



SPEEN PARISH COUNCIL
MINUTES OF THE FULL COUNCIL MEETING
HELD AT SPEEN PAVILION SPEEN RECREATION GROUND ON TUESDAY 28TH SEPTEMBER 2021
AT 7PM

Present	Parish Councillors	Cllr Dudman (Chair), Cllr Clifford, Cllr Butter, Cllr Gourley, Cllr Booth, Cllr Phillips
	In Attendance	Cllr Doherty
	Members of the Public	None Present
	Clerk & RFO	Jean Lindsay

Resolution	Item	Action
Resolved	<p>1. Apologies: Cllr Newell-Hart, Cllr Amirtharaj Cllr Doherty (joining meeting later)</p> <p>2. Declaration of Interests: None declared</p> <p>3. Chair Opening Remarks Cllr Dudman thanked all Councillors for their flexibility regarding accommodating the change of date of the meeting and added that the frequency of future meetings would be discussed later on the Agenda.</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 12-07-21 (draft) Approved subject to amendments to Item 7 regarding Readibus and Handybus requested by Cllr Clifford. Proposer: Cllr Dudman Seconder: Cllr Booth Abstention: 1 In Favour: 5</p>	Clerk
Resolved	<p>6. Financial Report Clerk as RFO</p> <p>6.1 Balance in bank as at 31-08-21 reported as £55,857.12</p> <p>6.2 To retrospectively note payments for July and August 2021 All Councillors noted payments made</p>	
Resolved	<p>6.3 Proposal: To accept Finance Reports to 31-07-21 Proposer: Cllr Dudman Seconder: Cllr Clifford All in Favour</p>	
Resolved	<p>6.4 Proposal: To accept Finance Reports to 31-08-21 Proposer: Cllr Dudman Seconder: Cllr Phillips All in Favour</p>	

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<p>Resolved</p>	<p>7. District Ward Report (previously circulated)</p> <p>Deferred until arrival of Cllr Doherty</p> <p>Proposer: Cllr Dudman Seconder: Cllr Gourley All in Favour</p> <p>Cllr Doherty advised work on the Local Plan had had to be paused whilst awaiting clarification from the Government regarding the revisions they have made to the NPPF and the implications of these changes to WBC.</p> <p>The volume of work for WBC involved in supporting the resettlement of Afghan families had increased as families were still in bridging accommodation although WBC had 3 properties available for them.</p> <p>Cllr Doherty confirmed there was to be an official opening of the station car park on 7th October organised by GWR.</p> <p>The number of COVID-19 cases had significantly increased primarily within the 15 – 19 year age group but was now reducing again</p> <p>Cllr Doherty asked if the Council as an adjacent parish had been consulted on Pilgrims Guest house planning application for a change of use to multiple occupancy with 22 rooms.</p> <p>The Clerk advised no consultation had been received.</p> <p>All Councillors agreed it was important SPC review the application particularly due to potential HMO issues and submit comments accordingly.</p> <p>It was agreed Cllr Butter would submit comments to WBC on behalf of the Council.</p>	<p>Cllr Butter</p>
<p>Resolved</p>	<p>8. Finance</p> <p>8.1 Proposal: To approve the transfer of £10.00 from unallocated reserves to earmarked reserves to cover increase in material costs regarding installation of dog bin at Sutton Hall</p> <p>Proposer: Cllr Dudman Seconder: Cllr Phillips All in Favour</p> <p>9. Planning & Highways</p> <p>9.1 Grove Road Speeding</p> <p>The Clerk advised a parishioner had submitted a complaint regarding speeding on Grove Road to Newbury Town Council which had been subsequently passed to WBC. WBC had responded to the parishioner advising they would look at the data currently held for Grove Road and if necessary ask SPC to collect more data via SID deployment.</p> <p>Clerk to request data from Grove Road VAS from WBC.</p> <p>Clerk to contact WBC to obtain further information as to which section of Grove Road and in which direction speeding had been observed.</p> <p>There was discussion regarding parish responsibility for the whole of Grove Road from Station Road to the Old Bath Road.</p> <p>Cllr Gourley advised according to WBC parish boundary maps SPC was responsible and added the boundary appeared to include part of Donnington golf course running along the southside of the River Lambourn.</p> <p>Councillors queried this as it was thought other maps showed the boundary running along Grove Road.</p> <p>Clerk to check parish boundary.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>



