



SPEEN PARISH COUNCIL
MINUTES OF THE FULL COUNCIL MEETING
HELD ON MONDAY 18th MARCH 2019 AT SPEEN PAVILION, SPEEN RECREATION GROUND STARTING
AT 7.00 P.M.

Present	Parish Councillors	Cllr Amirtharaj (Chair), Cllr Booth, Cllr Newell-Hart, Cllr Dudman, Cllr Phillips
	WBDC Councillor/Employee	None
	Parish residents	Vanessa Hilsden Stuart Forte, Aine Bowen, Lynn Davies
	Clerk & RFO	Jean Lindsell

Meeting started at 7.08pm

Open Session: Four Parishioners present Started at 7.08pm

Items 6.3 and 6.4 moved to Open Session to allow Parishioners to speak

Item 6.3 Road Safety A4/Brummel Road Junction

Vanessa Hilsden advised the meeting that crossing the A4 using the central pedestrian refuge to get her children to Robert Sandilands School had become more perilous over time since the opening of the Co-Op and the increased volume of traffic particularly Newbury bound. She added that drivers appeared oblivious to the presence of the school as there is no lit school signage and observation of the 30mph limit. Vanessa Hilsden also advised that in order to use the traffic lit pedestrian crossing 200m away parents had to cross the Bath Road first which was as difficult if not more so due to the volume of traffic and there being no central refuge and defeats the purpose of the central pedestrian refuge on the A4.

Vanessa Hilsden further advised that since the opening of the Co-Op traffic had intensified and trying to cross Brummel Road was also hazardous.

Cllr Newell-Hart advised that it was important to collect data and build a picture to support any representations to WBDC. Vanessa Hilsden advised she had counted 19 vehicles in 55 seconds at 9.05pm on Brummel Road.

The Clerk advised the Council that the 10 minute open session had elapsed. Cllr Amirtharaj asked for a vote to extend the open session.

Proposer: Cllr Amirtharaj

Seconder: Cllr Dudman

All in favour

Cllr Dudman asked the Parishioners on their views regarding possible solutions. Vanessa Hilsden suggested illuminated school signage, a review of the volume of traffic and speed and asked if there might be scope for a crossing on Brummel Road between the Co-Op and the school.

Cllr Booth advised that he is SID trained and has access to the equipment so could set up this up to obtain data relating to the speed of traffic on the A4.

Cllr Amirtharaj summarised the way forward as follows:

- Arrange SID session
- SPC will write to WBDC supporting the Parishioners concerns and suggested solutions for their feedback
- SPC to contact TVP for their advice

Cllr Amirtharaj concluded by saying the matter also needed to be supported by Robert Sandilands School and suggested raising the matter with SSDNAG as well.

Vanessa Hilsden advised that the School had taken the matter up with WBDC.



Item 6.4 Speen Lane Traffic Speed

Stuart Forte advised that Speen Lane was increasingly used by motorists as an alternative route and a significant number did not adhere to the speed limit. He had taken the matter up with WBDC who advised him to contact SPC. Vanessa Hilsden added that there are limited paved areas to walk on and the area is recognised as a place of interest encouraging walkers. It was agreed to arrange a SID session to collect data on the speed of traffic. Cllr Dudman asked if the Parishioners could collect data on the number of cars and the busiest times to support representation to WBDC. This was agreed.

Clerk to liaise with Vanessa Hilsden and Stuart Forte to organise SID session.

Open session ended at 7.45pm

The Parishioners left the meeting.

