

Peasemore Parish Council Meeting

Thursday 15th October 2020

at 7.00pm

remote meeting by video link

DRAFT MINUTES

(for approval on 13th January 2021)

Present (via Zoom): RW, AF, LP, DB, SH

In attendance for public Forum: Chris Key (CK)

In attendance for village hall refurbishment discussion: David Pinckney (DP) and Paul Brady (PB)

1. Apologies for absence
 - Pauline Beattie
2. Declarations of interest
 - None
3. Approve minutes of last meeting (24/6/2020)
 - Approved, noting that DB was present at the last meeting and that DB was proposed to be co-opted following due process.
4. Matters arising from last meeting
 - RW has started making enquiries regarding Parish Council owned land and common land, enquiries ongoing.

5. Election of temporary chairperson

- RW was proposed as temporary chairman by LP. The proposal was seconded by AF. RW to stand until the next PC election, planned for May 2021.

6. Election of Parish Councillors

- Following the retirement of 2 parish councillors notices for the vacancies were published. As only 2 notices of interest were received a poll is not required.
- Deborah Brady (DB) was co- opted pending declaration of interest documentation being filed with West Berkshire Council.
- Suzanne Homewood (SH) was co- opted pending declaration of interest documentation being filed with West Berkshire Council.
- AF to investigate obtaining the declaration of interest forms to be completed.

7. Decision on Parish Clerk position

- No individual from the village has volunteered to take on this role following the publication of a Vacancy Notice. It was, therefore, agreed to move ahead with formally employing a clerk.
- RW & AP have interviewed a potential candidate, Sarah Youldon, clerk to Brightwalton, Leckhampstead and Boxford Parish Councils, who seemed suitably qualified for the role. She estimates the time required at 3 hours per week, to include the Responsible Financial Officer (RFO) role. Her hourly rate is £10.50 per hour giving an estimated annual cost of c. £1,640, plus the cost of using a payroll company. This would need to be reflected in an increased precept from 2021/22. It was agreed that the benefits of a 'professional clerk' fully justifies the cost and the funding for this in this financial year would be found from reserves. In the absence of a volunteer from the village it was decided to appoint the candidate forthwith, with the clerk shadowing the RFO until the end of this financial year.

8. Open public forum (members of the public may raise any item for discussion)

- Chris Key raised the issue of parking along the roadside in West view, arising from visitors to the Fox and the playground. This is posing a problem for tractors to pass, and also for residents to access their driveways if vehicles are parked

directly opposite them. It is also potentially dangerous for children getting in and out of cars.

- The broader lack of parking in Peasemore was discussed and it was agreed that the Parish Council would look into this further, including parking on the cricket pitch to address the specific concern of CK. RW agreed to look into the planning side of things and LP agreed to speak to Sovereign housing regarding the issue of parking in Palmer Close.
- CK also commented on the size of the trees in front of his property and asked if their growth was monitored. The PC reported that at this stage it is planned only to remove dangerous or overhanging branches.

9. Treasurer's report and payments for approval

- Report presented (App. 2)
- Payments approved (noting 1 item of LP's expenses, cost £3.98, to be removed from the payment)

10. Review of Playground equipment inspection report:

- All corrective actions proposed in the report are either low risk or very low risk.
- DB to check if any of these items can be repaired under warranty.
- DB to liaise with Paul Brady and Mark Woodage to see if they are willing to make the non warranty corrections as they have done before without charge to the village.
- AF to produce the signage text, so the required signage can be made and put up in the playground area.

11. Grass mowing of the Recreation field and Cricket Pitch

- It was agreed that the PC are not in a position to own grass cutting equipment and will need to continue to fully outsource this service, taking into account where possible the needs of PVCC.
- LP to check the contract end date with Scofell and at the appropriate time go out to tender to 3 potential service providers.

12. What 3 Words location use

- It was agreed that raising awareness of this app service which can be used to help identify locations in an emergency all over the world, would be beneficial to our village. SH to investigate materials available and propose an appropriate village communication.
- It was also agreed to have this as part of the playground signage and to have a sign created for the village hall.

13. Planning report

- See attached summary sheets for recent approvals and live applications
- It was agreed that the PC had no comments on the current application for Peasemore Manor (Ref. No: 20/02262/LBC2 and 20/02261/FUL) for demolition of existing outbuildings and construction of a new 3 bedroom dormer bungalow to provide ancillary accommodation to the main house.

14. Neighbourhood watch report

- Recent coursing type activity reported around Peasemore ,East Ilsley and Compton.

15. Committee report

- On line Halloween competition being held for children
- Village Christmas plans still to be finalised, Friends of Peasemore Christmas supper has been cancelled.
- The Fox will kindly be donating £1000 of their award monies to the village hall refurbishment fund.

16. Village Hall refurbishment options

- Following a report from DP and PB on their inspection of the village hall it was agreed that dealing with the decaying windows are the priority.
- DB to look into the grant and fundraising situation and report back.

17. Any Other Business

- Website content accessibility guidelines (WCAG) – Having undertaken an assessment of WCAG 2.1 RW considered that the cost of improvements to the village website would impose a ‘disproportionate burden’, as defined in the guidelines, and are therefore not currently required.
- The PC had reviewed the assessment of using the Village Hall for meeting hire in a COVID-Secure way. Subject to taking into account the comments made, AF would update the notices to be used and ask DP to use the assessment when taking bookings for Hall meeting hire.
- West Berks Community Awards – AF to ask Dave Mullender to publish these awards to the village
- Village Hall Electricity consumption and direct debit – AF to take a meter reading to have our DD accurately reflect our usage.
- Closing down the Pavilion for winter – the PC thanked PB for the temporary repair to the Pavilion roof, which should last through winter. The water supply to the Pavilion needed to be turned off and the pipes possibly drained down for winter. AF to speak to Tim Bean about how this has been done in previous years.

Date of next meeting: 7pm on Wednesday 13th January 2021 via Zoom