

## WELFORD PARISH COUNCIL

**Meeting Held on Wednesday 19<sup>th</sup> July 7.30pm in Wickham Village Hall**

### Present

D. Hunt	Chairman	L. Woodhead	Councillor
G. Frampton	Vice Chair	L. Chamberlain	Councillor
C. Halliwell	Councillor	Sarah Youldon	Clerk
P. Stanley	Councillor		

### Apologies

J. Cole	Kintbury Ward Councillor
A. Stansfeld	Kintbury Ward Councillor

<b>Welcome</b>	<b>Action</b>
<p><u>Minutes:</u> The minutes of the May AGM and APM were approved and signed.</p> <p><u>Declarations of Interest:</u> Cllr Woodhead declared an interest in item 5. Fundraising for repair works at St Swithun's Church and abstained from the vote. Cllr Chamberlain declared an interest in item 4. Maintenance at 1-6 Easton Hill.</p>	Resolved
<b>Open Session</b>	
Cllr Woodhead notified the PC of fly tipping at the top of Easton Hill. S Youldon to report to WBC.	SY
<b>Matters Arising</b>	
<p><u>Gates for Playing Field:</u> Two quotes were presented to the Councillors with the quote from Thames Valley Fencing being accepted. It was decided that metal gates would be the best option, lasting longer and saving regular maintenance. Suggested that the school should pay half the cost for the gates, as they are to the benefit of the school and it was their original request. S Youldon to contact the Headteacher and ask if they would contribute 50%. It was agreed that the remaining 50% - £260.00 would come from the Section 106 money. S Youldon to feedback to the PC on the schools response.</p> <p><u>Parish Defibrillator(s):</u> Quotes were presented to the Councillors prior to the meeting for the purchase and installation of the defibrillator at Wickham Village Hall. The Village Hall committee are in agreement with the installation. S Youldon to order defibrillator and cabinet from Welmedical and instruct H Dawkins to install. The PC would offer to the pay the additional £30/year for electricity to the Village Hall on an annual basis. Stuart Povey has agreed that a second defibrillator and cabinet can be installed on the office building at Weston. S Youldon to obtain the installation quote and feedback to Councillors prior to ordering. PC agreed that an awareness session would be of benefit to the parish once both defibrillators have been installed. S Youldon to obtain details on options and feedback at the September meeting</p> <p><u>Highways Update:</u> The painting of SLOW on the road at Weston prior to the Elton Lane turning and the swapping of the speed signs has still not been completed, S Youldon to follow up with WB Highways.</p> <p><u>Maintenance at 1-6 Easton Hill, Easton</u> – Sovereign Housing has replaced the broken and fallen HERAS fencing panels but have further blocked the access to the WBC owned land and have not carried out any maintenance of the site itself. S Youldon has continued to chase, Sovereign are no longer returning calls. Agreed that this would need to be escalated further with another letter stating that by not maintaining the land to an acceptable standard they are in breach of Section 215 of the Town &amp; Country Planning Act, with a copy to WBC.</p> <p><u>Fundraising for Repair Works at St Swithun's:</u> The PC received a letter from the Friends of Wickham Church requesting a contribution to the repair of windows and stonework in the North Aisle. The letter demonstrated how much work has already been completed within St Swithun's and how this third project in the North Aisle would cost around £29,000, the PCC hope to obtain a grant for £19,000 and therefore needs to raise £10,000 to complete the project. There was much debate on whether the PC should contribute having already set its budget for this financial year but it was recognised that this is an important historic building that does bring in visitors to the parish. It was agreed that the PC would donate £500 to the repair fund. Cllr Woodhead as a Church Warden abstained from this vote. This money would come from the savings that are expected on the projected cost of the two parish defibrillators. S Youldon to respond in writing to the Friend of Wickham Church, D Hunt to deliver the cheque to the Chairperson and request a receipt for PC accounts.</p> <p><u>Speeding Concerns in Welford:</u> Cllr Chamberlain reported that residents had concerns on speeding vehicles along the road running in front of Home Farm and the Row. Cllr Chamberlain will invite the residents to attend the September meeting, in the meantime Cllr Hunt and Cllr Stanley will conduct and initial survey using the SID; this will then be repeated against once the schools have gone back in September. Cllr Hunt &amp; Cllr Stanley to arrange a date and book the equipment from WBC.</p>	<p>SY</p> <p>SY</p> <p>SY</p> <p>Resolved SY DH</p> <p>DH PS</p>

