

PURLEY ON THAMES PARISH COUNCIL

Minutes of the meeting of the Parish Council held at the Parish Office, on Thursday 5th April 2018 at 7.30pm.

Present: Mrs S Briscoe (Chairman) Mr G Rolfe Mr R Farrow Mr J Chapman
Mr N Haughton Mr R Jones Mrs J Langford Mrs C Collier
Mr S Chester Mrs P Beddoes Mr M Bishop
Mr T Metcalfe, WBDC
In attendance: Mrs C Lamb, Clerk

P18/24 TO RECEIVE APOLOGIES FOR ABSENCE – Mr B Ayling

P18/25 TO RECEIVE DECLARATIONS OF INTEREST –

Mr R Farrow – PSSC membership and local sports clubs
Mr M Bishop – PSSC membership and local sports clubs
Mr R Jones – PSSC membership

P18/26 TO RECEIVE ANY STATEMENT OR QUESTIONS FROM MEMBERS OF THE PUBLIC –

No members of the public attended.

P18/27 TO RECEIVE AND CONFIRM THE MINUTES – to confirm as a correct record the Minutes of Parish Council Meeting, 15th February 2018

The minutes were confirmed as a correct record of the meeting and signed by the Chairman.

P18/28 PAST SUBJECT MATTERS FOR REPORT ONLY (*that are not already on the agenda*).

P18/16 A tenant was now in the Bungalow.

P18/08-1 A verbal update report from the Goosecroft Development Working Group was received by the Committee.

P18/29 TO RECEIVE THE REPORTS OF THE FOLLOWING COMMITTEES AND TO NOTE THEIR DECISIONS THERETO:

- Planning Committee – 19th Feb 2018, 5th March 2018, 19th March 2018
- Highways and Footpaths – 8th March 2018
- Recreation Committee – 15th March 2018
- Barn Committee – 22nd March 2018

P18/30 TO RECEIVE THE CHAIRMAN'S REPORT

The Chairman presented her report to the Committee

- Chairman gave a talk to the Scouts on 22nd March
- Update on the Village Plan Steering Group
- Results from PC website surveys
- Proposed meeting with Springs Farm representatives
- Village Post Office

P18/31 RESOLUTIONS

P18/31-1 To approve the response to West Berkshire Council Planning as drafted by the PCs Goosecroft Development Working Group

RESOLVED to approve the response to West Berkshire Council Planning as drafted by the PCs Goosecroft Development Working Group. *(10 support, 1 abstention)*

P18/31-2 To approve the updated Financial Regulations to take account of new Business Debit Card.

RESOLVED to approve the updated Financial Regulations to take account of the new Business Debit Card. *(unanimous)*

P18/31-3 To approve and adopt the GDPR Document as the working document to instruct the implementation of GDPR Regulations on Parish Office data processing.

RESOLVED to approve and adopt the GDPR Document as the working document to instruct the implementation of GDPR on Parish Office data processing. *(unanimous)*

P18/31-4 To approve the draft Email and Internet Use Policy

It was agreed the proposed policy would be revised to include Council PC security from external hacking.

P18/31-5 To approve the draft Retention and Disposal Policy

RESOLVED to approve and adopt the Retention and Disposal Policy. *(unanimous)*

P18/31-6 To approve the Ear Marked Reserves (EMR) reserves for three months running costs at £35k.

RESOLVED to approve the EMR figure of £35k for three months running costs. *(unanimous)*

P18/31-7 To approve the draft lease as recommended by the PSSC lease Working Group

This resolution was post-poned to the next PC meeting as the Working Group required more time to prepare their proposal.

P18/31-8 To approve the Clerk to deposit Parish Council Minute books that record meetings from 22nd May 1967 through to 21st September 1995.

RESOLVED to approve the Clerk to deposit Parish Council Minute books that record meetings from 22nd May 1967 through to 21st September 1995. *(unanimous)*

P18/31-9 To formally approve the RECOMMENDATIONS TO COUNCIL made by the Barn Committee at its meeting on 22nd March 2018.

RESOLVED to approve the recommendation to have a 'no skateboarding sign' site on the Barn railings.

RESOLVED to approve the recommended GDPR update to the Barn Booking Form.

The Barn decorating can be approved from the Barn budget.

There were no quotes available for the repairs to the Barn doors.

RESOLVED that more research should be presented on the different coffin materials before a decision to ban cardboard coffins is made. The Council agreed that a set of recommendations may be an alternative solution.

P18/32 TO RECEIVE A REPORT FROM THE DISTRICT COUNCILLOR

Mr T Metcalfe requested that the Parish Council consider producing a Neighbourhood Plan to increase income from new developments (25% of CiL). The Neighbourhood Plan can be focused on one issue.

Mr R Jones reported that the West Berkshire Council has now been approved. The Members Bid deadline is the 30th April 2018. There will be some senior management changes at West Berkshire Council.

P18/33 CLERK'S REPORT

- i) Budget – to receive the latest budget update.
- ii) Correspondence not already circulated.

P18/34 TO RECEIVE ANY MEMBERS' ITEMS FOR THE NEXT PC MEETING

It was requested that when a Working Group is established that a Chair for the group is identified.
M Bishop – A proposal from the Car Park Working Group

NEXT MEETING:

Annual Parish Meeting (Assembly), Monday 16th April 7.30pm in the small hall of the Barn
Parish Council, Annual Parish Council Meeting, Thursday 10th May 2018