

# BRIGHTWALTON PARISH COUNCIL

Extraordinary Meeting Held on Monday 13<sup>th</sup> November 2017 at 8pm in the Village Hall

## Present

Shaun Orpen	Chairman	Jackie Boxall	Councillor
Polly Swann	Councillor	Clive Hooker	Downlands Ward Councillor
Tim Wyatt	Councillor	Sarah Youldon	Clerk
Sue Sayers	Councillor		

## Apologies

Mike Cooper	Councillor	John Draper	PCC
Anna Britnor-Guest	Village Hall Committee		

Minutes of the Last Meeting	Action
<ul style="list-style-type: none"> <li>The minutes of the September and October meetings were agreed and signed.</li> <li>There were no declarations of interest.</li> </ul>	
Matters Arising	
<ul style="list-style-type: none"> <li><b>Speed Limit Review:</b> Following input from Cllr Hooker and subsequent discussions it was agreed to withdraw from the Speed Limit review hearing in October. It was decided that the case was not strong enough at this time and it would be better to work with highways to get the suggested additional measures in place first to see if this helps resolve the problem. S Youldon met with the Highways Senior Project Officer onsite late October; different options for the white gates and the Vehicle Activated Signs were discussed. It was agreed that the Highways team would come with proposals and forward them to the PC for review, these are expected for the January meeting. It has been requested from residents that Highways provide some guidance on how to safely cut back the roadside hedges. S Youldon has requested this from Highways, with the intention of adding this guidance to the letters which will go out in the New Year to landowners requesting that all hedges are kept cut back from the road.</li> <li><b>Children's Playground:</b> The bark chipping surface under the large climbing frame requires topping up, this is currently costing the PC £333 per year and will potentially need to be completed twice next year to keep up with the deterioration of the chippings. S Youldon presented to the Councillors a rubber chipping alternative that does not deteriorate, is environmental friendly and is considered to be one of the safest surfaces available. With this proposed surface annual maintenance should not be required. The cost to replace the surface at the regulatory depth is £2,274.30 plus VAT, based on supply only - a small group of volunteers would be needed to install. Councillors agreed this was a good option although there was some concern about children removing the chippings – which does happen now with the woodchip. The remaining Section 106 money could be put towards this cost; along with the money the PC had set aside the annual maintenance. J Boxall to enquire whether there would be a Parish Plan grant available to help make up the shortfall and to feedback on email as action will be required before the next meeting.</li> <li><b>2018 Mowing:</b> Thank you to Stuart and Michael Breadmore who have kindly offered to take on the mowing of the children's playground for free next year. They will also be keeping the hedges cut back, the PC were grateful of this offer as it helps to reduce the annual mowing spend significantly. Thank you to T Wyatt who has been voluntarily cutting the children's playground this year. The mowing contract for the main playing field and area behind the Hall carpark for next year will need to be decided at the January meeting to allow the 2018/19 precept to be set. S Youldon requested to obtain quotes from companies as well as individuals with options for weekly and fortnightly cutting for consideration.</li> <li><b>Website Hosting:</b> The annual hosting costs for the website is due in December, C Austin has agreed to hold the monthly cost including support as last year. Councillors agreed that the small additional cost for the support was worthwhile. S Youldon to raise a cheque.</li> </ul>	<div style="text-align: right;">SY</div> <div style="text-align: right;">JB SY</div> <div style="text-align: right;">SY</div> <div style="text-align: right;">Resolved SY</div>

