

ENBORNE PARISH COUNCIL

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MINUTES OF THE MEETING OF ENBORNE PARISH COUNCIL HELD AT 7.00 p.m. ON MONDAY 13th NOVEMBER 2017 IN THE BARN, ST. MICHAEL AND ALL ANGELS CHURCH, ENBORNE

PRESENT	Parish Councillors	Cllrs Alan Croney (Chair), John Leeson (Vice- Chair), Mark Darley, Paul Hart
	West Berkshire Council	Cllr James Cole
	Councillors	
	Clerk and RFO	Jacqui Thaw
	Members of the public	1

Item 12 was dealt with first in order to allow WBC Cllr James Cole to be present for that item. Cllr Cole left the meeting after item 6.

		Action
1	Apologies for absence	
1.1	Apologies for absence were received from Councillor Robinson 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. Cllr Croney reminded all Cllrs to ensure that all interests are declared.	
	Agreed the Clerk would check exactly what needed to be declared.	Clerk
3	Minutes of the last Parish Council meeting	
3.1	The Parish Council RESOLVED to sign the minutes of the meetings of 11 th	
	September 2017 as a true record.	
4.	Matters to report (Clerk)	
4.1	Internal audit	
David	Weller, the internal auditor, had completed an interim internal audit, and the financial	
	s were found to be in good order. He recommended that invoices were signed at	
each r	neeting along with the cheques and this was actioned.	

4.2 GDPR (General Data Protection Regulation)

This new piece of legislation will come into force in May 2018. Councillors dealing with any personal data will need to identify what information they hold and whether they need to keep it. Compliance with the GDPR is likely to have an impact on the clerk's time, although the requirements on smaller organisations like parish councils may be less onerous; we await guidance from NALC (National Association of Local Councils) on this.

4.2 Roller banner

Purchase of a new roller banner had been actioned; however, the company providing it were no longer answering emails.

5. Correspondence

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

West Berkshire Council West Berkshire Council Weskly lists Enborne Street Closure Agenda and Papers Western Area Planning Committee Counter-terrorism awareness 10 Oct Nominations for Community Champions Speed Indicator Device Training Consultation on litter picking and street cleansing M4 J12-13 Hermitage upcoming closures Newbury Town Council Rural VS Fuel Poverty Local Government Boundary Commission for England SLCC Rural Services Network West Berkshire Countryside Service Berkshire/National Association of Local Councils/SLCC/CCB BALC Rush Services Network West Berkshire Countryside Service News bulletins and updates Training information bulletin CCB Action for All ebulletin - Rural Housing Edition News Bulletin NALC News bulletins and updates AGM date and notifications BALC Transparency fund application successful HMRC, Government and Thames Valley Police Miscellaneous LGBCE LGBCE 2018 review - revised proposals	correspondence includes:	
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HMRC, Government and Thames Valley Police Miscellaneous	BALC	AGM date and notifications
Miscellaneous	BALC	Transparency fund application successful
	HMRC, Govern	ment and Thames Valley Police
LGBCE 2018 review - revised proposals		Miscellaneous
	LGBCE	2018 review - revised proposals

		West Berkshire Council	Action
		Weekly and decision lists	
		Decision 17/02219/FUL	
		Consultation on Highways winter service plan	
		Project notification Wheatlands Lane Enborne PRJ17/062	
		Speed limit review	
		re 17/02579/HOUSE	
		Consultation on Newbury Town Design Statement	
		005355MS - TRO - Various Roads 30 & 40 MPH Hamstead Marshall	
Newbury Tow	n Council	Draft minutes of TPSG 20th September	
Bei	rkshire/Nation	al Association of Local Councils/SLCC/CCB	
CCB		Action for all e-bulletin	
		AGM invitation	
NALC		Newsletter, incl NALC response to local government finance plans	
SLCC		Branch meetings	
	HMRC, G	Sovernment and Thames Valley Police	
Policing in the Valley	Thames	September newsletter	
TVP		Hidden harm campaign	
TVP		Summary Police and crime plan 2017-2021	
		Miscellaneous	
Rural Service	s Network	Weekly news digests	
Southern Wat	er	Stakeholder Workshops	
Kier		M4 J12-13 Closures	
5. Plann 5.1 The fo	ing applicati	ons cations had been received. There was concern from one Councillor that the use for the roof	
space object 17/00 17/03	was not part ion. 083/COMIND 016/FUL Issu	of the application. However it was decided to put forward No No objection. es of parking and garden space were discussed, and further ught on this in the application.	
respoi 17/02 0 delega appro	To receive applications decided by WBC, including any Parish delegated inputs/ responses 17/02011/CERTP Clarification had been sought on this application as WBC's delegated report recommended that this application be refused but it had been given approval. This is with WBC's legal department at present. The Clerk will ask for further feedback on this.		
	Planning Co	eport at present.	

8	Poors Allotment Charity	Action
8.1	There is a new licensee who is currently clearing the smaller field, with a view to then erecting fences and grazing sheep there. The clearing is proving to be a substantial job. Cllr Leeson had, with approval of fellow councillors, purchased the fencing supplies on behalf of the charity. The new tenant will erect the fencing himself for £600.	
8.2	The previous clerk has been removed as signatory on this charity account and the new clerk has been added. Approval was given for a cheque for Cllr Leeson, for the sum of £1400.92, for reimbursement of fencing expenses. The paperwork was signed at the meeting.	
9.	Review of procedures	
9.1	There was nothing to report.	

