

PURLEY ON THAMES PARISH COUNCIL

Minutes of the meeting of the Parish Council held at the Parish Office on Thursday 12th September 2019 at 7.30pm

Present: Cllr Sue Briscoe (Chair) Cllr B Ayling Cllr J Chapman Cllr R Farrow
Cllr G Adams Cllr N Haughton Cllr P Beddoes Cllr M Bishop
Cllr S Sinclair

One member of the public attended.

In attendance: Mrs C Lamb, Clerk

P19/80 TO RECEIVE APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr C Collier, Cllr R Jones, Cllr J Langford, Cllr B Nix

P19/81 TO RECEIVE DECLARATIONS OF INTEREST

Cllr R Farrow – Membership of PJFC and PSSC

Cllr M Bishop – Membership of PoT Cricket Club and PSSC

P19/82 TO RECEIVE A PRESENTATION (Conference call presentation) FROM THE PC'S IT CONTRACTOR ON A PROPOSAL FOR THE UPGRADE OF THE PARISH COUNCIL'S WEBSITE SOFTWARE AND COMPLIANCE WITH LEGISLATIVE REQUIREMENTS. Followed by questions and answers.

The Council listened to the presentation that covered the following topic areas: Security & Stability, Compliance and Usability. Councillors asked questions and a discussion took place about what the necessary steps were to take. *(For decisions see RESOLUTION 1)*

P19/83 TO RECEIVE ANY STATEMENT OR QUESTIONS FROM MEMBERS OF THE PUBLIC

There were no questions from the member of the public.

P19/84 TO RECEIVE AND CONFIRM THE MINUTES – to confirm as a correct record the Minutes from the meeting held on the 18th July 2019.

The following corrections were noted: Cllr R Farrow's interests should include PJFC, p3 third line from bottom should read 'Vice-Chairmen'.

The Minutes were agreed as an accurate record and signed by the Chairman.

P19/85 PAST SUBJECT MATTERS FOR REPORT ONLY *(that are not already on the agenda)*.

P19/75 Cllr Haughton noted that the sign on Mapledurham Drive was on a private road and should be a matter for residents and not police. Cllr Briscoe clarified that the matter was raised as residents wanted to know why a ban on alcohol in the Meadows was not being enforced, while this sign was displayed.

Cllr J Chapman had contact District Cllr R Jones about renaming a short section of the A329 between end of Long Lane and top of Purley Lane as 'Purley Rise' in line with the section from the top of Purley Lane to

Pangbourne. This oversight caused confusion of SatNav software. A correction would take some time as WBC would have to issue an order and then this would have to be incorporated by SatNav companies.

P19/72 Elaine Cox's team had made the visit to Blount's Meadow and had met Cllr J Langford and a resident to assess accessibility issues.

P19/86 TO RECEIVE THE REPORTS OF THE FOLLOWING COMMITTEES AND TO NOTE THEIR DECISIONS THERETO:

- **Planning Committee:** 5th August 2019, 19th August 2019, 2nd September 2019.

It was noted that the Parish Council had asked for an extension to Application: 19/01670/COMIND as the Planning Notice had not been put-up by WBC before the comment's deadline. The new deadline was Friday 30th August 2019 and the Planning Notice was in place for this period.

P19/87 TO RECEIVE AN UPDATE FROM THE GOOSECROFT DEVELOPMENT WORKING GROUP.

A report was given by Cllr Rick Farrow on behalf of the Goosecroft Development Working Group.

Application ref: 19/01670/COMIND

The Working Group had met and produced documents in response to queries by WBC Highways Department and to questions raised by Sport England. The document was sent to Barton Willmore to submit to the Case Officer. Cllr Farrow had received confirmation that the Case Officer had received the documents. Barton Willmore had also confirmed the Case Officer has requested a topographical survey and flood risk assessment to support the application.

P19/88 TO RECEIVE A REPORT ON THE VILLAGER OF THE YEAR NOMINATIONS AND WINNER FOR 2019.

