



SPEEN PARISH COUNCIL
MINUTES OF THE FULL COUNCIL MEETING
HELD ONLINE ON MONDAY 14TH SEPTEMBER 2020 AT 7PM

Present	Parish Councillors	Cllr Dudman (Chair), Cllr Amirtharaj (Vice-Chair), Cllr Phillips, Cllr Booth, Cllr Black, Cllr Newell-Hart, Cllr Butter, Cllr Gourley
	WBDC Councillor/Employee	Cllr Doherty
	Members of the Public	Jeanette Clifford
	Clerk & RFO	Jean Lindsell

Meeting started at 7.09pm

Resolution	Item	Action
Resolved	<p>1. Apologies: None</p> <p>2. Declaration of Interests</p> <p>Cllr Gourley declared an interest in Item 19 – Cllr Gourley lives next door to a contractor</p> <p>Cllr Phillips declared an interest in Item 12 – Cllr Phillips lives adjacent to Stockcross Recreation Ground</p> <p>3. Co-Option of New Councillor</p> <p>Proposal: To co-opt new Councillor and for new Councillor to sign Acceptance of Office and Register of Councillors Interests in view of meeting participants</p> <p>Cllr Dudman welcomed Jeanette Clifford to the meeting.</p> <p>Proposer: Cllr Dudman Seconder: Cllr Amirtharaj All In Favour:</p> <p>New Councillor duly signed the Declaration of Acceptance and Register of Councillors Interests in view of all meeting participants.</p> <p>Cllr Dudman welcomed Cllr Clifford to the Council.</p> <p>4. Open Session – no members of the public present</p> <p>7.17pm Clerk left meeting due to loss of internet connection</p> <p>Cllr Dudman moved to Item 8 District Ward Report whilst waiting for Clerk to reconnect. All Councillors agreed.</p>	
Resolved	<p>5. Minutes – to approve the minutes of the Full Council meeting held on Monday 10-08-20 (draft). Minutes to be signed at a later date.</p> <p>Proposer: Cllr Dudman Seconder: Cllr Gourley Abstention: 1 In Favour: 8</p> <p>6. Chair Opening Remarks</p> <p>The Chair Cllr Dudman thanked Councillors for responding to emails from the Clerk and appreciated there were more than usual due to the current way of working and encouraged Councillors to continue responding as quickly as possible to communications from the Clerk.</p>	



