



SPEEN PARISH COUNCIL
MINUTES OF THE FULL COUNCIL MEETING
HELD ONLINE ON MONDAY 12TH OCTOBER 2020 AT 7PM

Present	Parish Councillors	Cllr Dudman (Chair), Cllr Phillips, Cllr Black, Cllr Newell-Hart, Cllr Butter, Cllr Gourley, Cllr Clifford
	WBDC Councillor/Employee	None Present
	Members of the Public	None Present
	Clerk & RFO	Jean Lindsell

Meeting started at 7.09pm

Resolution	Item	Action
Resolved	<p>1. Apologies: Cllr Booth (holiday) Cllr Amirtharaj (absent) Cllr Masters (absent)</p> <p>2. Declaration of Interests Cllr Phillips declared an interest in Item 12 – Cllr Phillips lives adjacent to Stockcross Recreation Ground</p> <p>3. Chair Opening Remarks Cllr Dudman commented that it appeared to him the level of SPC business was higher than previous times as the volume of email traffic had increased. Cllr Newell-Hart did not feel it was necessarily any busier than usual but stated that perhaps email trails were potentially longer than necessary. Cllr Dudman thanked everyone for continuing to respond to emails as it helped to keep meetings focussed and shorter. Cllr Dudman thanked Councillors who had responded to his email regarding the use of social media and any political links when posting as a Parish Councillor and for the actions they had taken to resolve any possible issues. Cllr Dudman reminded Councillors of the NALC policy regarding political groups that party politics should have no place in Parish Councils. Cllr Dudman thanked the Clerk on behalf of the Council for the significant amount of work she had been carrying out over the past few months above and beyond her normal duties. The Clerk thanked the Chair for his kind words.</p> <p>4. Open Session – no members of the public present</p> <p>5. Minutes – to approve the minutes of the Full Council meeting held on Monday 14-09-20 (draft). Minutes to be signed at a later date. Proposer: Cllr Dudman Seconder: Cllr Newell-Hart All in Favour</p> <p>6. Financial Report Clerk as RFO 6.1 Balance in bank as at 30-09-20 reported as £92,194.59 6.2 To retrospectively note invoice payments made for September 2020 No questions raised. All Councillors noted payments made.</p>	



WP felt the requirement for a salt bin might be negated due to the footpath across the recreation ground providing access to the school.

The Clerk added the WP had felt an additional litter bin and two dig bins in Stockcross would be of benefit to the area.

Cllr Butter felt the school could take the matter up of extended closures due to road conditions with the education department as it should be in the interests of the education department to have the school open.

Cllr Black advised the WP wished to propose the installation of a litter bin near the Chapel Road gate to the recreation ground and two dog bins one at the footpath entrance to the woods in Sutton Hall car park and one at the Rookwood/Chapel Road junction.

Proposer: Cllr Black
Secoder: Cllr Phillips
All in Favour

Cllr Black suggested the matter of the Chapel Road salt bin be deferred to the next Full Council meeting as not all members of the WP were present.

All Councillors agreed.

Cllr Dudman advised he would draft a Terms of Reference for the Parish Improvement Plan WP to clarify the WP remit.

Cllr Dudman

11. Maintenance

11.1 Parish Maintenance & Repairs Register

The Clerk advised the work required to replace the top of the Obelisk lantern that had fallen off had not yet been attempted by SSE but added that if it could not be re-fitted SSE had advised the whole lantern would have to be removed and sent away which was probably not something the Council wished to pursue particularly at this time of year.

Cllr Butter advised as the Obelisk was Grade 2 listed re-fitting would be classed as a repair and would not require Listed Building consent.

The Clerk advised Speen Pavilion maintenance works had been delayed due to issues with the supply of the vandal proof guttering and downpipes.

12. Stockcross Recreation Ground Footpath

The Chair referred to an email sent to all Councillors by the Clerk regarding some details relating to the footpath construction works and asked the Clerk to go through these in order to make decisions where necessary.

The Clerk had discussed security at the ground during the construction works and he had advised the area where post and rail fencing was being removed at the entrance would be secured by chained and padlocked heras fencing.

The Clerk advised at the meeting on site the possibility of cutting back a bush to allow a more direct line for the footpath was discussed but subsequently the question of potential root damage to the tarmac in the future had been raised. The contractor had advised he did not believe this would be an issue but as he was not an expert suggested a minor deviation of moving the line of the footpath 1m out from the bush.

All Councillors agreed to the minor deviation of the footpath route.

The Clerk advised there would be no access through the Chapel Road pedestrian gate whilst construction was underway other than at school start and end times when the contractor had offered to manage safe access to parents and children if required.

