

INKPEN PARISH COUNCIL

The Minutes of the Meeting of the Parish Council held on Monday 26th March 2018 at 7.30pm in Inkpen Sports Pavilion.

Those present were: Mrs V Tomlinson (Chairman), Mr K Evans, Mrs C Jones, Mrs M Marriott, Mr R May, Mrs L Wild, Mrs J Wilson and Mrs. G Keene (Clerk). Also attending were: Dr D Thomas, Mr A Stansfeld and Mr J Cole.

1. Apologies: None recorded

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 Thursday 8th February 2018 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:* It was agreed to make Councillors more accessible to residents and that the format of the meeting would allow Councillors to mingle with electors to talk through the village issues. A signed hire agreement would be required by the village hall with payment of £45 to be made in advance. Domestic and catering issues would be discussed outside of the meeting. Badges would be issued to those attending for ease of identification. The date confirmed and recorded in the previous minutes was Thursday 26th April at 7.30pm.

Action: All

6.2. *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 for 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.

6.3 Following discussion it was agreed at the last meeting 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 also to be used as a public area and for local parties/picnics as required, to be held in perpetuity for Inkpen residents.

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

6.5. 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.

6.6 It was confirmed by Councillors that they 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.

6.7 The Service Level Agreement for 2018 had been given to Mr & Mrs Harris for signing.

Afternote: Following the meeting the Chairman sought 'opinion' on the issue of whether a small notice could be erected on site. It was confirmed that a small sign would not constitute a 'structure' and could be allowed on site. The Clerk agreed to write to Mr & Mrs Harris to confirm the opinion given.

7. Gigaclear Contractors:

7.1 Dr Thomas reported on the progress of the Gigaclear installation in the village. A number of complaints had been recorded about the contractors working on site, which had been reported and passed on to the company for remedial action. A meeting was held with the Gigaclear Project Manager which had been constructive and a promise secured to action all complaints to a satisfactory standard. The installation at the Sports Pavilion would be connected shortly giving access to WiFi for both minutes and planning applications which could be viewed on line. It was agreed that Dr Thomas would act as the representative for Inkpen residents and keep the Clerk informed.

8. Grit Bins: The Clerk reported that the grit bin at the top of Robins Hill/Bracken Copse had been refilled by WBC. It was not possible to guard or control the use of the grit as it was an open bin to be used as and when needed by the residents.

9. Tree Cutting for Electrical Safety:

9.1 The Clerk reported that for safety for the main power line, trees needed to be cut back by SSE. They were also required to consult the Parish Council before cutting or removal. The tree at Post Office Rd outside Walbury Cottage had been removed following the approval of the Parish Councillors.

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

9.1 *Expenditure since the last meeting was recorded:* Clerk remuneration for Jan/Feb.- £296.80 x 2; Self Accounting - £36; HMRC payment - £222.60; office supplies £31.78. All costs were agreed and cheques issued with two signatures. Costs agreed last month under S137 were Playing Field - £2500 and Children’s Play Area - £1000. The outstanding costs of the NALC Transparency grant were agreed for payment – retrospective staff costs £1,380 and the purchase of the printer/scanner at £86.98. Agreed

9.2 *Financial statement* up to 5th March 2018 was tabled at the meeting showing Receipts, Payments, corresponding 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 March 2018 and a projected end of year forecast shown.

9.5 *CIL (Community Infrastructure Levy)* –the purchase of the Defibrillator would fall into the next financial year due to evaluation of products available and new regulations in force.

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

Councillors prioritised 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.

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.

11. Next Parish Council Meeting is the Annual Parish Meeting to be held on Thursday 26th April 2018. Apologies recorded in advance from Councillor Evans and Councillor Wild. 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.

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: