

Confidential minutes

NOVEMBER 2015

**636.22 COUNCILLORS' COMMENTS**

- (1) Councillor Mr G. Hale asked if the Council knew who owned the bank of land adjacent to Kennet Orley Cottage. The Clerk advised that previously WBC highways had stated that this land belonged to Kennet Orley.
- (2) Layby Rising Sun. It was reported that the garage were using this as an overflow car park.

Given that there were no members of the public still in attendance at this time. The Council agreed that it would resolve the issue relating to the approval of a minute in respect of the Part Two Meeting held on 18 August 2015.

**636.23 APPROVAL OF PART 2 MINUTE OF THE MEETING HELD ON 18 AUGUST 2015**

The Clerk advised the Council that the draft minute circulated with the November agenda (solely to the members of the Council) was designed to provide a high level overview of the Part Two meeting that was held on the 18 August 2015. He confirmed that to date, a minute of this meeting had not been approved by the Council. He reminded members that he had withdrawn his original minute that was circulated with the September agenda papers, as upon reflection he considered that the minute was too detailed. There then followed a discussion. The Clerk confirmed that the draft minute circulated with the November agenda papers was different to that circulated with the October 2015 agenda papers. He advised that his aim was to balance the need for transparency with privacy in his recording of the meeting of 18 August 2015. The members present stated that whilst they acknowledged the Clerks aim, they considered however that the draft minute circulated in September 2015 best recorded the discussion and outcome of the August 2015 meeting. As a result, the minute circulated with the September 2015 agenda papers, was approved as the record of the Part Two meeting held on 18 August 2015.

Meeting Ended: 8.45PM

APRIL 2016

be presented to the Council, if in agreement, the Council may waive the minimum quote requirement. The justification should be recorded in the minutes of the Council.

- (b) Grounds Maintenance Quote. The Chairman Councillor Mr T. Renouf advised the meeting that he had been contacted by AD Clark Ltd in order to renew their Grounds Maintenance contract. Following discussions with the Clerk, he had sought a three fixed price quote. It was noted that in 2015/16, AD Clark Ltd were the only company willing to quote and at the time, their quote was lower than the existing contractor. Following a discussion and in light of the revision to Financial Regulation 4.7.2, the Council agreed to waive the minimum two quote requirement. The Clerk confirmed that the quote submitted was in budget. The quote was then accepted and AD Clark Ltd were appointed as the Council's grounds maintenance contractor for next three years.

#### 640.21 COUNCILLORS' COMMENTS

- (1) The Vice Chairman Councillor Mr E. Wright advised the meeting that a small hole has appeared on Woolhampton Hill, north of Victor Place. This has caused the road surface to break up.
- (2) The Vice Chairman Councillor Mr E. Wright advised the meeting that this coming weekend, the annual Devizes to Westminster Canoe Race was being held. Given this, additional traffic could be expected on Station Road and Angel Mead.
- (3) Councillor Mr G. Hale advised that a local resident had tripped on a hole in St. Peters churchyard. Following a discussion it was agreed that the matter would be reported to Mr Charles Davidson and Mr Malcolm Large.
- (4) The Chairman Councillor Mr T. Renouf advised the meeting that in May, the Council is required to hold its Annual Assembly. He therefore proposed that the Assembly be held on same evening as the regular May meeting. Following a discussion this was agreed. The Annual Assembly would commence at 7.30pm and would be followed by the Parish Annual General Meeting which would then be followed by the regular May meeting.
- (5) The Chairman Councillor Mr T. Renouf asked Councillor Mr J. Spackman, given that he was not present at the February meeting, if he had, as recorded in the February minutes (638.16(4)) reported the Council to the Monitoring Officer. Councillor Mr J. Spackman stated that the minute was incorrect and that he had stated in February that he was considering reporting a concern to the Monitoring Officer. The Chairman Councillor Mr T. Renouf disputed this and stated that the minute was correct and had been approved as being correct. He then asked Councillor Mr J. Spackman if he was intending to report a concern to the Monitoring Officer. Councillor Mr J. Spackman stated that he was still taking advice. The Clerk asked Councillor Mr J. Spackman to confirm what his concern related to. Councillor Mr J. Spackman stated that it was in relation to the Part Two minutes of the August 2015 meeting. There followed a discussion following which the Clerk advised that in order to resolve any governance concerns he would include on the next meeting agenda, an item, entitled 'Governance'

**Meeting Ended: 8.40PM**

**Steve Brady, C/O 9 The Hampdens, Glendale Avenue, Wash Common, Newbury, Berkshire,  
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JAN 2016

