

## **INKPEN PARISH COUNCIL**

A meeting of the Parish Council meeting was held on Monday 5<sup>th</sup> February 2020 at 7.30pm at the Inkpen Sports Pavilion.

**Those attending the meeting were:** Dr D Thomas (Chairman), Mr S Hanna, Mrs C Jones, Mr R May and Mrs. G Keene (Parish Clerk).

1. **Apologies were received from:** Mr M Bates, Mrs J Edwards, Mrs M Marriott, and Ward Members who were unable to attend the meeting

2. Planning Sub Committee – see separate minutes

3. **Minutes of the previous meeting** – the draft minutes of the meeting held on 30<sup>th</sup> September were approved as a true record and signed by the Chairman without amendment.

### **4. Matters Arising**

a) Tree removal at Lower Green: Thanks were recorded to Councillor May, who had trimmed back the tree at the Triangle at Lower Green. No further action recorded.

b) Changes to the village since 1950 – meetings with Chairman, Councillor May and Mrs Weeks would be arranged shortly to prepare to record the changes that have taken place in the village. Progress will be reported at Parish Council meetings.

**Action:** Chairman

### **5. Declaration of Interest**

5.1 No declarations of interest were recorded and block dispensation recorded under item 8.5.

5.2 The following declaration is made on all minutes for clarification for residents.

Inkpen Parish Council is the Corporate Trustee 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 confirmed annually to the External Auditors.

*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. West Berkshire Climate Change**

6.1 The Clerk and Councillor Jones had attended the evening workshop organized by WBC and held at Shaw House in Newbury. The workshop was well attended but poorly presented, The group discussions were to identify good practice and local initiatives or suggestions where Parish Councils could undertake tasks to minimize the effects of climate change e.g waste, energy and transport.

6.2 It is hoped that everyone will read the Environment Strategy 2020/2030 report and contribute to the consultation which closes on 21<sup>st</sup> February 2020.. The Clerk reported that a notice had been placed in the Inkpen & Combe Bulletin . Strategy paper: <https://info.westberks.gov.uk/index.aspx?articleid=36647>.

The Chairman would welcome any suggestions.

### **7. To review the Grass cutting arrangements for The Triangle, Lower Green**

7.1 It was reported in the minutes of 30<sup>th</sup> September 2019 that the hedge at the Lower Green Triangle was overgrown and presented a hazard to drivers turning into Craven Rd. It was agreed that Mr. Harris, who had maintained the area, would be informed and if necessary the Parish Council will need to reconsider the management of the site.

7.2 It was noted that Mr Harris had not signed the Agreement in 2019 that the previous Chairman, Mrs Tomlinson, had presented to him to meet the maintenance requirements requested by the Parish Council .

Criticisms had been received last year about the poor maintenance of the site, the lack of clearance of footpaths and the area around the wooden seat. A number of volunteers had recently offered to undertake the work required maintaining the area and if given environmental guidance the wild flowers would continue to flourish.

7.3 The Chairman asked Councillor May if he would undertake another project of wild flowers, as a legacy to the village, at the end of the Memorial Playing Field.

**Action:** Secretary to record thanks to Mr & Mrs Harris for their past support. Further discussions will be conducted with Councillor May. Clerk to make contact with Mrs Chester.

8. To approve In-Month Expenditure and Financial Statement 2019/2020

8.1 *Financial statement* up to 3<sup>rd</sup> January 2020 was tabled at the meeting showing Receipts, Payments, corresponding Bank statements; and the committed ringfenced funds of the remaining unspent grants.

8.2 *Expenditure* as listed –HMRC - £292.40; ½ lease of land - £75; PCC room hire - £12; Stationery - £24.99; Computer protection - £21.59; CPRE annual sub - £36; 92 Group S137 - £12.98; Football coaching - £27.99; SLCC - £114; Self Accounting - £36; Stationery - £49.99; HMRC - £292.40; Grass Cutting - £525; Football shirts Grant purchase - £699.60; All invoices and payments had been agreed and cheques issued and signed.

8.3 *Costs awaiting approval:* Replacement cheque for Mrs Tomlinson - £45; Hire of Room for PC meetings – 9 x £12; Paper Purchase - £10.79; All agreed.

8.4 *Grant Applications* for consideration under S137: Inkpen & Combe Bulletin - £460; Childrens Play Area - £1,000 for new play equipment; Inkpen 92 Group funding for speakers - £200; All agreed.

*Committed Expenditure:* as listed, is ringfenced for the purpose of the original grant.

8.5 *Agree notional expenditure and budget* for 2021/2022 and agree the Precept.

A block dispensation was applied to Councillors’ in the Parish as all members otherwise would be prohibited from taking part in the meeting and would impede the business of setting the budget – S 33 Localism Act 2011. The Clerk presented a cash flow spreadsheet with projected outturn for 2019/2020 and a working sheet for the Precept showing the outturn for the current year and the projected requirements for 2020/2021.

Following discussion it was agreed that there would be no increase to the Precept – it would remain at £14,000 for 2020/2021

**Action:** Clerk to inform West Berkshire Council

**9. Date of next meeting:** The date of the Parish Council Meeting is subject to Councillor’s availability. A provisional date of Wednesday 18<sup>th</sup> March 2020 was set.

**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. Questions are requested by 2pm on the day of the meeting.

**Meeting closed at 8.55pm**

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Signed:.....Date: .....