<ul style="list-style-type: none"> <li>▪ <b>2018 Meeting Dates:</b> The meeting dates for 2018 were agreed as follows: 15<sup>th</sup> January, 12<sup>th</sup> March, 7<sup>th</sup> May (AGM), 9<sup>th</sup> July, 10<sup>th</sup> September and the 12<sup>th</sup> November. S Youldon to book hall and update the website calendar.</li> <li>▪ <b>Brickleton News Articles:</b> S Youldon to provide a write-up and photos from the successful October working party. Suggested that this month's Brickleton News goes out later than normal in order to allow for a write-up on the Quiz Night being held this Friday – S Youldon to ask Mike Ananin and if in agreement to speak with the organisation team to ask if they could put together an article.</li> </ul>	<p>Resolved SY</p>
<p><b>Parochial Church Council Update</b></p>	
<ul style="list-style-type: none"> <li>▪ The village meeting held at the School for the ASPIRE project was very positive, the Statement of Need for Diocese approval is progressing well.</li> <li>▪ There is a fundraising quiz being held at the Village Hall on Friday 17<sup>th</sup> November.</li> </ul>	
<p><b>Village Hall Committee Update</b></p>	
<ul style="list-style-type: none"> <li>▪ The Village Hall Committee meeting is being held Tuesday 14<sup>th</sup> November, T Wyatt to attend on behalf of the PC.</li> </ul>	<p>TW</p>
<p><b>Finance</b></p>	
<p>Current account balance as of the 13/11 £8,215.64 Business account balance is £6,234.13 This following payments have been made:</p> <p>Chq 682 09/09 – W Lyford August Mowing (2wks) £130.00 Chq 683 16/09 – Imprint September Brickleton News £65.00 Chq 684 29/09 – W Lyford September Mowing (5wks) £340.00 Chq 685 29/09 – PCC ASPIRE Project Concert Profits £279.34 SO 04/10 – S Youldon Jul-Sept Clerk Wages £320.00 SO 04/10 – HMRC PAYE Jul-Sept £80.00 Chq 686 14/10 – Royal British Legion Donation for Wreath £30.00 Chq 687 14/10 – Fitzpatrick Woolmer Dunmore Sign £620.40 (inc £103.40 VAT) Chq 688 31/10 – W Lyford October Mowing (4wks) £260.00 Chq 689 31/10 – Stiles – Dunmore Sign Install £35.00 Chq 690 13/11 – S Youldon expenses for July to October £17.78 (inc 16p VAT)</p> <p>The following money was received and paid in:</p> <p>25/09 West Berks Precept Payment £3,000.00 29/09 Pop Up Drinks Money £46.35 as agreed at the July meeting, this money will be held in the PC account for use at the 2018 pre-fete pop up drinks for additional entertainment/food. The balance held currently is £402.31 A transfer of £552.00 from Section 106 funds was made from the business account to the current account on the 10/10 to pay for the Dunmore sign and installation.</p> <ul style="list-style-type: none"> <li>▪ <b>Brickleton News Expenses:</b> M Ananin submitted expenses of £79.99 for the Brickleton News publishing. These were agreed and a cheque was raised.</li> <li>▪ <b>2018/19 Budgeting:</b> Current forecasts put the PC spending just over £400 more than this year's precept of £6,000 due to unexpectedly having to take on the mowing of the playing field and areas surrounding the Village Hall. Spending cuts in other areas were made to limit this overspend. S Orpen to put forward a proposal for the Village Hall Committee to contribute to mowing costs going forward, T Wyatt to attend the committee meeting being held on the 14<sup>th</sup> November to explain the PC's request. Historically the PC has contributed £500 per year to the PCC to assist with the upkeep of the Churchyard costs, proposal to reduce this to £250 this year due to the increase in PC costs, S Orpen to speak with the PCC to assess if this will make their finances difficult this year. Decision to be made at the January meeting as to whether the School should be asked to contribute to playing field mowing costs too next year, as regular users of the field. Cllr Hooker confirmed that the proposal of capping Parish Precepts which was discussed last year is still not going ahead this year, enabling the Parish Councils to adjust their precepts as necessary.</li> </ul>	<p>Resolved</p> <p>SO TW SY</p>

<b>Any Other Business</b>	
<p><b>Working Party:</b> Thank you to all that took part in the October working party, the Churchyard, War Memorial, Village Hall Carpark and Playground are all looking much better for the tidy up. Thank you to M Cooper for also cutting the remainder of the playing field hedge, following the working party work at the War Memorial; it was agreed that this is a big improvement.</p> <p><b>District Parish Conference:</b> The autumn/winter conference was held on the 7<sup>th</sup> October, a copy of the presentation has been forwarded to the PC, Cllr Hooker summarised the discussions of the conference for the Councillors with a focus on budgeting and spending cuts together with the continuation of the devolution of services to Parish Council level.</p> <p><b>Village Housing Allocations:</b> As discussed at the September meeting, S Youldon has approached WBC and Southern Housing requesting involvement in the process of any future Village House Swaps. As yet no response from either, S Youldon to follow up and speak with Cllr Hooker about how to progress this higher, to ensure the PC is kept informed in future swaps.</p> <p><b>Owl Boxes:</b> The member of the Lambourn Valley Owl Group who surveyed the village for the PC kindly donated two owl boxes to the Parish together with a number of bird and bat boxes. S Youldon to arrange installation, the purchase of additional boxes has been put on hold until a decision is made on the replacement of the playground surface.</p>	<p>SY</p> <p>SY</p>

**The 2018 meetings will be held:**

15<sup>th</sup> January, 12<sup>th</sup> March, 7<sup>th</sup> May (AGM), 9<sup>th</sup> July, 10<sup>th</sup> September and the 12<sup>th</sup> November.

<b>Parochial Church Council - Additional Update from John Draper received after the meeting</b>	
<ul style="list-style-type: none"> <li>▪ New Vicar: A new Vicar has been appointed. She is called the Revd Miriam Keen, at present Team Vicar in the Marlborough Team. This is subject to the usual checks and it is planned that Miriam will be Inducted and Installed as Rector on Monday 12th of February.</li> <li>▪ Church Services: Continue at 8am on the second Sunday of the month and 10am on the fourth Sunday of the month. We have the upcoming village carol service at 4pm on 10<sup>th</sup> December. There is the school carol service at 9.15 on 18<sup>th</sup> December. There is the normal carol service in Catmore Church at 3pm on Christmas Eve and we have a Brightwalton Christmas Eve service at 10pm which is the first communion of Christmas.</li> </ul>	