



## East Ilsley Parish Council

### Minutes of the Full Parish Council Meeting

**Tuesday 8<sup>th</sup> March 2022 at 7.30pm in the School Hall**

Minute Ref: 010/080322/PCM

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<b>Members Present:</b>	Cllr. Nick Watkins, Cllr. Stephen Meadows and Cllr. Mike Pembroke
<b>Members Absent:</b>	Cllr. Mike Lewis & Cllr. Andrew Sharp
<b>Officers Present:</b>	Fenella Woods (Clerk & RFO)
<b>In Attendance:</b>	0 Members of Public
<b>Meeting Start Time:</b>	19.34pm
<b>Meeting End Time:</b>	20.50pm

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- 127/22 Cllr. Watkins chaired the meeting (in the absence of both the Chair and Vice Chair). Apologies were **received** and **accepted** from Cllr. Mike Lewis and Cllr. Andrew Sharp. Quorum was achieved.
- 128/22 There were no declarations of interest presented, nor any requests for dispensation.
- 129/22 There were no questions or comments regarding the agenda, nor any representations.
- 130/22 The minutes of the previous meeting dated 8<sup>th</sup> February 2022 were read and **approved** as an accurate record. Cllr. Watkins signed a hard copy for the records.
- 131/22 There were no matters arising from the minutes of the meeting dated 8<sup>th</sup> February 2022 and the clerk confirmed all actions have been **completed**.
- 132/22 Planning Application ref: 22/00401/HOUSE for Little Mallards was reviewed and discussed. There were **no objections** to the new double garage with bedroom and en-suite to the first floor. The clerk will complete the Parish Observation Sheet and return it to the West Berkshire Planning team.
- 133/22 The recent Playground Inspection Report was scrutinised in more detail and the following was discussed and agreed:
- 1) A new sign is required for the entry gate that details the address and emergency phone number. At present there is an old phone number no longer in service and no indication of address or postcode. All Councillor's present **approved** the purchase of

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the replacement sign and the clerk will seek out a supplier and email a proof before purchase.

- 2) Rotting Timber - the perimeter fence has seen better days and is rotten in places. It will be a big project to replace all the fencing and not something we have budgeted for, nor have any ear marked reserve funds for. Cllr. Meadows **agreed** to check the site for safety and to remove any projecting nails / secure anything loose in the meantime. The clerk will investigate available grants and costings for discussion at the next meeting.
- 3) Both the wooden litter bins and picnic benches are also showing signs of rot and water damage. Due to lack of funds and no available budget this will be discussed at the next meeting once funding options have been explored.

- 134/22 A request has been received from 'Friends of the Ridgeway', a charity set up to campaign for the upkeep and preservation of the Ridgeway. The cost is £15.00 per annum for membership. All Councillors present **approved** the payment of this membership fee and it will be added to our annual list of subscriptions for renewal at the Annual Meeting every May.
- 135/22 It was **agreed** to **postpone** the discussion regarding the setting up of an Events Committee to the Annual Meeting in May.
- 136/22 All Councillors present **agreed** to the purchase of a Jubilee Plaque from the RBL for the copse in the recreation ground. Total cost for the plaque, including the stakes is £144.99 and will be purchased using the Council credit card under LGA 1972, S. 144. The unveiling of the plaque will form part of the Jubilee celebrations on 2<sup>nd</sup> June 2022.
- 137/22 The clerk presented the High Street Safari 'Jubilee Beacon' augmented reality trail proposal. Total cost is £499.00 and sponsorship of the trail has been secured via the Crown and Horns Pub who will donate the amount to the Council. The Crown and Horns will also sponsor the purchase of the Jubilee Beacon at a cost of £490.00 which will be lit on the evening of 2<sup>nd</sup> June 2022. All Councillors present **approved** of the jubilee plans and thanked the Crown and Horns for their generous sponsorship of these key village events.
- 138/22 The Risk Assessment for 2021 / 2022 was read and **approved** by all Councillors present. The risks around the Pond have reduced in severity since last year, due to the excavation works, and the installation of a life buoy and signs. A hard copy was signed for the records.
- 139/22 Clerk Update:
- a) The monthly finance report was presented to all Councillors present, it had previously been shared via email to all members. We remain in a good position financially but we have a large invoice for the pond silt removal to pay in March.
  - b) It was **agreed** to add Cllr. Mike Pembroke to the list of authorised signatories on the bank account. The Unity Trust Bank form was signed by Cllr. Meadows and Cllr,. Pembroke. The clerk needs to obtain the signatures of Cllr. Lewis and Cllr. Sharp before submitting to Unity Trust Bank.
  - c) The final invoice from T L Contracting has been received for the silt removal to the recycling centre. Final amount is £16,001.00 (£19,201.20 including VAT. It was **approved** by all councillors present to transfer £15,000.00 from the Deposit Account into the Current Account to be able to make full payment of the total invoice. Our Year end VAT claim is estimated to be £8.2K which will be transferred back to the Deposit Account once received from HMRC.