1. Apologies: None
2. Declarations of Interest: None

Resolution	Item	Action								
Resolved	<p>3 Minutes</p> <p>To consider, approve and sign the Minutes of the Full Council meeting held on Monday 18th February (draft) Full Council 18-02-19 (draft)</p> <p>Proposer: Cllr Amirtharaj Seconder: Cllr Dudman All In Favour</p>									
Resolved	<p>4 Financial Report Clerk as RFO</p> <p>4.1 Balance in bank as at 18-03-19 was delivered by the Clerk.</p> <p>4.2 Finance Reports Accepted Proposer: Cllr Amirtharaj Seconder: Cllr Newell-Hart All in favour</p>									
Resolved	<p>4.3 To endorse cheques since last meeting Proposer: Cllr Amirtharaj Seconder: Cllr Dudman All in Favour</p>									
	<table border="1"> <tr> <td>Cheques for Endorsement</td> <td></td> <td></td> <td></td> </tr> <tr> <td>14/01/2019</td> <td>2701</td> <td>Unused chq - incorrect amount</td> <td></td> </tr> </table>	Cheques for Endorsement				14/01/2019	2701	Unused chq - incorrect amount		
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	14/01/2019	2702	Unused chq - incorrect amount	
	14/01/2019	2703	HMRC	454.44
	14/01/2019	2704	Clerk Wages	849.94
	14/01/2019	2705	WBDC	430.00
	14/01/2019	2706	Willis & Ainsworth	56.40
	14/01/2019	2707	Clere Bookkeeping Services	18.90
	14/01/2019	2708	The Sutton Hall	7.50
	14/01/2019	2709	SSE Contracting	228.13
	14/01/2019	2710	SSE Contracting (Repairs)	86.57
	18/01/2019	2711	Castle Water	15.71
	18/01/2019	2712	SSE (Continuous Energy)	63.74
	18/01/2019	2713	SSE (Dusk to Dawn)	271.37
	18/01/2019	2714	Maintenance Contractor	1,836.15
	18/01/2019	2715	Clerk Expenses	67.95
	20/01/2019	DD	Vodafone	20.00
	25/01/2019	2716	Clerk Wages	842.58
	25/01/2019	2717	HMRC	221.92
	25/01/2019	2718	Newbury Office Supplies	237.78
	29/01/2019	DD	NEST	47.21
				£5756.29
Resolved	4.4 To approve cheques since last meeting			
	Proposer: Cllr Amirtharaj			
	Seconder: Cllr Booth			
	All in Favour			
	Cheques for Approval			
	11/02/2019	2719	Maintenance Contractor	1,836.15
	11/02/2019	2720	Sutton Hall	25.50
	11/02/2019	2721	Clere Bookkeeping Services	18.90



11/02/2019	2722	Edge Impact Consulting	36.00
11/02/2019	2723	Castle Water	15.71
15/02/2019	2724	SSE	124.45
20/02/2019	DD	Vodafone	20.00
			£2076.71

5 Finance & General Purposes:

5.1 Elections 2019 and 'Purdah'

The Clerk advised the Notices of Election had been posted on the noticeboards and website on 15th March as required. She reminded the Council that the period of 'Purdah' had commenced on 15th March and referred to her email dated 14th March regarding the rules of purdah that must be observed during this period. The Clerk presented all Councillors with an election pack containing a Guide to Election procedures and nomination forms and advised all nominations must be handed in personally to WBDC by 4pm on Wednesday 3rd April.

All Cllrs

5.2 Risk Assessments

Cllr Dudman confirmed all Risk Assessment data had been transferred into the new format and had circulated these to all Councillors prior to the meeting. Some minor changes were identified which Cllr Dudman will complete. It was agreed there should be a proposal to approve all Risk Assessments at the Full Council meeting in May.

Cllr Dudman

5.3 Online Invoice Payments

The Clerk advised she had now obtained all required information and will present the procedure and amendments to the Financial Regulations to the Full Council meeting in May.

Clerk

5.4 SSE Contracting

Cllr Booth confirmed that he will raise the issue of a potential overcharge from SSE Energy for street lighting following information received from SSE Contracting that the S1 PIR controllers consume 1 watt when quiescent and SPC is being charged 3 x the actual consumption.

Cllr Booth

5.5 Replacement of Clerk's Laptop

Cllr Newell-Hart left the meeting at 20.23

Cllr Newell-Hart returned to the meeting at 20.25

The Clerk presented 3 possible laptop options and it was agreed the Clerk should purchase whichever was appropriate together with MS Office 2019 as per the resolution passed at the Full Council meeting held on 18th March 2018.