<p>Resolved</p>	<p>Cllr Amirtharaj asked if the Clerk expected a quorum to respond in respect of emails requesting approval or agreement.</p> <p>The Clerk advised she did not action anything without having first received a minimum of 5 responses in agreement.</p> <p>7. Financial Report Clerk as RFO</p> <p>7.1 Balance in bank as at 31-08-20 reported as £73,795.48</p> <p>7.2 To retrospectively note invoice payments made for August 2020</p> <p>No queries raised. All Councillors noted payments made.</p> <p>7.3 Proposal: To accept Finance Report to 31-08-20</p> <p>The Clerk advised the Projected Bank Balance report had previously shown income based on budget but had now changed that to reflect actual income as Full Council had made the decision not to invoice AFC Newbury for a period due to the COVID-19 restrictions and this would now more accurately reflect income.</p> <p>Proposer: Cllr Black Secunder: Cllr Phillips All in Favour</p> <p>8. District Ward Report (previously circulated)</p> <p>Cllr Doherty gave a brief summary of her report</p> <p>7.26pm Clerk re-joined meeting</p> <p>Cllr Doherty advised that works by Volker Highways to resolve the long running issue of flooding at the junction of Grove Road and Oxford Road should be completed by 19th September. Work was carried out on Oxford Road last year and had remained stable.</p> <p>Cllr Amirtharaj asked about the current GP appointment system at Strawberry Hill as he understood patients were only being offered a telephone or online consultation and based on the GP's decision might be offered a face to face appointment and these consultations were not necessarily with a person's own GP. Cllr Amirtharaj felt this could be a barrier to some people and asked what was in place for members of the community who did not use technology or only wanted to speak to their own GP</p> <p>Cllr Doherty confirmed that all patients were triaged prior to getting a face to face appointment and offered to take the matter up with Health and Wellbeing Board as they have direct links with CCG.</p> <p>Cllr Amirtharaj added he felt the system of requesting repeat prescriptions could be problematic to some people as on the practice's website a patient had to input the medication name together with the dosage which some people would not know.</p> <p>Cllr Doherty advised she would raise this question and update the Clerk,</p> <p>Cllr Amirtharaj raised the question about the booking system for Newbury Recycling Centre as it was only online.</p> <p>Cllr Doherty advised appointments could also be made by telephone and a number of appointments were held back solely for those being made by telephone, Cllr Doherty also advised that feedback from residents had been very positive and it was working well in keeping visitors and staff safe.</p> <p>Cllr Butter felt there would be an increase in fly tipping if residents could not get appointments.</p> <p>Cllr Doherty felt the people who tried to get appointments were probably unlikely to fly tip although she recognised there had been an increase and the Council would prosecute if anyone was caught fly tipping.</p>	<p>Cllr Doherty</p> <p>Cllr Doherty</p>
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Resolved	<p>Cllr Butter advised it had taken her a week to get an appointment.</p> <p>Cllr Doherty advised the last feedback she had received was that there were no delays in obtaining appointments but offered to check and update the Council.</p> <p>Cllr Gourley advised he had seen the Active Travel Funding mentioned in the report and thought there were areas in the parish for work to be done. Cllr Gourley asked if there was a priority of what funding was used on what projects and the timescales following receipt of funding for the work to be carried out.</p> <p>Cllr Doherty advised that until any funding was secured she was unable to answer these questions but would update the Council as soon as she had any further information.</p> <p>Cllr Doherty asked the Clerk if she had an update on the War Memorial footpath project.</p> <p>The Clerk advised she was still waiting for an answer from the CIL team regarding the use of CIL or s106 monies for the project. The Clerk added that the project was still considered a priority by the Council particularly from a safety perspective. She further added it had been noted there were now a number of other projects in the area such as the cycleway plus the proposed development of land opposite the War Memorial and wondered there could be some leverage in linking these.</p> <p>The Clerk advised even if this was not possible the War Memorial footpath project would remain a priority particularly bearing in mind the future increase to an already high volume of traffic and the very narrow pavement running from Speen Lane to the roundabout.</p> <p>Cllr Doherty advised she would follow up with the CIL team and would try to hold on to the Members Bid money and added that she also had access to the Recovery fund and was keen to know how the Council would like to see that spent.</p>	<p>Cllr Doherty</p> <p>Cllr Doherty</p> <p>Cllr Doherty</p> <p>All Cllrs</p>
	<p>9. Finance & General Purposes Committee</p> <p>9.1 Minutes – to receive Minutes of the F&GP Committee Meeting held on 27-08-20 (draft) – No queries raised</p> <p>9.2 SPC Reserves Savings Account</p> <p>Proposal: To approve the transfer of SPC General Reserves in the sum of £15,000 to a Lloyds Bank 32 day notice account with 0.1% interest rate as recommended by F&GP Committee</p> <p>Proposer: Cllr Dudman Seconder: Cllr Black All in Favour</p> <p>9.3 F&GP Committee Terms of Reference – to review Terms of Reference</p> <p>Cllr Dudman raised the question regarding the lack of authority of the F&GP Committee in that the Committee discussed matters and would then make recommendations to the Full Council resulting in those matters being discussed twice. Cllr Dudman recognised the work F&GP did still needed to be done but questioned whether this should still be done by a Committee or would working parties be a better solution.</p> <p>Cllr Dudman felt there were two options being either grant the F&GP Committee more authority or not have a Committee at all. He suggested that work like the budget setting could be carried out by a smaller working party comprising of 2 or 3 Councillors who then present to Full Council.</p> <p>Cllr Amirtharaj questioned why the F&GP Committee did not have the power to make decisions regarding financial matters within budget</p> <p>Cllr Dudman confirmed this was the issue as the current ToR was not clear enough.</p> <p>Cllr Clifford asked how many working parties were envisaged.</p>	



