

Beenham Parish Council

Minutes of the Meeting of the Council held on Monday 9th May 2022 at 7pm in the Community Room, Beenham Primary School.

Present: Councillor Graham Bowsher, Chairman (GRB)

Councillors Graham Bragg (GB), Dieter Hinke (DH) and Peter McEwen (PM).

In attendance: The Clerk, Jennie Currie; 1 member of the public.

22/048 Public Forum

The new Newbury Weekly News reporter introduced himself.

22/049 Apologies for absence

Apologies for absence were received from Councillor Tanya Bunce (TB).

22/050 Declaration of interests from Councillors

No declarations of interest were received.

22/051 Election of the Chairman

Councillor Bragg proposed Councillor Bowsher to be re-elected as Chairman, Councillor Hinke seconded the proposal.

RESOLVED that Councillor Bowsher be re-elected as Chairman.

22/052 Election of the Vice-Chairman

RESOLVED that a Vice-Chairman would not be elected.

22/053 Minutes of the last meeting held on 4th April 2022

RESOLVED that the minutes of the meeting held on 4th April 2022 were signed as a true and accurate record.

22/054 Review of the Council's Standing Orders and Financial Regulations

i. Standing Orders

Councillor Bowsher proposed to readopt the Standing Orders 2022, Councillor Hinke seconded the proposal.

RESOLVED that the Council's Standing Orders 2022 would be readopted.

ii. Financial Regulations

Councillor Bowsher proposed to readopt the Financial Regulations 2020, Councillor Hinke seconded the proposal.

RESOLVED that the Council's Financial Regulations 2020 would be readopted.

22/055 Councillor's areas of responsibility and appointment to outside bodies

RESOLVED that the following appointments would be made:

Area of responsibility	Councillor	2 nd Councillor (if required)
Aldermaston Wharf	Tanya Bunce	
Community Room	Peter McEwen	
Finance	Tanya Bunce	
Footpaths	Dieter Hinke	
Noticeboards (village & wharf)	Peter McEwen	

Parish Notes	Peter McEwen	
Planning & Housing	Graham Bowsher	
Public Transport	Graham Bragg	
Recreation Ground	Peter McEwen	
Roads & Traffic	Dieter Hinke	
School Liaison (incl. leases)	Graham Bragg	
4 Parishes shared SID (new 2020)	Tanya Bunce	Dieter Hinke

Outside Body	Councillor
Beenham Village Events Committee	Peter McEwen
Neighbourhood Action Group (NAG)	Tanya Bunce
Victory Hall Management Committee	Dieter Hinke
Beenham Primary Group	Graham Bragg & Tanya Bunce

22/056 Review of the Council's subscriptions and memberships

RESOLVED that no changes would be made to the Council's subscriptions and memberships.

22/057 Review of the Council's direct debits and standing order payments

RESOLVED that no changes would be made to the Council's direct debits and standing order payments.

22/058 Review of the Council's policies and procedures

Councillor Bowsher proposed that the Council's policies and procedures be readopted, Councillor Bragg seconded the proposal.

RESOLVED that the Council's Code of conduct 2020, Complaints Procedure v6, Health & Safety Policy v6, Privacy Policy v6, Publication Scheme v6, Risk Management Strategy v7 and Co-option Policy 2019 would be readopted.

22/059 Meeting dates for 2022-23

Councillor McEwen proposed the meeting dates for 2022-23, Councillor Hinke seconded the proposal.

RESOLVED that the Council will meet at 7pm on the following dates:

2022

Monday 6th June
Monday 4th July
Monday 1st August
Monday 5th September
Monday 3rd October
Monday 7th November
Monday 5th December

2023

Monday 9th January
Monday 6th February
Monday 6th March
Annual Parish Assembly Monday 13th March
Monday 3rd April
Monday 15th May including the Annual Meeting of the Council (due to elections)

22/060 Councillor Vacancy

Members noted that the Council had two vacancies which can be filled by co-option and asked anyone interested in the role to contact the Clerk.

22/061 Moving an agenda item

RESOLVED that item 18iv would be brought forward to this point in the meeting.

22/062 Financial matters – Consideration of a grant to Beenham Village Events (BVE)

Councillor Bowsher proposed a grant of £1,000 for BVE, Councillor Bragg seconded the proposal.

RESOLVED that a grant of £1,000 would be awarded to BVE for annual costs of £450 and Jubilee costs of £550.

Members requested that a copy of BVE's accounts and constitution be forwarded to the Council.

The meeting continued according to the published agenda.

22/063 Planning

i. Applications for consideration

RESOLVED that the following observations be presented:

Application no	Location	Observation
22/00943/FUL	Land east of Beenham Hill, Cod's Hill, Beenham	OBJECTION – as the removal of the current gateway and verge would block the public bridleway. We would like the Planning Officers to consider the visibility of the new gateway and the proposed splays due to the established hedging.

ii. Additional Planning correspondence

Members noted that no additional planning correspondence had been received.

22/064 Reports

i. From the West Berkshire District Councillor

Councillor Boeck had submitted the District Council's annual report to the Parish Council.

ii. From Parish Councillors

Councillor Bragg queried whether the reviewed documents regarding the School Hall and Community Room had been submitted by Councillor Bunce. The Clerk advised that she had not received the documents. Councillor Bragg requested that it would be added to the June meeting.

Clerk

Councillor McEwen requested that a review of who would be included in the residents' rate of hire for the Community Room and School Hall be undertaken to include families of preschool and school pupils.

Clerk

Councillor McEwen advised he had been able to source replacement clips for the goal post and would purchase a replacement net. The new surfacing in the play area was very smart although the old area needed cleaning.

iii. From the Clerk

The Clerk advised that the electrical cabinets on the Recreation Ground had been repainted and that Beenham had been officially registered as part of the national Greening Campaign.

22/065 Platinum Jubilee Bonfire Beacon

Councillor McEwen presented a revised risk assessment. The Church Warden and Rector had confirmed use of the church grounds via email. Councillor McEwen would book the Community Room and parking for the event.

PM

22/066 Parish Council Assets/Projects

i. Speed monitoring device

Councillor Bunce had not submitted an update for the meeting.

TB

ii. Community Room and School Hall – update toilet refurbishment

The new toilet cisterns, toilet seats and sinks had been installed. The Clerk presented a quote for new toilet roll holders. Councillor Bragg proposed purchasing new toilet roll holders, Councillor Hinke seconded the proposal.

RESOLVED that three new toilet roll holders would be purchased for the Community Room toilets.

iii. Community Room and School Hall – free car parking use

The Council had received a request for the Victory Hall to use the school playground for parking during events at the Victory Hall at no charge. Councillor Bragg highlighted that the licence only allowed the playground to be used for parking in conjunction with a booking of the School Hall or Community Room.

Councillor Bragg would approach the school to ask if the Victory Hall could use the playground for parking during events at the Victory Hall.

GB

iv. Recreation Ground and play area refurbishment - update

The goal posts had been painted and replacement parts fitted to the play equipment. The new safety surfacing had been laid in the play area. The remaining tasks of replacing the handle and touching up the paint on the skier; laying the rubber grid matting under the zipwire and gym equipment would be completed after the Jubilee weekend.

The tree works had been completed.

Councillor Hinke advised that the benches near the road needed repainting.

The Clerk advised that one resident had a gate from their property onto the Recreation Ground.

She advised that the Council should right to the resident to inform them that they had no right of access to the Recreation Ground although the Council would not ask them to review the gate at this time. The Clerk would prepare a letter to be agreed by the Council at a future meeting. **Clerk**

22/067 Finance

i. Internal auditor's report for 2021-22

Members commented that there was one error in the report in that the Council met in the Community Room not the Village Hall. Members noted the internal auditor's report for 2021-22.

ii. 2021-22 Annual Governance Statement

Councillor Bragg proposed the 2021-22 Annual Governance Statement, Councillor Bowsher seconded the proposal.

RESOLVED that the 2021-22 Annual Governance Statement would be approved and signed.

iii. 2021-22 Accounting Statements

Councillor Bowsher proposed the 2021-22 Accounting Statements, Councillor Bragg seconded the proposal.

RESOLVED that the 2021-22 Accounting Statements would be approved and signed.

22/067 Finance continued

iv. Receipts & Payments report

Receipts for April 2022

Community lettings	C. Room	x2	£1,135.50
Community lettings	School Hall	x2	£126.75
Community lettings	Parking	x0	£0.00
Precept	Part 1 of 2	x1	£9,150.00
VAT reclaim	VAT 126	x1	£2,603.70
Deposit Account interest	Interest	x1	£0.28
Total receipts			£13,016.23

Direct Debits for April 2022

ICO	ZA735367	DD	7	£35.00
British Gas	2722748	DD	8	£13.31
Subtotal				£48.31

BACS Payments to be agreed in May 2022

E J Plumbing & Installations	1760	BACS	9	£785.00
SLCC	MEM239189-1	BACS	10	£57.00
The Good Exchange	3163	BACS	11	£120.00
Beenham PCC	22/046i	BACS	12	£600.00
Bradfield Printing Ltd	SI-26154	BACS	13	£56.40
BHIB Council Insurance	LCO01842-643074	BACS	14	£687.32
D Weller - Internal audit	001/22/BEEN	BACS	15	£50.00
Newbury Office Supplies	17718	BACS	16	£141.20
HMRC	Month 02	BACS	17	£64.80
AES (Play area work + painting goal posts)	INV-5343	BACS	20	£17,790.00
Subtotal				£20,351.72

Standing orders for May 2022

Cleaner's salary May	Standing order	18	£259.10
Clerk's salary May	Standing order	19	£377.44
Clerk's home office allowance May	Standing order	mins	£26.00
Subtotal			£662.54
Total payments			£21,062.57

Councillor Bowsher proposed the receipts & payments report, Councillor McEwen seconded the proposal.

RESOLVED that the payments listed above would be authorised and the online banking payments would be authorised by Councillors.

GRB & PM

v. Budget reports

RESOLVED that the May 2022 budget report be approved.

Close of meeting

It was noted that the next meeting of the Council would be held at 7pm, on Monday 6th June 2022. There being no further business the Chairman declared the meeting closed at 9pm.

Signed _____ Date _____