<p><u>Unregistered Land at Weston:</u> A parishioner reported to the PC an area of un-registered land in Weston that maybe worth the PC looking into ownership, if no owner could be found they suggested that the PC could obtain it for recreational use. The Councillors reported that this was a marshy area with little use to the PC, and given the legal difficulties in registering this it was decided not to pursue the matter further. S Youldon to report back to the parishioner and thank them for raising it.</p> <p><u>Debris at the Side of the Road – Halfway:</u> Cllr Frampton reported to S Youldon prior to the meeting the debris from a vehicle accident and fire on the side of the A4 in front of the post box. S Youldon reported the debris to the WBC Street Cleaning team and this has now been removed.</p> <p><u>Website Updates:</u> Mobile library updates have been posted along with Village Agent Scheme information, Thames Valley Police open day, community bus details and the Neighbourhood Watch updates. Cllr Woodhead to send details on the PCC fundraising events to S Youldon to upload to the website. Councillors reminded to send content suggestions / local tradesman adverts to S Youldon. S Youldon to follow up with Bob Chandler on the additional historic parish information.</p> <p><u>Policy &amp; Procedures</u> – The circulated draft was adopted. S Youldon to date the document, send as a final copy to Councillors and upload to the website.</p>	<p>Resolved SY</p> <p>Resolved</p> <p>All SY</p> <p>SY</p>
<p><b>Planning</b></p>	
<p><u>17/00904/HOUSE</u> – 138 Wickham Heath, application to build a timber frame car port building – WBC <i>Granted</i> the application.</p> <p><u>17/01186/HOUSE</u> - Cobb Cottage, Lambourn Road, Weston – PC submitted a response of No Objections.</p> <p><u>17/01532/FUL</u> - Unit 6 Home Farm, Welford – Change of Use from B1 to D1 (school) – PC submitted a response with No Objections with a request to the planning officer to review the parking documents to ensure the vehicle tracking plan and parking for parents, staff and the minibus was sufficient for the school’s needs, thus ensuring that residents are not affected by overflow parking. The PC also asked the planning officer to request that the applicate considers fencing by the exit doors to avoid children straying into the private resident parking area.</p> <p><u>Cobb Cottage, Weston</u> – Councillors were advised that an application would be emailed to them in the next few days for retrospective planning for the outbuildings at the front of the property.</p>	<p>Resolved</p>
<p><b>Finance</b></p>	
<p><u>2016/2017 Accounts &amp; Internal Audit:</u> The audit documents were returned to Mazars on the 20<sup>th</sup> May and they are expected back shortly. The final documents will be posted on the website for all to view.</p> <p><u>Balance, Invoices &amp; Receipts:</u> The account balance as of the 18/07 is £13,391.98, plus the £10,844.88 of Section 106 money held in a separate deposit account. The balance includes the following cheques: 23/06 Chq 627 – HMRC Quarter 1 PAYE £130.00 23/06 Chq 628 – S Youldon – Clerk Wages June £173.27 23/06 Chq 629 – Autella Payroll Services – Quarter 1 Payroll &amp; Pension Admin £38.40 The following cheques were approved and signed at the meeting: 19/07 Chq 630 – S Youldon March to June Expenses (inc. AGM printing &amp; MUGA Stickers) £47.25 25/07 Chq 631 – S Youldon July Wages £170.47 19/07 Chq 632 – BALC Subscription £140.17 19/07 Chq 633 – Friends of Wickham Church £500.00</p> <p><b>Section 106 Money:</b> The following suggestions were made for the remaining Section 106 money: <u>Tarmac path to the MUGA and playground:</u> This idea was dismissed as the PC do not own the land, and the tarmac path would take away from the rural nature of the parish. <u>Car Park for the School:</u> This initiative had previously been looked into and was dismissed. Land would have to be rented from the relevant land owner, then the PC would have to level and tarmac it, maintain and supply lighting, this would cost more than the money that was available. It was also agreed the schools ‘kiss and drop’ system was working well in helping to avoid congestion/parking issues. <u>Allotments:</u> This was seen as a valid suggestion, Councillors to consider if there is a suitable location.</p> <p><u>Benches &amp; Picnic Benches at ROW Beauty Spots:</u> Again this was seen as a valid suggestion and Councillors to feedback on possible locations.</p> <p><u>New Bench at the Bus Stop Easton:</u> Query was raised on whether this bench needs to be replaced. S Youldon to take a look and feedback.</p>	<p>SY</p> <p>All</p> <p>All</p> <p>SY</p>

<b>Any Other Business</b>	
<u>Marsh Cottage:</u> A concern was raised on the upkeep of 1 Marsh Cottages, Weston. Concern that the property was falling into disrepair and should be reported to WBC under H&S. S Youldon to make enquiries with WBC.	SY
<u>September Agenda Items:</u> It was agreed that the Clerk wages and hours would be discussed at the September meeting, along with the Welford speeding concerns. S Youldon to add to the draft agenda.	SY

The meeting closed at 9.30pm

**The remaining 2017 meetings are:  
13<sup>th</sup> September and 15<sup>th</sup> November**