



Enborne Parish Council

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MINUTES

ENBORNE PARISH COUNCIL MEETING IN THE BARN, ADJACENT TO ST MICHAEL AND ALL ANGELS, CHURCH LANE, ENBORNE, RG20 OHD. MONDAY 15 NOVEMBER 2021 AT 8PM.

Present:

Cllr. Chris Garrett (Chair)

Cllr. John Leeson (Vice-Chair)

Cllr. Natasha Kendall

Cllr. Sam Dibas

Clerk: Mrs K Lloyd

Ward Members. Cllrs. James Cole and Dennis Benneyworth

In attendance: 2 members of the public.

The Clerk announced that the meeting is being recorded for minute purposes. The recording will be deleted once the minutes are approved.

1. **APOLOGIES**

Ward Member Cllr. Rowles sent her apologies.

2. **DECLARATIONS OF INTEREST ON AGENDA ITEMS**

All Councillors declared a personal interest in Item 13 Budget 2022-2023 regarding the consideration of the Precept.

3. **MINUTES FROM PREVIOUS PARISH COUNCIL MEETING**

Councillors **RESOLVED UNANIMOUSLY** to confirm and adopt the minutes for the meeting held on 20th September 2021.

4. **PUBLIC QUESTIONS- UN-MINUTED**

One member of the public raised a question to pre-planning advice. Cllr. Cole and Benneyworth in attendance said they would offer their advice where they could outside of the meeting.

5. **PLANNING APPLICATIONS – APPENDIX 1**

One planning application to consider at time of publishing agenda.

21/02646 Enborne Kennels. Change of use of the existing staff accommodation into a single dwelling, with associated extension, landscaping, and removal of kennel buildings.

After a full discussion it was agreed to provide no comment.

6. **WEST BERKSHIRE LOCAL PLAN**

Cllr. Garrett proposed to contact WBC to discuss the concerns over protecting the Enborne Valley from over development and to emphasise the importance of the river and the landscape character of the area. East Woodhay and Highclere Parish Councils have been involved in conversations with Enborne Councillors regarding the Watermill Bridge development who also share EPC's concerns. Cllr. Garrett suggested he would try to have a meeting with WBC to oppose the Watermill Bridge development even though this planning application will fall under the Hampshire border. **ACTION: Cllr. Garrett**

7. **GATE TO ENBORNE SCHOOL PLAYING FIELD**

Cllr. Benneyworth provided an update that the planning application was submitted the beginning of October but was incomplete and there were some actions to carry out before it could be validated.

8. **WEBSITE**

The Clerk reported she had spoken to Vision ICT the website provider, regarding the invoice. It was agreed to remove the backup item from the invoice. The Clerk said everything that is added to the website is backed up to the external hard drive and the Cloud and saw no reason to pay for additional data backups. The Clerk previously asked the Councillors if they used their parish council email accounts, Cllr. Kendall confirmed that she does not use it, it was agreed to remove Cllr. Kendall email account reducing the invoice further. The revised invoice was reduced to £197 opposed to £353 excluding VAT.

Cllr. Leeson suggested perhaps sometime in the future to have a separate website for the Solar Farm.

9. **FINANCE**

Members **RESOLVED UNANIMOUSLY** to confirm the payments as shown in Appendix 1. The Cashflow was noted.

Statement of Accounts				
Accounts for Payment 15 November 2021				
Expenditure brought forward 21-22				£7,398.41
Payments				
Cheque No	Payee	Description	Amount	
BACS	WBC Foodbank *	Donation	£	225.00
BACS	Fairclose Centre *	Donation	£	225.00
BACS	WBC Library	Donation	£	250.00
BACS	Wash Common Library	Donation	£	250.00
BACS	Citizens Advice Bureau	Donation	£	200.00
BACS	Enborne PCC	Donation	£	750.00
BACS	Enborne PCC	Hall Hire	£	250.00
BACS	Kim Lloyd *	October Salary		
BACS	Kim Lloyd	November Salary		
BACS	Kim Lloyd	Clerk Annual Expenses	£	312.00
BACS	Kim Lloyd	Postage - 2nd class stamps	£	7.92
SO	Newbury Storage *	Storage - September	£	74.32
SO	Newbury Storage *	Storage - October	£	74.32
SO	Newbury Storage *	Storage - November	£	74.32
BACS	Stephens Scown LLP *	Poors Invoice 159062	£	367.20
BACS	SLCC	Subscription to membership	£	112.00
BACS	Vision ICT	Website Hosting	£	236.40
*=PAID				
			£	4,258.96
Receipts				
BACS	WBDC	2nd payment of precept	£	8,750.00
BACS	HMRC	VAT Refund - 2020-2021	£	327.08
BACS	Poors Allotment Charity	Refund	£	448.80
Total Receipts			£	9,525.88
Financial Position				
Balance carried forward 31/03/21			£	88,451.34
Income for year 21-22 to date.			£	22,501.66
Less payments for year 21-22 to date				£11,657.37
Total including Reserves			£	99,295.63

