

Beenham Parish Council

Minutes of the Meeting of the Council held on Monday 6th June 2022 at 7pm in the Community Room, Beenham Primary School.

Present: Councillor Graham Bowsher, Chairman (GRB)

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

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

22/068 Public Forum

A representative from Beenham Village Events thanked the Council for the funding and support received for the Jubilee Fun Day, in particular for the practical support from Councillors Bowsher and McEwen.

22/069 Apologies for absence

Apologies for absence were received from District Councillor Dominic Boeck.

22/070 Declaration of interests from Councillors

No declarations of interest were received.

22/071 Minutes of the last meeting held on 9th May 2022

Members noted that under item 22/066iv 'right' should have read as 'write'.

RESOLVED that subject to amending item 22/066iv, that the minutes of the meeting held on 9th May 2022 were signed as a true and accurate record.

22/072 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.

22/073 Planning

i. Applications for consideration

RESOLVED that the following observations be presented:

| Application no | Location | Observation |
|----------------|--|---------------|
| 22/01070/FUL | Braeburn Lodge Care Home, Bath Road, Beenham | NO OBJECTIONS |
| 22/01223/HOUSE | The Clock House, Webbs Lane, Beenham | NO COMMENTS |

ii. Additional Planning correspondence

Members considered the amended plans for application 22/00579/HOUSE, Forge House, The Green, Beenham.

RESOLVED that the following observations be presented: The proposed modifications to the balcony seem to give no significant improvements to potential overlooking. The side panels look very flimsy.

iii. West Berkshire District Council's Consultation – Minerals and Waste Plan

This item would be deferred to the July meeting. Councillor Bowsher would draft a response. **GRB**

22/074 Reports

i. From the West Berkshire District Councillor

Councillor Boeck had submitted his apologies for the meeting.

ii. From Parish Councillors

Councillor McEwen advised that the Jubilee Bonfire Beacon event went well and thanked Mr Ian Johnson for his help. A small gift would be presented to Mr Johnson.

Councillor McEwen reported that some of the Jubilee mugs had been used as prizes at the Fun Day and some residents had collected mugs for their children. The Clerk had been contacted by one family and Councillor Bunce agreed to deliver their mugs to them. **TB**

Councillor Bragg reported that he had not contacted the school regarding the groups using the playground for parking in conjunction with bookings at the Victory Hall. See item 22/066iii (May meeting).

Councillor Hinke presented information from the District Council's draft Local Plan Review. He advised that a Neighbourhood Plan was not required but the Council should closely monitor the proposed development to the north east of Thatcham.

Councillor Bunce thanked the Greyfield Wood CIC for all their work in maintaining woodland and providing public access.

Councillor Bunce reported that the right of way BEEN10A/1 needed improvement, she would report the matter to the District Council.

iii. From the Clerk

The Clerk had no matters to report.

22/075 Parish Council Assets/Projects

i. Permission for community groups to use the Recreation Ground

Councillor Bowsher proposed that the Clerk be given delegated authority to authorise the use of the Recreation Ground by community groups, Councillor Hinke seconded the proposal.

RESOLVED that the Clerk would be given delegated authority to authorise the use of the Recreation Ground by community groups. The Clerk would produce a booking form. **Clerk**

ii. Speed monitoring device

Councillor Bunce would complete risk assessments for three locations: Malt House, The Strouds; Victory Hall.

iii. Community Room and School Hall – safeguarding review and new T&Cs

Councillor Bunce suggested that the Council should ensure that written parental consent had been obtained for all children attending events at the School Hall and Community Room. Members considered this would be difficult to oversee and questioned whether it was required for all the current bookings. Consideration of vulnerable adults was raised.

The Clerk suggested that bookings by organisations should require them to confirm they have a safeguarding policy in place.

Councillor Bunce would draft the amended T&Cs and booking form. **TB**

iv. Community Room and School Hall - update toilet refurbishment

Councillor McEwen advised that the minor defects with the plumbing had been resolved. The toilet roll holders had been ordered and quotes for painting the toilets would be presented to the Council. **PM**

v. Recreation Ground and play area refurbishment - update

The Clerk advised that the annual safety inspection had taken place during the refurbishment and that the majority of the problems highlighted had been rectified.

The grass matting would be installed this week and the tree works had been completed.

22/076 Finance

i. Grant to Citizens Advice West Berkshire

Councillor Hinke proposed that a grant of £150 be awarded to Citizens Advice West Berkshire, Councillor Bowsher seconded the proposal.

RESOLVED that a grant of £150 be awarded to Citizens Advice West Berkshire.

ii. Replacement of 12 posts on the Recreation Ground

Councillor Bunce proposed to accept the quote from AES Ltd to replace 12 wooden posts at the edge of the Recreation Ground, Councillor Bowsher seconded the proposal.

RESOLVED that the quote from AES Ltd to replace 12 wooden posts would be accepted.

iii. Purchasing a projector

Councillor Bunce proposed that the Council purchase a projector, storage box and associated cables at a cost of £422.06, Councillor Hinke seconded the proposal.

RESOLVED that a projector, storage box and associated cables would be purchased.

iv. New grounds maintenance contract for the Recreation Ground

Councillor Bowsher proposed to use A D Clarke for grass cutting, weed killing, leaf clearance and cleaning of hard surfaces at the Recreation Ground, Councillor Bunce seconded the proposal.

RESOLVED that A D Clarke would be used for grass cutting, weed killing, leaf clearance and cleaning of hard surfaces at the Recreation Ground.

v. Review the criteria for the parishioner rate for the Community Room and School Hall

Councillor Bowsher proposed to remove the non parishioner rate and that all future bookings would be charged the current parishioner rate, Councillor Hinke seconded the proposal.

RESOLVED that the non parishioner rate would be removed and that all future bookings would be charged the current parishioner rate

vi. Receipts & Payments report

Receipts for May 2022

| | | | |
|--------------------------|-------------|----|----------------|
| Community lettings | C. Room | x2 | £566.00 |
| Community lettings | School Hall | x2 | £87.75 |
| Community lettings | Parking | x1 | £6.50 |
| Deposit Account interest | Interest | x1 | £0.24 |
| Total receipts | | | £660.49 |

Direct Debits and preagreed payments for May 2022

| | | | | |
|-----------------|---------------|------|----|------------------|
| BVE grant | 9 May meeting | BACS | 21 | £1,000.00 |
| British Gas | 2722748 | DD | 22 | £13.79 |
| Subtotal | | | | £1,013.79 |

BACS Payments to be agreed in June 2022

| | | | | |
|-----------------------------|------------------|------|----|-----------|
| BALC | INV-0304 | BACS | 23 | £277.09 |
| Playsafety Ltd | 62342 | BACS | 24 | £121.80 |
| Connick Tree Care | R619620 | BACS | 25 | £2,196.00 |
| Running Imp - Jubilee Mugs | 303179 | BACS | 26 | £650.34 |
| Cllr McEwen - sink disposal | Veolia | BACS | 27 | £5.00 |
| Cllr McEwen - football nets | x4 Soccer Tackle | BACS | 27 | £100.46 |
| AD Clark Feb bins | 605 | BACS | 28 | £178.80 |
| AD Clark March bins | 609 | BACS | 29 | £268.20 |
| Externiture | 8703 | BACS | 30 | £600.00 |
| Bradfield Printing Ltd | SI-26217 | BACS | 31 | £56.40 |
| CCB | annual | BACS | 32 | £42.00 |

| | | | | |
|-------------------------------|------------|------|----|------------------|
| HMRC | Month 03 | BACS | 33 | £64.80 |
| Clerk - Cleaning Supplies 4U | 32938 | BACS | 36 | £117.60 |
| RES Fire Protection Engineers | INV-S13871 | BACS | 37 | £194.40 |
| Subtotal | | | | £4,872.89 |

Standing orders for June 2022

| | | | |
|------------------------------------|----------------|------|-----------|
| Cleaner's salary June | Standing order | 34 | £259.10 |
| Clerk's salary June | Standing order | 35 | £377.44 |
| Clerk's home office allowance June | Standing order | mins | £26.00 |
| Subtotal | | | £662.54 |
| Total payments | | | £6,549.22 |

Councillor Bowsher proposed the receipts & payments report excluding the invoice from RES Fire Protection Engineers subject to item 22/078 below, Councillor McEwen seconded the proposal.

RESOLVED that the payments listed above excluding the invoice from RES Fire Protection Engineers subject to item 22/078 below, would be authorised and the online banking payments would be authorised by Councillors.

GRB & PM

v. Budget reports

RESOLVED that the June 2022 budget report be approved.

vi. Transfer between accounts

RESOLVED that £5,000 would be transferred from the reserve account.

22/077 Exclusion of the press and public

RESOLVED that the press and public would be excluded under the Council's Standing Order 3d, due to ongoing legal advice being sought.

22/078 Vandalism at Beenham Primary School

The Clerk provided an overview of recent correspondence regarding vandalism which took place at Beenham Primary School on Sunday 15th May 2022. Members referred to the lease and licence with reference to which party was responsible for the School Hall and equipment within it.

RESOLVED that the Parish Council would pay for the cost of replacing the fire extinguishers in the School Hall and Community Room, the invoice had been included in the payments list under item 22/076vi above.

RESOLVED that the Parish Council would arrange and pay for the single damaged gym rope to be replaced.

RESOLVED that the Parish Council would not pay for any other School equipment to be inspected or repaired.

RESOLVED that the Parish Council would withdraw its insurance claim.

RESOLVED that the Parish Council would make a contribution to the Preschool as a hirer which had suffered losses due to the vandalism.

Councillor Bunce would request that meetings restarted with the school.

TB

Members requested that the Clerk obtains quotes for replacing the internal door locks and new padlocks for the roadside pedestrian and vehicle gate, as additional keys could not be cut for the current padlock.

Clerk

22/079 Use of the playground for car parking

Members discussed the recent use of the playground (described as hard play area in the lease and licence) for car parking and reports from the school of misuse of the area.

RESOLVED that for the foreseeable future the playground would only be used for car parking in conjunction with a booking of either the School Hall or the Community Room.

Councillor McEwen would inform the Victory Hall and the Parish Council's Booking Clerk. **PM**

Close of meeting

It was noted that the next meeting of the Council would be held at 7pm, on Monday 4th July 2022. There being no further business the Chairman declared the meeting closed at 9.45pm.

Signed _____ Date _____