



## Enborne Parish Council

Deborah Golsworthy, Clerk to the Council

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### DRAFT MINUTES FOR ANNUAL PARISH MEETING - 21<sup>st</sup> May 2018, 7.45pm

**PRESENT:** Mr Alan Croney, Chairman

**In attendance:** Deborah Golsworthy (Clerk)

Enborne Councillors:

John Leeson, Mark Darley, Paul Hart, Alix Robinson

Approximately 5 members of the public

#### Public Question Time

There were no public questions.

#### Declarations of Interest:

There were no declarations of interest

#### 1 Election of Chairman for 2018-19

Cllr Croney was proposed by Cllr Darley and seconded by Cllr Hart and elected as Chairman and signed the Declaration of Acceptance of Office. The Chair's statement was made in APC meeting at 6.30pm. Cllr Leeson was proposed and elected as Chairman for Poors Charity.

#### 2 Election of Vice-Chairman

Cllr Leeson was proposed by Cllr Darley and seconded by Cllr Hart and elected as Vice-Chairman and signed the Declaration of Acceptance of Office.

#### 3 Apologies for absence

None absent

#### 4 Declarations of interest and dispensations

None

#### 5 Minutes of the last Parish Council Meeting

Minutes approved and signed of the meeting of 19th March 2018

#### 6 Matters to report

The Clerk opened with a welcome at her first meeting. Gave a brief update on GDPR and the need to audit the data we hold and how this is stored. That a privacy policy is being drafted to be uploaded to our web site and a letter will be drafted for councillors providing guidance under GDPR. The current laptop that will no longer be used was offered to the current Chairman for council use.

## 7 Committees

7.1 Cllrs Leeson, Darley & Robinson were appointed as members to the Staffing Committee

7.2 Cllrs Croney, Darley & Robinson were appointed as members to the Complaints Committee

## 8 Review of policies and procedures

The policies and procedures are being reviewed with the Code of Conduct in the process of being updated for the July 2018 meeting, together with the revised Standing orders and Separate information management.

## 9 Review of Council Assets

Depreciation policy based on - over 3 years for IT equipment – over 5 years for street furniture and signs confirmed by Cllr Darley. All Council assets listed on the Asset Register already circulated and confirmed.

## 10 Review of Insurance Cover

Cllr Croney enquired if this covers Pools due to its changing nature – policy to be looked at by Clerk.

## 11 Representatives on Outside Bodies

Cllrs Croney and Leeson currently split and share these roles. It was suggested that they could carry on doing this.

## 12 Membership of Outside Bodies

Agreement was given to renew CCB, SLCC and Local Council updates via email.

## 13 Dates of meetings for the Year 2018-19

Dates agreed in principle for the coming year. To be reviewed again at next meeting.

## 14 Correspondence

All important items of correspondence have already been emailed.

## 15 Planning Applications

15.1 To receive and comment on New applications received. To include:

*18/00960/FUL Construction of a storage unit for equipment, chemicals and product for the Vineyard, Church Farmhouse, Enborne. Applicant – Please note this application is made by a Councillor Mark Darley.*

– Supported by Cllr Croney. No comment from Cllr Darley.

*18/00368/FUL The Barn, Crockham Heath Farm Mobile isolation box, hay shed and lean-to tractor shed*

– Supported by Cllr Croney

*18/00686/HOUSE Step up Cottage Alterations to ancillary building to form granny annexe. New garage block for vehicles, stores, workshop and gym. – Please note the applicant is a Councillor and Councillor neighbour so no EPC comment possible.*

– Supported by Cllrs Leeson, Robinson & Darley.

15.2 To receive notification of Planning Decisions from WBC. To include:

*18/00683/LBC2 Church Farmhouse – 3 CCTV Cameras*  
- Approved

*18/00203/FULD Hill Farm, Boames Lane*  
- Refused

*18/00629/HOUSE Adjacent to Essex Street*  
– Approved by WBC subject to conditions. No response registered from EPC.

*18/00687/FUL The Barn at Crockham Heath Farm Section 73A: Variation of Condition 5: No open storage of approved application 10/02814/FUL - Change of Use of agricultural land to equestrian use and construction of stable block.*  
- Awaiting decision

15.3 To note actioned applications and outstanding planning issues.  
To include:

*17/02011/CERTP Outstanding matter with WBC*  
– Legal challenge reference from EPC to WBC note.

*15/02727/FULD - Appeal for The White Hart Inn at Hamstead Marshall*  
- EPC Supported HM Parish with White Hart Appeal

*18/00395/AGRIC 2 Cocks Farmhouse – agricultural barn*  
– WBC rejected – full planning application required.

Councillors Stansfeld and Cole were notified by Cllr Croney at the APM meeting at 6.30pm that there were many negative comments from several residents regarding this previous application that would be discussed at the AMPC. These include constant noise and an eyesore. Cllr Cole expressed concern and Cllr Stansfeld commented that it was a temporary structure, done in a hurry in order to rescue 200 Parrots and was not planned as well as it might have been.

