

INKPEN PARISH COUNCIL

The Minutes of the Meeting of the Parish Council held on Wednesday 23rd November 2016 at 7 .30 pm at Inkpen Sports Club.

Those present were: Mrs V Tomlinson (Chairman), Mr K Evans, Mrs C Jones, Mrs M Marriott, Mr R May, Mrs L Wild, Mrs J Wilson and Mrs. G Keene (Clerk).

1. Apologies: Apologies were received from Hungerford Police, who were not able to attend the meeting. The Chairman welcomed the newly co-opted councillors to their first meeting – Mrs M Marriott and Mrs J Wilson.

2. Hungerford Neighbourhood Police Report: Not available.

3. Declarations of Acceptance of Office for new councilors were completed and countersigned & the Register of Members Interests completed. Councillors are Corporate Trustees of the Inkpen Memorial Playing Field Trust.

4. Planning Sub Committee – see separate draft planning minutes.

5. Minutes of the Parish Council meeting:

The minutes of the previous meeting held on Wednesday 28th September 2016 were approved and signed by the Chairman as a true record. The draft minutes had been displayed on the Inkpen website.

6. Matters Arising:

6.1 *Lower Green triangle of land* – purchased by Inkpen Parish Council in 1987

The Clerk had drawn up an Agreement between two parties for the maintenance of a wild flower centre on the public land owned by the Parish at the Lower Green triangle. The Agreement included: the Parish Council responsibility for the overall ‘duty of care’ of the public area; the land has a covenant, which states that “no building or structure whether permanent or temporary shall at any time be erected or built or placed or suffered to be on the land”; it was important that the sponsor undertook the public liability of workers on the site. Maintenance of the site will be covered by Bernard and Mary Harris at The Swan.

6.2 A meeting had been arranged for the 25th November with BBOWT to advise on the creation of a wild flower area; the area around the seat and trees to remain as a public grass area where visitors and residents can sit,

Action: Chair and Vice Chair to attend the meeting on 25th November and report back to the Council.

7. Declarations of Interest: this declaration is made on all minutes for clarification.

7.1 Councillors are the sole Trustees of the Memorial Playing Field Trust and registered with the Charity Commission as the Corporate and Custodian Trustees. **Trust meetings and funds are held separately** as required by the Charity Commission and as confirmed annually to the External Auditors.

7.2 *As confirmed by the Charity Commission:* “The Charity is simply managed and administered by the Council and is **not a public sector organisation** and not subject to the Freedom of Information Act.” All information about the Charity can be viewed on the Charity Commission website.

8. Gigaclear Wayleave Agreement /SSE Power Supply

8.1 Both agreements needed clarification by the Clerk before the Chairman signs.

a) that free movement and access to the recreation ground would be guaranteed i.e apparatus should not encroach the entrance.

b) the agreement should be timebound i.e in place for 30 years and arrangements for exit from the agreement should be clarified.

c) SSE Power Supply – path of the supply to be checked.

Action: Clerk

9. To approve the In-Month Expenditure and Financial Statement 2016/2017

9.1 a) To approve invoices for payment 2016/17 & note receipts since the last meeting. The second part of the Precept had been paid by WBC into the Parish Council account - £5750; CIL grant payment of £1,164;

9.2 In Month Expenditure and Financial Statement 2016/2017

The Clerk reported on the In-Month Expenditure and outstanding invoices for payment. Expenditure was agreed as attached and cheques signed. August expenditure - £778; September expenditure - £1024.70.

9.3 *The clerk gave a financial report to the 5th September 2016 and tabled a financial statement showing receipts, payments and reconciliation with the bank statements; the committed ring fenced funding of the unspent Grants. A cash flow spreadsheet was tabled which showed the provisional budget, actual spend and projected payments to the end of the financial year of 2016/2017.*

9.4 *Precept 2017:* The Clerk reported that the government is planning to bring in new rules forcing local councils to hold costly local referendums over increases to the parish precept i.e capping the Council Tax over a certain amount. NALC are planning to object as this will ‘damage communities and local services’ – the consultation is starting at the end of September in readiness for the Precept of 2017

NB The Clerk reported that the current Reserves allowed some flexibility in spending, which may not be available next year if the precept was capped. It was also noted that parish funding may be needed to cover the shortfall in the WBC budget for the provision of public services e.g libraries.

b) CIL – Community Infrastructure Levy – payment to Inkpen Parish Council

To consider expenditure in accordance with Regulation 123

Following a brief discussion, Councillors agreed to consider & review the expenditure at the next meeting. Expenditure for CIL can include capital improvements to the Parish; re open spaces, sports provision and the (previously agreed) defibrillator for the village. The Clerk explained that many rural villages had invested in more than one defibrillator as emergency services are often delayed in reaching the emergency area – Inkpen had already experienced one fatality at the playing field. Training could be provided within the village. All invoices for expenditure are required to be presented to WBC before the end of the financial year.

c) CIL – Consultation on draft Regulation 123

This note was circulated to Councillors for clarification of the purpose of the Levy and expenditure.

d) Grants to Village Groups /17 – to consider the invitation to village groups in accordance with S137 Grant Funding (notes covering grant applications are currently displayed on the Inkpen Website www.inkpen-village.org.uk)

It was agreed that a note should be placed in the village Bulletin for organizations and groups to apply to directly to the Clerk. Clerk to send an email to the Treasurer of village organizations/groups to show the closing date of Monday 19th December. The grant must be made via the Clerk.

Action: Clerk

10. Next Parish Council Meeting is arranged for Wednesday 11th January 2016 at Inkpen Sports Pavilion – date to be confirmed by councillors. There will be a short presentation by WBC Heritage & Planning section.

Councillors are asked to note that all items for discussion and decision should be recorded on the Agenda to allow due consideration to be given prior to the meeting and to inform residents.

Meeting closed at 21.10 hrs.

Residents attending the Council meeting are requested to limit comments or questions to the public question time interval when Standing Orders are suspended.

Signed:.....Date: