



SPEEN PARISH COUNCIL
MINUTES OF THE FULL COUNCIL MEETING
HELD AT SPEEN PAVILION SPEEN RECREATION GROUND ON WEDNESDAY 19TH JULY 2023 AT 7PM

Parish Councillors present	Ian Wilson (Chair), Antony Amirtharaj, Clive Hunt, Sasikumar Sadagopan, Jeanette Clifford, Sam Slater, Keith Phillips
In Attendance	No Members of the Public
Clerk/RFO	Jean Lindsell

Resolution	Item	Action
Resolved	<p>1. Apologies for Absence: Cllr Gourley Cllr Philip Cllr Booth (absent) Cllr Vickers (WBC)</p> <p>2. Declarations of Interests – none declared</p> <p>3. Open Session – no Members of the Public present</p> <p>4. Minutes – to approve the minutes of the Annual Council Meeting held on 24-05-23 (draft)</p> <p>Proposer: Cllr Clifford Seconder: Cllr Slater Abstention: All in Favour:</p>	
Resolved	<p>5. Financial Report Clerk as RFO</p> <p>5.1 Bank balance as at 30-06-23 reported as £72,143.83</p> <p>5.2 To retrospectively note payments from May and June 2023 Payments duly noted by all members of the Council</p> <p>5.3 Proposal: To accept Finance Reports to 31-05-23</p> <p>Proposer: Cllr Clifford Seconder: Cllr Amirtharaj All in Favour</p>	
Resolved	<p>5.4 Proposal: To accept Finance Reports to 30-06-23</p> <p>Proposer: Cllr Amirtharaj Seconder: Cllr Slater All in Favour</p>	
Resolved	<p>5.5 Proposal: To accept Budget v Actuals Report (Q1)</p> <p>Proposer: Cllr Slater Seconder: Cllr Clifford All in Favour</p>	
Resolved	<p>6. Finance Committee</p> <p>6.1 To note the Minutes of the Finance Committee meeting held on 05-07-23 (draft) The Minutes were duly noted by all members of the Council</p> <p>6.2 Finance Committee Terms of Reference</p> <p>Proposal: To approve the amended Terms of Reference as recommended by Finance Committee</p>	

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<p>Resolved</p>	<p>The Clerk advised the most notable amendment was the appointment of a member of the Committee to verify bank reconciliations as recommended by the Internal Auditor and Cllr Hunt had agreed to take on that duty.</p> <p>The Clerk further advised all other amendments were to provide more clarity as to when certain tasks should be carried out.</p> <p>Proposer: Cllr Slater Seconder: Cllr Phillips All In Favour</p> <p>7. Planning & Highways Committee</p> <p>7.1 Minutes – to note Minutes of the Planning & Highways Committee held on 14-06-23 (draft)</p> <p>The Minutes were duly noted by all members of the Council.</p> <p>7.2 Planning & Highways Committee Terms of Reference</p> <p>Proposal: To approve the amended Terms of Reference as recommended by Planning & Highways Committee</p> <p>The Clerk advised the amendments were to bring the ToR in line with the Scheme of Delegation.</p> <p>Proposer: Cllr Sadagopan Seconder: Cllr Slater All in Favour</p>	
<p>Resolved</p>	<p>8. Development</p> <p>8.1 Marsh Benham Swing</p> <p>8.1.1 Proposal: To approve quotation for supply and installation of toddler swing seat replacing one existing swing seat at March Benham Recreation Ground at a cost of no more than £497 +VAT (Total £596.40)</p> <p>The Clerk advised a request had been received from a parishioner to provide a swing for toddlers as the current swing was only suitable for older children.</p> <p>Proposer: Cllr Amirtharaj Seconder: Cllr Clifford All in Favour</p>	
<p>Resolved</p>	<p>8.1.2 Proposal: To approve transfer of up to a maximum of £596.40 from Unallocated Reserves to Earmarked Reserves for Marsh Benham Swing Alteration (subject to approval of Item 8.1.1)</p> <p>Proposer: Cllr Clifford Seconder: Cllr Slater All in Favour</p> <p>8.2 Update from Working Party</p> <p>Cllr Clifford advised the WP had been unable to meet to date but hoped to do so as soon as possible to finalise the defibrillator project as this was the current priority and identification of the best location was the only open task.</p> <p>The Clerk advised she believed The Starting Gate would be willing to have the defibrillator sited at their premises but a discussion was needed direct with the Council.</p> <p>Cllr Amirtharaj felt Spennitham Recreation Ground was still the best location but acknowledged concerns regarding vandalism.</p> <p>Cllr Clifford agreed and felt the recreation ground should still be considered along with the Hare and Hounds.</p> <p>The Clerk confirmed an extension to the Members' Bid award to December 2023</p>	