	<p>9.2 SID Training</p> <p>The Clerk advised WBC were no longer providing in person training for SID operators but had launched a SID portal which provided online training and for booking equipment.</p> <p>Clerk to set up Cllr Dudman, Cllr Clifford and Cllr Gourley on portal.</p> <p>10. Communications</p> <p>10.1 Parish Communications – to agree requirement to review how SPC communicates with parishioners</p> <p>Cllr Dudman advised he felt there was a need for SPC to review its methods of communicating with parishioners and although the website provided information this was a pull whereas social media platforms such as Facebook, Nextdoor etc., being push platforms could be the way forward.</p> <p>Cllr Gourley felt WBC sent out a huge amount of information some of which was not relevant so it would be important to try to identify what would be of interest to parishioners and social media platforms were an ideal way to obtain feedback from parishioners.</p> <p>Cllr Dudman to send draft document with suggestions for the way forward to all Councillors for review.</p> <p>11. Development</p> <p>11.1 Parish Improvement Plan – update from WP</p> <p>Cllr Gourley advised the WP had met on 21/09/21 and had discussed the following:</p> <ul style="list-style-type: none"> • War Memorial Project – Cllr Booth advised he was amending the Specification of Works to include the replacement of the existing kerbstones with granite kerbs together with straightening and re-painting of the bollards. WBC's approval of the revised Specification of Works to be sought prior to obtaining new quotations. Cllr Booth to send the Clerk a copy of the revised spec • The Pound – the WP had looked at further ideas for improving the area and WBC would be able to assist with an information board on the heritage of The Pound. Cllr Clifford to present proposals/costs to next WP Meeting <p>Cllr Gourley raised the question of ownership of The Pound as a WBC map indicates it is owned by them. The Clerk advised as far as she knew it was owned by SPC</p> <p>Clerk to check ownership of The Pound</p> <ul style="list-style-type: none"> • Defibrillators – in additional to Speen Recreation Ground the WP were looking at other potential sites including Bagnor. WP to check if the Watermill Theatre already has a defibrillator. Cllr Clifford is arranging a meeting for the WP in November with a charity to obtain further information • Speen Pavilion – external re-painting and new tables were being considered • Electric Charging Points – potential locations including Stockcross and Speen Recreation Grounds and the Co-Op in Speen were being considered by the WP together with investigating what funding might be available. <p>Cllr Doherty joined the meeting.</p> <ul style="list-style-type: none"> • Tree/Hedge Planting – potential sites were being looked at following the email from Greenham Trust offering free trees and/or hedging. <p>Cllr Booth suggested the field owned by Sutton Estates between the A4, A34 and southbound slip road for tree planting and the possibility of a small solar farm next to the southern boundary.</p> <p>Cllr Butter suggested the south side of Marsh Benham Recreation Ground for</p>	<p>Clerk</p> <p>Cllr Dudman</p> <p>Cllr Booth</p> <p>Cllr Clifford</p> <p>Clerk</p> <p>Cllr Clifford</p> <p>Improv WP</p>
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Resolved	<p>hedge planting although this would entail a significant of clearing prior to planting. Cllr Butter to ask Marsh Benham residents if they would be willing to assist with clearing and planting.</p> <p>The Clerk advised the application deadline was 15th October.</p> <p>Cllr Doherty asked if the Council had received notification from WBC offering Cherry trees to parish councils to plant in visible locations in remembrance of residents who had passed away as a result of COVID-19. The Clerk advised she had not received the email.</p> <p>Cllr Doherty to follow up and advise Clerk.</p>	Cllr Butter Cllr Doherty
	<p>Cllr Dudman proposed deferred Item 7 be discussed</p> <p>Proposer: Cllr Dudman Seconder: Cllr Phillips All in Favour</p> <p><i>See Item 7</i></p>	
	<p>12. WBC Library Funding – to consider request from WBC for financial contribution</p> <p>Cllr Dudman advised he did not consider this as a parish council responsibility and questioned why SPC would contribute to this service and not any of the other services which did not request financial contribution,</p> <p>Cllr Clifford felt the request should be considered as the library was of significant benefit particularly to children and had provided an especially important service during the pandemic.</p> <p>The Clerk advised the suggested level of contribution was £1 per parish resident however many parish councils contributed less.</p> <p>Cllr Gourley suggested £1 per usage rather than per resident.</p> <p>All Councillors agreed to take a more considered review prior to making a decision.</p> <p>Cllr Clifford to obtain further information and send to all Councillors with a view to potentially arranging a zoom discussion.</p>	Cllr Clifford
	<p>13. Speen Allotments – update from Clerk re fly posting complaint</p> <p>The Clerk advised she had responded to the resident notifying him that as the land was owned by Sutton Estates he should contact them to check they had not given permission and also suggested making contact with the company in question as their name was visible on the signs.</p> <p>All Councillors agreed this was not the responsibility of the Council but that of WBC.</p> <p>Clerk to advise resident to contact WBC.</p>	Clerk
	<p>14. Remembrance Sunday 14th November</p> <p>The Clerk advised the process had changed this year and WBC now required an application form to be completed which she had forwarded to St Mary's PCC as organisers of the event.</p> <p>The Clerk added she would collect and deliver the wreaths as usual.</p> <p>Cllr Dudman confirmed he would lay the wreath on behalf of SPC.</p>	Clerk
	<p>15. Greening Campaign – to consider if SPC wish to engage with the campaign</p> <p>Cllr Dudman felt the Council should look into engaging with the campaign but felt that further information was required first.</p> <p>Clerk to contact WBC to arrange meeting for Cllr Dudman, Cllr Clifford and Cllr Butter to obtain more detailed information to present back to Council.</p>	Clerk
<p>16. Future Meetings – to discuss the frequency of future Full Council meetings</p>		