Cllr Pam Beddoes gave her report to the Council. After the decision to open the nominations to groups this year, six individuals and four groups had been nominated for Villager of the Year. As Cllr Pam Beddoes was a member of two of the nominated groups, she had passed the Chairmanship of the VoY decision meeting to Cllr Rick Jones. The chosen winner was the group that organized the Armistice Centenary Commemoration in November 2018.

Cllr B Ayling congratulated Cllr P Beddoes on how well she has organized the VoY meeting.

P19/89 TO RECEIVE A REPORT FROM THE DISTRICT COUNCILLORS

District Cllr Rick Jones was unable to attend because of the West Berkshire Council Meeting. He had circulated the District Councillor Newsletter to the Parish Council Members.

P19/90 TO RECEIVE THE CHAIRMAN'S REPORT

Cllr S Briscoe presented her Chairman's Report that covered the following:

Post Office – a small steering group had formed since the Community Meeting in July. Much work and research had been done. Another community meeting was planned for 11th October at 7.30pm for the steering group to present its findings to the community and to ask if residents were prepared to commit to those options available.

Farmers Market – action would be required to sustain the farmers market that takes place at the Barn each month. Cllr Briscoe asked that ideas be put forward and a discussion take place.

Lock Café – work is taking place to reinstate the café at the lock. However, the EA cannot offer a timescale for this. A new café project has started at the Social Club on Wintringham Way. This should be open by the end of the year.

Berkshire Youth Meeting 11 Sept 2019 at Beansheaf Community Centre - Cllr Farrow attended this meeting on behalf of the Parish Council. Other Councils were represented. Youth workers and their support seen as desirable but cost prohibitive. Most attendees believed a youth service would reduce anti-social behavior. A summary paper would be produced of comments expressed and would include estimated costs of re-instating a viable youth service in Berkshire.

P19/91 CLERKS REPORT

- i) Payments and receipts for months 4 and 5 to-date. NOTED
- ii) Budget – to receive the latest budget update NOTED
- iii) Present bank reconciliation for signature. Months 3 & 4 signed.
- iv) Correspondence not already circulated – *if any*.

Came& Company – *Insurance Schedule Renewal* - received 12th September 2019
North Wessex Downs Landscape Trust – *request for donation* – received September 2019
West Berkshire Council – *District Parish Conference Agenda (22nd Oct '19)* – received 12th Sept 2019

- v) Asset Register – Report on action taken to address queries raised by Internal Auditor.

The Council's Asset Register had been moved on to RBS Software to address issues raised by the Internal Audit in April 2019. A review of asset valuations would take place before the end of the financial year.

- vi) Progress report on Software implementation in the Parish Office.

The RBS Allotment Database software had been set up on officer's computers. The Council's allotment data had been entered and the final phase of setting up letter templates and communication from the database was being completed. The deadline to complete was end of September when new Allotment invoices would be issues to tenants.

P19/92 RESOLUTIONS

- P19/92-1 **TO APPROVE FUNDS NEEDED TO UPGRADE THE PC WEBSITE TO NECESSARY LEVEL OF SECURITY AND LEGISLATIVE COMPLIANCE.**

The Council requested the Clerk obtain a quote for addressing the areas where the PC website needed attention: security, GDPR and compliance and accessibility legislation compliance. This item would be an agenda item at the next PC meeting on 17th October 2019.

- P19/91-2 **TO APPROVE THE UPDATED LIST OF DIRECT DEBITS**

It was **RESOLVED** to approve the updated list of Council's Direct Debits.

It was noted that the Direct Debit for water charges to the Allotments had been placed on hold after a review of charges by the provider. The Clerk would bring reviewed figures to the Highways and Footpaths budget meeting in November 2019.

P19/93 TO RECEIVE ANY MEMBERS ITEMS FOR THE NEXT PC MEETING

Village Plan – review of actions
PSSC Lease
Farmers Market

Part Two

The Chairman will move that under the Public Bodies (Admission to Meetings) Act 1960 s1(2), the press and public is excluded from the meeting whilst confidential matters are discussed.

P19/94 TO RECEIVE A PROPOSAL FROM CLLR PAM BEDDOES.

A discussion took place.

CLOSE OF MEETING

Next Meeting: Parish Council 17th October 2019
Chairman's Reception: 28th October 2019

DRAFT