



**SPEEN PARISH COUNCIL**  
**MINUTES OF THE FULL COUNCIL MEETING**  
**HELD AT SPENN PAVILION SPEEN RECREATION GROUND ON SATURDAY 26<sup>TH</sup> MARCH 2022 STARTING AT 10AM**

<b>Present</b>	<b>Parish Councillors</b>	Cllr Dudman (Chair), Cllr Amirtharaj (Vice Chair), Cllr Booth, Cllr Newell-Hart, Cllr Phillips. Cllr Butter
	<b>In Attendance</b>	Cllr Doherty – not expected
	<b>Members of the Public</b>	None Present
	<b>Clerk &amp; RFO</b>	Jean Lindsay

Resolution	Item	Action
Resolved	<p><b>1. Apologies:</b> Cllr Clifford, Cllr Gourley, Cllr Booth apologised for his non-attendance at the scheduled Full Council meeting on 21<sup>st</sup> March and requested this be minuted.</p> <p>Cllr Dudman reminded all Councillors of the importance of sending apologies to the Clerk prior to any meeting if unable to attend particularly as costs were incurred in paying for the Clerk's time and mileage.</p> <p><b>2. Declaration of Interests:</b> None declared</p> <p><b>3. Open Session:</b> No Members of the Public present</p> <p><b>4. Minutes</b> – to approve the Minutes of the Full Council Meeting held on 22-01-22 (draft)</p> <p>Proposer: Cllr Dudman Seconder: Cllr Butter All in Favour</p> <p><b>5. Financial Report Clerk as RFO</b></p> <p><b>5.1 Balance in bank as at 28-02-22 reported as £64,538.14</b></p> <p><b>5.2 To retrospectively note payments for January and February 2022</b></p> <p>All Councillors noted payments made</p> <p>Cllr Butter queried why SPC were paying for street lights.</p> <p>Cllr Booth advised SPC had owned street lights in Speen for many years as did several other Town and Parish Councils and added the lights in Church Lane had been originally been installed following a request from the Church for the benefit of the community.</p> <p>The Clerk advised the Council owned 21 lights.</p> <p>Cllr Butter requested WBC be asked if they would take on responsibility for these lights to reduce SPC costs.</p> <p>Clerk to raise with WBC.</p>	Clerk
Resolved	<p><b>5.3 Proposal:</b> To accept Finance Reports to 31-01-22</p> <p>Proposer: Cllr Dudman Seconder: Cllr Newell-Hart All in Favour</p>	
Resolved	<p><b>5.4 Proposal:</b> To accept Finance Reports to 28-02-22</p>	

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Resolved	<p>Proposer: Cllr Dudman Seconder: Cllr Phillips All in Favour</p> <p><b>6. Finance Committee</b></p> <p><b>6.1 Policies and Procedures</b></p> <p><b>6.1.1 Freedom of Information Policy and Procedures</b></p> <p><b>Proposal:</b> To approve the Freedom of Information Policy and Procedures as recommended by the Finance Committee</p> <p>Proposer: Cllr Dudman Seconder: Cllr Newell-Hart All in Favour</p>	
Resolved	<p><b>6.1.2 Publication Scheme</b></p> <p><b>Proposal:</b> To approve the Publication Scheme as recommended by the Finance Committee</p> <p>Proposer: Cllr Dudman Seconder: Cllr Amirtharaj All in Favour</p>	
Resolved	<p><b>6.1.3 Complaints Procedure</b></p> <p><b>Proposal:</b> To approve the Complaints Procedure as recommended by the Finance Committee</p> <p>Proposer: Cllr Dudman Seconder: Cllr Newell-Hart All in Favour</p>	
Resolved	<p><b>6.1.4 Internal Financial Controls Policy and Procedures</b></p> <p><b>Proposal:</b> To approve the Internal Financial Controls Policy and Procedure as recommended by the Finance Committee</p> <p>Proposer: Cllr Dudman Seconder: Cllr Newell-Hart All in Favour</p> <p>Cllr Dudman thanked the Clerk for all her work in producing these new documents to ensure SPC fully complied with all requirements</p>	
Resolved	<p><b>6.3 S137 Grant Application</b></p> <p><b>Proposal:</b> To approve S137 Grant Application in the sum of £255 as recommended by the Finance Committee</p> <p>Proposer: Cllr Dudman Seconder: Cllr Phillips All in Favour</p>	
Resolved	<p><b>6.3 Spennitham Recreation Ground</b></p> <p><b>Proposal:</b> To approve renewal of AFC Newbury 2022/2023 hire agreement for Spennitham Recreation Ground as recommended by the Finance Committee</p> <p>Proposer: Cllr Dudman Seconder: Cllr Phillips All in Favour</p>	
	<p><b>7. Planning &amp; Highways Committee</b></p> <p><b>7.1 Grove Road SID Deployment</b></p> <p>Cllr Booth advised he had experienced some issues logging into the SID portal but had resolved these and planned to complete the training over the next week. Once</p>	



