

A bi-monthly Meeting of East Garston Parish Council was held in the Friends Meeting House Children's Room on Wednesday 7<sup>th</sup> September 2011 at 7 p.m.

**MINUTES**

1. Present: - Jonathan Rabbitts (JR) - Chairman, Brian Cowan (BC), Monica Eyre (ME), Jane Haddock (JH), Sue Tulloch (ST) and Alan Breadmore – Clerk. Apologies: - Chris Tonge (CT).
2. Minutes of AGM held 6<sup>th</sup> July 2011 – were read and signed as correct
3. Matters Arising:-
  - a. c.f. BC and CT to follow up on Emergency Planning.
  - b. BC reported that Village Hall trustees had arranged a clean up around the Village Hall.
  - c. JR reported that gate closure mechanism for Open Space gate was ongoing.
  - d. Clerk asked if Your Parish Council leaflets had been distributed. Yes but ME still had some to deliver.
4. Minutes of Planning decisions held 6<sup>th</sup> and 20<sup>th</sup> July were read and signed as correct.
5. Matters Arising:- none
6. Finance and Compliance:-
  - a. Paid since last meeting: \* unplanned

Name	Goods or service	Amount
Ken Tarbox	Website Maintenance	£40
Scofell Landscapes	Mowing	£432
Alan Breadmore	Clerk Expenses	£70
Auditing Solutions	Internal Audit	£204
WBC	Election Expenses	£100
PJS	Mower Maintenance	£45
PJS	Strimmer Repair	£39*

- b. To be paid by next meeting:

Name	Goods or service	Amount
Mazars	External Audit	£342
Douglas Tonks	Clerk Salary and payroll bureau	£275
Alan Breadmore	Clerk Expenses	£43
Scofell Landscapes	Mowing	£432
Scofell Landscapes	Reseeding Millennium Field	£2500
Royal British Legion	Poppy Wreath	£20
BALC	New Councillor Training	£70

- c. Received since last meeting: None

- d. To be received by next meeting: None

Name	Goods or service	Amount
WBC	Precept	£4500
HMRC	VAT Rebate	£400

- e. The August Current and Deposit Account bank statements were reconciled to the cash book and signed by the chairman.
- f. Clerk reported that the external audit was complete with “a clean bill of health”. The elector’s right to inspection had been posted on 26<sup>th</sup> August with no requests to date.
7. Review of Financial Regulations: - Councillors reviewed the current Financial Regulations and agreed that they were fit for purpose. Councillors agreed to re-adopt the existing Financial Regulations without change; proposed BC, seconded JH.
8. Review of Governance and Management Risk Register: - Councillors reviewed the current document and after some discussion and clarification agreed to re-adopt it with some minor layout and typographical changes; proposed JR, seconded ST.
9. Millennium Field: - JR reported that weed killing had been completed and, weather permitting, the final preparation work and reseeded would take place in the next two weeks
10. Planning Status:-
  - a. Jimmies Farm – approved
  - b. 6 School Lane – revised designs
  - c. Cherry Tree House – approved
  - d. Ridgebourne – approved
  - e. Parsonage Farm – pending
  - f. Mask Cottage – pending
  - g. Old Fieldridge Cottage - pending
11. Correspondence
  - a. Invitation to next District/Parish event 18/10/2011 – “The Big Society” – JR/ST to attend. Clerk to register.
  - b. Invitation to participate in Queen’s Diamond Jubilee Beacon event. Agreed in principle. Clerk to follow up.
  - c. Letters from Marcus Coombs regarding concern by residents at state of trees on northern riverbank at eastern end of Front Street. Councillors agreed to investigate further and liaise with WBC. Clerk to action and keep councillors updated.
12. Any Other Business:-
  - a. JR suggested that a trailer was required to transport and secure the “village marquees”. Clerk to suggest to EG Amenities to coordinate.
  - b. ME reported complaints about drivers on path to allotments. Other councillors had had similar reports including “falls” at bus stop. After discussion it was decided that this was not a major issue but should be

addressed. JR to inspect and look at improving the surface near bus stop. Clerk to write to Allotment Association with a request that their members be vigilant.

- c. BC said that a request had been made to hold a bonfire on the Millennium Field. This had been approved last year since the field had been ploughed up. However since the organisers had not cleared the debris as requested and that the reseeding was taking place this request was denied. BC to communicate.
- d. JR asked about the status of the grit bin request for Poughly. WBC had not replied. Clerk to chase.
- e. Clerk reported that further discussion had taken place between CT and Gordon Crowe regarding a memorial tree. This now likely to be a bench.

Meeting ended – 8.05 p.m. Next meeting – Wednesday 2<sup>nd</sup> November 2011 at **6pm**