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	<p>had been agreed by WBC.</p> <p>The Clerk added it would be necessary to obtain a new quote for the defibrillator from Defibstore as the original one had expired and there could be an increase in the cost however earmarked reserves for the project would cover any increased costs.</p> <p>8.3 WBC Renewable Energy Projects – to respond to request from WBC for information regarding any potential land/assets for future projects</p> <p>Cllr Amirtharaj suggested Speen Pavilion might be a potential site for solar panels.</p> <p>All members of the Council agreed.</p> <p>Clerk to advise WBC.</p> <p>9. Marsh Benham Recreation Ground</p> <p>Proposal: To approve quotation for pollarding Lime tree at a cost of £1380 +VAT</p> <p>The Clerk advised the resident of the property adjacent to the recreation ground had raised concerns regarding the Lime nearest to his property as it regularly dropped branches particularly in high winds.</p> <p>The Clerk added the tree survey carried out in December 2022 by the contractor who provided the quote to pollard the Lime had not indicated any need for pollarding but had recommended removal of the deadwood.</p> <p>Cllr Wilson advised it was recommended pollarding of Lime trees be carried out every five years</p> <p>The Clerk further advised only £1000 had been allocated in the budget to tree works and suggested obtaining another quote.</p> <p>Cllr Phillips suggested contacting Sutton Estates as they had recently carried out pollarding of several trees and might be able to suggest a contractor.</p> <p>Clerk to contact Sutton Estates and/or another tree surgeon.</p> <p>All members of the Council agreed to defer the decision until a further quote was obtained.</p> <p>10. B4000 Pavement – update from Cllr Phillips</p> <p>Cllr Phillips confirmed WBC had advised the works would be carried out by Volker Highways and anticipated to start in late summer and an information letter to all frontagers along the B4000 to the A4 would delivered in the next week.</p> <p>Cllr Phillips added the project was significantly larger than originally envisaged as the shared path would now run all the way from the A4 to the shop incorporating marked crossings and raised kerbs at bus stops.</p> <p>Cllr Phillips to publish information letter on Stockcross Facebook page.</p> <p>11. Maintenance and Repairs - update from Clerk</p> <p>The Clerk advised the timber bench seat within the toddler play area at Speen again required repairs due to decay and the timber seat near the swing pod had some movement due to decay in one of the supporting legs.</p> <p>The Clerk suggested replacing these seats rather than continuing to repair decayed timber and advised costs would range from £1800 to £2000 dependent upon type of replacement.</p> <p>All members of Council agreed the bench seat in the toddler play area should be replaced with a recycled plastic bench seat and the seat near the swing pod be replaced with a recycled plastic picnic bench with wheelchair access.</p> <p>Clerk to obtain quotes.</p>	<p>Clerk</p> <p>Clerk</p> <p>Cllr Phillips</p> <p>Clerk</p>
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<p>12. Matters for information only considered as urgent arising after the preparation of this Agenda which the Chair agrees to take</p> <p>Cllr Phillips advised he had seen information relating to Chubb Grand Designs Ltd the purchasers of The Rising Sun stating they had completed the conversion of a pub into flats (The Red House in Newbury) and now had a project to build four new build houses. Cllr Phillips added that although there was currently no planning application for The Rising Sun he wondered if this might relate to these premises.</p> <p>13. Date of Next Meeting – Wednesday 20th September 2023</p> <p>Exclusion of the Press and Public 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 14 under Section 1 of the Public Bodies (Admission to Meetings) Act 1960</p> <p>Proposer: Cllr Wilson Seconder: Cllr Clifford All in Favour</p> <p>PART II</p> <p>14. Recruitment of New Clerk</p> <p>The meeting closed at 21.10</p>	
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Signed:	Name (print):	Date:
	Position:	

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