



Minutes of a meeting of the Parish Council held at Shaw-cum-Donnington Village Hall on Wednesday 20 March 2024 at 7.30pm

Present

Councillors Margo Payne (MP) (Chair), Richard Almond (RA), Paul Bryant (PB), Ian Miller (IM), Glyn Thomas (GT), Colin Yates (CY) WB Councillor Martha Vickers (MV), Gillian Durrant (GD) Parish Clerk, and 2 members of the public.

Note: P – proposed, S = seconded (All decisions unanimous unless otherwise indicated)

134 **Apologies** Councillors Mary Carter (MC) and Anni Gruner (AG).

135 **Declarations of interest** there were none.

136 **Approval of minutes**

The minutes of the meeting held on 21 February 2024 were approved, subject to a slight change of wording on item 131 'and decide at the *next meeting*' (P – IM, S – RA).

137 **To consider a grant for Heritage Open day and Associated activities**

David Willetts and a sixth former from Trinity School attended and told councillors about the research they had been undertaking with local historians into the history of Donnington Castle. The Council agreed to grant £1,000 towards September's Heritage Day activities, next year's Civil War reenactment event, and the work going on with English Heritage at Donnington Castle (P – IM, S – GT). It was also agreed that the Council would set up an application for matched funding on The Good Exchange (P – MP, S – GT).

138 **Matters arising**

1. Tree planting: four trees have been planted at Lamp Acres in agreement with the WBC tree officer. Thanks to Margo, John and Richard. Ian has planted two trees along his road. Anni and GD planted 6 at the recreation ground, however, these need to be moved as they are on the cricket outfield. MP can take the cherry, CY the crab apple and IM a hornbeam, leaving three trees to re-home. Other suggestions included the verges in Kingsley Close, but the public do sometimes park on these, or asking Trinity School.
2. New Website went live today, and a member of the public has already complemented us on it. New email addresses for clerk and councillors will be done by next week. Tony Harris is happy to continue as a webmaster.
3. A replacement litter bin and two new lids for the dog bins in recreation ground have been delivered. GD needs help installing them.
4. Annual Parish Meeting – Councillor Stuart Gorley, the WBC executive member for the Climate Action, Recycling and Biodiversity will be coming to speak. GD to advertise the meeting, and liaise with Stuart regarding content and requirements.
5. Long Lane hedge: WBC has confirmed that it has been planted on WBC land and WBC will correspond with the landowner and ask for it to be removed. MV will chase this up as the hedge is still there.

6. GD emailed WBC CIL department to ask how much CIL has been spent to support the new housing development – no response to date, GD to chase.
7. The newsletter has been printed and is about to be distributed with one from the Church.
8. A second survey of pedestrians and vehicles at the Oxford Road by the Castle Pub has been carried out.
9. PAT testing of pavilion equipment has taken place – thank you Glyn.

139 Correspondence

- An email has been received from a Donnington Village resident about potholes in Shop Lane. GD to email WBC to request the road be resurfaced. CY has also reported the issue.
- All parish councils have been offered a free framed photographic portrait of the King. Do we want one? 64x51cm (photo is A3). GD to order.

140 Finance

a. The following payments were approved (P – GT, S – RA), IM and GT will authorise the payments.

Litter picker	Litter picking February	75.29
Clerk	Salary for February	961.40
Clerk	toilet rolls for pavilion	4.78
Clerk	Howdens kitchen for pavilion	2,847.47
Clerk	Printed Easy newsletters	201.60
Cleaner	cleaning pavilion for February	52.00
Margo Payne	Postcrete and fixings for 2 benches	87.27
Traffic Technology	New SID	4,844.40
Traffic Technology	New SID bi-direction and extended memory	648.00
ScD Village Hall	Hall hire from April 24 to March 25	421.20
BWP Creative	Website balance, webhosting and emails	970.86
Glasdon	New Litter bin and two dog bin lids	451.03
SSE	Electricity for lampposts (January)	428.55
HMRC	PAYE/NIC	52.60
Tactical Facilities Management	Bin emptying February	169.24
NEST (DD)	Pension for clerk February	140.21
Veolia (DD)	Bin emptying for February	<u>46.82</u>
		<u>£12,402.72</u>

Total payments authorised for February (excluding Direct Debits and Invoices already paid*)

£12,215.69

b. CIL expenditure was reviewed, and councillors noted that a substantial amount will be spent with the various current projects underway. Plans for the village hall are progressing, but as of yet there is not a definitive plan or amount for the improvements, and councillors agreed to consider this at a later date. There was a brief discussion about the CIL benefits of having a Neighbourhood Plan, and GD agreed to email Cold Ash Parish Council to ask about the process.

c. Review of the council's investments: CCLA interest rates today were 5.2% for the Public Sector Deposit Fund.

d. The Financial Regulations were reviewed, and some spending limits were altered. (P – MP, S – GT).

141 District Councillors' Reports

MV reported that WBC officers had met with David Wilson Homes (DWH) on 28 February. DWH are delaying the discharge of conditions including the ANPR camera, and this was discussed at the meeting. Taylor Wimpey are not yet meeting the standards for conditions on drainage etc, but have not responded to requests for a meeting with WBC due to personnel changes. MV and AA have asked to be involved in

future meetings with both developers. The WBC planning officer advised MV that there are still some details with the proposed ANPR camera that were unacceptable. DWH told MV that they are happy to have a site visit with a senior engineer of the council and the manufacturer of the camera and ward members. RA asked if he and GT could also attend. MV to arrange the meeting. One of the original conditions of the development stated that the development cannot be occupied before the bus service is up and running, but these conditions keep being altered.