- d) A proforma invoice for £203.93 has been received from West Berkshire Council for the bin emptying (litter and dog waste) for 2021 / 2022. It was noted that the litter bin on Cow Lane by the footpath has disappeared completely and had not been in situ for at least six months. We will request with West Berkshire to reduce the invoice slightly to account for the missing bin. All Councillors present **approved** the payment of this invoice when received. It was requested that we look to replace the missing bin and the clerk will bring costings to the next meeting.
- e) The clerk advised that the annual direct debit for our Data Protection fee with the ICO is due to leave our account on 1<sup>st</sup> April 2022. Total amount will be £35.00. All Councillors present **approved** this payment.
- f) Notification has been received from Trade UK that our account card (used to purchase flood defence items from Screwfix) has been dormant for a while. After a brief discussion it was **agreed** that we no longer have a requirement for this card as we have access to the Council credit card. All Councillors present **approved** to close this account.

140/22 Issue 108 of the East Ilsley Communicator will be with residents by 17<sup>th</sup> March 2022. This edition will be the last one edited by Sally Allsop. The Council would like to express their thanks to Sally for editing the EIC for the past year. It was **agreed** to seek a replacement editor and an advert would be created for our website and social media channels. It was **agreed** that the clerk would step in to edit the next edition if no one comes forward within a reasonable timeframe. It was also **agreed** to make the EIC a **quarterly** magazine and an issue would be printed in March, June, September, and December of each year. We would be aiming for distribution by the middle of the month, however the June edition in 2022 will be slightly earlier to account for the Jubilee celebrations.

141/22 Training:

- 1) All Councillors present **approved** the clerk's attendance at the SLCC Berkshire Branch Training session on Friday 11<sup>th</sup> March at Shinfield Parish Council. The £10 fee would be paid by the Clerk and reimbursed by the Council through the pay run at the end of March. Mileage for the clerk would also be paid at 0.45p per mile.
- 2) All Councillors present **approved** the clerk's attendance at the SLCC South East Training Seminar in Wokingham on 11<sup>th</sup> May 2022 at a cost of £85.00. The Council will be for this via invoice and complete a BACS transfer.
- 3) Cllr. Pembroke **agreed** to attend the Knowledge and Core Skills training course on 28<sup>th</sup> June and 12<sup>th</sup> July. This is a free course accessed via the Berkshire Association of Local Councils. All members present **approved** this. If we manage to co-opt a new councillor for our vacancy at the May meeting we intend to add them to the training course as well.

142/22 Public Correspondence:

- 1) The BT phone line running across Broad Street is being compressed due to over-hanging branches, and in turn putting stress on the fascia of Hall Cottage. It was **agreed** to request Mike Cairns remove the branches that are causing the stress to the line.
- 2) 11A Churchside wish to request lopping the hornbeam trees along the side of their garden. It was **agreed** to allow the lopping to a minimum height of 4m. The clerk will advise Mike Cairns of this decision.
- 3) The tenant of allotment pitch one has requested approval for a wooden shed 8ft x 6ft as per the terms in their agreement. It was **agreed** to allow this and the Clerk will advise the tenant to proceed.
- 4) The fallen ash tree from the recent storm needs chipping. The clerk will request this to be actioned by Mike Cairns.

- 5) Our District Councillor, Carlyne Culver was unable to attend the meeting but has submitted a report which has been attached to these minutes in appendix one.

With there being no further business, Cllr. Watkins thanked all for attending and the meeting closed at 20.50pm.