All Councillors agreed there was no feasible alternative and on health and safety



	<p>grounds the gate should be kept closed.</p> <p>The Clerk stated she had discussed access to the dog bin at Chapel Road gate and the contractor had said he would do his utmost to leave access open however there could be times when the safety fencing would have to block it off.</p> <p>All Councillors were happy with this.</p> <p>The Clerk advised it had previously been agreed to extend the tarmac at the Chapel Road gate to provide a 2m by 4m pad on which a bench would be positioned. However at the onsite meeting it was agreed that this was probably not the best position particularly due to the close proximity to the dog bin.</p> <p>As an alternative it had been suggested that a rectangular tarmac pad extend out from the footpath on the right hand side (looking from the car park) in front of the bushes in between Elm Villa (the house at the Chapel Road gate) and the cottages along the lane. The benches could then be positioned there allowing footpath users to sit and enjoy a different view of the ground.</p> <p>This appeared to be the only alternative position along that stretch of the footpath as it was imperative to ensure that any benches were not in front of the windows of Elm Villa nor in direct line of the windows of the cottages.</p> <p>The stretch of ground near the car park could not be used as this would cause an issue with grass cutting as the mower would not be able to get round behind any benches.</p> <p>All Councillors agreed to the proposed area along the footpath.</p> <p>The Clerk advised that although the footpath fund raising team had raised all the funds the final payment of circa £3000 was still to be paid into the SPC footpath account and as previously agreed construction should not commence until all funds were available, The Clerk went to say that work was due to commence on 19th October and if funds were not cleared into the account by that date asked Councillors if the works should be delayed.</p> <p>Cllr Newell-Hart believed it was illegal to award a contract if sufficient funds were not available and as the Council was responsible for engaging with the contractor it could cause an issue to SPC.</p> <p>Cllr Gourley asked if the Council would consider funding the shortfall until the monies were received in the interests of progressing with the project as soon as possible.</p> <p>Cllr Newell-Hart advised the problem could then be that SPC would appear to be guaranteeing the debt and taking on the role of debtor in the absence of the cleared monies from the fund raising team and did not feel the Council had the right to do that.</p> <p>Cllr Phillips raised the question of potential increased construction costs if start of work was delayed.</p> <p>The Clerk advised costs were held until 31st December 2020.</p> <p>All Councillors agreed the start of the contracted works be delayed until such time as all funds were cleared into the Council's footpath bank account.</p> <p>Clerk to advise the contractor.</p> <p>The Clerk asked Councillors if they had any suggestions regarding the laminating of notices to display at the recreation ground to advise residents/visitors of the impending works as she was having issues finding a company to do this.</p> <p>Cllr Phillips offered to laminate the notices.</p>	<p>Clerk</p> <p>Clerk/Cllr Phillips</p>
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13. Remembrance Sunday 8th November 2020

The Clerk advised the risk assessment had not been completed by the PCC to date as the question of how many people were permitted to attend was still ongoing although she had advised the PCC that SPC's view was the event should be limited to 6 people. The Clerk added that the PCC was aware of current guidance relating to public outdoor spaces which stated anyone considering arranging an event for more than 6 people should liaise with those responsible for the open space (this being WBC as owners of the land on which the War Memorial sits) to ensure that the event could be staged in a safe and legal way. However all parties were looking to SPC to make the decision.

Cllr Newell-Hart felt that regardless of how many people attended the Council would be represented by the Chair and therefore the Council's involvement was at an end as they were not the organisers. Cllr Newell-Hart asked for clarification of what the Clerk had done last year relating to the event.

The Clerk advised usually SPC's involvement was to liaise with WBC regarding the road closure orders and submit proof of Public Liability Insurance for the event together with providing a wreath and organising the road closure barriers and signage with Volker Highways. However due to the COVID-19 situation this year was more complicated.

Cllr Dudman felt the PCC should again be advised that SPC's recommendation was the event should follow Government guidelines of limiting attendance to 6 people and the road closure still be arranged in case there was a change to the guidelines as this could be cancelled nearer the time.

All Councillors agreed.

Clerk to advise PCC.

Clerk

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

A4/Brummel Road – Road Safety & Speeding

The Clerk advised she had received notification that work was scheduled during half term to create a zebra crossing on Brummel Road in place of the uncontrolled crossing over the road hump between Robert Sandilands School and the Starting Gate pub. As part of the work there would controlled traffic measures for a period of time and a closure with a diversion.

The Clerk also advised in Cllr Doherty's recent leaflet that had been mention of further provisional measures in the offing to address excess speeding on the A4 near the school.

Planning Application – 60 Grove Road

The Clerk advised she had received a phone call from a parishioner asking for SPC's support in objecting to this application. The Clerk added that the consultation period had closed on 7th October and SPC's comments had already been submitted to WBC following review by members of the Planning & Highways Committee.

The Clerk had advised the parishioner of this and recommended they submit their comments as soon as possible direct to WBC and that it was unlikely the Council would submit further comment.

All Councillors agreed they were happy with the comments already submitted by the Council's Planning & Highways Committee and there was no further action to be taken.

15. Matters for consideration and information arising after the preparation of this Agenda which the Chair agrees to take as urgent (all Councillors) None raised

16. Date of Next Meeting – Monday 9th November 2020



	17. Exclusion of the Press and Public No vote required as no PART II items The meeting closed at 21.05pm	
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Signed:	Name (print): Position:	Date:
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Abbreviations Used:

- SPC = Speen Parish Council
- WBC = West Berkshire Council
- WP = Working Party
- PCC = Parochial Church Council

DRAFT

Page approved by (initials) & date:
