



Enborne Parish Council

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MINUTES

ENBORNE PARISH COUNCIL MEETING IN THE FALKLANDS CRICKET CLUB, ENBORNE. MONDAY 27TH MARCH 2022 AT 7.30PM

Present:

Cllr. Chris Garrett (Chair)

Cllr. John Leeson (Vice Chair)

Cllr. Valerie Bolan

Cllr. Peter Tompkins

Cllr. Sam Dibas {from item 7 onwards}

Clerk: Mrs Kim Lloyd

Ward Member. Cllrs. Dennis Benneyworth and James Cole

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**

No apologies. Cllr. Dibas had sent his apologies that he was running late.

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

Cllr. Garrett raised a declaration of interest on the Watermill Bridge planning application.

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

Councillors **RESOLVED UNANIMOUSLY** to confirm and adopt the minutes for the meeting held on 23rd January 2023.

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

One member of the public asked for an update on the Solar Farm planning application. The Council said they are aware that Calleva Community Energy are in communication with the planners, but no more updates as yet.

5. **PLANNING APPLICATIONS – APPENDIX 1**

Four planning applications were considered. The Parish Council had no objections on 23/00252 Vanners Farm and 22/00366 Ashbenbery. No comment was agreed for 23/00572 Oakdene.

23/00506 Land at Watermill Bridge. The amendment made no material differences that would impact the Parish Councils' original representation of objection, therefore the Parish Council still object.

6. **FINANCE**

Councillors **RESOLVED UNANIMOUSLY** to payments as shown below.

Statement of Accounts

Accounts for Payment March 2023

Expenditure brought forward 22-23 £23,971.69

Payments

Cheque No	Payee	Description	Amount
BACS	Kim Lloyd	Clerk Salary - February	
BACS	Kim Lloyd	Clerk Salary - March	
SO *	Newbury Storage	Newbury Storage - Jan	77.91
SO	Newbury Storage	Newbury Storage - Feb	77.91
BACS	HMRC	Employer/ee QTR 4 - Tax and NI	113.02
BACS	CJM Services	Work for Gate Relocation	3084
BACS	Clerks and Councils Direct	Coronation Mugs	873.6

PAID *

NB PAYE Employee, Employers and NI contributions are accrued and paid quarterly

Receipts

Jan-23	HMRC	VAT Refund	£	890.90
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The Budget vs Expenditure table was reviewed to date.

(All above finance documents emailed to members of the Parish Council before the meeting)

{Cllr. Sam Dibas arrived}

7. **NEIGHBOURHOOD DEVELOPMENT PLAN**

Cllr. Peter Tompkins reported that he had been trying to set up a meeting with a planning consultant for guidance on an NDP. This is the first step, from this the parish council would need to find a resident steering group, along with one or two Parish Councillors on board. A Terms of Reference is recommended once a steering group is established which Cllr. Tompkins said he had a model doc for. Reading more about NDP it does seem to be an important part of compliance if it is adopted. It will be a lot of work, but the parishioners would benefit from it in the future. There are also grants available for a NDP. Administration boundaries were discussed being a possibility to do a joint one with Hamstead Marshall. The Clerk thought the CIL funds could be used but she will get this confirmed from West Berkshire Council. **ACTION: Cllr. Tompkins/Clerk**

8. **CLERK PAYROLL**

The Clerk asked if Council would consider if they would pay for a payroll company to outsource the Clerks payroll. The Clerk said during the CiLCA (Certificate in Local Council Administration) course it was advised that it is good practice to do this rather than the Clerk carry out her own payroll. After researching the Clerk has found that most Parish Councils outsource their payroll. The Council agreed for the Clerk to investigate payroll companies. **ACTION: Clerk**