<b>Actions from the Meeting:</b>			
	Description	Assigned to	Completed
1	Complete Parish Observation Sheet for Little Mallards	Clerk	✓
2	Seek a new sign for the playground	Clerk	
3	Make remedial fixes to the fencing at the playground	Cllr. Meadows	
4	Search for funding to help pay for fencing, litter bin and bench replacements and add to the May agenda.	Clerk	
5	Pay membership fee for Friends of the Ridgeway	Clerk	✓
6	Add events committee to the May agenda	Clerk	
7	Purchase Jubilee Plaque from RBL	Clerk	✓
8	Order the Jubilee Trail and Beacon and work with C & H on sponsorship	Clerk	✓
9	Complete Authorised Signatory form for Unity Trust Bank	Clerk / Cllr. Lewis / Cllr. Sharp	
10	Arrange transfer of £15K from Deposit Account to Current Account and pay final pond invoice	Clerk	✓
11	Close Trade UK Account	Clerk	
12	Prepare advert for replacement EIC Editor	Clerk	
13	Book all training courses	Clerk	✓
14	Answer public correspondence	Clerk	✓

Signed: .....

Date: .....

*Report from Cllr. Carlyne Culver can be found on the next page..*

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## **Appendix 1 - Report from our District Councillor - Carolyn Culver**

On Wednesday 23 February, the Compton Institute planning application was approved by the Western Area Planning Committee. The vote passed 4-3. I voted against the planning application because in my view it didn't give sufficient attention to the policies in the Neighbourhood Development Plan that was approved in a referendum only a fortnight previously.

These policies include the number of houses (they now have permission for 160 instead of 140), the retention and renovation of the hostel to provide one and two bed accommodation (they now have permission to demolish it) and the fact that the Pickled Pig/Piglets Day nursery building will be offered to the community for sale in its current condition with no guarantee there will be any money to buy, renovate and maintain the building.

I secured a condition that NO homes should be occupied until the fresh water and sewage infrastructure is updated to accommodate the additional flows. (Thames Water had proposed a phased approach where some of the site is occupied before upgrade.)

It was still absolutely worth doing the NDP because it will help Compton in the long term. For example, when it comes to the protection of existing green spaces, the design of properties, etc. It also means that they will now get 25% rather than 15% of all 'community infrastructure levy' monies to spend in the community.

The applicant now has permission to demolish the site, but the government's Casework Unit is deciding whether the application should be called in by the Secretary of State. S/he uses this power pretty sparingly so we shouldn't get our hopes up that anything will change. When demolition of the site eventually begins it will take around 18 months. I raised concerns about the extra vehicle movements through East Ilsley - especially HGVs negotiating the narrow roads - so we will need to keep an eye on this as a community and report any problems to WBC when the time comes. I secured a condition that HGVs shouldn't be coming through the villages during school bus times. The full planning meeting is available to view on West Berkshire Council's YouTube channel search for Western Area Planning Committee on 23 February.

I've called in the new sports hall at Downs School at the request of Compton Parish Council because, among other reasons, they are concerned that there is no mention of future public use of the gym facility.

On Thursday 3 March West Berkshire Council had its annual budget meeting. Council tax will go up by one per cent. All the Liberal Democrat and Green amendments (including money for the food bank) were rejected as usual.

Thank you to West Berkshire Healthwatch who visited again recently to offer covid testing kits and assisted testing to residents at Hildesley Court and Church Side.

On Thursday 17 March we will be holding a protest about Thames Water discharging sewage into our local rivers. 6pm at West Berkshire Council offices on Market Street.

My crisp packet collection (for recycling) service ends on 31 March. Terracycle will no longer be processing crisp packets because they can be recycled at most supermarkets. I've checked the list and they can definitely be recycled at Tesco, Sainsburys and the Co-op in Hermitage.

You can report problems including fly tipping, unemptied bins, and pot holes by searching for 'West Berkshire Report a Problem' on the internet or visiting [www.fixmystreet.com](http://www.fixmystreet.com) If it's urgent please email [customerservices@westberks.gov.uk](mailto:customerservices@westberks.gov.uk) or call 01635 551111. If you are not happy with the response you receive please contact me.

Every week residents contact me about planning applications, road and verge management, waste, and recycling, etc. I can't solve every problem but I always try. I can get information for you, identify a council officer who can help you, and hold the council leadership to account.

Best wishes

***Councillor Carlyne Culver***

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