Resolved	<p>Cllr Dudman asked if Councillors felt there was a need for Full Council to meet in person every month particularly as the legal requirement was only to hold an Annual Council meeting and 3 other ordinary meetings a year and suggested Full Council meetings be held every other month in the future.</p> <p>Cllr Dudman added that if it was felt there was a need to discuss any matters in between meetings an informal zoom discussion could take place.</p> <p>Cllr Booth felt face to face meetings should take place every month as he felt zoom did not lend itself so well to the sharing of information.</p> <p>Cllr Dudman to present proposal at next meeting.</p> <p>17. Correspondence: To receive & consider correspondence (all relevant correspondence is circulated electronically on receipt and where possible dealt with by the Clerk) – None to report</p> <p>18. Matters for consideration and information arising after the preparation of this Agenda which the Chair agrees to take as urgent (all Councillors) - None raised</p> <p>19. Date of Meeting – 8th November 2021</p> <p>Cllr Dudman suggested that as the scheduled October meeting was only 2 weeks away this should be cancelled and Council meet again in November.</p> <p>All Councillors agreed.</p> <p>Cllr Phillips gave his apologies.</p> <p>20. Exclusion of the 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 21 under Section 1 of the Public Bodies (Admission to Meetings) Act 1960</p> <p>Proposer: Cllr Dudman Seconder: Cllr Booth All in Favour</p> <p>The meeting closed at 9.26</p>	Cllr Dudman
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Signed:	Name (print):	Date:
	Position:	

Abbreviations Used:

- SPC = Speen Parish Council
- WBC = West Berkshire Council
- WP = Working Party
- PCC = Parochial Church Council
- NPPF = National Planning Policy Framework
- HMO = House in Multiple Occupation
- GWR = Great Western Railway

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