



Minutes of a meeting of the Parish Council held at Shaw-cum-Donnington Village Hall on Wednesday 17 April 2024 at 7.30pm

**Present**

Councillors Margo Payne (MP) (Chair), Richard Almond (RA), Paul Bryant (PB), Mary Carter (MC), Anni Gruner (AG), Ian Miller (Vice Chair) (IM), Glyn Thomas (GT), Colin Yates (CY), Gillian Durrant (GD) Parish Clerk, and 2 members of the public.

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

151 **Apologies** There were none.

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

153 **Approval of minutes**

The minutes of the meeting held on 20 March 2024, subject to amendment to item 148 which should read Taylor Wimpey, not David Wilson Homes, were approved, (P – MC, S – AG).

154 **Matters arising**

- To set up an application for matched funding on The Good Exchange – waiting on wording from David Willetts.
- Young trees from the recreation ground to be replanted, two birch trees still to plant.
- New email addresses created – several councillors yet to move over. GD to send councillors James's email address to sort out issues.
- New litter bin and dog bin lids installed in recreation ground – thanks to GT and GD.
- Easter newsletter distributed by Councillors. Many positive responses to the new layout.
- Shop Lane potholes reported.
- Framed photo of the King due to arrive tomorrow. It will be offered to the Village Hall.
- 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.
- Martha Vickers organised a site meeting which was held on 16 April with David Wilson Homes re the ANPR camera etc. RA and GT attended with WBC councillors Martha Vickers and Antony Amirtharaj, plus officers from WBC. The ANPR cameras should be installed by September, and then the bus service can commence. Land for the new school is also due to be transferred at last to WBC. Because both building sites are one planning application, the delay relating to the Taylor Wimpey site is affecting DWH. A larger car park for 10 cars will be created on the Love Lane side of the ANPR cameras for people dropping off for the new school. There will be an area on the Northern side for dropping off too. MV's emailed report was circulated to councillors.
- Larger dog bins for Love Lane not yet ordered.
- Emergency plan amended and submitted to WBC Emergency planning team.
- GT has brought up the issue of the swale on the new development at the Flood Forum. It appears that the water probably isn't going where it should be and this is to be investigated by WBC.

## 155 Correspondence

- Emails were received from Donnington residents about the car parking surface works in Donnington Recreation Ground. Both have been responded to by GD.
- Emails from residents regarding the overflowing bin at Donnington Castle. GD has written to English Heritage about adopting the bin, but still no action as they are waiting on WBC contractors, and access is an issue. GD to speak again to EH and WBC. Councillors agreed that we should remove the bin if the issue cannot be resolved.

## 156 Finance

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

Litter picker	Litter picking March	75.49
Clerk	Salary for March	961.40
Clerk	filler and paint brushes for pavilion	28.60
WBC	Election Expenses	80.00
James Snelling	Grounds maintenance March	124.00
Mary Carter	Padlock for pavilion cupboard	22.00
Mary Carter	Items for pavilion	55.59
Mary Carter	6 hi vis vests	18.30
Ian Miller	SSEN plan for utilities at recreation ground	18.00
J Keel Carpentry	Pavilion kitchen installation	2,620.00*
Enerveo	replacement of lamppost bulbs in Donnington	300.62
Enerveo	Realignment of lamppost in Owen Road	180.96
Greg's Services	Parking surface etc at Recreation Ground*	36,660.00
BALC	Annual subscription 2024-25	464.54
SSE	Electricity for lampposts Oct and Dec 2023	829.50*
SSE	Electricity for lampposts (February)	428.55
Blaze Construction Ltd	Levelling Owen Road Field	33,776.69
HMRC	PAYE/NIC	52.40
Tactical Facilities Management	Bin emptying March	174.84
NEST (DD)	Pension for clerk March	140.21
Veolia (DD)	Bin emptying for March	<u>51.38</u>
		<b><u>£77,035.46</u></b>

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

**£48,394.37**

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

c. The council's reserves at 31 March 2024 were considered. It was agreed to move £30,000 from the General Reserve to the Lamppost reserve (for future replacements of our concrete lampposts), and a further £20,000 from General Reserve into a new reserve for the extension to the Village Hall. Furthermore £130,000 of CIL money is to be earmarked for the Village Hall too. (P – IM, S – AG)

d. It was agreed to add Chairperson and Vice Chairperson as signatories to the CCLA account, and to approve the transfer of a further £30,000 from CCLA to Lloyds accounts. (P – MC, S – RA).