9. **LITTER PICK**
Cllr. Val Bolan reported that a late spring, early summer litter pick is being considered and is work in progress. The areas need to be known on where the most litter is found. West Berkshire Council need to confirm if the litter will be collected. **ACTION: Cllr. Bolan**
10. **2023 PARISH AND DISTRICT ELECTIONS**
The Clerk reminded Council that nomination forms need to be submitted to West Berkshire Council by Tuesday 4th April at 4pm.
11. **CLERK REPORT & CORRESPONDENCE**
20/02 Email – from WBC confirming the repair to Pothole in Wheatlands Lane.
It was reported that it was repaired but since more have appeared.
24/02 Email – from WBC confirming acknowledgement for review in the summer for Wheatlands Lane, Extra Salt Treatment.
28/02 Email – Notification of the Making of the East Woodhay Neighbourhood Plan (Basingstoke and Deane BC).
07/03 Email – Email from Thames Valley Police - Introduction from Hungerford/Downlands Neighbourhood Police team. The Parish Council asked the Clerk to accept the invitation to attend a Parish Council meeting. **ACTION: Clerk.**
13/03 Email – Notification of the Cold Ash Parish Council NDP - Invitation to provide comments on Pre Submission (Reg14).
14/03 Email –from WBC, Traffic Team to confirm that a black cat speed survey will be carried out in Wheatlands Lane.
12. **COUNCILLORS - ANY FURTHER REPORTS/QUESTIONS**
Following a discussion, Cllr. James Cole said he would make enquires with West Berkshire Council regarding the camper vehicle parked in the layby adjacent to Suttons land.
13. **MATTERS FOR FUTURE CONSIDERATION**
None.
14. **DATE OF NEXT MEETING**
The date of the next Parish Council meeting is on Monday 22 May 2023 which will be the Annual Parish Council Meeting in the Community Room, Falklands Cricket Club at 7.30pm.

PART 2 CONFIDENTIAL.

The Council to resolve that by virtue of the confidential nature of the business to be transacted the press and public be excluded from the meeting during consideration of the following item(s) of business under Section 2 of the Public Bodies (Admission to Meetings) Act 1960.”

- 1) Confirmation of Clerk Annual Appraisal on 10th March 2023
- 2) Approval of Clerk salary increment.
- 3) Discussion of Clerk enrolling into a Pension

Following the Appraisal, the Clerk’s increment and for the Clerk to investigate a pension was approved by full Council.

APPENDIX 1

Planning Applications, Appeals and Enforcement Notices for consideration at the Parish Council 27th March 2023 Meeting.

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
23/00252	FUL	Vanners Farm Vanners Lane	Part Retrospective: change of use of outbuilding from office use to residential annex for staff; use of main barn as store and garage for house; two storey rear extension to house; change of use of former piggery and stables buildings within the residential curtilage to residential	No Objections
23/00506	OOD	Out Of District Planning Consultation Basingstoke and Deane Borough Council Land at Watermill Bridge, Andover Road, Wash Water Hampshire	Out Of District Planning Consultation BDBC: Re: Amendment to 21/03394/OUT: Hybrid application for mixed use community comprising Outline application for up to 270 dwellings (Use Class C3) including dwellings for older people; a 1,600 square metre community building (Use Class F2(b)), a 1200 square metre Health Centre (Use Class E(e)) and a 250 square metre convenience store (Use Class F2(a)), demolition of Common Farm and associated agricultural buildings, provision of open space, allotments, community gardens, a riverside park/nature trail, drainage attenuation, landscaping and associated infrastructure. Full application for the first phase of residential development including 82 dwellings (Use Class C3), public open space, associated landscaping and infrastructure works, access arrangements including new vehicular access onto the A343 Andover Road	Object
23/00366	House	Ashenberry, Enborne Street, Enborne, Newbury RG20 0JP	Erection of new garage via existing access	No Objections
23/00572	FUL	Oakdene Andover Drove Wash Water Newbury	Proposed new dwelling on land, including demolition of existing garage and extension. To include extension of driveway.	No Comment