any criminal offence; prosecuted for failure to comply with Health & Safety, Welfare or Environmental Protection legislation; declared bankrupt or disqualified from being a company director or company that went into receivership, liquidation or administration.

6.3. *Lower Green triangle of land* – purchased by Inkpen Parish Council in 1987

The Clerk agreed to draw up an Agreement between two parties for the maintenance of a wild flower centre on the public land owned by the Parish at the Lower Green triangle. The Agreement to include: the Parish Council is responsible for the overall ‘duty of care’ of the public area; the land has a covenant, which states that “no building or structure whether permanent or temporary shall at any time be erected or built or placed or suffered to be on the land”; the Clerk will contact BBOWT professionally on the creation of a wild flower area; the area around the seat and trees to remain as a public grass area where visitors and residents can sit; Public Liability Insurance for Andy Painting, maintaining the site, to be

covered by Bernard Harris, at The Swan, Lower Green; wild flowers would be allowed to grow between April and August each year and the grass cut normally from August through to the following April;

**Action:** Clerk to draw up the Agreement for the next meeting.

## **7. Declarations of Interest:**

7.1 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.

7.2 *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.

## **8. Vacancy for Councillor with Inkpen Parish Council**

8.1 The Clerk reported that WBC had confirmed that an Election had not been called by an Inkpen Resident and therefore two councillors could be co-opted to replace Dr Thomas and Mr D Wilson who had stepped down. Expressions of Interest had been circulated prior to the meeting and the appointment would depend on ‘those best suited for the post’.

## **9. District Parish Conference to be held on 18<sup>th</sup> October 2016**

9.1 The topics for discussion are: Devolution and the Boundary Review

9.2 Following discussion it was confirmed that none of the councillors were available to attend the meeting.

**Action:** Clerk to send apologies

## **10. WBC Winter Service Plan Consultation/ New Bus Timetable – Bus Service 3**

10.1 The primary gritting and salting of roads in Inkpen were detailed in the consultation report. The Clerk confirmed that the Folly Rd/Weavers Lane would remain a primary route with pavement snow clearance down from Robins Hill to the bungalows opposite the school.

10.2 The new bus timetable had been operating since the beginning of September – the details had been emailed to residents in the village (and those in Kintbury), a note placed in the Bulletin indicating that the timetables were on display at the Crown & Garter and on the noticeboard by the School.

**Action:** Clerk to forward details to the Inkpen website.

## **11. Financial Update 2016/2017**

11.1 *In Month Expenditure and Financial Statement 2016/2017*

The Clerk reported on the In-Month Expenditure and outstanding invoices for payment. Expenditure was agreed as attached and cheques signed.

11.2 *The clerk gave a financial report* to the 5<sup>th</sup> September 2016 and tabled a financial statement showing receipts, payments and reconciliation with the bank statements; the committed ring fenced funding of the unspent Grants. A cash flow spreadsheet was tabled which showed the provisional budget, actual spend and projected payments to the end of the financial year of 2016/2017.

11.3 *Cost of the May Elections 2015* – £1,500 is ringfenced for the payment.

11.4 *Annual Report 2015/2016* has been placed on the website. The Audit Review had been completed by Mazars – no queries were raised.

11.5 *Precept 2017:* The Clerk reported that the government is planning to bring in new rules forcing local councils to hold costly local referendums over increases to the parish precept i.e capping the Council Tax over a certain amount. NALC are planning to object as this will ‘damage communities and local services’ – the consultation is starting at the end of September in readiness for the Precept of 2017

The Clerk reported that the current Reserves allowed some flexibility in spending, which may not be available next year if the precept was capped.

**13. Next Parish Council Meeting** is arranged for: 23<sup>rd</sup> November 2016 at Inkpen Sports Pavilion – date to be confirmed by councillors.

Meeting closed 21.30hrs

**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: .....