Item	KEY ISSUE / ACTIVITY	Sub area activity / actions	Current action status (Councillor lead with Clerk) November 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	Vision ICT are still creating the basic website for us. Once we have the basics up to comply with the Transparency Code we hope to expand the site further.	Action: Clerk
10.3	Road Safety / Speed	Enborne Road Speed measure by WBC and next steps	Following a review by WBC, attended by Cllr Croney, part of the Enborne Road will be made a 40mph zone. Because of further statutory requirements, including consultation, the change will take effect in 2019. It was agreed in principle that EPC pay for the white gates at either end of the reduced speed limit.	No further action required on this at present.
10.4	Policing Cover	Move of Enborne to Thames Valley Policing Cover to Newbury – not Kintbury / Hungerford.	Approval was given to Cllr Croney's draft report. Clerk to find out who our contact at TVP is.	Action: Clerk
10.5	Rural Broadband	Monitor schedule for delivery	Gigaclear are now working in the area and Councillors had been told everyone should be connected by March or April. Gigaclear are making good the informal verges. However, informal verges are sometimes being left unusable.	Action: Clerk
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.	Deferred to January Action: Clerk
10.7	Councillor recruitment	Agree a lead on filling current vacancy	We have a potential new co-opted Councillor, and it is hoped she will be able to attend a meeting in the new year.	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.	

11. Parish Plan Analysis

Following on from the meeting prior to the Council meeting, regarding the parish survey and plan, it was noted that there was little engagement from residents regarding the Plan, despite advertising the meeting on the website and in the local pub.

Some of the priorities identified in the survey, such as for playgrounds and the village hall, were felt to be beyond the resources of the Parish Council. Other items are already being actioned.

Part of the parish plan meeting was attended by Jo Naylor of WBC, who will assist in ensuring that the resulting Parish Plan meets WBC and wider requirements.

The Parish Council thanked the chair for all the ongoing work with the Parish Plan.

It was agreed that the Clerk would compile a short list of priorities identified in the plan, for discussion at the January meeting.

Clerk

Action

12. Electoral review

Cllr Croney had been informally briefed that WBC were proposing to the Local Government Boundary Commission (LGBCE) that Enborne be moved to a ward with Wash Common. Since there would be no further period of consultation (the consultation closed on 13th November, the same day of the parish meeting) and Enborne PC had not been formally apprised of or consulted on WBC's new proposal the Clerk had made a response to the Local Government Boundary Commission for England, supporting the original recommendation under consultation (i.e. to move Enborne to a ward with Hungerford and Kintbury). However, further to the more recent WBC proposal the Clerk had also responded to the LGBCE that Enborne PC would also be open to a move to a ward within Wash Common, as long as this was reflected in the name and in the number of WBC Councillors.

13. Reports from meetings

Cllr Croney had attended the following meetings: 19/09 Thames Valley Police/Neighbourhood Watch Event, Hungerford 24/09 BALC Councillor training at Calcot 19/10 CCB AGM, Newbury 07/11 WBC District Parish Conference

Cllr Leeson had attended the following meeting: Speed Indicator Device Training

14. Finance

14.1 A review of current expenditure and balances found that there is likely to be a surplus at the end of this financial year. This was partly due to some predicted costs, such as legal expenses, not having been incurred in the current financial year.

The balance in the bank accounts was given as £68,112.40, of which £52, 801.02 is the remainder of the bequest, now designated for spending arising from the Parish Plan. Interest of £522.78 had been received on the designated Parish Plan fund and the second half of the precept, the sum of £7100, had also been received. A further grant of £965 had been received via

NALC's Transparency Code funding, towards the cost of the new website, including some training and the clerk's time.

14.2 It was RESOLVED to pay the following accounts for October-November, details of which had been circulated to Councillors prior to the meeting:

	details of which had b	een circulated to Councillors ہ	orior to the meeting:		
Paye	e	Description	Amount	Cheque Numbe r	
		Local councils update plus web	1	•	
Comr	muniCorp	update service	£100.00	98	
David	l Weller	Interim internal audit	£30.00	99	
Salar	y clerk	October and November	£672.63	100	
Exper	nses and mileage clerk	Stamps and mileage	£16.02	101	
			£818.65		
From	Poors Allotment Charity	Newbury Building Society Acco	unt		
John I	Leeson	Fencing expenses	£ 1,400.92		
		ibility of increased costs in 201 be with GDPR. Clerk to send r			
16.	ltems of information for the series were none.				Clerk
17. 17.1	Public comments These had been deal	t with in the body of the meetir	ng.		
18. 18.1	January at 7.00. This Charity at 6.30. Both	Meeting Parish Council meeting was cos will be preceded by a meeting meetings will take place in Thh, RG20 0JY (please see the I	g of the Poors Allotm e Barn, next to St Mi	ent chael	
		Part 2 – Confidential			
19 19.1	-	n end of probation period for C accept the recommendations	_		