	<p>Cllr Dudman advised in his view there might be four working parties.</p> <p>Cllr Clifford felt the working party model would be the way forward.</p> <p>Cllr Booth felt due to the nature of the work carried out by the F&GP Committee the ToR should be amended to give more decision making powers. Cllr Booth added that the Committee also dealt with HR matters.</p> <p>The Clerk advised the current ToR did not include HR. All HR was dealt directly with the Chair and brought to Council's attention if necessary.</p> <p>Cllr Gourley advised he would favour increasing delegated powers to the F&GP Committee thus reducing the double handling of matters. He added that the Improvement Plan WP had been very productive at its first meeting but said that whatever the final decision was it should be well documented with very clear thresholds.</p> <p>Cllr Dudman suggested that a decision could not be reached at that time and asked if the Chair of the F&GP Committee Cllr Black would be prepared to look at the current ToR and produce a document indicating where the decision making powers could be amended. Cllr Black agreed.</p> <p>Cllr Dudman advised he would look in more detail at the number of WPs that might be needed if the Council did not have an F&GP Committee and suggested discussing the matter further at the next Full Council meeting.</p> <p>10. Development</p> <p>10.1 Parish Improvement Plan – update from Working Party</p> <p>Cllr Black advised together with Cllr Dudman a wish list regarding improvements to Speen Pavilion had been compiled last year and the WP had now prioritised this list.</p> <ul style="list-style-type: none"> • Priority 1 - works needed to be carried urgently for security and safety • Priority 2 – works needed to be carried out but could wait until a later date • Priority 3 – works nice to have <p>Cllr Black advised the most notable change suggested by the WP was to make the replacement of the rear windows as these are permanently shuttered and never opened a Priority 3.</p> <p>The WP had asked the Clerk to obtain quotations for the Priority 1 works.</p> <p>Cllr Black advised the next WP meeting was on 1st October.</p> <p>The Clerk advised the cost of new Marmax picnic bench for Speen Recreation Ground was £359+VAT and would be placing the order in due course.</p> <p>The Clerk further advised she was still waiting for a response from WBC regarding permission to attach the new dog bin in Speen Lane to the crossroads sign.</p> <p>Cllr Doherty suggested the Clerk to copy her in on the email and she would assist if obtaining an answer.</p> <p>The Clerk also added that the question of a SPC Noticeboard in Woodspeen had been discussed and following a suggestion from Cllr Gourley regarding defibrillators the WP were considering canvassing the residents in Woodspeen for their views.</p> <p>Cllr Dudman advised that SPC had made efforts to obtain suggestions for improvement from parishioners but had received very little input.</p> <p>Cllr Phillips advised there had been a couple of responses to his post on the Stockcross Facebook page regarding dog bins suggesting the corner of Rookwood and Chapel Road and the entrance to the woods from Sutton Hall car park. Cllr Phillips also raised the suggestion of a litter bin at the Chapel Road gate to the recreation ground.</p>	<p>Cllr Black</p> <p>Cllr Dudman</p> <p>Clerk</p>
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Cllr Dudman advised the WP would look into these suggestions.

10.2 Tree Planting – Woodland Trust Tree Charter Application

Cllr Dudman advised he had posted on Nextdoor Speen regarding the potential for a small copse of trees at Speen Recreation Ground and had received one response supporting the idea and another having preference for a tennis court. Cllr Dudman had looked round the recreation ground and felt the best place for planting would be the area on the south side to right of the main entrance.

Cllr Dudman added that Cllr Butter had looked at a hedge pack for Marsh Benham Recreation Ground and Cllr Phillips had received no responses from Stockcross residents.

Cllr Newell-Hart advised that he had been unable to contact the owner of the land opposite the Blackbird pub to date but would continue to try to make contact.

Cllr Dudman advised the deadline for applications for November planting had passed and the next round of applications would be for March planting.

Cllr Clifford advised there were several approaches to tree planting one of which was to create play value and as play space was so precious at Speen Recreation Ground asked if the design could also incorporate an adventure area for children.

Cllr Butter said the area at Marsh Benham Recreation Ground would probably require two hedge packs if permitted in an application. Cllr Butter further added the question of who would be planting had been raised.

Cllr Dudman advised that he understood November was the best time to plant and not March which might suggest waiting until November 2021.

