

INKPEN PARISH COUNCIL

The Minutes of the Meeting of the Parish Council held on Thursday 8th February 2018 at 7.30pm in Inkpen Sports Pavilion.

Those present were: Mrs V Tomlinson (Chairman), Mrs C Jones, Mrs M Marriott, Mr R May, Mrs L Wild, and Mrs. G Keene (Clerk).

1. Apologies: Mr K Evans, Mrs J Wilson, and Mr A Stansfeld and Mr J Cole, who were unable to attend the meeting. The Chairman welcomed everyone to the meeting.

2. Hungerford Police Report: No report presented. (Contact 101 or 999 if a crime is in progress).

3. Planning Sub Committee: see separate minutes.

4. Minutes of the previous Parish Council meeting:

The minutes of the previous meeting held on Wednesday 20th November 2017 were approved and signed by the Chairman as a true record. The draft minutes had been placed on the Inkpen website.

5. Declarations of Interest: None

This declaration is made on all minutes for clarification.

5.1 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.

5.2 *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.

6. Matters Arising from the Minutes:

6.1 *Review of Annual Parish Meeting format:* The Chairman requested that Councillors consult their diary for the latter part of April and consider possible dates to hold the APM. Following discussion it was agreed to consider Wednesday 25th April. It is hoped that many residents will take the opportunity to join the Councillors in a short meeting to review activities over the year. Newcomers to Inkpen are especially welcome.

Action: All.	Afternote: The date booked is Thursday 26 th April 2018 to fit the Village Hall booking dates.
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7. Review the Service Level Agreement – Trial Wildflower Agreement, Lower Green Triangle.

As reported in the minutes of 27th September, the land is owned by the Parish Council and has been managed as a trial period for wildflowers during 2017 by Mr & Mrs Harris, of the Swan public house, Craven Rd. under a joint agreement with the Parish Council which ended 31st December 2017.

7.1 Following discussion it was agreed that the trial should continue for a further year to allow for additional wild flower seed sowing in designated patches to encourage the biodiversity of the area. The triangle is to be used as a public area and for local parties/picnics as required, to be held in perpetuity for Inkpen residents.

7.2 The Lower Green triangle is covered by legal covenant, which means that no fences or any structure whether permanent or temporary can be erected.

7.3. Historically the Parish Council minutes of 1987 show that the area was purchased by the Parish Council at the time, from an anonymous gift and that grass seed was sown and trees planted in 1988.

Action: Clerk to draw up a Service Level Agreement to extend the trial in 2018. Chair to contact Mr & Mrs Harris.
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7.4 It was noted that Councillors were not in favour of plaques or notices erected in the AONB and were mindful and grateful to many Inkpen residents who had contributed to the community and dynamics of the village.

8. Thames Water – the Chairman reported to the meeting on the site meeting held with Thames Water, the contractor and the environmental consultant to review arrangements for the erection of a new water tower in Bell Lane.

8.1 The new water tower will replace the old one, which is leaking and based on old technology. As Inkpen residents cannot be without water it is impossible to dismantle the old one before the completion of the new build, which may take six months to erect adjacent to the old one. The new water tower will not be

higher than the present one and will have a 6 meter border surrounding it of native trees and vegetation to negate the visual impact from the top of Walbury Hill. As Bell Lane is very narrow, a temporary car park will be constructed to facilitate parking for contractors vehicles on site.

8.2 A very comprehensive planning application has been prepared with a full environmental assessment in liaison with the Astor Estate.

Action: Clerk to insert details in the next village Bulletin.

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

9.1 *Expenditure since the last meeting was recorded:* Clerk remuneration for Nov. & Dec.- £296.80 x 2; CPRE annual membership - £36; Self Accounting - £36; HMRC payment - £222.60; office supplies £31.78. All costs were agreed and cheques issued with two signatures.

9.2 *financial statement* up to 5th January 2018 was tabled at the meeting showing Receipts, Payments, Bank statements; and the committed ringfenced funds/grants. The Parish Account has a reserve of £3,500 for Broadband installation.

9.3 *Cash Flow Forecast:* Receipts and Payments were confirmed up to 5th January 2018 and a projected end of year forecast shown. The Clerk highlighted the need for prudent spending as the Ditch Clearance of £4,152 was unplanned expenditure leaving the account low on funds until the end of April 2018.

9.4 *NALC Transparency Funding – update*

The printer/scanner would be purchased and the contribution for retrospective staff hours £1,380 is outstanding for payment.

9.5 *CIL (Community Infrastructure Levy)* – following discussion Councillors confirmed the purchase of the Defibrillator in this financial year.

9.6 *Councillors reviewed the budget for 2017/2018* and the projected outturn.

Councillors prioritized the needs: to balance the budget to meet community expectations; maintain the playing field and recreational areas; respond to on-going requests as well as maintain current services against the upward pressure of increasing costs as well as meet approved funding demands by the Local Authority.

Councillors confirmed that requests for funding can only be met if funding allows:

Inkpen Church – circulation of Parish Council news in the Inkpen Bulletin - £332 granted.

Maintenance of recreational areas - payment approved for play areas as essential village asset.

Poors Allotment – funds not available; Bowling Club, not eligible but referred to Greenham Trust.

CAB external funding to contribute to the shortfall of LA funding – not agreed.

9.7 *Setting the Precept:* Projected costs for 2018/2019 were approved. Following discussion it was agreed to increase the precept by £3 per Band D property i.e from £27 to £30 per household. This would allow for maintaining the current village provision and insurance; allow for modest repairs to assets; and cover costs of elections.

Payment of the precept is made in two equal installments – end of April and end of September 2018.

It was noted that external grants are not easily obtained as the competition and needs from larger communities is much greater, which means that Inkpen expenditure must be sufficient to cover costs.

10. Next Parish Council is Monday 26th March 2018 subject to Councillors availability. Meeting closed at 21 hrs. **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.

Signed:.....Date:

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