Clerk

5.6 Health & Safety: items not covered in Committee Minutes or elsewhere on this agenda

None

Resolved



Resolved	6 Planning & Highways Committee			
	6.1 To consider the following planning application(s):			
	WBDC Ref No	Details	SPC Comments	
	19/00415/HOUSE	46 Speen Lane Speen Newbury Berkshire RG14 1RN Demolition of existing garage and out building and replacement with new single storey side/rear extension with internal alterations	Proposer: Cllr Booth Secunder: Cllr Dudman Abstention: Against: In Favour: 5 No Objection	
19/00587/HOUSE	Homend Bath Road Speen Newbury Berkshire RG14 1QT Demolish outbuilding. Proposed single storey extension and first floor timber frame dormer extension	Proposer: Cllr Philips Secunder: Cllr Dudman Against: Abstention: In Favour:5 No Objection		
19/00442/OUTMAJ Adjacent Parish	Land Adjacent To Hilltop Oxford Road Donnington Newbury Berkshire Section 73: Variation of Condition 1 (approved plans) and Condition 14 (A339 underpass CCTV) of planning application reference 14/02480/OUTMAJ allowed under appeal decision reference APP/W0340/W/16/3143214 dated 20 March 2017 Outline application for mixed use scheme on 23.1ha of land, comprising up to 401 dwellings on 11.35ha of land. A 400m2 local centre (Use Classes A1/A2/D1/D2 - no more than 200m2 of A1) on 0.29ha of land, one form entry primary school site on 1.71ha of land, public open space, landscaping and associated highway works. Matters to be considered: Access.	Proposer: Cllr Booth Secunder: Cllr Amirtharaj Against: Abstention: In Favour:5 No objections subject to proposed bus route being restricted to buses only		
6.2 To review West Berks. Case Officer's documentation & decisions received:				
WBDC Ref No	Details	Case Officer's Report	WBDC Decision and Date	
18/03205/CERTP	1 Sylvester Close Speen Newbury Berkshire RG14 1SU Construction of a porch (3 sqm) to main entrance to include a dwarf wall containing electricity meter, double-glazed window and solid door. Existing garage roof to be replaced with a 'warm roof' to include porch.	12/02/19	12/02/19 Refused	
18/03296/FULLD	36 Grove Road Speen Newbury Berkshire RG14 1UL Demolish existing dwelling – proposed replacement dwelling	22/02/19	22/02/19 Approved	
19/03403/CERTP	Milford House Bath Road Speen Newbury Berkshire RG14 1RG Garage Conversion	06/03/19	06/03/19 Approved	