Cllr Darley advised the situation was totally unacceptable, that based on the original meeting with the owner the number of parrots was to gradually decline and not be added to, but that this is not the case as more have since been added and it is totally out of keeping with the English countryside environment and an unnatural sound – Parrots are not an indigenous species in England. That some form of sound proofing should be a priority as there is not a 15 second gap with no noise. It is equivalent to the A34 in noise level – sound engineers must be able to review this. Cllr Croney noted that it appears the original noise assessment was incorrect in a substantial way and that he is keeping in touch with WBC on this matter. Neither Cllr Hart nor Robinson hear the noise but fully supports Cllr Darley and Croney in this matter. Cllr Darley advised that 6 out of 7 in Church lane had complained about the noise.

Resident 1 also advised that they are subject to constant noise and in winter the facilities are brightly illuminated and an eyesore and has no idea why it was approved. They also have concerns that this will become a creeping development with the introduction of a Café etc. and feels the original statement should be challenged.

Resident 2 has lived here over 40 years and advised that the initial application was contrary to procedure as they did not apply for change of use and considered that in a Court of Law, WBC gave a decision to a wrong application. They also advised that natural wildlife in the area had diminished that there were no Barn Owls now, since the arrival of the Parrots.

Cllr Leeson who originally supported the application is in contact with the owner of the 2 Cocks Farmhouse and has passed on the concerns of residents to him.

There were several discussions between Residents and the Councillors concerning the original application being submitted as Agricultural, instead of an Aviary and that another application for non-agricultural use for a further Barn was due to be submitted, to house volunteers and veterinary support. There is great concern that this could develop into a large "Theme Park". Cllr Darley also pointed out that there was a disturbing article from Parrot Conservation endorsing this project.

Cllr Croney will contact the WBC to lodge a formal complaint.

### **Residents 1 and 2 left the meeting at 8.45pm**

#### **16 Year End Accounts 2017-18 and Audit**

- 16.1 Year end accounts for 2017-8 reviewed and agreed.
- 16.2 Internal Auditor's Report circulated.
- 16.3 Internal controls confirmed.
- 16.4 External Audit Annual Return reviewed
- 16.5 External Audit Annual Return agreed and signed

#### **17 Poors Allotment Charity**

Report from the Parish Council as Charity Trustee noted in previous meeting.

#### **18 Parish Plan**

- 18.1 Final Parish plan endorsed and approved
- 18.2 Production of printed copies x 300 @ £383 + vat and distribution @ £165 + vat to all homes approved.

#### **19 GDPR**

In line with GDPR Self storage unit approved at £68.40pcm + vat (50% off 1<sup>st</sup> month's storage)

Use of BALC Data Protection Officer (DPO) approved @ £40 pa plus 1 visit @ approx £15 + travel costs.

Privacy policy has been issued for web site.

Simple email consent form to residents to be drawn up by the Clerk.

- 20 Scheme of delegation re planning**  
Scheme of delegation re planning approved
- 21 To discuss arrangements for 23<sup>rd</sup> June Civil War event and approval of banners.**  
Production of 2 feather flag banners approved @ £396 + vat.
- 22 To consider donation of old Cannon Printer Maxify MB2350 and Inks**  
to The Community Furniture Project charity – Newbury 01635 43933.  
cfpnewbury.org – This is not possible as the printer can retain data and passing on electric kit contains risk. To be disposed of and not gifted.
- 23 Finance**
- 23.1 To discuss requests for donations
- 23.1.1 Donation to Parochial Church Council - £750 approved
- 23.1.2 WB Citizen Advice Bureau – £200 approved
- 23.1.3 Wash Common Library – not sure done deal yet as a Charity, to be confirmed and stats as to how many Enborne residents use this.
- 23.1.4 Any other donations – no other donations.
- 23.2 Cheques authorised to Clerk for re-imbusement of purchases including PO Box re-direction, purchase of new equipment - hard drive and A3 printer etc. and salaries for Existing Clerk and New Clerk.
- 23.3 Payment for training on new web site for New Clerk, up to a maximum of 2 hours approved.
- 23.4 Chair's Allowance of £150 confirmed. To be paid in July meeting.
- 23.5 Current balances and financial position reviewed and approved.
- 24 Reports from Members who have attended meetings of outside bodies**  
Cllr Croney and Cllr Leeson are attending various meeting. No reports.
- 25 Public session**  
No questions from the public.
- 26 Any other items that the Chairman decides are urgent as items of information**  
Nothing further to report.
- 27 Next Parish Council Meeting**  
Date and time of the next Parish Council meeting confirmed as Monday 23<sup>rd</sup> July 2018

**Part 2 – Confidential – relating to Staffing matters.**

**The meeting closed at 9.15 pm.**