11. Maintenance

11.1 Maintenance and Repairs Register

The Clerk advised on the following:

- All play equipment repair/replacement works at Stockcross and Speen had been completed but there had been an additional cost £130 for bearings for the rotator bowl which the Clerk had agreed to as the only other option would have been to completely remove the equipment whereas the new bearings would last for many years
- The contractor had been instructed to carry out the necessary works to re-instate the bollard at the War Memorial as soon as possible
- The top of the lantern on the Obelisk which had fallen off had been collected by Cllr Gourley and SEE asked to re-fit it

Cllr Phillips requested an update regarding the re-painting of the telephone box at Stockcross.

The Clerk advised she was having problems finding a contractor to carry out the work.

Cllr Booth advised he would send the Clerk details of a contractor who he felt would be able to do the job.

12. Stockcross Recreation Ground Footpath Project

The Clerk hoped all Councillors had seen the fund raising video and advised the team had £3000 left to raise to meet their target.

The Clerk further advised that when the fund raising team were making the video at Stockcross Recreation Ground they had been approached by a resident who asked why a planning notice had not yet been displayed as they wished to object due to concerns that the footpath once constructed would not be used. The Clerk added that subsequently she had received a joint email from two residents detailing their

Cllr Newell-Hart

Cllr Booth



concerns which she read out to all Councillors.

Cllr Phillips advised he had spoken to one of the residents and they were not objecting but raising concerns that money which included a small amount of public money would be spent and parents would still continue to ignore the use of the recreation ground car park. Cllr Phillips' response was the footpath would give a much stronger argument for parents to not use the road to park on. He further added that he did not believe planning approval was required from either WBC or Fields in Trust.

Cllr Gourley felt that planning approval was required as the surface was permeable and over 5sqm.

Cllr Booth quoted from a planning guideline book which stated 'patios hard standings paths and driveways there are no restrictions on area around your house which you can cover with hard surfaces' but acknowledged that only applied to houses and asked Cllr Butter to comment.

Cllr Butter advised the guidelines referred to houses and the recreation ground would not be considered residential. Cllr Butter added she was looking at the GDPO as this would fall under ancillaries but it would take some time to go through the document.

The Clerk confirmed that permission was not required from FIT.

Cllr Gourley suggested meeting with the residents to discuss their concerns in more detail.

Cllr Phillips said he had advised the residents that Council meetings were open and that the Clerk had invited them to attend this meeting but they had declined.

Cllr Amirtharaj felt there had been a considerable amount of work and research put in over the years regarding the footpath which had been consistently supported not only by SPC but also residents and the school and asked that this continued to be supported and recognised. Cllr Amirtharaj added however that he had not been aware of any surveys carried out as mentioned in the residents email indicating reluctance on the part of parents to use the footpath.

Cllr Phillips advised a survey had been carried out approximately 10 years ago which had shown that many parents had said they would not use the footpath. However a further survey had been carried out when he was Chair of the Footpath WP which included data relating to where cars were parked and the crossing of the B4000 together with recognising the difficulty with crossing the recreation ground in the winter months. This survey had clearly indicated parents support for the footpath. Cllr Phillips felt once the footpath was constructed there should be no excuse for not using it however there would always be some parents who would continue to choose the easier option of parking as near as possible to the school.

Cllr Dudman stated this was clearly a safety issue particularly crossing the B4000 and what should be remembered was this project was initiated by parents and the amount of public funding going towards the project was minimal compared to the safety of children.

Cllr Dudman advised he considered there were two matters to be addressed. Firstly the Council should obtain a definitive answer regarding planning/permitted development and asked Cllr Butter to follow that up and secondly SPC should respond to the residents formally and asked Cllr Phillips if you would draft a response.

Cllr Butter to obtain confirmation regarding planning permission.

Cllr Phillips to draft response to residents and forward to the Chair.

Cllr Butter
Cllr Phillips

13. Remembrance Sunday 8th November 2020

The Clerk advised the usual annual email from WBC relating to the Remembrance Sunday service at the War Memorial had been sent out prior to changes in COVID-



	Position:	
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Abbreviations Used:

- SPC = Speen Parish Council
- WBC = West Berkshire Council
- CCG – Clinical Commissioning Groups
- WP = Working Party
- FiT = Fields in Trust
- PCC = Parochial Church Council

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Page approved by (initials) & date: