



SPEEN PARISH COUNCIL
MINUTES OF THE FULL COUNCIL MEETING
HELD ON MONDAY 10TH FEBRUARY 2020 AT THE SUTTON HALL STOCKCROSS STARTING AT 7.00 P.M.

Present	Parish Councillors	Cllr Amirtharaj (Chair), Cllr Dudman (Vice Chair) Cllr Black, Cllr Booth, Cllr Butter
	WBDC Councillor/Employee	Cllr Lynne Doherty
	Members of the Public/Parish Residents	PCSO Phil Lewis
	Clerk & RFO	Jean Lindsell

Meeting started at 7.08pm

1. **Apologies:** Cllr Phillips, Cllr Hargrave, Cllr Pugh, Cllr Newell-Hart (absent)
2. **Declarations of Interest:** None declared

Open Session: Members of the Public present

Item 8.2 A4 Brummel Road Speeding and Road Safety

Cllr Booth gave a brief history on events to date on this issue. The first SID deployment carried out by Cllr Booth showed a high number of vehicles travelling in excess of the speed limit. The second SID deployment showed a much lower number which was considered to be due to Cllr Booth and Cllr Masters being visible in high viz jackets. PCSO Lewis advised that at the last SSSCF meeting the possibility of making the raised area on Brummel Road between the Co-Op and the School into a proper crossing or removing it altogether was discussed. Cllr Doherty advised that WBDC were investigating the matter further. PCSO Lewis confirmed he had been parking a police vehicle every couple of weeks at varying times of day to monitor speeds but had not recorded anything noticeable probably due to visibility of the car. Cllr Doherty advised there was a paper on action steps to take regarding speeding which she will forward to the Clerk. Cllr Dudman expressed concern that it takes so long to produce data before anything can be done. PCSO Lewis confirmed the Forum had discussed the issue of obtaining statistics. Cllr Butter suggested that sight and/or knowledge of the 40mph zone encouraged drivers to speed up and asked for consideration to be given to this being reduced to 30mph in both directions on the A4. Cllr Dudman stated the Council is very concerned with the situation and the length of time it takes to resolve such matters. He further added he was waiting to attend SID training. The Clerk advised WBDC did not currently have any dates scheduled. Cllr Doherty will look into SID training dates. Cllr Booth advised that it was only possible to obtain a SID on Tuesdays and they were not always available. In addition there were logistical issues with setting it all up. The Clerk suggested that a joint approach between the Council and the Forum might produce more cohesive results. Cllr Amirtharaj offered to attend Forum meetings. Clerk to email the Chairman of the Forum.

Resolution	Item	Action
Resolved	<p>3 Minutes – To consider, approve and sign the Minutes of the Full Council Meeting held on Monday 13th January 2020 (draft)</p> <p>Proposer: Cllr Amirtharaj Seconder: Cllr Dudman All in Favour</p> <p>Cllr Booth requested a change in the way planning decisions were minuted so as to be clearer. Clerk to implement.</p>	Clerk

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<p>Resolved</p>	<p>Standing Orders suspended to allow Cllr Doherty to speak</p> <p>Proposer: Cllr Amirtharaj Seconder: Cllr Dudman All In Favour</p> <p>Cllr Doherty asked that she be minuted as expected due to the alternative attendance pattern with Cllr Masters. Clerk to implement.</p> <p>Standing Orders re-instated.</p> <p>4 Finance Report Clerk as RFO</p> <p>4.1 Balance in bank as at 13-01-20 reported as £76,830.84</p> <p>4.2 Proposal: To accept Finance Reports to end January 2020</p> <p>Proposer: Cllr Amirtharaj Seconder: Cllr Black All in Favour</p> <p>4.3 Proposal: To endorse invoice payments since last meeting</p>	<p>Clerk</p>																																																								
<p>Resolved</p>	<table border="1" data-bbox="272 938 1343 1767"> <thead> <tr> <th colspan="4">Invoices for Endorsement</th> </tr> </thead> <tbody> <tr> <td>03/01/2020</td> <td>DD</td> <td>NEST</td> <td>89.02</td> </tr> <tr> <td>16/01/2020</td> <td>FPO</td> <td>Brabazons Garden Maintenance</td> <td>702.00</td> </tr> <tr> <td>16/01/2020</td> <td>FPO</td> <td>SSE Contracting (Q3 Maint)</td> <td>128.44</td> </tr> <tr> <td>16/01/2020</td> <td>FPO</td> <td>Clere Bookkeeping Services</td> <td>18.90</td> </tr> <tr> <td>16/01/2020</td> <td>FPO</td> <td>HMRC</td> <td>283.32</td> </tr> <tr> <td>16/01/2020</td> <td>FPO</td> <td>C&D Grounds Maintenance</td> <td>1,836.15</td> </tr> <tr> <td>16/01/2020</td> <td>FPO</td> <td>Parish Clerk</td> <td>954.92</td> </tr> <tr> <td>16/01/2020</td> <td>FPO</td> <td>Parish Clerk</td> <td>44.10</td> </tr> <tr> <td>16/01/2020</td> <td>FPO</td> <td>Parish Clerk</td> <td>22.50</td> </tr> <tr> <td>20/01/2020</td> <td>DD</td> <td>Castle Water</td> <td>16.26</td> </tr> <tr> <td>21/01/2020</td> <td>DD</td> <td>SSE</td> <td>86.21</td> </tr> <tr> <td>22/01/2020</td> <td>DD</td> <td>Vodafone</td> <td>20.50</td> </tr> <tr> <td colspan="3" style="text-align: right;">January Total</td> <td>4202.32</td> </tr> </tbody> </table> <p>Proposer: Cllr Amirtharaj Seconder: Cllr Dudman All in Favour</p> <p>4.4 Proposal: To approve and sign invoices for payment</p> <p>The Invoice Payment Approval Request Form and all invoices were duly initialled by Cllr</p>	Invoices for Endorsement				03/01/2020	DD	NEST	89.02	16/01/2020	FPO	Brabazons Garden Maintenance	702.00	16/01/2020	FPO	SSE Contracting (Q3 Maint)	128.44	16/01/2020	FPO	Clere Bookkeeping Services	18.90	16/01/2020	FPO	HMRC	283.32	16/01/2020	FPO	C&D Grounds Maintenance	1,836.15	16/01/2020	FPO	Parish Clerk	954.92	16/01/2020	FPO	Parish Clerk	44.10	16/01/2020	FPO	Parish Clerk	22.50	20/01/2020	DD	Castle Water	16.26	21/01/2020	DD	SSE	86.21	22/01/2020	DD	Vodafone	20.50	January Total			4202.32	
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	<p>Booth and Cllr Amirtharaj as bank signatories. The Chair ruled and signed off the request form.</p> <p>Proposer: Cllr Amirtharaj Seconder: Cllr Dudman All In Favour</p> <p>5. District Councillor's Report Cllr Doherty advised the key areas were the Environment Strategy and the need for all to be involved together with raising awareness of the issue of pavement parking. Cllr Booth had attended the Environment Strategy Community Conversations – see update under Item 14. Cllr Doherty added that WBDC were looking for community solutions to the issue of pavement parking as this issue cannot be enforced. Cllr Doherty advised that Shaw cum Donnington Parish Council were producing a newsletter and had asked if SPC would like to be involved and/or contribute. Cllr Amirtharaj advised SPC had made the decision to only use their website as the platform for communicating with parishioners. Cllr Doherty agreed with moving to a digital age but reminded the Council that there were a high number of parishioners who did not use technology and would miss out on any Parish news. Cllr Amirtharaj asked about Fair Funding which he had read about. Cllr Doherty advised the Fair Funding Review had not taken place to date but that WBDC was in a better financial position than it had been for many years and additional grants had been pushed out due to the review having not occurred. Cllr Doherty asked if SPC had any plans regarding the Spring Litter Pick and advised that Shaw cum Donnington Parish Council had invited SPC to join them on 4th April. Clerk to progress and add to next Agenda. Cllr Doherty advised WBDC had packs and that McDonalds were also offering pickers etc.</p> <p>6. District Parish Conference The Clerk advised the District Parish Conference will on Thursday 12th March in the Council Chambers from 6.30pm – 8pm. Cllr Dudman will advise Clerk if he can attend. Cllr Booth would like to attend.</p> <p>7. Financial & General Purposes Committee</p> <p>7.1 Minutes – to receive Minutes of the meeting held on 20-01-20 (draft) - Minutes received no questions raised</p> <p>7.2 Full Council Meeting Dates 2020/21 Proposal: To agree Full Council Meeting Dates for 2020/21 Proposer: Cllr Dudman Seconder: Cllr Booth All In Favour</p> <p>7.3 SPC Policies Proposal: To approve SPC Safeguarding Policy Proposer: Cllr Amirtharaj Seconder: Cllr Black All in Favour</p> <p>Proposal: To approve SPC Equal Opportunities Policy Proposer: Cllr Amirtharaj</p>	<p>Clerk</p> <p>Cllr Dudman</p>
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<p>Secunder: Cllr Dudman All in Favour</p>		
<p>8. Planning & Highways Committee</p>		
<p>8.1 Planning Applications.</p>		
WBDC Ref No	Details	SPC Comments
20/00204/CERTP	Willow End Bagnor Newbury RG20 8AQ Demolish rear porch & build rear single storey extension to enlarge kitchen area & reconfigure parts of internal space to make more connected living space	Proposer: Cllr Butter Secunder: Cllr Booth Abstention: Against: In Favour: 5
<p>Council Decision; No Objection</p>		
<p>8.2 A4 Brummel Road Speeding and Road Safety see Open Session</p>		
<p>9. Communications</p>		
<p>9.1 SPC Website Ideas & Suggestions</p>		
<p>Article 'SPC achievements in 2019/20 and plans for 2020/21' (Cllr Dudman) - to agree date for completion of article</p>		
<p>Cllr Dudman advised he will send the article to the Clerk by 20th March 2020</p>		Cllr Dudman
<p>Councillor monthly update – to agree date for first update and from who</p>		
<p>The Clerk will publish information regarding the Spring Litter Pick</p>		Clerk
<p>Cllr Amirtharaj offered to write the first update in April</p>		Cllr Amirtharaj
<p>Cllr Butter advised she had a photo of the geese on the flooded fields at Marsh Benham and will send to Clerk</p>		Cllr Butter
<p>The Clerk requested that if Councillors had any photos of the Parish to forward them to her as the pictures on the website were old.</p>		All Cllrs
<p>10. Development</p>		
<p>10.1 Parish Improvement Plan</p>		
<p>Cllr Dudman advised the Improvement Plan showed potential timescales together with funding lines for projects as agreed in principle at the F&GP Committee meeting.</p>		
<p>Cllr Dudman further advised he had met with a resident of Hill Road and had resolved any objections and had progressed with seeking permission from Thames Water through Savills although it will probably take approximately 2 months for the paperwork to be completed.</p>		Cllr Dudman
<p>Cllr Dudman is working on the potential for salt bins in Stockcross and Woodspeen.</p>		Cllr Dudman
<p>Cllr Dudman asked for suggestions for tree planting locations and advised he had asked Thames Water for their reasons for refusing any planting on their fields.</p>		All Cllrs
<p>Clerk to send Cllr Dudman contact details for Sutton Estates to discuss tree planting.</p>		Clerk
<p>10.2 War Memorial Improvement Project</p>		
<p>Cllr Booth advised he needed to refresh the Specification of Works as WBDC have advised the contractor must be authorised to work on highways.</p>		Cllr Booth
<p>10.3 Parish Emergency Plan</p>		
<p>No update</p>		Cllr Pugh



Resolved	<p>11. Maintenance</p> <p>11.1 Maintenance and Repairs Register</p> <p>The Clerk advised on the following:</p> <ul style="list-style-type: none"> • Replacement of a section of perimeter fencing, shrubbery clearance & conifer removal at Speen Recreation Ground had been completed • War Memorial bollard was back in situ however due to wet weather it had not been possible to concrete it in • Bulbs in the motion sensor lights at Speen Pavilion had been replaced however will need to be monitored as it may be that new lights are required • Quotes for general repairs and maintenance required at Speen Pavilion in progress • A faulty street light at Battle Close had been reported to SSE and their report is awaited as this is a 35w SOX post top lantern. Cllr Booth suggested if there was an issue due to there being no more 35w SOX available it might be possible to fit a 70w or fit a new top if required. Clerk will liaise with Cllr Booth. <p>12. Stockcross Recreation Ground New Pavilion Project</p> <p>The Clerk advised that she had still been unable to arrange a meeting with AFC Newbury although they had indicated they could meet in the next 2/3 weeks. All Councillors agreed that demolition of the timber pavilion must take place as soon as possible. Clerk to contact AFC Newbury and advise date for meeting must be agreed by end of February.</p> <p>13. Stockcross Recreation Ground Footpath Project</p> <p>The Clerk advised she had sent out formal invitations to tender to five contractors but these would be subject to contractors committing to hold their costs until August 2020.</p> <p>14. WBDC Environment Strategy Community Conversations</p> <p>Cllr Booth had attended and joined a table discussing transport. He had suggested an electric bus to travel between the bus station and railway station.</p> <p>15. Correspondence: To receive & consider correspondence (all relevant correspondence is circulated electronically on receipt and where possible dealt with by the Clerk)</p> <p>None</p> <p>16. Matters for consideration and information after the preparation of this Agenda which the Chairman agrees as urgent (all Councillors)</p> <p>Cllr Amirtharaj advised that Cllr Hargrave had resigned due being offered a position in another part of the Country. Cllr Amirtharaj said he felt Cllr Hargrave had made a significant contribution to the Council and had provided a considerable amount of help to the Clerk.</p> <p>The Clerk advised that due to Cllr Hargrave's resignation membership of the F&GP Committee would now only be three and the Committee's ToR stated membership should be four. The Clerk asked if any Councillor would consider being co-opted to the Committee for the remainder of this FY or that the Council approve a membership of only three.</p> <p>Cllr Butter offered to join the Committee</p> <p>Proposal: To co-opt Cllr Butter to the F&GP Committee for the remainder of FY 2019/20</p> <p>Proposer: Cllr Dudman Seconder: Cllr Black All in Favour</p> <p>17. Date of Next Meeting: Monday 9th March 2020</p>	<p>Clerk</p> <p>Clerk/Cllr Booth</p> <p>Clerk</p>
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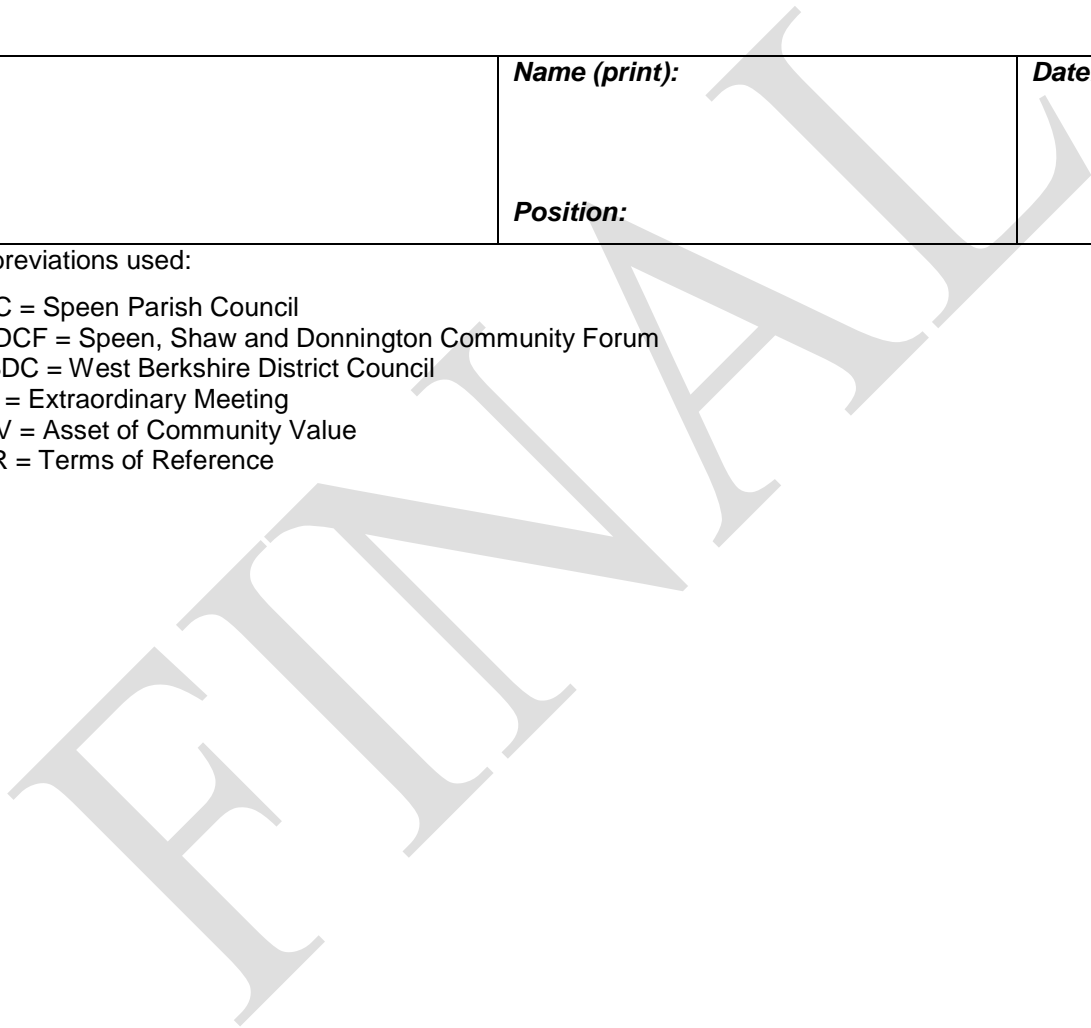


<p>18. Exclusion of Press and Public</p> <p>To Resolve: That in view of the confidential nature of the business to be transacted and in the public interest the Press and Public be excluded for Agenda Item 19.1 under Section 1 of the Public Bodies (Admission to Meetings) Act 1960</p> <p>Proposer: Cllr Amirtharaj Seconder: Cllr Dudman All in Favour</p> <p>The Meeting ended at 21.02pm</p>	
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Signed:	Name (print):	Date:
	Position:	

Abbreviations used:

- SPC = Speen Parish Council
- SSDCF = Speen, Shaw and Donnington Community Forum
- WBDC = West Berkshire District Council
- EM = Extraordinary Meeting
- ACV = Asset of Community Value
- ToR = Terms of Reference



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