



Minutes of a meeting of the Parish Council held at Shaw-cum-Donnington Village Hall on Wednesday 15 May 2024 at 7.30pm

Present

Councillors Margo Payne (MP) (Chair), Richard Almond (RA), Paul Bryant (PB), Mary Carter (MC), Ian Miller (Vice Chair) (IM), Glyn Thomas (GT), Colin Yates (CY), Martha Vickers (MV) West Berkshire Councillor, Gillian Durrant (GD) Parish Clerk.

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

164 **Election of Chair for 2024/25**

Councillor Margo Payne was elected as chairperson of the council for 2024/25, and signed the declaration of acceptance of office. (P - RA, S - MC)

165 **Election of Vice-Chair for 2024/25**

Councillor Ian Miller was elected as vice-chairperson of the council for 2024/25. (P - GT, S - MC)

166 **Apologies** Councillor Anni Gruner (AG)

167 **Declarations of interest** GT mentioned that his house overlooks the tennis courts in Shaw Park (item – 174.3. MC declared that she is a friend of the contractor who has quoted for the pavilion benches and recreation ground fencing (item 177 i and ii).

168 **Appointment of Councillor reps and Positions on External Bodies**

a. Amenities Rep - RA	d. Snelsmore Common Rep – PB	g. Churchyard Officer - PB
b. Footpath Rep - GT	e. Village Hall Trustee - MC	h. Recreation Ground Officer - IM
c. Planning Rep - PB	f. Webmaster - CY	i. Community Police rep – MC
j. Flood Warden and Flood Forum Rep - GT		

(P – MP, S – MC)

169 **Appointment of Advisory Groups: Amenities, Investments, Safety and Signs**

Investments – Councillors MP, PB, RA and David Willetts
Safety (including road safety) - Councillors MC, PB, IM and GT
Signs Advisory Group, GT, MC and GD
(P - MP, S - IM)

170 **Approval of minutes**

The minutes of the meeting held on 17 April 2024, were approved, (P – GT, S – CY).

171 **Matters arising**

- The application for matched funding on The Good Exchange is still to be finalised.
- Young trees from the recreation ground have been replanted.
- Two councillors are yet to set up new email addresses. RA will look into this.
- Framed photo of the King– the village hall are yet to confirm they will have it.

- Cold Ash Parish Councillors have offered to meet with us to discuss the pros and cons of doing a Neighbourhood Plan. RA and GD to meet with them, a date is to be arranged.
- Larger dog bin for Love Lane ordered and awaiting installation.
- The overflowing bin at Donnington Castle has been removed. Thanks to Kelly Rice for removing the excess litter and dog waste, the rest was done by English Heritage.
- Owen Road field has been seeded.
- CY reviewed the salt bins for replenishment prior to winter – they don't need doing.
- The defibrillator has been installed. Thank you to resident Kelly Rice for organising this.
- Stickers for dog bins have been ordered.
- The Annual Parish Meeting took place, 8 members of the public attended and it went well, thank you to WBC Councillor Stuart Gourley for his presentation.
- D-day beacon lighting – the gas cylinders have been located. MP, CY and PB agreed to set up the beacon from 7.30pm on 6th June. GD has written to English Heritage and the Gents, the latter have agreed to keep the gate to the castle open until soon after 10pm.

172 Correspondence

- Email from resident concerned about parents queuing in cars in Love Lane to collect from Trinity School. MC will write to Cheryl Evans at WBC re school safety. MP will write to the headteacher and request a meeting with the police, and will also to ask if there is a school travel plan in place. MC will speak to PC Charlotte Dean from the road safety team.
- Email from resident asking if he can donate a bench at the recreation ground in memory of his father. Councillors agreed (P – MP, S – CY). GD to contact him to arrange.

173 Finance

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

Litter picker	Litter picking April	83.20
Clerk	Salary for April (net)	1,131.53
Clerk	staples and cable ties	6.31
Clerk	refreshments for annual parish meeting	17.13
Clerk	gate padlock	41.00
Clerk	Hire of portaloos for fête	174.00
Clerk	New dog bin and fixings	305.94
Clerk	Traffic Cones	39.99
WBC	RoSPA report	85.18
James Snelling	Grounds maintenance April	264.00
James Snelling	Petrol	27.00
Mary Carter	Padlock for pavilion cupboard	22.00
Mary Carter	vent covers and socket covers for the pavilion	8.02
Mary Carter	toilet brushes for pavilion	15.00
Glyn Thomas	raffle tickets for dog show	10.99
Kelly Rice	Fittings for defibrillator	90.00
Anthony Harris	Dropbox subscription for year	167.88
Village Hall	booking for village fete meeting in March	21.20
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Elay Electrical Services	Fitting defibrillator	252.00
ARD	Playground repair	54.00
SSE	Electricity for lampposts (March)	429.38
Rachel Brown	Internal Audit	295.00
HMRC	PAYE/NIC	54.00