Expenditure Budget 2016/17

Expenditure Item	£
Clerks Gross Salary	3,470.00
Rent Station Road	50.00
PWLB – Loan (Village Hall)	2,267.00
Insurance	1,900.00
Grounds Maintenance – Precept	3,200.00
Administration	665.00
Water – Allotments	75.00
Internal Audit Fee	250.00
External Audit Fee	150.00
WBC Contract re: Playground Inspections / Bin Emptying & Cleaning	500.00
Website Support Package and Back-up	510.00
S137 Payments (CE School: £200 & Chapel Row: £400)	600.00
Village Hall	800.00
Recreation – Douai Project General Donation	1,000.00
Burial Ground – St Peter’s Church	400.00
Village Bus Shelter Cleaning	450.00
War Memorial Fund	100.00
Salt/Grit	600.00
General Contingency	1,000.00
<b>Total</b>	<b>17,987.00</b>

**638.16 COUNCILLORS' COMMENTS**

- (1) Councillor Mr J. Spackman advised that water was running onto the highway near the bus stop opposite Cosy Cottage. He understood that this was because the ditch that runs around Sun Hill had not been cleared out for some time.
- (2) Councillor Mr J. Spackman advised that more trees had fallen near the footpath onwards from the wooden bridge. The Vice Chairman Councillor Mr E. Wright advised that this was on Wasing land and that he would report it to them.
- (3) Councillor Mr M. Large advised that there were currently two allotments un-let. He stated that he had been asked by two people if they could rent these, whilst they had a long connection with the village, they were not Woolhampton residents and currently as the rules are written, they are excluded from renting an allotment. He asked if this rule could be re-visited. All members present agreed that the rule should be amended to allow individuals with a connection to Woolhampton to be allowed to rent one of its allotments. The Clerk advised that whilst all members agreed to the rule change it needed to be subject to an agenda item. He agreed to include this item on the agenda of the next meeting.
- (4) The Chairman Councillor T Renouf asked Councillor Mr J Spackman if he wished to clarify/expand upon his two objections (to the Part 2 minutes) that had been included by the Clerk in the December minutes at 637.3 re: (I) *“Item 1 does not include reference to the decision regarding reporting of parish council meeting, or my objections to this”* At the meeting tonight those Members who had been present at the Part 2 meeting advised the Clerk that the reporting of parish council meetings was not discussed. (II) *Item 2 does not state the three conditions to be placed upon appointees from WPC to outside bodies (that regular reports would be timely, accurate and relevant with specific mention requesting from LLC about expected road closures and traffic disruption resulting from AWE work).* At tonight’s meeting those Members who had been present at the Part 2 meeting advised the Clerk that no conditions were discussed or placed on the appointee. In responding, Councillor Mr J Spackman advised the meeting that he had today made a complaint to the Monitoring Officer and that he would respond upon obtaining a ruling. He advised that in reporting the matter he sought clarity and that his action should be seen in that light.

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DEC 2015

## WOOLHAMPTON PARISH COUNCIL

At a Parish Council meeting on Tuesday 15<sup>th</sup> December 2015 held at the Village Hall, Woolhampton.

### PRESENT

Councillor Mr T. Renouf (Chairman)  
Councillor Mr E. Wright (Vice Chairman)  
Councillor Mr G. Hale  
Councillor Mr J. Spackman  
Councillor Mr M. Large

### Also Present

'2' Number

Meeting Commenced: - 7.30PM

### 637.1 APOLOGIES

Councillor Mr J. Lovell

### 637.2 MATTERS OF INTEREST IN AGENDA ITEMS

#### Personal Interests

The Chairman Councillor Mr T. Renouf declared a personal interest in respect of Item 637.10.

#### Prejudicial Interests

None

### 637.3 APPROVAL OF MINUTES OF MEETING HELD ON 17 NOVEMBER 2015

The minutes of the Parish Council meeting held on Tuesday 17 November 2015 having been previously circulated, were taken as read, confirmed and signed subject to the following: (1) 636.23 – the Clerk advised that the minute should record that the Council had approved the Part Two minutes circulated to Members in October 2015 and not September 2015 as stated. Councillor Mr James Spackman advised that he had objections to these minutes which he would have raised if he were present at the November Parish Council meeting. Following a discussion it was agreed that Councillor Mr James Spackman would forward his objections to the Clerk for recording in the minutes of the December meeting. The following objections have been received by the Clerk: (1) Item 1 does not include reference to the decision regarding reporting of parish council meetings, or my objections to this. (2) Item 2 does not state the three conditions to be placed upon appointees from WPC to outside bodies (that regular reports would be made timely, accurate and relevant – with specific mention requesting from LLC about expected road closures and traffic disruption resulting from AWE work).

### 637.4 MATTERS ARISING OF MEETING HELD ON 17 NOVEMBER 2015

- (a) Spring, New Road Hill; the Clerk advised that WBC Highways had asked that they be informed when the spring were 'flowing' on the road surface of Woolhampton Hill in order that they could undertake a meaningful investigation.
- (b) Environment improvement signs; the Clerk advised that he has to date not installed the signs on site.
- (c) Salt Bin Orchard Close; the Clerk, Councillor Mr E. Wright and a member of the public present agreed to liaise outside of the meeting to arrange for the new salt bin to be placed on site and for it to filled up with grit by WBC.

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