

ECCHINSWELL, SYDMONTON AND BISHOPS GREEN PARISH COUNCIL
 Minutes of meeting held ONLINE
 Wednesday 10th February 2021, commencing at 19.30 hours
Present: Cllrs Dain (Chair), Bayliss (Vice Chair), Kearney, Stamp, and Debenham.
In attendance: Sarah Jones (Clerk), County Cllrs Mellor and Thacker (part).

Item		Action
1	Apologies Apologies were received and accepted from Cllrs Hall and Coward.	
2	Declarations of interest Cllr Bayliss advised she would not comment on the planning application as family members of hers has been asked to provide quotes for work by the applicants on previous occasions.	
3	Minutes of previous meeting and actions arising To receive and confirm the minutes of the ordinary meeting held on 13 th January 2021. All Cllrs agree as the Chair cannot sign them, the clerk will pp them on her behalf, as a true record.	
4	Public participation There were no members of the public present.	
5	Borough Councillor's Report There was no report as Cllr Izett was not present,	
6	County Councillor's Report. County Cllrs Thacker and Mellor were both present. Cllr Thacker advised that he has followed up the A339 study and phase 1 of the work is still in progress. Further information regarding the local population is needed. A project update is expected at the end of February. Local Government elections will be going ahead on 6 th May. Cllr Thacker had nothing further to report. Cllr Mellor advised a written report will be sent with updates on Covid, grants and a general update. He specifically mentioned the household waste recycling centre at Newtown Road; the current permit system expires in July. He hopes to soon be able to advise what may be happening going forward. Budget details will be provided in his report, but he is pleased to advise finances are more or less back to normal. There being nothing else to report, Cllrs Mellor and Thacker left the meeting at 7.40pm.	
7	Planning a) Planning applications: 20/03520/FUL Sydmonton Farm House Sydmonton Road Burghclere Newbury Proposal: Creation of 2 no. all weather paddocks in place of existing grass paddock. Cllrs agreed they have no objections to this planning application; however it has been established that the BDBC website has advised no further comments can be sent as of 10/02/21. The clerk had contacted BDBC and requested an extension so the parish council's comments could be returned on 11/02/21. She will contact BDBC and request an explanation as to why this has happened. b) Decisions: 20/03111/HSE Ratts End House Ecchinswell Road Ecchinswell Newbury RG20 4TX	SJ

	<p>Proposal: Erection of detached building forming garage/store with playroom above, following demolition of old garage and garden shed Decision: Granted</p>																						
8	<p>Finance Electronic Payments:</p> <p>(a) The following payments were agreed for January, and the bank reconciliations will be pp signed by the clerk:</p> <table> <tr> <td>S Jones</td> <td>Clerk's salary (January)</td> <td>£585.87</td> </tr> <tr> <td>S Jones</td> <td>Clerk's expenses (January)</td> <td>£22.65</td> </tr> <tr> <td>D McClelland</td> <td>Litter warden – (January)</td> <td>£174.40</td> </tr> <tr> <td>R Wherry</td> <td>Litter warden - (January)</td> <td>£111.52</td> </tr> <tr> <td colspan="2">HMRCPAYE – RW, DM, SJ</td> <td>£30.20</td> </tr> <tr> <td>Premier Grounds</td> <td>Maintenance</td> <td>£24.00</td> </tr> <tr> <td colspan="2" style="text-align: right;">Total</td> <td>£948.64</td> </tr> </table> <p>Additional transactions during the month: 6 payments for allotment renewals £180.00. The outstanding allotment rents have been followed up. Payment for allotment lease £50.00 Payment to Vision ICT for website domain renewal £66.00</p> <p>(b) The actual/against budget for the period to the end of January 2021 was agreed. There was a query about litter warden payments which the clerk will investigate.</p>	S Jones	Clerk's salary (January)	£585.87	S Jones	Clerk's expenses (January)	£22.65	D McClelland	Litter warden – (January)	£174.40	R Wherry	Litter warden - (January)	£111.52	HMRCPAYE – RW, DM, SJ		£30.20	Premier Grounds	Maintenance	£24.00	Total		£948.64	SJ
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9	<p>Correspondence 27/1/21 – HM Land Registry survey, completed by Chair.</p> <p>30/1/21 - Police Sergeant Lisa Kempster in Tadley sent an introduction email. This has been acknowledged and a newsletter/report in the village magazine has been requested. Since the village magazine is not being published at the moment, it was decided to offer to circulate any information the police wish to share via website/Facebook and email. The PC will also invite the police to present as part of the Annual Assembly.</p> <p>03/2/21 – BDBC – Sustainable Overton Toolkit. This was circulated and Cllr Kearney has agreed to start a project looking into sustainability.</p> <p>04/2/21 – Cllr Bayliss, amendment to trustee information – the January minutes were amended to reflect the reported information last month had a correction. It has been established that the parish council liaison with EVH is a trustee and will have voting rights. It was reported last month they would not have voting rights. The Cllrs areas of responsibility form will be added to the March agenda to be updated to reflect this.</p> <p>05/2/21 – Residents have noticed a strip on the road from the A339 to Bishops Green. It is thought it may be a speeding strip but concern has been raised that this has been put in place for Cateby Estates to assess the amount of traffic on the road, and it is felt this is not the correct time due to the lockdown and therefore less traffic on the road. Cllr Dain commented that another email on this and related topics had been received that day (10/02/21). She will respond to this and the clerk will respond to the 05/02/21 email.</p>	SJ EK SJ MD/SJ																					

10	<p>Highways and Rights of Way Hyde Lane remains a hot spot in terms of being very worn and full of potholes. This has been reported to HCC and will continue to be monitored.</p> <p>Cllr Debenham will report the 30 mph signs which are missing from Ash Road.</p> <p>The stiles to gates project is still on-going; there has been no further progress as yet.</p> <p>Cllr Kearney advised she will report various area where there is barbed wire which needs to be removed.</p> <p>A depth gauge will be installed in the ford at Featherbed Lane, but this has not happened yet.</p>	PD
11	<p>New Business</p> <p>a) <u>Social Media policy sign off</u> Cllrs have reviewed the policy and agreed it unanimously. The policy will be published.</p> <p>b) <u>Complaints Procedure sign off</u> Cllrs have reviewed the policy and agreed it unanimously. The policy will be published.</p> <p>c) <u>HCC Local Transport Plan Engagement response</u> Responses to the survey were agreed and the report will be completed and returned by Cllr Dain. The lack of focus on rural transport needs was noted.</p> <p>d) <u>EVH tree maintenance</u> The trees that run along the road outside EVH and are on parish council land were raised and the fact that they need a maintenance programme. At present, an individual is being sought who will assess the trees and give a 'baseline' of their structure. Thereafter, Cllr Kearney will add the review and assessment of the trees to the quarterly risk assessment, to establish if there has been any variation and therefore any work needs to be carried out.</p> <p>e) <u>AGM and Parish Assembly arrangements</u> At present, it is confirmed by Central Government that from 7th May virtual meetings will no longer be legal, and meetings will go back to being face to face. The AGM and annual assembly are due to take place on 12th May. Usually there are many people present making presentations and up to 50 members of the public. In order that the AGM and annual assembly can go ahead, Cllrs agreed unanimously to change the date to 5th May so they can be arranged on a Zoom format, in a slightly pared down style, rather than risk them being cancelled and/or members of the public unable to attend as the hall is limited in numbers.</p>	SJ SJ MD EK
12	<p>Matters for discussion</p> <p>a) <u>Bishops Green development update</u> No further information has been received or sent on this issue at present. Cllrs are reviewing the local plan to see which policies may be contravened by the proposal and are also looking into possible conservation implications.</p> <p>b) <u>Pond clearance day – 17th October</u> The date for pond clearance was confirmed as 17th October subject to any COVID-19 restrictions.</p> <p>c) <u>Neighbourhood Plan and Planning – working party update</u> Cllrs Dain and Debenham are working with 3 residents to work out terms of reference and how the Neighbourhood Plan might be launched. The parish council are the qualifying body, and a steering group needs to be put in place. It is a precise process, and a large steering group would be ideal because there is a lot of work. There are no time constraints with the process. A lead from BDBC has come forward which is good news. The next step is for the parish council to apply to BDBC for the designation of the neighbourhood area. Cllr Dain suggested this should be the whole parish; Cllrs agreed unanimously and confirmed she can move forward and start this process.</p> <p>d) <u>Speeding issues - update</u></p>	MD

	<p>Cllr Bayliss has been in contact with 2 members of the police co-ordination department. They have offered support and suggest 6 people would be best for the working party, but 3 as a minimum. Grants are available and can be investigated. Various things will need to be purchased such as high vis clothing, and Cllr Bayliss has looked into the cost of SIDs which range from £2625 (+VAT) to £2900 (+VAT). Newtown Parish Council have a SID they are not using at present and will advise shortly if they will be able to lend this to the council.</p> <p>Cllr Stamp will create the online survey from the questionnaire agreed last year. Once this is in place, residents will be encouraged, using flyers and email/Facebook messages to complete the survey. The responses will help to identify possible working party members.</p> <p>e) <u>S106 monies works update – quote from Village Maintenance</u> Cllr Bayliss has obtained a quote from the village maintenance company to improve the area around the war memorial. The quote is £4140. Cllr Bayliss and the clerk will send the details of the proposal to BDBC to ascertain if any money, and if so, how much is available for this project.</p> <p>f) <u>BGCA update</u> Cllr Dain reported that 2 people are interested in becoming trustees and this will be followed up. The youth club is running well.</p> <p>g) <u>Communications – newsletter (Cllr Debenham) and other media output</u> Items for the magazine were agreed and Cllr Debenham will write the article this month. The clerk advised that Vision ICT will provide online website training for £75 for a 2 hour course. She and Cllr Stamp will attend this; she is clarifying whether this is for the course or per person and once this has been confirmed, if the course is one price, she will advise accordingly so other Cllrs can join the training if they wish to.</p>	<p>JB/MS</p> <p>JB/SJ</p> <p>PD</p> <p>SJ</p>
13	<p>Date of next meeting: Wednesday 10th March 2021 ONLINE at 7.30pm. There being no further business, the meeting closed at 9.34pm.</p>	

ACTIONS:

Cllrs agreed they have no objections to this planning application; however it has been established that the BDBC website has advised no further comments can be sent as of 10/02/21. The clerk had contacted BDBC and requested an extension so the parish council's comments could be returned on 11/02/21; she will contact BDBC and request an explanation as to why this has happened. SJ

There was a query about litter warden payments which the clerk will investigate SJ

Since the village magazine is not being published at the moment, it was decided to offer to circulate any information the police wish to share via website/Facebook and email. The PC will also invite the police to present as part of the Annual Assembly. SJ

Sustainable Overton Toolkit. This was circulated and Cllr Kearney has agreed to start a project looking into sustainability. EK

It has been established that the parish council liaison with EVH is a trustee and will have voting rights. It was reported last month there would not be voting rights. The Cllrs areas of responsibility form will be added to the March agenda to be updated to reflect this. SJ

Cllr Dain commented that another email on this and related topics had been received that day (10/02/21). She will respond to this and the clerk will respond to the 05/02/21 email. MD/SJ

Cllr Debenham will report the 30 mph signs which are missing from Ash Road. PD

The 2 policies will be published. SJ

Responses to the HCC Local Transport survey were agreed and the report will be completed and returned by Cllr Dain. MD

Cllr Kearney will add the review and assessment of the trees to the quarterly risk assessment, to establish if there has been any variation and therefore any work needs to be carried out. EK

The next step is for the parish council to apply to BDBC to apply for the designation of the neighbourhood area. She suggested this should be the whole parish; Cllrs agreed unanimously and confirmed Cllr Dain can go ahead and start this process. MD

Cllrs Stamp will create the online survey for the speeding issues. Cllrs Bayliss and Stamp will arrange publicity JB/MS

Cllr Bayliss and the clerk will send the details of the proposal to BDBC to ascertain if any S106 money, and if so, how much is available for this project. JB/SJ