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	<p>6.3 Road Safety A4/Brummel Road Junction – covered in Open Session</p> <p>6.4 Speen Lane Traffic Speed – covered in Open Session</p> <p>7 Communications</p> <p>7.1 Recruiting New Councillors</p> <p>Cllr Amirtharaj advised there had been no further interest to date and due to the period of purdah and forthcoming elections this would be revisited in May.</p> <p>7.2 Newsletter</p> <p>Cllr Amirtharaj advised the person who had previously assisted in the preparation of the Newsletter for printing had been unable to help. Cllr Amirtharaj will send the Newsletter and images to the Clerk who will look at re-formatting.</p> <p>8 Development</p> <p>8.1 Parish Improvement Plan</p> <p>Cllr Dudman had been unable to work the Plan as Risk Assessments had been the priority. Cllr Newell-Hart offered to host a working lunch for the working party to prepare the Plan and present to the Full Council Meeting in May. Clerk to liaise with Cllr Newell-Hart to arrange a date.</p> <p>8.2 War Memorial Improvement Project</p> <p>No further update</p> <p>9 Maintenance</p> <p>9.1 Review of general state of Parish and SPC assets</p> <p>9.1.1 The Ladywell – Cllr Booth reported a tree had fallen across the path but there was no damage to The Ladywell. Clerk to add to Maintenance and Repairs Register and investigate</p> <p>9.1.2 The Pound– No issues reported</p> <p>9.1.3 Noticeboards– No issues reported</p> <p>9.1.4 Bus Shelter– No issues reported</p> <p>9.1.5 Phone Box– No issues reported</p> <p>9.1.6 Newbury Obelisk– Failed lamp covered un Maintenance and Repairs Register</p> <p>9.2 Maintenance Contractor</p> <p>February 2019 Report - Accepted</p> <p>9.3 Maintenance/Repairs Register</p> <p>The Clerk reported on the following:</p> <ul style="list-style-type: none"> • Speen and Stockcross Recreation Ground Play Area Repairs – covered in Part II. • Speen & Stockcross Pavilions Fire Extinguishers – the Clerk confirmed the fire extinguishers had been ordered and was awaiting an installation date. • Street Lighting (Speen Lane) obscured by overhanging branches – The Clerk 	<p>Cllr Amirtharaj/ Clerk</p> <p>All Cllrs Cllr Newell-Hart/Clerk</p> <p>Cllr Booth</p> <p>Clerk</p> <p>Clerk</p>
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<p>Resolved</p>	<p>reported WBDC had responded advising they would carry out a site inspection in April.</p> <ul style="list-style-type: none"> • Obelisk failed lamp – Job had been raised with SSE Contracting but had not yet been carried out. Clerk to chase SSE. • Stockcross Pavilion – The Clerk reported that on recent visit to inspect the Pavilion she had found the ceiling falling in due to water damage. The Pavilion is in a serious state of disrepair and due to there being asbestos in the roof it was agreed that steps should be taken to close it under H & S. Clerk to contact AFC regarding closure of the Pavilion and meet to discuss a way forward. • Stockcross Gate – the Clerk reported that the gate had no lock but was advised this was not an issue and had never caused any problems. <p>10 S137 Grant Requests</p> <p>Request from MS Therapy Centre (Reading) for £195 towards the purchase of 20 electrodes at £7.50 each to be used with the Centre’s Action Potential Simulation, a new treatment available to target pain.</p> <p>Proposer: Cllr Dudman Seconder: Cllr Amirtharaj All in favour Clerk to advise MS Therapy Centre of funding.</p> <p>Request received from Stockfest 2019 for £500 as a contribution to the funding of free events for the community. Stockfest is not an organisation it is a one off event held annually and therefore the request does not contravene SPC policy. All Councillors agreed that SPC should request a stall.</p> <p>Proposer: Cllr Dudman Seconder: Cllr Amirtharaj All in favour Clerk to advise Stockfest of funding and request stall for SPC</p> <p>11 Correspondence: To receive & consider correspondence (all relevant correspondence is circulated electronically on receipt and where possible dealt with by the Clerk)</p> <p>The Clerk advised an email from the solicitors regarding the Tennis Club lease had been received and raised several further questions which would require discussion by the Council. It was agreed this would be dealt with at the Full Council Meeting in May.</p>	<p>Clerk</p> <p>Clerk</p>
	<p>12 Matters for consideration and information arising after the preparation of this Agenda, which the Chairman agrees to take as urgent: (all Councillors)</p> <p>13 Date of next meeting – 13th May 2019</p> <p>Cllr Newell-Hart will be unable to attend as he will be on holiday. The Council will therefore be inquorate. As 2019 is an election year a meeting must be within 14 days of Councillors taking office. Clerk to raise matter with WBDC.</p> <p>14 Exclusion of Press and Public No vote required as no members of the public are present.</p> <p>The Meeting ended at 21.36 pm</p>	<p>Clerk</p>

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Signed:	Name (print): Position:	Date:
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Abbreviations used:

SPC = Speen Parish Council

SSDNAG = Speen, Shaw and Donnington Neighbourhood Action Group

WBDC = West Berkshire District Council

EM = Extraordinary Meeting

ACV = Asset of Community Value

TOR = Terms of Reference

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