

INKPEN PARISH COUNCIL

The Minutes of the Meeting of the Parish Council held on Tuesday 27th November 2018 at 7pm in Inkpen Sports Pavilion.

Those present were: Mrs V Tomlinson (Chairman), Mrs Jones, Mr May, Mrs M Marriott, Mrs J Edwards, and Mrs. G Keene (Clerk).

1. Apologies: Mrs L Wild, Councillors James Cole and Anthony Stansfeld, were unable to attend the meeting.

2. Planning Sub Committee: see separate minutes.

3. Minutes of the previous Parish Council meeting:

The minutes of the previous meeting held on Wednesday 10th October 2018 were approved and signed by the Chairman as a true record. The draft minutes had been placed on the Inkpen website.

4. Declarations of Interest: None

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 from the Minutes:

5.1 Footpaths: The Chairman reported to the meeting that the second owner of the Great Plantation had been identified and had agreed in writing that the two footpaths crossing the back of the woodland should be recognised officially. The next stage of the process would be discussed with West Berkshire Council. Mr Austin, who owns the land fronting on to Post Office Rd. had not responded to the letter sent by the Parish Council.

Action: Chairman to progress the recognition of the footpaths.

5.2 Defibrillator: The Clerk confirmed the purchase of the defibrillator from the CIL grant (Community Infrastructure Levy) and the installation had been completed. The Defibrillator is now 'live' and an email had been sent to the village residents informing them of the access procedure and how to contact the Emergency Services. The App 'Save a Life' could be downloaded to electronic devices and would show the nearest defibrillator to your location. Awareness training could now be arranged with Mr Dave Lester (Community Responder) who had volunteered his help. The Clerk reported that there had been requests from both Lower Green and Great Common that the installation of a defibrillator would be welcomed – there are two telephone boxes which have electrical power available in both locations. The Telephone Box at Lower Green is owned by the Parish Council. Mrs Edwards agreed to make enquiries at the Crown and Garter, who own the telephone box at Great Common to see if there was any interest.

5.3: Remembrance Crosses: The Parish Council had purchased three poppy wreaths for the village and a number of crosses, which the school placed around the union jack flag pole in commemoration of those who died in WW1 & WW II. Colonel Freeman had given a talk to the schoolchildren and Jack Marriot had spoken and given a slide presentation to the Inkpen 92 Group meeting about WW1 and the signing of the armistice witnessed by his great grandfather Captain J.P.R Marriott, C.M.G., R.N.

6. Highways Maintenance – Chairman to consider maintenance issues

6.1 The Chairman had written to Councillor Anthony Stansfeld about the cost and waste of manpower used in contracted out highway maintenance teams. It had been noted that 2 lorries and 7 men were contracted to fill two potholes at Lower Green. The letter had been acknowledged and would be followed up by the Head of Highways at WBC.

6.2 The Clerk agreed to follow up the drain clearance at Pottery Lane junction with Post Office Rd. and at the bend in Craven Rd.

Action: Chairman & Clerk

7. West Berkshire Budget proposals – consultation closing date 21st December 2018

7.1 Councillors were encouraged to access the WBC website and advise the clerk if they wished to make representation on the proposed changes to the budget affecting public services in the district – details are shown on the local authority website. www.westberks.gov.uk/budgetproposals

8. To approve the In-Month Expenditure and Financial Statement 2018/2019

8.1 *Expenditure for approval:* Wel Medical (purchase of defibrillator) with CIL grant - £1500 inc; British Legion Poppies Wreaths and crosses - £123inc; Electrical installation of defibrillator - £200.70inc. All costs were agreed and cheques were authorised with two signatures.

8.2 *Financial statement* up to 5th November 2018 was tabled at the meeting showing Receipts, Payments, corresponding Bank statements; and the committed ringfenced funds £3,064.91 representing the remaining unspent grants.

8.3 Two grant applications had been received: St Michaels All Angels requested a contribution towards the cost of the annual production of the Inkpen & Combe Bulletin based on the percentage split of village news (70%) and church news (30%). A total grant was requested for £488. Agreed unanimously. The second grant application for a capital purchase of two extractor fans and heaters for the sports pavilion and repair/replacement & maintenance of the children’s play area - £2,000 and £500 respectively. Agreed.

9. Date of next meeting: provisionally the next meeting will be held on Tuesday 22nd January 2018 at 7.30pm at Inkpen Sports Pavilion – date to be agreed by Councillors.

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: