



East Ilsley Parish Council

Minutes of the Full Parish Council Meeting

Tuesday 4th October 2022, 7.30pm, at The School Hall

Minute Ref: 006/041022/PCM

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| Members Present: | Cllr. Mike Pembroke, Cllr. Stephen Meadows, Cllr. Mark Browne, Cllr, Dominic Robertson, Cllr. Nick Watkins |
| Members Absent: | Cllr. Andrew Sharp |
| Officers Present: | Fenella Woods (Clerk & RFO) |
| In Attendance: | 0 Member of Public |
| Meeting Start Time: | 19.31pm |
| Meeting End Time: | 20.53pm |

- 065/22 Cllr. Pembroke welcomed all to this meeting. Apologies were received from Cllr. Sharp which were **accepted** and quorum was achieved.
- 066/22 There were no declarations of interest received from members, nor the clerk, and no requests for dispensation received.
- 067/22 There were no questions from members of the public, nor any representations given.
- 068/22 The minutes of the Planning Meeting on 16th August 2022 were read and **approved** as an accurate record. Cllr. Pembroke signed a copy for the file.
- 069/22 Cllr. Robertson presented a quotation from IJ Agricultural Fencing Services Ltd for the replacement gate at Prestwell field, associated furniture and installation at a total cost of £736.00. It was **agreed** by all present to proceed with IJ Agricultural as they would provide a complete service, compared with the other quotations looked at in the August meeting. All members present **agreed** to use funds from the Prestwell Field EMR to cover the costs. All other actions from the previous meeting have been completed.
- 070/22 All members present of East Ilsley Parish Council **agreed** to sign up to the Civility and Respect Pledge. By signing up, they are demonstrating that this council is committed to treating councillors, clerks, employees, members of the public, representatives of partner organisations and volunteers with civility and respect in their role. All councillors have **agreed** to the following statements:

Initial:

| Statement | Tick to agree |
|---|---------------|
| Our council has agreed that it will treat all councillors, clerk and all employees, members of the public, representatives of partner organisations, and volunteers, with civility and respect in their role. | ✓ |
| Our council has put in place a training programme for councillors and staff | ✓ |
| Our council has signed up to Code of Conduct for councillors | ✓ |
| Our council has good governance arrangements in place including, staff contracts, and a dignity at work policy. | ✓ |
| Our council will commit to seeking professional help in the early stages should civility and respect issues arise. | ✓ |
| Our council will commit to calling out bullying and harassment when if and when it happens. | ✓ |
| Our council will continue to learn from best practice in the sector and aspire to being a role model/champion council e.g., via the Local Council Award Scheme | ✓ |
| Our council supports the continued lobbying for the change in legislation to support the Civility and Respect Pledge, including sanctions for elected members where appropriate. | ✓ |

The clerk will complete the online pledge and a certificate will be received. This will be placed on the noticeboard and on our website. MB was signed up to attend an online course but due to the death of her late Majesty Queen Elizabeth II he was unable to attend the revised date. If this training is issued via a recording it will be shared with the Council.

- 071/22 The external audit report has been received from PKF Littlejohn. No matters have come to their attention and we are working within proper practices. The Notice of Conclusion of Audit is on our website and noticeboard, along with the certified AGAR sections 1, 2 and 3. We have received their invoice and this has been paid.
- 072/22 All members present **agreed** to appoint Heelis & Lodge as our internal auditors for Year End 2023. The Clerk will request their appointment. The SAAA (Smaller Authorities Audit Appointments) are going out to tender for the next external auditors. We have been given the option to opt out. It was **agreed** by all members present **not** to opt out and to remain as we are. No further action is required.
- 073/22 It was presented to the Council that we have been invited to jointly purchase a moveable SID with Compton PC. Speeding is a factor in our village and to have use of our own device would allow us to more accurately and more frequently collect data and evidence. The package options were shared with the councillors and all were **in favour** to purchase **package 1** as it allowed additional text and data collection which is vital for preparing evidence to WBC. Total cost of package 1 is £2,150.00 (£1,075.00 as a 50/50 split with Compton PC). There would be some additional items to purchase such as spare batteries and chargers but again, these additional items would be split 50/50 with Compton PC.

The logistics regarding how this would be shared was discussed. The clerk advised that we could download different settings and speed limit programs depending on our chosen location. Initially a 6 month rota was discussed (Compton PC have it for 6 months and then East Ilsley for 6 months) but there was concern over whether we would lose the impact that we will build up in the 6 months it is with us. Perhaps a quarterly schedule would be more beneficial for data collection. The clerk will email Compton PC and see if we can iron out the logistics. It was **agreed** to proceed with the purchase with Compton PC and to share the device and confirmation has been received from Simon Barlow in the CIL department at WBC that we are allowed to use CIL money for this spend.

