



**SPEEN PARISH COUNCIL**  
**MINUTES OF THE FULL COUNCIL MEETING**  
**HELD AT SPEEN PAVILION SPEEN RECREATION GROUND ON WEDNESDAY 22<sup>ND</sup> MARCH 2023**  
**STARTING AT 7PM**

<b>Present</b>	<b>Parish Councillors</b>	Cllr Gourley (Chair), Cllr Amirtharaj (Vice Chair), Cllr Dudman, Cllr Booth, Cllr Newell-Hart
	<b>In Attendance</b>	Cllr Doherty
	<b>Members of the Public</b>	2 Present
	<b>Clerk &amp; RFO</b>	Jean Lindsay

Resolution	Item	Action
Resolved	<p><b>1. Apologies:</b> Cllr Wilson. Cllr Phillips, Cllr Hunt, Cllr Clifford</p> <p><b>2. Declaration of Interests:</b> None to declare</p> <p><b>3. Chair Opening Remarks</b></p> <p>Cllr Gourley asked all present to remember to raise their hand if they wished to speak and that during a debate a Councillor could only interrupt on a point of order or personal explanation and should refer to the standing order they believe to have been breached or refer to any other irregularity in the proceedings they were concerned about.</p> <p>Cllr Gourley reminded all Councillors of the potential pitfalls such as FOI requests when using personal email addresses for Council business and urged everyone to use their SPC email address.</p> <p><b>4. Open Session</b></p> <p>Cllr Gourley welcomed the members of public present.</p> <p>A request was received for volunteers at Speen Community Café as it was becoming increasingly difficult to provide the help needed by the ever growing number of people struggling with many different issues. The question of any financial support from SPC was also raised.</p> <p>The Clerk advised the Council had a S137 Grant Aid Award Policy and would forward details together with an application form and offered to publish a poster for volunteers on the parish noticeboards.</p> <p>Cllr Doherty offered to put Sovereign Support in touch with the Community Café.</p> <p>A request for football goals to be placed at Speen Recreation Ground was raised as these had been available in the past but had disappeared.</p> <p>Cllr Gourley advised SPC would look into this.</p> <p><b>5. Minutes</b> – to approve the minutes of the Full Council meeting held on 25-01-23 (draft)</p> <p>Proposer: Cllr Gourley                      Seconder: Cllr Amirtharaj                      All in Favour</p> <p><b>6. Financial Report Clerk as RFO</b></p> <p><b>6.1 Balance in bank as at 28-02-23 reported as £55,139.16</b></p>	<p>Clerk</p> <p>Cllr Doherty</p> <p>Imrpov WP</p>

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<p>Resolved</p>	<p><b>6.2 To retrospectively note payments for January and February 2023</b></p> <p>All Councillors noted payments made.</p>	
<p>Resolved</p>	<p><b>6.3 Proposal:</b> To accept Finance Reports to 31-01-23</p> <p>Proposer: Cllr Dudman Seconder: Cllr Amirtharaj All in Favour</p>	
<p>Resolved</p>	<p><b>6.4 Proposal:</b> To accept Finance Reports to 28-02-23</p> <p>Proposer: Cllr Amirtharaj Seconder: Cllr Booth All in Favour</p>	
<p>Resolved</p>	<p><b>6.5 2022/23 Budget Forecast – for information purposes</b></p> <p>All Councillors noted the budget forecast.</p> <p><b>7. Finance Committee</b></p>	
<p>Resolved</p>	<p><b>7.1 Minutes – to receive the Minutes of the Finance Committee meeting held on 22-02-23 (draft)</b></p> <p>The Minutes were duly noted by all Councillors</p> <p><b>7.2 Speen Recreation Ground</b></p>	
<p>Resolved</p>	<p><b>Proposal:</b> To approve renewal of AFC Newbury annual hire of Speen Recreation Ground for 2023/24 as recommended by Finance Committee</p> <p>Proposer: Cllr Dudman Seconder: Cllr Amirtharaj All in Favour</p>	
<p>Resolved</p>	<p><b>8. Planning and Highways Committee</b></p> <p><b>8.1 Minutes – to receive the Minutes of the Planning &amp; Highways Committee meeting held on 08-03-23 (draft)</b></p> <p>Cllr Dudman advised comments had been submitted to WBC raising objections regarding the two planning applications for the Bath Road sites.</p> <p>The Minutes were duly noted by all Councillors</p>	
<p>Resolved</p>	<p><b>9. Street Lighting Maintenance Contract</b></p> <p><b>9.1 Proposal:</b> To approve 6 year Street Lighting Maintenance Contract</p> <p>Cllr Dudman expressed concern at being locked into a 6 year contract particularly as the costs quoted were only for the first year.</p> <p>The Clerk advised the costs were subject to an annual adjustment based on the BCIS indices.</p> <p>The Clerk further advised as with previous years it had been difficult to find other contractors to supply quotes.</p> <p>Cllr Doherty offered to put the Clerk in contact with WBC’s street lighting contractor to obtain an alternative quote.</p> <p>It was agreed in the interests of time as the current contract with Enerveo ended on 31<sup>st</sup> March 2023 that the proposal be amended as follows:</p>	
<p>Resolved</p>	<p><b>Proposal (amended):</b> Clerk to obtain quotation from WBC contractor and circulate to all Councillors for comparison with Enerveo quote and Councillors to select contractor via email subject to majority vote</p> <p>Proposer: Cllr Dudman Seconder: Cllr Gourley</p>	<p>Clerk/All Cllrs</p>



