



**SPEEN PARISH COUNCIL**  
**MINUTES OF THE FULL COUNCIL MEETING**  
**HELD ON MONDAY 14<sup>th</sup> August 2017 AT THE MAJENDIE HALL, ST. MARY'S CHURCH, SPEEN STARTING AT 7.30 P.M.**

<b>Present</b>	<b>Parish Councillors</b>	S Larkins ( <i>Chair</i> ), T Mathers ( <i>Vice Chair</i> ), A Booth, R Scorey, K Phillips, A Winn, A Newell-Hart, A Amirtharaj, Cllr Harris
	<b>WBDC Councillor</b>	
	<b>Parish resident</b>	
	<b>Clerk &amp; RFO</b>	Lisa Blake

**Open Session:** No guests or press were present.

Resolution	Item	Action																																								
	1. <b>Apologies</b> were received from Cllr K Phillips; Cllr L Tull is on a 6 month voluntary suspension. Reasons for absence were approved																																									
	2. <b>Declarations of Interest:</b> Cllr Winn declared an interest in 8.2, employed by Sutton Estates Cllr Booth declared an interest in 10.1, member of the church																																									
	3. <b>Minutes of previous meeting:</b> Minutes from the Full council meeting 10-7-2017, received and agreed in principal. Title of the Minutes to be changed and 'Annual meeting' removed from the title  <b>Proposal:</b> pending above corrections, to approve Minutes of the full council meeting held on Monday 10-7-17. Proposer Cllr Larkins, seconder Cllr Mathers, all in favour. Two abstentions: Cllr Harris, Cllr Amirtharaj																																									
	4. <b>Financial report: Clerk as RFO</b> 4.1 Balance in bank as at 14-8-17 is £65,437.74. Finance report – to end July 2017. Started year with £46,338.36 in bank. Bank balance per cashbook as at 31 <sup>st</sup> July 2017 is £64,277.62. Budget 2017/18 is £53,576 less spend to date of £14,829 leaves a remaining budget of £38,747. Once specific reserves of £39,733 taken into consideration, unallocated balance is currently £19,716. 4.2 Finance report to end of July 2017 accepted 4.3 To endorse invoices since last meeting, Proposer Cllr Larkins, seconder Cllr Winn, all in favour.																																									
	<table border="1"> <tbody> <tr> <td>14/06/2017</td> <td>2483</td> <td>ABA Construction Ltd</td> <td>462.00</td> <td>RecGrd maintenance</td> </tr> <tr> <td>14/06/2017</td> <td>2484</td> <td>Newbury Office Supplies</td> <td>98.94</td> <td>Stationery</td> </tr> <tr> <td>14/06/2017</td> <td>2485</td> <td>Andy Stott Locksmiths</td> <td>284.64</td> <td>Maintenance</td> </tr> <tr> <td>30/06/2017</td> <td>2486</td> <td>Dr M Carr</td> <td>1095.57</td> <td>Salary Costs</td> </tr> <tr> <td>30/06/2017</td> <td>2487</td> <td>Sundog</td> <td>400.00</td> <td>RecGrd maintenance</td> </tr> <tr> <td>30/06/2017</td> <td>2488</td> <td>Carla Alves</td> <td>30.00</td> <td>RecGrds</td> </tr> <tr> <td>30/06/2017</td> <td>2489</td> <td>Triangle</td> <td>900.00</td> <td>RecGrd Maintenance</td> </tr> <tr> <td>30/06/2017</td> <td>2490</td> <td>BALC</td> <td>669.53</td> <td>Subscription</td> </tr> </tbody> </table>	14/06/2017	2483	ABA Construction Ltd	462.00	RecGrd maintenance	14/06/2017	2484	Newbury Office Supplies	98.94	Stationery	14/06/2017	2485	Andy Stott Locksmiths	284.64	Maintenance	30/06/2017	2486	Dr M Carr	1095.57	Salary Costs	30/06/2017	2487	Sundog	400.00	RecGrd maintenance	30/06/2017	2488	Carla Alves	30.00	RecGrds	30/06/2017	2489	Triangle	900.00	RecGrd Maintenance	30/06/2017	2490	BALC	669.53	Subscription	
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	30/06/2017	2491	HMRC- PAYE	272.00	Salary Costs		
	<p>4.4 To approve further invoices for payment and Signature, Proposer Cllr Larkins, seconder Cllr Mathers, all in favour.</p>						
	01/07/2017	2492	The Good Exchange	300.00	RecGrd maintenance		
	09/07/2017	2493	SSE Enterprise	220.82	Lighting		
	09/07/2017	2494	Triangle	144.00	Maintenance		
	09/07/2017	2495	Stephen Pearce	243.00	RecGrd maintenance		
	09/07/2017	2496	Dr M M Carr	95.99	Salary Costs		
	12/07/2017	2497	SSE	240.79	Lighting		
	26/07/2017	2498	PCC Of Speen	144.00	Hall Hire		
	26/07/2017	2499	ARD Playgrounds	68.40	Rec Grd Maintenance		
	26/07/2017	2501	Sundog	400.00	Maintenance		
	31/07/2017	2502	L Blake Salary	674.82	Salary Costs		
	31/07/2017	2503	M Gould Salary	1136.05	Salary Costs		
	<p><b>5 Finance &amp; General Purposes Committee: (Cllr Larkins)</b></p> <p>5.1 No update, next meeting 31<sup>st</sup> August 2017</p> <p>5.2 Health and Safety update – Cllr Larkins provided update on Playground Equipment repair. Equipment has been repaired and ARD Playgrounds have been asked to quote for a more permanent repair. Has the Vandalism been reported to the Police?</p>						Clerk
	<p><b>6 Planning &amp; Highways Committee: (Cllr Booth / Cllr Scorey)</b></p> <p>6.1 To receive Minutes of meetings held on 24-7-17 (draft).Cllr Booth reported on meeting of the 9-8-2017 and confirmed that large Sutton Estate housing development will be deferred to the next Planning meeting on the 29th August 2017</p> <p>6.2 3 Year SSE Contract – Contract signing was deferred from the last council meeting on the 10-7-2017. Cllr Booth to check lights prior to contract being signed. Contract began on the 1-4-2017 but lights need to be checked. Proposer Cllr Booth, Seconder Cllr Newell Hart, All in favour. Abstention, Cllr Amirtharaj</p> <p>6.3 Stockcross Traffic Safety – Cllr Booth confirmed ongoing with School Governors and Residents. WBDC will not fund any further speeding measures or allow Stockcross to implement speeding measures. This has resulted in proposal to use Stockcross recreation ground for a ‘Safe School Walk’</p> <p>6.4 Stockcross Recreation Grounds Pathway – Linked to 6.3</p> <p>6.5 SID Training – Clerk to check insurance coverage for parishioners</p>						Cllr Booth
	<p><b>7 Communications Committee</b></p> <p>7.1 Former Cllr Hook will format a Word document ready for the printing of the Speen Parish council newsletter. Published in November. Council meeting dates will be in the newsletter as will information about Councillor vacancies.</p> <p>7.2 RNIB Awareness day – Event day to take place in Newbury Market place to raise awareness of Blind Issues when navigating pavements, roads, etc.</p> <p>7.3 20:01 Ed Miller arrived at meeting. Potential new councillor. Experience in</p>						Clerk
Resolved							

