



Enborne Parish Council

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MINUTES

MONDAY 24th JUNE 2019 – 7.30pm in the Barn, adjacent to the Church.

Present: Cllr. Garrett (Chair)

Cllr. Leeson (Vice-Chair)

Cllr. Robinson

Cllr. Ramah

Cllr. Kendall

Clerk: Mrs K Lloyd

In attendance: 3 members of the public and District Cllr. Claire Rowles

1. **APOLOGIES**

Cllr. James Cole, District Councillor sent apologies.

2. **DECLARATIONS OF INTEREST**

Cllr. Garrett declared an Interest in the Cricket Club. Item 5. Planning Decision.

3. **COUNCILLORS DECLARATION OF INTEREST FORM**

Clerk to email forms to some of the members.

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

A local landowner raised concerns over dog waste found in his field at the corner of Andover Drove and Enborne Street. The field is crossed by a public footpath and is popular with dog walkers. WBC has put up signs asking the public to keep their dogs on the lead and to clear up dog waste. Some members of the public are ignoring the signs and both letting their dogs off the lead and not clearing up their dogs waste. This has an adverse commercial impact on the farmer who cannot pass the criteria for “food quality” grading of his farm products and can also impact the health of his animals.

Councillors were asked to remind their constituents of their responsibilities. The Clerk was asked to add a note to the Parish website. Later in the meeting there was a proposal to set up an Enborne facebook page. This would be a good forum to advertise the problem.

5. **PLANNING APPLICATIONS**

19/01222/FULD The Paddocks Cottage, Enborne Street.

Replace existing landscaping business buildings with a three bedroom detached dwelling

<http://planning.westberks.gov.uk/rpp/index.asp?caseref=19/01222/FULD>

19/01379/HOUSE -108 Essex Street, Newbury (EPC adjacent Parish)

Demolition of existing garage and utility room. Two storey rear extension and replacement attached garage with loft space.

<http://planning.westberks.gov.uk/rpp/index.asp?caseref=19/01379/HOUSE>

This property is outside the Parish boundary and EPC decided to make no comment.

Planning Decision Notices

19/00153/OUT -Falkland Cricket Club was REFUSED.

<http://planning.westberks.gov.uk/rpp/index.asp?caseref=19/00153/OUT>

6. **HAMSTEAD PARK / DREAMLODGE TRACK PAST ENBORNE WOOD COTTAGE**

A member of the public attended the meeting after previously sending email correspondence to the Clerk about the track.

It was reported that West Berkshire Council (WBC) ROW officers had contacted the member of the public stating that there was no authorisation for a bollard at the above mentioned site. The member of the public said this footpath was on land owned by the Hampstead Park Estate. Only three other parties have a right of vehicular access down the track. These are Sutton Estate, Enborne Wood Cottage and Step up Cottage. The vehicle bollard was installed in 2012 to stop problems by public vehicles using the track and to stop the unsociable behaviour which was happening at that time. The member of the public was informed by the senior rights of way officer that the reasons for the bollard having been installed will be investigated. Then an assessment as to whether the bollard or an amended design can be authorised under the legislation will be confirmed.

The consensus of opinion at the meeting was that WBC had no case as the bollard is on private land and could in no way be constituted as limiting foot access along the footpath.

Cllr Rowles attending the meeting said she would look into this matter for the resident and the Parish Council. The Parish Council thanked Cllr Rowles.

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

Members **RESOLVED UNANIMOUSLY** to confirm and adopt the minutes of the Parish Council meeting held on **MONDAY 13TH MAY 2019**.

8. **FINANCE**

a) Bank Accounts

Payments to be approved in meeting

S/O	Newbury Self Store - June	£74.32
000152	Kim Lloyd - Clerk -25 June	£389.08
000153	Kim Lloyd - Clerk -July (Note: separate chq payable on 25 July as per HMRC instruction)	£389.08
000154	HMRC – Income Tax for April and May for Clerk.	£194.40 (97.20 x 2)
000155	Autela Payroll Services (Q1)	£47.23

Bank account on 5 April 2019 (**Note: 5/06 statement not received on publishing agenda**)

NatWest Enborne Parish Council	£18,022.94
Newbury Building Society Account	£52,801.02

A discussion concerning the payment for the storage at Newbury Self store was discussed. The question of storing the Parish Council data to digital storage was then suggested as a possible option. The Clerk said she would ask Hampshire Association of Local Councils (HALC) via Berkshire Association of Local Councils (BALC) if there was guidelines on digital data storage. Cllr Rowles said she would also ask the same question to WBC.

9. **ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2018/19 PART 2.**

The Chairman signed the following sections of the AGAR. The AGAR statements will be published on the website.

- A. Section 1 – Annual Governance Statement 2018/19.
- B. Section 2 – Accounting Statements 2018/19.

10. **BANK MANDATE /INTERNAL AUDIT UPDATE.**

Following the last meeting the Clerk was informed by **NatWest** to take a hardcopy of the digital application into the local bank and ask the authorised signatories to certify their ID in the bank in person. Cllr's. Garrett and Robinson had both since visited the bank. The mandate would hopefully be complete within the next 2-3 weeks. Once complete Cllr's. Garrett, Leeson and Robinson along with the Clerk will all be signatories for NatWest (Enborne Parish Council community account).

