

ENBORNE PARISH COUNCIL

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MINUTES OF THE MEETING OF ENBORNE PARISH COUNCIL HELD AT 7.00 p.m. ON MONDAY 11th SEPTEMBER 2017 IN THE BARN, St MICHAEL AND ALL ANGELS CHURCH, ENBORNE

PRESENT	Parish Councillors	Cllrs Alan Croney (Chair), John Leeson, and Paul Hart
	West Berkshire Council	Both gave apologies
	Councillors	
	Clerk and RFO	Jacqui Thaw
	Members of the public	5

Public session

		Action
1	Apologies for absence	
1.1	Apologies for absence were received from Councillor Darley due to work	
	commitments.	
1.2	Formal approval was given for the reasons for absence.	
2	Declarations of interest and dispensations	
2.1	No additional declarations were requested beyond the Poors Charity, declared as an interest each May	
2.2	There were no written requests for dispensations for disclosable pecuniary interests.	
3 3.1	Minutes of the last Parish Council meeting The Parish Council RESOLVED to sign the minutes of the meetings of 3 rd July 2017 as a true record.	
4.1 We re audite	Audit 2016-17 eceived our certificated audit return and, following consultation with the external or, it was RESOLVED to earmark the remainder of the bequest, £52, 278.24, for ding arising from the Parish Plan, of which this is a record. It was acknowledged that beending may not take place within the current financial year.	

4.2 Internal Checks

The internal auditor, David Weller, has agreed to conduct an interim internal audit in the first half of October (as per minute 4.8 on 03.07.17).

4.3 General Data Protection Regulation (GDPR)

In May 2018 the GDPR will come into force; this will give people more rights over their information and we will need to audit what data we hold about individuals. Any Councillors who handle information about individuals should start to think about how they store the information. A NALC (National Association of Local Councils) briefing was sent to all Councillors prior to the meeting.

Clerk

Action

4.4 Transparency Code funding for new website

We will receive £965 grant funding via NALC towards the set-up of our new website; this includes £500.00 for the basic website and £465 towards training and set-up costs, including staff time. The Parish Council will incur additional costs for data back-up and additional emails, plus annual hosting as minuted in 10.2 on 03.07.17.

4. Correspondence

Email correspondence had been forwarded to councillors regularly. An abridged list of correspondence includes:

West Berkshire Council		
West Berkshire Council	Decision notice 17/01309/LBC2	
	Weekly lists	
	Enborne Street Closure	
	Project notification (re Enborne Street Closure)	
	Agenda and Papers Western Area Planning Committee	
	Benham Estate - CA17 notice - Highways	
	Parish Transport Posters	
	Decision notice 17/01234/HOUSE and 17/020111/CERTP	
	Weekly lists	
	Western Area Planning Cttee Agenda and Papers 09/08	
	Consultation on 30 and 40 mph speed limits	
	Acknowledgement of letter to Nick Carter	
	Plans for 17/02219/FUL and 17/020103/HOUSE	
	Closure of Wheatlands Lane	
	Project notification (re Wheatlands Lane)	
	Counter-terrorism awareness 10 Oct	
	Gary Rayner response re planning Nick Carter response re planning	

Berkshire/National Association of Local Councils/SLCC/CCB		
BALC	News bulletins and updates	
BALC	Training information bulletin	
ССВ	Action for All ebulletin - Rural Housing Edition	
SLCC	News Bulletin	
NALC	News bulletins and updates	
NALC	Invoice for membership 17/18	
BALC	Invoice for the Fundamental Councillor training (Clerk)	
BALC	AGM date and notifications	
BALC	Transparency fund application successful	
NALC SLCC	News bulletins and updates including increasing affordable rural housing and Annual Conference Membership renewal notice, Invitation to national conference	
	rernment and Thames Valley Police	
Thames Valley Police	August Newsletter	
HMRC	Re submissions	
	Miscellaneous	
Rural Services Network	Newsletter	
Rural Services Network	Rural housing spotlight, fuel poverty, unlocking rural potential survey	
NCVO	Update	
National Plant Monitoring Scheme	Update	
Rural Vulnerability Service	Rural broadband	
Citizens Advice West Berkshire	Thank you	
Farming Advice Service	August Newsletter	
Richard Benyon, MP	August Newsletter	
Local Government Boundary Commission for England	Draft recommendations on electoral review of West Berkshire and updated draft recommendations	
Charity Commission	Confirmation of receipt of Annual return	
Farming Advice Service	Key Dates	
Newbury Town Council	Minutes of Town Planning Steering Group 26/07	
Newbury Town Council	Allotment sites for non-residents	
Kier Services	Notification of M4 Roadworks J12-13	
Mazars	Certificated Annual Return	

