

Ordinary Full Council Meeting

Full Council – 10th December 2018

AGENDA



To all members of Speen Parish Council,

You are duly summoned to attend the Ordinary Full Council Meeting of Speen Parish Council at Sutton Hall, Stockcross starting at 7.30pm on Monday 10th December 2018. This meeting will be open to the press and public and will consider the items set out below.

Jean Lindsell, Clerk (4th December 2018 dated)

Open session

Parishioners are invited to attend and question the Parish Council on issues in this agenda, or raise issues for future consideration at the discretion of the Chairman. Ten minutes have been set aside for press and public questions at the start of the meeting. The council will endeavour to answer any question put to it but may have to respond to the questioner at a later date or consider placing the matter on the agenda for the next meeting. After this Open Session, members of the press and public may not take part in the Parish Council meeting itself unless invited to do so by the Chair in accordance with Standing Orders.

1. **Apologies:** To receive apologies and to approve reasons for absence.
2. **Declarations of interest:** To declare any financial, personal and/or prejudicial interests and their nature in relation to items on the agenda.
3. **Minutes:** To consider, approve and sign the Minutes of the Full Council meeting held on 12-11-18 (draft)
4. **Financial Report Clerk as RFO**
 - 4.1 Balance in bank as at 10-12-18
 - 4.2 **Proposal:** to accept Finance Reports to end November
 - 4.3 **Proposal:** To endorse invoices paid since last meeting
 - 4.4 **Proposal:** To approve further invoices for payment and signature
5. **Finance & General Purposes:**
 - 5.1 Consider Draft Precept for FY2019/20
 - 5.2 Risk Assessments – review of draft documents
 - 5.3 Contractor/Supplier/Utilities Payments – update from Clerk
 - 5.4 P O Box No Change – update from Clerk
 - 5.5 Salt Bins – update from Clerk
 - 5.6 SSE Contracting – update from Cllr Booth / Clerk on continuous energy cost queries
 - 5.7 Speen Pavilion Hire – review current policy and procedure
 - 5.8 Speen Recreation Ground Play Area Noticeboard Repairs – update from Clerk
 - 5.9 CIL Settlements – update from Clerk
 - 5.10 Recreation Grounds Rules of Use – update from Clerk
 - 5.11 Health & Safety: items not covered elsewhere on this agenda
6. **Planning & Highways**
 - 6.1 To consider the following planning application(s):

Item	WBDC ref no.	Details
	18/03056/HOUSE	Skythorn, Speen Lane, Newbury, Berkshire RG14 1RW Section 73: Variation of conditions 2: Approved plans, 3: Materials, 5: Screen, of planning permission 17/01805/HOUSE

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18/03066/HOUSE	Ladywell, Speen Lane, Speen, Newbury, Berkshire RG14 1RJ Proposed demolition, extension and alteration to existing dwelling including the construction of a new single storey garage. Additional drawings/amended plans submitted following approval of 18/02261/HOUSE. Main change is amendment to description.
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6.2 To review West Berks. Case Officer's documentation & decisions received:

Item	WBDC ref no.	Details	Case Officer's Report	WBDC Decision and Date
	18/00677/FUL	Telephone Box, Bagnor, Newbury, Berkshire To place a K6 heritage 'red' telephone box where it was previously located [prior to decommissioning] opposite the Blackbird Pub. This will serve as a village feature but will not be a functioning phone box (old phone box decommissioned and removed by BT) late 2017. The telephone box is 3ft x 3ft (0.92m x 0.92m) square and a height of 8ft (2.4m). The telephone box will be set back from the road-side utilising the same location as the recently removed modern telephone box.		14/11/18 Approved
	18/02414/CERTP	3 Odiham Drive, Speen, Newbury, Berkshire RG14 1GA Installation of a wooden log cabin/summer house on a concrete base topped with patio stones	Full Planning Application Required	16/11/18 Refused
	18/02261/HOUSE	Ladywell, Speen Lane, Speen, Newbury, Berkshire RG14 1RJ Proposed demolition, extension and alteration to existing dwelling to form new single storey garage and first floor bathroom		16/11/18 Approved
	18/02410/COMIND	Land East Of Winterbourne Stream, Bagnor, Newbury, Berkshire Erection of open lambing shelter and bee keeping equipment store		28/11/18 Approved
	18/03012/TPC	Alma House, Speen Lane, Speen, Newbury, Berkshire RG14 1RJ Fell and replace eucalyptus with a smaller tree		26/11/18 Approved
	18/02994/TPC	Manisty, Speen Lane, Speen, Newbury, Berkshire RG14 1RJ 1 - Leylandii - Fell		23/11/18 Approved

6.3 Grove Road VAS Reports

7. Communications

7.1 Review of SPC Website and Email System

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Proposal: To obtain quotations from website design agencies for new SPC website and email system.

- 7.2 Recruiting new Councillors - update from Cllr Amirtharaj/Clerk
- 7.3 Newsletter – update from Cllr Amirtharaj
- 7.4 Policies – update from Clerk

8. Development

- 8.1 Parish Improvement Plan – review draft Register of Improvements and endorse the formation of a Working Party
- 8.2 War Memorial Improvement Project – update from Cllr Booth

9. Maintenance

- 9.1 Review of general state of Parish and SPC assets
 - 9.1.1 The Ladywell
 - 9.1.2 The Pound
 - 9.1.3 Noticeboards
 - 9.1.4 Bus Shelter
 - 9.1.5 Phone Box
 - 9.1.6 Newbury Obelisk
- 9.2 Maintenance Contractor – November 2018 Work Report to be reviewed
- 9.3 Obstruction of Street Lighting – update from Clerk
- 9.4 Multiplay Junior Playground Equipment Repair – update from Cllr Booth

10. Correspondence: To receive & consider correspondence (all relevant correspondence is circulated electronically on receipt and where possible, dealt with by Clerk)

- 10.1. West Berkshire Local Plan Review
- 10.2. WBDC Budget Proposals
- 10.3. Payroll Update
- 10.4. Hare and Hounds Planning Application

11. Matters for consideration and information arising after the preparation of this Agenda, which the Chairman agrees to take as urgent: (all Councillors)

12. **Date of next meeting** – Provisional date of Monday 14th January 2019

13. Exclusion of the Press and Public

14. Part II

- 14.1 Grass Cutting Contract
Proposal: To approve and engage contractor for 3 year Grass Cutting Contract
- 14.2 Speen Pavilion Post Replacement - update from Clerk
- 14.3 Tennis Club Lease – update from Clerk
- 14.4 Clerk Contract of Employment
Proposal: To approve and amend Clerk contracted working hours