## 157 Planning

b. Decisions

1. 24/00074/CERTP Donnington Fields, replacement windows etc. Approved
2. 24/00472/COND The Castle School, demolition of bungalow and change of use to educational land. Approved

## 158 Road Safety in the Parish

Community Speed Watch sessions have not recommenced due to wet weather, but there are 2 new people waiting to be trained, hopefully next week. Last night MC attended the WBC CSW forum, and heard that WBC hire out a camera on a tripod, which means only two volunteers are required per session. MC to find out how to hire and use this camera.

The SID is due to be moved from Long Lane to Love Lane next week. The one at Shaw Hill wasn't working today. WBC have said they will install a Vehicle Activated Sign by Grange Farm, but this is still awaited.

GD has spoken to WBC councillor Denise Gaines, who has confirmed that it will be possible for the parish council to pay to instal 'identity' village signs in the parish, subject to WBC highways officers approving precise locations. Signs working group to meet again to finalise the design and locations of the signs.

## 159 Amenities

Donnington Recreation Ground:

- i) The renovated car parking area is now complete, with height barrier and beech hedge installed. There have been many positive comments on the work from the public. IM to find out what size padlock is needed for the new barrier.
- ii) Community Payback team have agreed to paint the pavilion on Saturday 11<sup>th</sup> May. MP and John Payne have jet washed the walls and GD plans to fill the cracks in the render prior to this date. GD to send round suggested dates to scrub off flaking paint and fill cracks, the pavilion checks will also be done this day.
- iii) Pavilion guttering: the soakaways have been located, but rather than install guttering which is prone to vandalism, councillors considered the options of paving along the front of the pavilion to prevent splash back.
- iv) Concrete behind the pavilion rear wall needs to be removed to enable water to drain into the soil rather than permeate the wall. The rear drain is also blocked. GD will seek quotes for this work.
- v) 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 to circulate quote.
- vi) The Rospa inspection report was considered. There are far fewer 'amber' warnings following the repairs recently. GD will pursue quotes for new play surface areas.
- vii) Planting of the oak tree. It was agreed to plant it by the Coronation Bench on the same day as the work at the pavilion.

Update on levelling of Owen Road Field:

The levelling is complete. Two quotes have been received for seeding the field, councillors agreed to go with the cheaper quote subject to checking the seeding area and cost of seed. The Heras fencing and equipment was removed from the site on 16 April. GD will install signage requesting people refrain from walking across the field until the grass is established. Councillors confirmed they were happy with the quote from Tactical Facilities Management for cutting the grass in the future, subject to a three-month trial period. (P – PB, S – MC).

Salt bins

It was agreed that CY would survey the salt bins and arrange to refill them if necessary. GD to tell CY where they are.

Lampposts

Kelly Rice of Kingsley Close has organised the fundraising for the defibrillator. The quote for the fixings and installation onto one of the parish council's lampposts in the road is £285.00 plus VAT. Councillors agreed to fund this from the lamppost budget (P – GT, S – MC).

160 **Annual Parish Meeting 1 May**

The draft agenda was considered. Councillors agreed to set up a Community Champion award in memory of Councillor Bill Graham, and announce it at the APM (P – GT, S – RA).

161 **Donnington Village Fête**

It was agreed to purchase traffic cones and to hire a disabled portalo, in the region of £200. (P – MP, S – RA).

162 **D-Day beacon lighting arrangements - 6 June**

Purchase of gas cylinder. MP agreed to read out the tribute at the beacon lighting at 9.15pm. David Glover from RBL has been contacted by MP to see if any veterans can come along. MP to give GD details of where to buy gas cylinders. GD to check sheds first – ask the groundsman.

163 **Parish Council Banner Heading**

It was agreed to use the original banner for future parish council agendas and minutes and to use the new one for external communications – newsletter and correspondence.

163 **Members reports and questions**

GT mentioned the stickers to go on dog and litter bins, explaining they belong to this parish council. GD to purchase and install. MC asked about the lighting for Shaw Hill, GD explained she is still getting quotes, including for solar bollards, and permission from WBC to install the new lighting.

Chairperson

The meeting closed at 9.45pm