

BRIGHTWALTON PARISH COUNCIL

Meeting Held via Video Conference on Monday 11th May 2020 at 8.00pm in the Village Hall

Present

Shaun Orpen	Chairman	Sarah Youldon	Clerk
Tim Wyatt	Councillor	Mike Ananin	VHC Chair
Sue Sayers	Councillor	Gill Judge	VHC
Polly Swann	Councillor	Anna Britnor-Guest	VHC
Mike Cooper	Councillor	John Draper	PCC
Annie Agnew	Councillor		

	Action
<ul style="list-style-type: none"> ▪ Minutes: The minutes of the March meeting were agreed and signed as an accurate record. ▪ Declaration of Interests: There were no declarations of interest. 	Resolved
Village Hall Committee Update	
<p>Anna Britnor Guest reported that although income would be dramatically reduced with no fete and no bookings the hall did at least have £11,000 of reserves. They would be holding off any major maintenance and were obviously saving some money on oil and cleaning. Clerk advised that there were Covid-19 grants available and had details should the committee decide to pursue. A volunteer had come forward, just before lockdown for the Bookings Clerk role, committee agreed that they would discuss once conditions allow.</p>	
PCC & APSIRE Project Update	
<p>PCC Update: Church continues to be closed, with services being taken weekly via Zoom.</p> <p>ASPIRE Update: Following further difficulties obtaining planning, the committee have decided apply for Phase 1 Faculty first and get work under way. Meanwhile further work is required to answer questions relating to future phases. Tenders for Phase 1 are being sent out. The committee have also agreed to introducing a community worker role and supporting it financially for 2 years. The role is still to be defined but essentially it is to provide local events and forums for different groups in the community. Example ideas include holiday time community lunches for children that qualify for free school meals, community drop in mornings, Jigsaw club and community information mornings. The Charity Ball has potentially been re-scheduled for 5th September 2020; however this is still to be confirmed.</p>	
Matters Arising	
<ul style="list-style-type: none"> ▪ Memorial Ideas for John Hall-Craggs: The huge contribution that the Late John Hall-Craggs has made to the village was recognised by the PC and VHC. Over the years John had been instrumental in saving the school, the building of the new Village Hall, creation of the Dunmore Pond Trust, the creation of social housing at Butts Furlong, and been part of the original Parish Plan. All agreed this needed to be recognised with a suitable memorial. Many ideas were put forward and it was agreed S Orpen would put together list of initial ideas and circulate for further views - VHC, PCC, and PC to agree together. ▪ COVID-19: PC thanked the volunteers that had come forward to help. Clerk reported that a prescription delivery has been set up and is in its 7th week of operation, with 3 volunteers operating on a rota basis. A rota has been set up for Newbury foodbank delivery, this is in its 3rd week and a team of 4 volunteers are assisting. Volunteers are also assisting with the adhoc requests, all have been fulfilled to date. The West Berkshire Support Hub is also passing on referrals and providing useful support and guidance. It was agreed that moving forward it would be great to restore the prescription service to the village, to be discussed further at a later date. ▪ Memorial Benches & Goal Posts: Both the memorial benches and goal post have been received and are ready for installation as and when conditions allow. Clerk is storing in the meantime, insurance has been updated. ▪ Annual ROSPA Playground Report: Playground remains closed. Following equipment updates last year, fewer matters were raised for action on the ROSPA report. Two posts need replacement on the surround to the large climbing frame, Scott Youldon has agreed to replace. Depth of surface under small climber rope was noted as too low, suggestion of placing rubber mat under rope anchor, Clerk to look at options and update. It was noted that since the closure the weeds were thriving in the rubber chippings. Clerk agreed to deal with. ▪ VE Day Celebrations: Fantastic job by S Sayers galvanising the village into action for VE Day with decorating the houses. Many photos have been posted on Facebook and will be in the Brickleton News. J Swann has kindly donated a voucher for The Red House for the winner. S Orpen was tasked 	<p>SO</p> <p>Resolved</p> <p>SY</p>

<p>with walking the village over the weekend and picking the best display, he chose the extensive display at Marapana, created by the Stiles family.</p> <ul style="list-style-type: none"> ▪ Annual Parish Meeting & General Meeting: Under new Covid-19 regulations both meetings had to be cancelled. Clerk explained that only ordinary PC meetings could take place over video conference, and therefore the Chair stays in place until a normal AGM can be held. Agreed that no plans can be made at this time, review at the July meeting. ▪ Brickleton News Articles: Plenty of content has been submitted for the May issue, some of which will roll forward to the July issue. S Orpen to send over the VE display photos. 	SO
Planning	
20/00477/HOUSE The Paddock – One and a half storey extension and external alterations to existing dwelling including partial raising of the roof. It was noted that the application had been withdrawn with the owner challenging the Conservation Officers report. S Orpen had passed on Clive Hookers details so he could be copied in on the letter.	
Finance	
<p>2019/20 Accounts: D Weller had completed the internal audit and supplied a full report and audit plan. He raised no concerns and noted that the “administration and procedures of the Council are carefully planned, controlled and well documented with reports being presented to the Council as appropriate”. Councillors reviewed the completed Exemption Certificate along with the bank reconciliation, and the accounts were signed off. Due to Covid-19 the formal public inspection rights have been delayed until September however, the accounts will be published online within the next two weeks. Clerk to submit signed documents to the external auditors.</p> <p>Balance, Invoices and Receipts: Current Account balance as of the 11/05 £7,270.59, Saving Account balance as of the 11/05 £7,861.72. Cheques /receipts since March meeting: Chq 200059 Imprint – March Brickleton News £65.00 Chq 200060 TP Jones – Payroll Admin full year £78.00 (inc £13 VAT) Received 28/04 £3,447.50 first precept payment Received 14/04 £250 VHC contribution for 2019 playing field mowing The following cheques were signed at the meeting: Chq 200061 ROSPA Inspection £82.20 (inc£13.70 VAT) Chq 200062 WBC Non-Contested 2019 Election Contribution £75.00 Chq 200063 Scofell April Mowing £247.10 (inc £41.18 VAT) Chq 200064 D Weller – Audit £45 Chq 200065 Zurich Insurance £359.14 – second year of three year agreement.</p>	<p>Resolved</p> <p>SY</p> <p>Resolved</p>
Any Other Business	
<p>Highway Verges: It was noted that the verges on the village junctions onto the B4494 need cutting back soon. Clerk to report</p> <p>WBC Update: Cllr C Hooker had provided an April update, Clerk to distribute and upload to website.</p> <p>WBC Highways Speed Management Consultation: Clerk reported that a new consultation had been launched by Highways to improve the Speed Management Framework. It was noted that this could be completed either as a Parish Council or by individuals as Parish Councillors. Clerk to forward details to Councillors, with guidance on best approach, deadline for response is 9th July.</p> <p>Phonebox Library: PC thanked Brian Buchanan for improving the shelving and flooring in the phone box. A lot of clearance work has had to be carried out due to books being left inside in bags. Notice to be placed to remind all that if there is no room please do not leave donations, with the idea being ‘take one leave one’ rather than leaving lots at one time. Anna Britnor Guest reported that there is a good turnover of books, it was also noted that it will need a new coat of paint soon.</p> <p>Dog Bin: Request from parishioner for dog bin up near The Green. PC had already discussed additional bins extensively at the September meeting and agreed that further bins increase street furniture in the rural setting along with the high costs of maintenance, it was agreed no further action.</p> <p>Playing Field: It had been noted that a vehicle had gained access to the playing field by driving through the immature hedging. M Cooper to look at and place a log to prevent if possible.</p> <p>Village Distribution List: Request was raised to create a village email list. This had GDPR implications and it was agreed that it would be considered further at the July meeting, with further research.</p>	<p>SY</p> <p>SY</p> <p>SY All</p> <p>Resolved</p> <p>MC</p>

Meeting Closed at 9.07pm

The remaining 2020 Meetings will be held: 13th July, 14th September and the 9th November