	<p>All in Favour</p> <p>Cllr Dudman added he would like SPC to approach WBC with a view to them adopting the Council's 21 street lights.</p> <p>Clerk to pursue with WBC.</p> <p><b>10. District Ward Report</b> (previously circulated)</p> <p>Cllr Doherty updated on the following:</p> <ul style="list-style-type: none"> <li>• An Extraordinary Meeting had been held regarding the readiness of the Local Plan and the meeting had concluded the Local Plan would go to the Planning Inspectorate as planned.</li> <li>• Funding had been made available for active travel resources.</li> </ul> <p>Cllr Amirtharaj asked about how the Community Champion Awards were awarded.</p> <p>Cllr Doherty advised the panel decided on awards but needed more nominations.</p> <p><b>11. Development – Parish Improvement Plan</b></p> <p><b>11.1 Defibrillator Project</b></p> <p><b>11.1.1 Proposal:</b> To review quotations for Defibrillator project, approve project and select supplier and agree location</p> <p>All Councillors confirmed their approval of the project and agreed to select Defibstore as supplier of the defibrillator and external cabinet following a review of all quotations but there were questions raised regarding the need for training and support agreements.</p> <p>The proposed location for the external defibrillator at Speen Pavilion was discussed.</p> <p>Standing Orders suspended to allow member of the public to speak</p> <p>Proposer: Cllr Dudman Seconder: Cllr Gourley All in Favour</p> <p>The member of the public raised concerns regarding Speen Pavilion due to the potential for vandalism and suggested the Hare and Hounds.</p> <p>Cllr Dudman suggested the Co-Op or The Starting Gate.</p> <p>Standing Orders reinstated.</p> <p>It was agreed the location required further research together with training and support requirements by the Improvements WP and the Chair agreed the proposal be amended as follows:</p> <p><b>Proposal (amended):</b> To approve defibrillator project, select Defibstore as supplier of Phillips Heartstart FRx and external cabinet and Improvements WP to review location and training and support requirements and report back to Full Council</p> <p>Proposer: Cllr Gourley Seconder: Cllr Dudman All in Favour</p> <p><b>11.1.2 Proposal:</b> To approve transfer of £2500 previously earmarked for War Memorial project to Defibrillator project as recommended by Finance Committee (subject to approval of Item 11.1.1)</p> <p>Proposer: Cllr Gourley Seconder: Cllr Newell-Hart All in Favour</p> <p><b>11.2 Future Projects</b> – update from WP deferred to next meeting</p>	<p>Clerk</p> <p>Improv WP</p>
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Resolved

Resolved



	<p><b>12. B4000 Pavement</b></p> <p>The update from WBC previously circulated to all Councillors stated the DfT had requested investigation into increasing the width of the route for the majority of its length and prioritisation for cyclists and pedestrians at vehicular accesses which required addition drawings/documentation highlighting why certain elements could not be achieved</p> <p>Cllr Dudman was concerned the road might be narrowed plus additional drainage works.</p> <p>Cllr Booth did not believe the road would need to change since the verges had been cleared already providing additional width.</p> <p>Cllr Doherty left the meeting at 8.40pm</p> <p><b>13. The Rising Sun</b></p> <p>The Clerk reported Cllr Phillips had advised the application to the DLUHC for the Levelling Up Community Fund Grant had been unsuccessful although savetherisingsun.org could reapply. Cllr Phillips was urging members of the board to meet to discuss their next steps.</p> <p>Cllr Gourley was concerned at this news and suggested SPC should request regular reports from members of the board of savetherisingsun.org.</p> <p>All Councillors agreed this was very important.</p> <p>Clerk to make this request via Cllr Phillips.</p> <p><b>14. Maintenance and Repairs</b></p> <p>The Clerk advised there were no high priority works required but the level of decay to timber play equipment continued and would continue to be monitored.</p> <p><b>15. 2023 Elections</b></p> <p>The Clerk hoped all Councillors had received her email with details of the election process and nomination forms.</p> <p>The Clerk reminded everyone nomination forms had to be delivered to WBC Council Offices between Friday 24<sup>th</sup> March and 4pm on Tuesday 4<sup>th</sup> April and must not be left at reception as they must be handed to the Returning Officer or a member of the Elections Team.</p> <p>The Clerk added the deadline to apply for a Voter Authority Certificate was 25<sup>th</sup> April.</p> <p><b>16. Correspondence: To receive &amp; consider correspondence (all relevant correspondence is circulated electronically on receipt and where possible dealt with by the Clerk) – none to report</b></p> <p><b>17. Matters for consideration and information arising after the preparation of this Agenda which the Chair agrees to take as urgent (all Councillors) – none raised</b></p> <p><b>18. Date of Next Meeting – 24<sup>th</sup> May</b></p> <p><b>19. Exclusion of the Press and Public</b></p> <p>No vote required as no PART II items</p> <p><b>The meeting closed at 9.10pm</b></p>	Clerk
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<b>Signed:</b>	<b>Name (print):</b>	<b>Date:</b>
	<b>Position:</b>	

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Abbreviations Used:

SPC = Speen Parish Council  
WBC = West Berkshire Council  
WP = Working Party  
DfT = Department for Transport  
DLUHC = Department for Levelling Up, Housing and Communities

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