The Chairman proposed to move Item 12 and 13 forward on the agenda to allow the ward members to answer any questions the Parish Councillors may have, all agreed.

10. **CLERK REPORT & CORRESPONDENCE**

4/10 Email- The next Newbury Southwest Community Forum meeting via Zoom will be on Tuesday 30 November 2021 starting at 7.00 pm.

15/10 Email -Invitation to join us for a West Berkshire Community Climate Forum - Wednesday 24th November 12.30pm.

27/10 Email from a resident regarding an Enforcement (Case Reference: 21/00531/15UNAU) Church Lane, Crockham Heath. WBC Enforcement was carried out and then reported that no further action was to be taken.

01/11 Email - Invitation to attend Connecting Communities in Berkshire's AGM, 11th November 2021 followed by training webinar on how to create Low Carbon Village Halls & Community Buildings in Berkshire.

The Clerk asked Councillors if the Western Vehicle Activated Sign (VAS) in Washwater is repaired yet? Cllr. Leeson will let the Clerk know. **ACTION: Cllr. Leeson**

The Clerk reported that Simon Claybourn from **BBOWT (Berkshire, Buckinghamshire, Oxfordshire Wildlife Trust)** will come to the January meeting to provide a talk on the **Wild Verges Project**.

11. **COUNCILLORS - ANY FURTHER REPORTS/QUESTIONS**

Regarding the circus site on Wheatlands Lane. Cllr. Garrett reported that WBC Enforcement had been contacted but heard nothing to date. Cllr. Benneyworth said he would follow this up with Enforcement.

Cllr. Kendall asked if the Woodpecker Pub is in the Enborne boundary because of the number of signs on display. Unfortunately, it is not in the Enborne Parish.

Cllr. Cole said he is writing a paper on speeding and will circulate this once done.

Cllrs. Cole and Benneyworth left the meeting.

12.

STAFFING COMMITTEE

It was agreed to formulate a staffing committee to carry out the Clerks Annual Appraisal and considerations to the Clerks Salary increases. Cllr. Kendall agreed to take the lead with Cllrs. Garrett and Leeson. All three councillors signed the staffing committee form. A date will be set for the Clerks appraisal, thoughts were to hold this in the Falklands Cricket Club. **ACTION: Cllrs. Kendall/Garrett/Leeson/Clerk.**

13. **BUDGET 2022-2023**

The Clerk had emailed the Budget, Cashflow and a Report to all Councillors before the meeting for review. Each budget item was considered. See full report shown under Appendix 2.

Considerations were discussed to have a nil or very low precept for 2022-2023 to help reduce the reserves. The Precept will be an agenda item for further consideration in the January's PC meeting. The deadline for precept requests is 31/01/2022. The Clerk will make enquires to check there are no unknown implications to not requesting a precept for one year only. **ACTION:**

Clerk

The **Wildflower Initiative** was also discussed. Cllr. Dibas said he would be happy to take the lead on this item. No budget was set for 2022-23 but the Parish Council had budgeted £400 for the previous two years and not spent the funds. £800 was then agreed to be moved to the allocated reserves for the wildflower initiative.

The item, **Barn Footpath Repair and Churchyard Bench** was moved from the annual running budget to the allocated reserves. Cllrs. Leeson and Garrett had reported the quote for the footpath repair was around £4,500.

Cllr. Garrett reported that the Falklands Cricket Club had applied to WBC regarding the **Electric Car Charger**, stating they would be getting a donation of £5,000 towards it.

The reserves for **Washwater New Footpath** were discussed, it was agreed to leave £10,000 in the allocated reserves to investigate towards a new footpath from Enborne Parish to Newbury. This proposed footpath crosses over to Newbury Town Council (NTC), and funds would also need to be contributed from NTC. This is an ongoing project.

