



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 Councillors	Both gave apologies
	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 Poores Charity, declared as an interest each May 2.2 There were no written requests for dispensations for disclosable pecuniary interests.	
3 Minutes of the last Parish Council meeting 3.1 The Parish Council RESOLVED to sign the minutes of the meetings of 3 rd July 2017 as a true record.	
4. Matters to report (Clerk) 4.1 Audit 2016-17 We received our certificated audit return and, following consultation with the external auditor, it was RESOLVED to earmark the remainder of the bequest, £52, 278.24, for spending arising from the Parish Plan, of which this is a record. It was acknowledged that the spending may not take place within the current financial year.	

<p>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).</p> <p>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.</p> <p>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.</p>	<p>Action</p> <p>Clerk</p>				
<p>4. Correspondence</p> <p>Email correspondence had been forwarded to councillors regularly. An abridged list of correspondence includes:</p> <table border="1" data-bbox="113 1093 1337 1861"> <thead> <tr> <th colspan="2" data-bbox="113 1093 1337 1137">West Berkshire Council</th> </tr> </thead> <tbody> <tr> <td data-bbox="113 1137 612 1861">West Berkshire Council</td> <td data-bbox="612 1137 1337 1861"> 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 </td> </tr> </tbody> </table>		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
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Berkshire/National Association of Local Councils/SLCC/CCB	
BALC	News bulletins and updates
BALC	Training information bulletin
CCB	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	News bulletins and updates including increasing affordable rural housing and Annual Conference
SLCC	Membership renewal notice, Invitation to national conference
HMRC, Government 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
Carpenters solicitors	Request for personnel records

<p>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 Berkshire Council.</p>	<p>Action</p> <p>Cllr Leeson</p>
<p>8 Poors Allotment Charity 8.1 A report was received prior to the meeting. Please see the minutes of the Poors Allotment Meeting for more details.</p>	
<p>9. Review of procedures 9.1 This was still underway, with the Clerk drafting a Media Policy, Expenses policy.</p>	

10. Enborne Parish Council Action Plan				
The following plan was accepted as a list of priorities for the Council, with the review of policies and procedures to be added.				
Item	KEY ISSUE / ACTIVITY	Sub area activity / actions	Current action status (Councillor lead with Clerk) JULY 2017	Notes
10.1	Completion of the Parish Plan	Analysis of survey response		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 website. 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. Cllr Leeson proposed that he approach West Berkshire Council to downgrade this path from a bridleway to a footpath and this was AGREED.	Action: Cllr Leeson

<p>*Cheque 90 was paid prior to the meeting as membership of NALC agreed at meeting 15.05.17 Minute 12.1.</p> <p>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.</p>	
<p>15. Items of information for the next meeting There were none.</p>	
<p>16. Public comments 16.1 There was discussion around the use of land and entrances owned by Zippos Circus. The Chair, Cllr Alan Cronney, 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.</p>	
<p>17. Next Parish Council Meeting 17.1 The date of the next Parish Council meeting was confirmed as Monday 13th November at 6.30.</p> <p>This will be preceded by a meeting to talk about the Parish Plan at 6.30.</p> <p>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).</p>	