There is an issue with the open spaces and management fees at Shaw Valley, AA and MV have discussed this with residents and recommend they set up a resident's association in order to be taken more seriously by the management company.

MV and MP mentioned a ditch had been dug on Long Lane which has helped a bit with the flooded road, but only half the road now floods, and it is still dangerous as cars travelling in one direction are speeding, and cars in the other direction are driving onto the wrong side of the road to avoid the flooding.

142 **Planning**

Applications

a. Applications

1. 24/00478/TPC St Mary's Churchyard. Removal of holly tree, other trimming of the avenue of yew trees in a conservation area. No comment as we are an interested party.

b. Decisions

1. 23/01959/HOUSE Cranbourne, Love Lane. Two storey extension. Withdrawn.

2. 23/02609/HOUSE White Lodge, Donnington Grove. Two storey rear extension etc. Approved.

3. 23/02631/HOUSE Old Coach House, Church Road. Rebuilding garden wall. Approved.

143 **Road Safety in the Parish**

GD and MC attended the Speed Limit Review panel meeting of WBC. Both applications by this Council were approved to proceed to consultation. Thank you to the ward councillors for their support.

Thanks to John Payne for installing the four Community Speed Watch signs around the parish, which MP says is helping to slow down the traffic on Long Lane.

IM reported that there had been two CSW sessions since the last meeting, others have not been possible for various reasons, including wet weather. A new member of the public has volunteered. IM is hoping that MP and IM won't have to be at every session going forward as there are more volunteers.

GD reminded WBC Highways about the new signage they have promised, and has been advised this should be installed by May. MV will ask Highways officers for the policy regarding 'identity signage' in the district, as officers have advised the parish council that these are not permitted.

144 **Amenities**

Donnington Recreation Ground:

- i) Pavilion guttering: the location of the soakaway has not yet been established, so no progress on this since the last meeting. MP suggested we just have a simple gutter with a downpipe discharging on the grass at the side of the pavilion.
- ii) GD has chased the Community Payback team for a date for the painting of the pavilion.
- iii) Work on the pavilion kitchen started on Tuesday this week.
- iv) The two new benches have been installed. Thanks to John and Margo Payne, Richard, Glyn and Graham from the Gardening Club for doing this.

Update on levelling of Owen Road Field:

Work is still ongoing. Wet weather has prolonged the job. The western half should be finished and seeded this week. Wild seed to be purchased shortly for the banks. GD advised that she had

approached Tactical Facilities Management for a quote to mow the field once the grass grows back and would bring this to the next meeting.

Dog Bins:

The two dog bins in Love Lane have been overflowing recently. The contractor who empties the bins suggested we buy larger capacity bins. There is no extra charge for emptying them and they can help with installation. One of the older bins can then be used further along Love Lane near Castle School, where RA recently found over 25 bags of dog poo in the hedgerow whilst doing the Spring Litter Pick last weekend. This would entail an additional charge for emptying the extra bin each week.

145 Discussion of a new maintenance contract from Enerveo for streetlight maintenance

This was discussed, but councillors had reservations about some of the costings, and whether it was value for money. GD agreed to try and find other providers for a quote, and for clarification on some of the costings from Enerveo.

146 Approval of the Privacy Policy for the new website

The policy was approved (P – MP, S – GT).

147 Review of the Emergency Plan

The draft plan was considered, and approved with amendments (P – MP, S – CY).

GD to add all councillors to the Community Response Group, add a glossary of abbreviations and check with individuals for permission to use their contact details.

148 Members reports and questions

PB mentioned that the swale for the new development never seems to be full and the water seems to drain freely, so questioned why the water isn't held back to prevent the river flooding. RA said the lake on DWH site does fill up and take a number of weeks to drain away. GT to bring this up at tomorrow's Flood Forum.

149 Exclusion of the Public due to the confidential nature of the business to be discussed

This was not necessary as the members of the public had left prior to the discussion.

150 Selection of a contractor to create a grass permeable parking area and improved gateway entrance to Donnington Recreation Ground.

IM contacted 5 suppliers for quotes, and presented a summary of the quotes received.

Councillors agreed to accept the quote for £34,000 from Greg Burfield to scrape back the topsoil on an area of 525m² by the entrance at the Northwestern corner of the recreation ground and install a cellular grid, before spreading the topsoil back onto the grid and reseeding with grass seed. The quote includes a new height barrier with a built-in locking mechanism to deter traveller incursions to the recreation ground. This will create a parking area at the top of the slope which is safer to park on, and will make the entrance less muddy – the area immediately around the vehicular gate may be filled with gravel instead of soil as it currently gets very muddy. Additionally a slow growing hedge may be planted around the edge of the area to define the space from the rest of the recreation ground, which has been quoted for £2,660. Councillors are still considering the best plant for this. (P – GT, S – IM).

GD will draft a letter for the residents of Castle Lane adjacent to the field to explain the work that will be carried out.

Chairperson

The meeting closed at 9.50pm

DRAFT