Tactical Facilities Management	Bin emptying April	239.52
Tactical Facilities Management	seeding Owen Road Field	1,956.00
NEST (DD)	Pension for clerk April	170.17
Veolia (DD)	Bin emptying for April	<u>70.24</u>
		<u>£6,051.88</u>
Total payments authorised for April (excluding Direct Debits and Invoices already paid*)		<u>£5,811.47</u>

b. Review of the council's investments: CCLA interest rate today was 5.2% for the Public Sector Deposit Fund.

c. To consider the internal auditors report on the accounts. GD to work through recommendations and report back to council towards the end of the year.

d. The accounts for 2023/24 were approved. (P – GT, S – IM)

e. Section 1 of the Annual Governance and Accountability Return, the Annual Governance Statement for 2023/24 was considered and approved (P - GT, S - CY).

f. Section 2 – the Accounting Statements for 2023/24 were approved (P - IM, S - RA). The notice for the exercise of public rights will be published on 4 June for the period 5 June to 16 July.

g. A direct debit mandate for SSE lamppost electricity invoices was approved. (P – GT, S – MP).

174 **Planning**

Applications

1. 24/00731/HOUSE 81 Kingsley Close, front porch extension. No objection. (P – PB, S – CY).
2. 24/00814/HOUSE Lynwood Long Lane, loft conversion. No objection. (P – PB, S – CY).
3. Newbury Tennis Club at Shaw Recreation Ground have applied for additional lighting for their tennis courts. GD to contact the Tennis Club for information, as this may impact residents in Dene Way. PB to add a comment to the planning application.

175 **District Councillors Report**

MV has forwarded a copy of the letter from WBC to the farmer on Long Lane regarding the hedge planted partly on WBC land. The hedge has not yet been removed.

Long Lane hasn't flooded recently as there hasn't been so much rain. Newbury to Hermitage side no longer floods, but the East side of the road does still flood during heavy rain, so traffic moves across to the wrong side of road.

Castle School had a public meeting about their extension to improve the capacity of the school and MV attended.

WBC will fund lighting on the Vodafone path, but will ask for a contribution from the Parish Council. MV to find out what amount WBC are looking for.

There has been a change in WBC portfolio holders, Denise Gaines is now the member for Planning and Stuart Gourley has moved to Highways. PB reminded MV about speaking to Paul Bacchus at WBC re the swales at the new estate. GT advised that this is now being dealt with via the Flood Forum. GT asked if the land transfer had yet happened for the new school, MV to find out.

176 **Road Safety in the Parish**

IM reported that two CSW sessions had taken place since the last meeting. There are more in the team (now nine), but some do not respond often. MC may have another person interested. Only two speeders were caught yesterday, and it is noticeable that most cars are slowing down, so it is working as a deterrent.

GT will organise the third session of collecting data for the potential crossing by the Castle Pub. GT will then ask for the official support of the Castle School, village school, Trinity School and the pub.

177 **Amenities**

Donnington Recreation Ground:

- i) Pavilion improvements: Community Payback have painted the pavilion. GD is sourcing quotes to remove the concrete at the rear, and to install concrete or drains at the front, and is also in discussion with Community Payback about the latter. A quote has been received for replacement benches in the pavilion. Councillors agreed that this work could go ahead and the £1,650 cost will come from CIL money. (P – IM, S – CY).
- ii) A quote has been received for putting in some wire fencing along the hedge line with Oxford Road as dogs and a child have recently been escaping from the recreation ground by the play area in the gaps in the hedge. GD pointed out that this work will be in excess of the maintenance budget, but that the council budget overall was more than sufficient for this amount. (P – MP, S – RA).
- iii) ARD have quoted for doing the quarterly playground inspections, but the amount is slightly higher than the present WBC fee, so councillors agreed to stay with WBC for the reports, but to use ARD for repairs. GD is pursuing quotes for new play surface areas.

Lampposts

GD reported on progress with quotes and possible solutions to improve the lighting in Shaw Hill.

178 **To discuss the Community Champion Award**

The award be launched at the beginning of March and publicised in the Easter newsletter, and be awarded at the Annual Parish Meeting. It was agreed to initially have just one award – The Bill Graham Community Champion Award. Possibly have a board with shields to be engraved with the winner's name and displayed in the Village Hall, and an individual 'trophy' to hand to the winner to keep. The winner must have done something for the parish, but not necessarily live in the parish. The judging panel may include the vicar of St Mary's Church.

179 **Members reports and questions**

PB reported that the grass had been cut at last in the churchyard. PB asked if the lightbulbs had been replaced in Donnington Village, GD said that Enerveo said they had been replaced at the end of April. GT reminded about the need to organise a meeting about identity signs, and MC mentioned that WBC had said the new road signs will be installed this month.

Chairperson

The meeting closed at 9.45pm