Safety Measures in the School - A planning application for a new playing field gate at Enborne School to address the safety issues when school children cross the road had been submitted. It was considered to keep the fund of £5,000 in reserves to help fund towards the road safety outside the School.

The solar farm reserve was set at £55,000.

14. DATE OF NEXT MEETING

The date of the next Parish Council meeting is on Monday 24th January 2021 in the Falkland Cricket Club's Community Room.

APPENDIX 1

**Planning Applications, Appeals and Enforcement Notices
for consideration at the Parish Council November 2021**

Planning applications can be viewed by members of the public on the West Berkshire Council's website

[West Berkshire Planning Applications On Line Simple Search Link](#)

Planning applications for consideration at meeting

Reference	Type	Location	Description	Observations
21/02646	FULMAJ	Enborne Kennels, Enborne Street	Change of use of the existing staff accommodation into a single dwelling, with associated extension, landscaping, and removal of kennel buildings.	No Comment

West Berkshire Council Planning Application Decisions and Planning Inspectorate Appeal Decisions

Reference	Type	Location	Description	Decision
21/02308	CERTP	3 Skinners Green Cottages Skinners Green	3 Skinners Green Cottages Skinners Green Box dormer to rear of the property	LAWFUL

Appendix 2.

ENBORNE PARISH COUNCIL BUDGET 2022-2023

updated 15 November 2021	BUDGET 2022/23
EXPENDITURE	
Annual audit	260
Bank Charges	72
Clerk expenses	312
Clerk training	80
Clerk travel expenses	0
Clerks salary	
Councillor expenses	150
Councillor training	250
Data Protection	35
Donations	1150
Election Costs	1500
Grass cutting - Churchyard	750
Carbon Reduction Initiative	0
Hall hire	250
insurance	600
Newbury Self Storage	900
Postage	15
Stationery	50
Subscriptions	300
Village Maintenance	0
ZOOM License	150
website expenses	200
TOTAL EXPENDITURE	£ 13,401.28

BUDGET REPORT 2022-2023

Audit – internal auditor £50. Cllr Garrett previously proposed asking for an external audit next year, £260 Set.

Bank Charges £6 per month - £72 set.

Clerk Expenses – HMRC Tax allowance is £6 per week - £312 set.

Clerk Training – remainder to pay for Clerks CiLCA course next year- £80 set.

Clerk Travelling expense – Clerk does not claim.

Cllr. Expenses – This is for printing, postage, milage, parking tickets, telephone calls. £150 set, but the Cllrs tend not to claim for anything.

Cllr. Training. £35-40 per training session. Set at £250 set.

Data Protection - £35 is for annual registration at ISO.

Donations – £250 to Newbury Library / £250 to Wash Common Library /£225 to the Newbury Food Bank /£225 to Fairclose Centre / £200 to Citizen Advice Bureau – Total set £1,150

Election Costs - £1,500 estimated cost if a by-election was requested.

Churchyard Grass Cutting – £750 set.

Carbon Reduction Initiative – this was asked to remain in the budget, but no proposals or costs considered.

Hall Hire - £250 is set towards the Barn hire for meetings.

Insurance - £600 set.

Newbury Self Storage – 74.32 per Month. £900 set.

Postage – set at £15

Stationery – Set at £50 – Ink/paper/envelopes

Subscriptions – BALC (Berkshire Association of Local Council) and SLCC (The Society of Local Council Clerks) £300 set.

Village Maintenance – It was said that the noticeboards were well kept, no further Parish Council assets to maintain - no budget was set.

Zoom License - £150.

Website Expenses- £200.

<u>Allocated Reserves</u>	
Footpath in Washwater	£10,000
Electric Car Charges	£5,000
Safety Measures in the School	£5,000
Invest in Solar Farm -	£55,000
Wildflower Initiative	£800
Barn Footpath Repair /Bench	£5,000
	<u>£80,800</u>

The estimated end of year balance taken from the Cashflow for 31/03/2022 is £41,000.

This excludes the funds in Newbury Building Society of £55,000.

Total = £96,000 estimated balance at 31/03/2022.

Minus 'Allocated Reserves' of £80,800 a total of £15,200 balance remaining if all reserves were spent in 2022-2023.

Budget report prepared by the Clerk.