Resolved	<p>completed locations would be agreed with input from residents and the device booked for deployment.</p> <p>Cllr Booth advised he had seen the road survey black box on the B4000 in 50mph stretch of road which had not been requested by SPC.</p> <p>Clerk to contact WBC for further information.</p> <p><b>7.2 Community Speed Watch</b></p> <p>Cllr Dudman advised he set up the group and completed the training and had emailed the residents who had raised concerns over speeding to invite them to join the group. Four residents had responded positively and one had completed the training and was meeting with Cllr Dudman to discuss Grove Road locations to submit to the police.</p> <p>Cllr Clifford advised she had completed the training.</p> <p><b>7.3 Station Road Parking</b></p> <p>The Clerk advised a member of Speen Allotments Association had asked if SPC could assist regarding the issue of parking in Station Road particularly blocking access to the allotments opposite Manor Place. The Clerk had raised this with WBC who advised that advisory white lines known as 'access protection markings' could be installed for a cost of approximately £133 and they could carry out the work.</p> <p>The Clerk added as the next round of Member's Bids had opened as application could be submitted to support this request which the Council would need to match fund.</p> <p>All Councillors agreed this should be supported as the allotments were a community facility.</p> <p>Cllr Dudman proposed that a Member's Bid application be submitted and funds of up to £70 be allocated from SPC's unallocated reserves to match fund the application.</p> <p>Proposer: Cllr Dudman Seconder: Cllr Phillips All in Favour</p> <p>Clerk to submit application.</p>	<p>Cllr Booth</p> <p>Clerk</p> <p>Cllr Dudman</p>
	<p><b>8. Correspondence: To receive &amp; consider correspondence (all relevant correspondence is circulated electronically on receipt and where possible dealt with by the Clerk)</b> None reported</p> <p><b>9. Matters for consideration and information arising after the preparation of this Agenda which the Chair agrees to take as urgent (all Councillors)</b></p> <p>The Clerk advised sections of the wire fencing long the western perimeter at March Benham recreation ground had been damaged following repair works being carried to the fencing belonging to the neighbouring property by the residents' contractor.</p> <p>Cllr Butter advised she would take the matter up with the resident to arrange for the wire fencing to be repaired and reinstated.</p> <p>Cllr Dudman advised he was meeting with a potential new Councillor on 28<sup>th</sup> March.</p> <p>Cllr Dudman raised question regarding rent payment for The Ladywell which Sutton Estates had raised during a recent meeting.</p> <p>The Clerk advised she was not aware of this and had never received any invoices requesting payment.</p> <p>Cllr Dudman advised he would add this matter to the agenda for the next focussed discussion group.</p> <p><b>10. Date of Next Meeting – Wednesday 25<sup>th</sup> May 2022</b></p>	<p>Clerk</p>



<p><b>11. Exclusion of the Press and Public</b></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 12 under Section 1 of the Public Bodies (Admission to Meetings) Act 1960</p> <p>Proposer: Cllr Dudman Seconder: Cllr Amirtharaj All in Favour</p> <p><b>The meeting closed at 11.15</b></p>	
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<p><b>Signed:</b></p>	<p><b>Name (print):</b></p>  <p><b>Position:</b></p>	<p><b>Date:</b></p>
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Abbreviations Used:

SPC = Speen Parish Council  
WBC = West Berkshire Council

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