6. Planning applications

Action

- 6.1 The following applications had been received.
 - 17/02219/FUL was supported by the Council.

17/02013/HOUSE This was unavailable prior to the meeting; subsequent to the meeting it was clarified that this had been withdrawn. West Berkshire Council reported back that, due to technical reasons the application is **invalid** and cannot be made valid therefore no further action will be taken on this application.

6.2 To receive applications decided by WBC, including any Parish delegated inputs/responses

17/02011/CERTP This was discussed by Councillors as WBC's decision to approve this application appeared at odds with the delegated report. The Clerk sought to clarify this after the meeting, however, at the time of writing these minutes no response had been received.

Clerk

7 Town Planning Concerns

7.1 To receive a report following a meeting with Nick Carter, CEO of West Berkshire Council

Cllr Croney reported back on the above meeting, at which he had raised the following concerns with Nick Carter and Gary Rayner of WBC:

- There was concern that WBC were not fully taking the Parish Council's response into consideration as a *consultee* and not just a body that supports or rejects the applications
- Concerns raised were general and also specific to the application for a Parrot House at Two Cocks Farm, which was felt to be in breach of the Local Development Plan
- The Parish Council was considering a complaint against West Berkshire Council

Feedback from Nick Carter at the meeting and subsequently was that WBC will change how they deal with issues like this across parishes, by reacting proactively to issues rather than just re-stating parish councils' concerns..

With regard to the ecological issues, Nick Carter agreed that a lack of response from a body did not constitute a lack of any concern. He said WBC would try to get a full response on ecological issues in future.

Cllr Croney reported that where there is a contentious application in future, the Parish Council can call on our West Berkshire Councillors to take the application to Committee, instead of it being subjected to a planning consent. They are able to do this even if they support the application.

Since WBC have acknowledged the issues Cllr Croney Croney recommended that the Parish Council monitor WBC's response re planning applications going forward, without recourse to a formal complaint regarding the "Parrots" application.

The meeting was suspended temporarily in order to allow members of the public to ask questions which included a comments about the noise and questions about a noise survey and the planning process. It was reported that a noise survey had been undertaken by the owner, however it was not clear whether this took account of the type or number of parrots. Cllr Leeson had visited the parrot house the same day and he informed the meeting that there were 190 parrots on site, some of which would be leaving quite soon.

	The owners had conveyed to him that breeding was not being encouraged (via feeding etc) and there were no plans to accept further parrots. Cllr Leeson agreed to speak to the owner to see if there could be any mitigation of the noise for the residents at the meeting who reported experiencing a disturbance. Following discussion, it was AGREED not to make a formal complaint against West Berksire Council.	Action Clir Leeson
8 8.1	Poors Allotment Charity A report was received prior to the meeting. Please see the minutes of the Poors Allotment Meeting for more details.	
9. 9.1	Review of procedures This was still underway, with the Clerk drafting a Media Policy, Expenses policy.	