Cllr, Robertson advised that a permanent SID (WBC owned) on Abingdon Road was hidden by a tree and is in place that is not as effective as it could be. It was proposed that we send evidence to WBC and look at bringing it further down Abingdon Road to warn people coming off the A34 that they are entering a 30 mph zone, rather than leaving it until they have reached the centre of the village.

074/22 Our Council Insurance is up for renewal. Gallagher have quoted £1,112.48. The Clerk sought alternative quotations from BHIB and Zurich as a comparison; BHIB = £627.67, Zurich = £536.00. On investigation, Gallagher advised we would be unable to leave them as we are in the final year of a three year deal. The clerk informed Gallagher that there was an almost 50% increase in comparison to their competitors and they have advised they will attempt to lower the premium. All members of the council **agreed** to see if Gallagher would allow us to buy ourselves out of the deal and take up insurance with BHIB. If not, we would have to remain with Gallagher for the year and then commit to seeking a better deal for 2023 / 2024. Update: Gallagher have advised they will **release** us from our tie in with them. Our insurance for 2022 / 2023 has been placed with BHIB (start date 5th October 2022) and Gallagher have provided us with cover from 1st October to 5th October at a cost of £28.00. We have now managed to save £456.81 in total.

075/22 The clerk advised that it is time to pay the annual Courtesy Lights payments to all residents who have a light on their properties. The energy price rise was discussed and how we can help to mitigate the impact on our residents who provide the lighting. It would be impossible to work out kw/per hour costs for each of the 11 properties without knowing individual energy contract data, nor is it possible to audit the length of time a light is on during the night time. Thus, two decisions were made by the members present:

1. We would increase the amount payable from £29.81 to £35.00 for all properties looking after a light for the village. This is a £5.19 increase. Every year, from now on, this figure will be reviewed and either increased or decreased depending on what is happening with the energy suppliers.
2. All bulbs in the Courtesy Lights will be upgraded to LED bulbs to help with energy consumption.

The clerk will write to all properties with courtesy lights explaining this and instruct Graham Murray to complete the upgrade of all bulbs. The total cost for the Courtesy Lights this year is £385.00.

076/22 It was **agreed** to hold a Tree and Hedge Planting morning on Saturday 26th November at 10am to plant all the gifted trees and hedges from the Greenham Trust as part of their 25th Anniversary celebrations. These will be planted in the Jubilee Copse at the Recreation Ground. It was **agreed** to provide hot drinks and snacks using s.145 of the LGA 1972. Volunteers from the Nepalese community will also be in attendance coordinated by the

Initial:

Volunteer Centre, Newbury and the morning will be open for all residents and their families to attend. The session is weather dependant so will be reviewed as we get nearer to the date.

077/22 We currently have £2,364.00 of Section 106 money to spend. The S106 agreement stipulates that this money must be spent on improving open space or outdoor recreation facilities. The clerk has been in conversation with Simon Barlow about how best to spend this money and Simon recommended the purchase of new equipment at the recreation ground would be the best use of the funds. It was **proposed** that we look at removing the wooden train and replacing it with a new piece of equipment such as a seesaw, roundabout, or 'swingy-hangy thing' (I don't know it's proper name!) like in Chilton Playground. The clerk will investigate and seek pricing and report back at the November meeting.

Cllr. Meadows informed us that we would be in line to receive some S106 money as part of the Pirbright re-development. This would be due to the heavy machinery that would come from the A34, through the village and on to Compton. The clerk advised she will work with the Compton clerk on this, but nothing would happen until building work had commenced and units were selling.

078/22 Cllr. Watkins gave a brief Flood Warden update. Due to the lack of rain there are no flood warnings in place. In comparison to last year, there is a 20% reduction in water levels at the moment. Concern was raised over the pond rising during rainfall and rapidly draining to a puddle once it stops and this could be something to do with the clay lining and excavation last year. The clerk is meeting T L Contracting at the pond on Wednesday 12th October at 9.30am to look at options.

079/22 A number of notifications have been received by members of the public regarding problems with vegetation, pavements and potential issues:

- The pavement on the High Street along the edge of Pen Meadow is almost impassable with nettles, and the collapsed barbed wire fence. Lockinge Estate owns that land so the clerk has sent photos of the problems to them requesting they arrange for some repairs ASAP.
- Abingdon Road pavement has become overgrown with vegetation again. The clerk has taken photos and emailed them to WBC to ask for them to cut it back and make the pavement useable again.
- The top of the High Street, by the gate to Millennium Green is dangerous to use due to the lack of pavement and the cars speeding up to join the slip road on to the A34. The clerk will speak to various people about what can be done to make access to this gate safer.
- The wooden footbridge on the foot path between Cow Lane / Compton Road and Haydon Lane has a couple of planks that have rotted. A sign for caution has been placed there along with some hazard tape and CJM services have been instructed to repair the two central planks.
- The old oak trees in Pen Meadow along the High Street have branches that are infringing on power cables. It has been discovered that these trees are protected by a blanket TPO 108 and so a planning application will need to be submitted to gain permission to trim these branches. The clerk will work with Lockinge as land owners on arranging this.

080/22 The clerk gave a brief report on the following:

- Bank status as of 30th September: £24,460.57. (£14,081 in current account and £9,669.76 in deposit account).
- Precept payment 2 for £9,512.00 will arrive in the account on 4th October.
- The SLCC membership is up for renewal at a cost of £134.00. Aldworth PC will pay 50% to East Ilsley (£67.00). All members present **agreed** to renew.
- The clerk would like to attend the SLCC national conference on 2nd and 3rd November as a virtual attendee at a cost of £125.00. Aldworth PC will pay 50% to East Ilsley (£62.50). All members present **agreed**.
- It was **agreed** that we would seek to enter the Local Council Award Scheme for the Foundation level in May 2023.
- Both Nick and Mike agreed to represent East Ilsley Parish Council at the WBC Thanksgiving Service for the Queen on 4th November.
- Nick agreed to attend the RBL Remembrance Service on Sunday 13th November at Hampstead Norreys on behalf of the Parish Council.

081/22 There were no further questions or comments from members of the public.

With there being no further business, Cllr. Pembroke thanked all for attending and the meeting closed at 20.53pm.

| Actions from the Meeting: | | | |
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| | Description | Assigned to | Completed |
| 1 | Instruct IJ Agricultural Fencing to proceed with the replacement gate at Prestwell Field and email all horse owners regarding the replacement | Clerk | ✓ |
| 2 | Instruct Heelis & Lodge for Internal Audit Year End 2023 | Clerk | ✓ |
| 3 | Get the ball rolling with Compton PC regarding the joint purchase of a SID | Clerk | ✓ |
| 4 | Work with WBC to revise the location of the SID on Abingdon Road | Clerk / DR | |
| 5 | Sort out the Insurance! | Clerk | ✓ |
| 6 | Write to all Courtesy Light Properties and advise them of the bulb upgrade plans and the increase to £35.00 this year. | Clerk | ✓ |
| 7 | Investigate replacement equipment in the playground | Clerk | ✓ |
| 8 | Process, deal with and report various concerns around the village | Clerk | ✓ |
| 9 | Pay for SLCC Membership and Training | Clerk | ✓ |

Signed:

Date:

Initial:

Cllr. Carolyne Culver has provided us with a written report as she was on annual leave at the time of our meeting:

Hello Compton, Frilsham and Hampstead Norreys councils

Here is a written report for your three meetings because I will be on leave 28 September to 4 October inclusive.

I continue to be a member of the 'user journey' (in other words how the council and residents interact) task group and will soon be joining a task group about healthcare provision on new developments. This is particularly relevant to the development of the Compton Institute site and concerns about the increased demand on the GP surgery.

I attended Greenfest in a personal capacity. Councillors and officers were not allowed to participate in an official capacity because of the period of mourning. Political parties weren't allowed to have stalls. The day was very successful with a wide range of talks, many local organisations including groups campaigning to protect wildlife and tackle climate change, and stalls selling sustainable goods. I had the opportunity to catch up with a lot of residents and groups, and sample some of what West Berkshire Brewery had to offer.

Full Council is on 6 October. I have submitted questions about local plans to offset carbon, biodiversity and nutrient neutrality, and asking whether the council has any concerns about the impact of recent government planning policy announcements on our evolving draft Local Plan. At Full Council we are anticipating an update from the council about plans to tackle the cost of living crisis. Last week my colleague Cllr Steve Masters hosted a public meeting in central Newbury attended by 80 people including representatives of churches, the food bank, homeless charities and others to discuss community initiatives including 'warm hubs' for people who cannot afford to heat their homes. I will be observing how these initiatives develop and whether we could replicate them in this ward.

Casework in recent weeks has included planning applications that residents either want to block or get approved, uncut vegetation, affordable rents, Thames Water activities, illegal parking, abandoned cars, and muck spreading.

Planning Advisory Group continues to plough through the draft Local Plan policy by policy in preparation to submit it to the inspector for examination. It is a very interesting and educational process.

Planning committee - No news on when the Downs School is coming to committee. Last week we supported a development at Membury Services and some new affordable and social rent flats in Greenham and rejected the extension of a house in West Woodhay that looks like the development of a hotel by stealth.

This weekend in my capacity as Green Group leader on WBC, I attended the annual Community United West Berkshire cricket match and family fun day which brings together ethnic minority groups in the Newbury area, and the Mayor of Newbury Town Council's fundraising quiz.

Best wishes
Carolyne