Newbury Building Society (Enborne Parish Council 'reserve account') was now finalised. Cllr Garrett and the Clerk are both authorised signatories. The Clerk needs to obtain the previous Clerk's signatory to remove the previous Clerk from this mandate. The Clerk will also ask for more signatories from Council members to go on this mandate.

Following the last Parish Council meeting the Clerk reported on the recommendation that an external audit was not compulsory but good practise.. The Parish Council approved to perform the Internal Audit and asked the Clerk to make contact with the previous Auditor used for Enborne Parish Council.

The Clerk reported she would be dropping off the 2018/19 accounts to the Auditor in the coming week.

11. **REQUEST FOR FINANCIAL CONTRIBUTION TOWARDS THE LIBRARY SERVICE 2019/20**

An email received from the Culture and Libraries Manager at WBC asking for a contribution towards the Newbury library as the government funding towards libraries had been cut back considerably. They asked for a contribution of £750. The Clerk had obtained legal advice from NALC who said a parish council is able to make a grant to WBC towards the cost of the library service run by WBC.

The data from WBC showed residents in the parish borrowing library items was 80 for 18/19 but to also consider the increased visitors to the library for use of reading tools, meetings, clubs, and the internet etc. After discussion it was proposed and agreed by all members to donate £250.00 to the Newbury library and with this in mind to also donate £250.00 to the Wash Common Community library. Parish Council agreed that the local community library closest to Enborne would also benefit greatly from a donation.

12. **WASHWATER FOOTPATH**

Cllr Leeson reported the delay was due to potential concerns raised about standing surface water in the carriageway once the new section of footway is created. Previously the surface water drained off the road over the verge, however with the installation of kerbs this will not be happen. Therefore access to either a surface water drain pipe or ditch is now required to remove surface water. Discussions are currently on going with adjacent landowners and infrastructure owners. Completion anticipated no later than April 2020.

Following a previous Parish Council meeting, it was agreed to request that the new footway be extended further towards the Woodpecker Inn and it would be cost effective if the extra work could be incorporated into one single scheme. WBC said the footway construction will be suggested in December 2019, subject to the survey work findings.

13. **THE CRAVEN ARMS MEETING.**

Cllr's Garrett and Leeson accepted an invitation to the Parish Council to listen to the landlords concerns over complaints to WBC about the noise levels from events held at the pub recently. An event that took place on a bank holiday where the noise levels was heard in Hampstead Marshall.

Hampstead Marshall Parish Council had received complaints over the noise levels but no complaints were reported to Enborne Parish Council. Cllr Garrett said the owners of Craven Arms were very apologetic over hearing that complaints had been made and they were putting measures in place to avoid upset in the future. The Clerk had, and will put all future music events on the Enborne Website. <http://www.parish-council.com/enborne/>.

14. **SALT BINS**

The question of purchasing salt bins in the Parish was discussed. The Clerk reported the insurers would cover damage to salt bins and also if a claim was made to the Parish Council. A previous Councillor suggested putting signs up disclaiming liability. After discussion it was agreed not to purchase salt bins at this time due to liability concerns and the maintenance of keeping them filled. The Clerk also reminded Council this question had only been raised from one elector to our District Cllr. James Cole.

15. **REDUCTION OF CO2 EMISSIONS IN THE PARISH**

Cllr's Garrett and Leeson reported they had a meeting with a Sovereign Homes representative. The purpose of the meeting was to find out if the Parish Council could help financially on reducing CO2 Emissions on affordable housing heating systems. Sovereign Homes reported Air Source heat pumps were already planned to be installed. Cllr. Garrett asked members of the Parish Council to think about what could be done to reduce CO2 Emissions in Enborne. Cllr. Garrett raised the thoughts on installing electric car charge points. District Cllr. Rowles highlighted on the re-fill water bottle scheme that WBC is promoting <https://refill.org.uk/> The Parish Council asked Cllr Rowles if WBC could give guidance to Parish Councils on how they could help towards the Climate Emergency Declaration. Cllr Rowles said she would ask the question.

16. **PARISH RESERVES**

The discussion from item 15 led onto this item 16 to look at ways of reducing CO2 emissions and using some of the parishes' reserves to do this.

17. **COUNCILLOR /CLERK REPORTS**

Cllr. Kendall reported on waste bins going missing in Enborne Row.

Cllr Kendall asked the members of Council their thoughts on creating an Enborne Community Facebook page. This would be used as a communication aid. Members of Council agreed this would be a good idea. The Clerk reminded members of Council not to discuss Council matters in an open forum as the Parish Council make decisions only in meetings as a body and not individually.

The Clerk agreed it would however be a good way to advertise the Parish Council meetings and to support getting information out to the community.

18. **CO-OPTION OF COUNCILLORS**

No candidates came forward for co-option to fill the one current vacancy available.

19. **DATE OF NEXT MEETING**

The date of the next meeting was confirmed to be on **Monday 16th September 2019**.

(CLOSE)