Item	KEY ISSUE / ACTIVITY	Sub area activity / actions	Current action status (Councillor lead with Clerk)	Notes
10.1	Completion of the Parish Plan	Analysis of survey response	JULY 2017	Now moved to a separate agenda item (See item 11)
10.2	Upgrade of IT and web site	Move to Transparency Code compliance	As reported in 4.4 £965 Transparency Code funding would be granted to the Parish Council for a new webiste. Work is underway to specify the site for the developers.	Action: Clerk
10.3	Road Safety / Speed	Enborne Road Speed measure by WBC and next steps	North "Enborne Road" main priority. Speed review done by WBC and meetings with WBC in place including their review meeting Oct 2017	Action: Cllr Croney
		Proposal to limit speed and "sign"	EPC may help fund	
10.4	Policing Cover	Move of Enborne to Thames Valley Policing Cover to Newbury – not Kintbury / Hungerford.	Cllr Croney (Chair) drafting a report to Thames Valley Police for consideration at November meeting of the Parish Council	Action: Cllr Croney November agenda
10.5	Rural Broadband	Monitor schedule for delivery	Cllr Croney noted that further delays were being experienced by Gigaclear in our locality due to works being carried out by Thames Water	
10.6	Finance and banking update	Cheque based multi sign is out dated and needs modernisation to access services and related issues.	It was RESOLVED to move the banking to the Unit Trust Bank.	Action: Clerk
10.7	Councillor recruitment	Agree a lead on filling current vacancy	Cllr Leeson agreed to try to recruit another councillor from his area of the Parish	Action: Cllr Leeson
10.8	Footpaths	Review current state of footpaths	Cllr Leeson reported that West Berkshire Council intended to repair the damaged footpath between Enborne School and the dog kennels. This had not yet been completed.	Action: Cllr Leeson
			Cllr Leeson proposed that he approach West Berkshire Council to downgrade this path from a bridleway to a footpath and this was AGREED.	

11. Parish Plan Analysis

Cllr Croney fed back on his analysis of the community questionnaire, which will feed into the Parish Plan. 113 responses were received, a response rate of 42%. The analysis is available on the Parish Council website at http://s3.spanglefish.com/s/154/documents/enborne-parish-plan-analysis-and-reports-v2-210817.pdf

The Chair was thanked for this substantial piece of work.

It was RESOLVED to hold a meeting before the next Parish Council meeting on Monday 13th November at 6.30 in the Barn and to seek to publicise the meeting in localities around the parish such as the pub, church and school.

Clerk and Chair

Action

12. Electoral review

Cllr Croney reported that, following the consulation, the Local Government Boundary Commission for England had issued draft proposals regarding the boundary review. The proposal is to place Enborne Parish Council with Kintbury and Hungerford, with three Councillors representing the entire area, which was in keeping with the Parish Council's feedback. It was RESOLVED to make no further comment on the draft proposals.

13. Reports from meetings

Cllr Leeson had attended the Community Forum (previously the NAG, Neighbourhood Action Group). He informed the meeting that the NAG were supportive of the Parish Council's proposals to move the local policing to Newbury, and also of the reduction to the speed limit on Enborne Road.

14. Finance

- 14.1 It was RESOLVED to donate £750 towards the upkeep of the churchyard
- 14.2 It was RESOLVED to pay the Chair's Allowance of £150 towards his expenses.
- 14.3 It was RESOLVED to purchase a roller banner to publicise Parish Council meetings, at a cost of £45.00
- 14.4 It was RESOLVED to pay the following accounts for August-September, details of which had been circulated to Councillors prior to the meeting:



*Cheque 90 was paid prior to the meeting as membership of NALC agreed at meeting 15.05.17 Minute 12.1.

The Clerk gave the balance on the account, as of the statement date of 4th August as £61, 452.35, of which £52, 278.24 is the remainder of the bequest.

15. Items of information for the next meeting

There were none.

16. Public comments

16.1 There was discussion around the use of land and entrances owned by Zippos Circus. The Chair, Cllr Alan Croney, relayed the information that, after seeing some historical planning documents, it was evident that planning had not been breached by the erection of the circus tent, which was the main concern aired. There is not a lot of restriction and the percentage of mixed use is not stated in the planning consent. In short, there is no strong regulation in the current planning documents.

17. Next Parish Council Meeting

17.1 The date of the next Parish Council meeting was confirmed as Monday 13th November at 6.30.

This will be preceded by a meeting to talk about the Parish Plan at 6.30.

Both meetings will take place in The Barn, next to St Michael and All Angels Church, RG20 0JY (please see the Parish Council website for a map).