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	business and the local community. Cllr Larkins explained the structure of the council meetings and committees	
	<p><b>8 Maintenance Committee</b></p> <p>8.1 Minutes from meeting held on the 17th July received by Full council</p> <p>8.2 Three year maintenance contract discussed, to be discussed by the Maintenance committee</p> <p>8.3 Cllr Larkins confirmed that the contractor will load the car park spoil. Confirmed start date of 04/09/2017 and there is a contractor meeting scheduled for the 29/08/2017. Cllr Larkins to meet the contractor at the site</p>	
	<p><b>9 Development Committee</b></p> <p>9.1 Cllr Mathers provided an update on the Asset register. Values based on price that items cost. Insurance basis is on replacement costs. There are two values for each item on the Asset register. Cllr Booth queried a street light, who owns them. Cllr Booth to check who owns the lights. Cllr Larkins has requested an insurance quote with and without lights until ownership is confirmed. Cllr Larkins to check deed of ownership for street lights. There isn't a currency on the Asset Register – Cllr Mathers to add to the Excel Sheet. The Basketball hoop is missing from the Marsh Benham playground – Cllr Mathers to add. Cllr Larkins asked Cllr Booth how they can find out who owns the street lights. It was suggested that a letter be drafted to Shaw-Cum Donnington clerk to find out how they determined street lighting ownership</p>	<p>Cllr Larkins/Cllr Booth</p> <p>Cllr Mathers</p> <p>Cllr Larkins</p>
	<p><b>10 S137 Grant Requests</b></p> <p>10.1 St Mary's church – Cllr Booth is a member of the congregation and a verger. It was agreed that Cllr Booth could stay in the meeting. Existing council policy relating to S137 requests. Cllr Scorey confirmed that S137 grants are intended for one off projects. Cllr Mathers confirmed last request date for S137 funds. Cllr Booth confirmed the use of the land and its location to St Mary's church. The land is an ancient burial site and is currently a remembrance garden. Cllr Harris asked for confirmation of figure remaining in S137 budget. Cllr Larkins to confirm. Councillors agreed the grant should be reserved for one off projects and not maintenance projects, but more details are required from St Mary's church about the request and the possible link to the remembrance garden. Defer to next Full council meeting.</p> <p>10.2 St John's Church – Query as to whether this request is for upkeep of the grounds of the church. Cllr Amirtharaj highlighted that the church is a charity. Cllr Larkins pointed out that the request covers church maintenance. Request was not supported. A letter will be drafted by Cllr Larkins and the Clerk to notify the church.</p>	<p>Cllr Larkins/Clerk</p>
	<p><b>11 Fire Evacuation and Assembly Point Sign (Stockcross Village hall)</b></p> <p>11.1 Confirmation of location of the sign is needed. Decided that back of the Stockcross noticeboard would be the most suitable place for the sign. Clerk and Cllr Larkins to write and confirm</p>	<p>Cllr Larkins/Clerk</p>
	<p><b>12 Correspondence – No comments</b></p>	
	<p><b>13 Matters for consideration and information arising after the preparation of this Agenda, which the Chairman agrees to take as urgent: (all Councillors)</b></p> <p>Cllr Booth has removed notices inside the Phone Booth at Stockcross. Stockfest notices in phone box but permission hadn't been sought</p> <p>Cllr Larkins to contact WBC re waste disposal. Agreed to add a note to the next</p>	



	agenda re fly tipping costs incurred by Speen Parish Council	
	<b>14 Exclusion of the Press and Public</b>	

There being no further business to discuss, the meeting finished at 8:44pm

Date of next meeting 11<sup>th</sup> September 2017

<b>Signed:</b>	<b>Name (print):</b>	<b>Date:</b>
	<b>Position:</b>	

Abbreviations used:

SPC = Speen Parish Council

SSDNAG = Speen, Shaw and Donnington Neighbourhood Action Group

WBDC = West Berkshire District Council

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