

**Minutes of a Meeting of Stanford Dingley Parish Council held on
Monday 2nd October at 7.30pm in the Club Room, Stanford Dingley.**

Present: Cllr. Mark Hawkesworth; Cllr. Christopher Dent; Cllr. Dawn Bellin; Cllr. Jane Body; Cllr. Harry Fullerton; Mrs. Helen Pratt (Clerk).

Others: District Cllr. Graham Pask; David Eggleton; Derek Tomlinson.

1. Apologies.

Apologies were received and accepted from District Cllr. Quentin Webb.

2. Open Session.

No matters were raised under the Open Session.

3. Declaration of Interests.

3.1 Updates to the Register of Interests

There were no updates to the Register of Interests.

3.2 Declarations of Interest in Agenda Items.

No members had any interests to declare in agenda items.

4. To approve the minutes of the following meetings:

4.1 Tuesday, 13th June 2017.

It was resolved that the minutes of the meeting held on Tuesday, 13th June 2017 were a true record of the meeting and they were signed by the Chairman.

4.2 Tuesday, 25th July 2017.

It was resolved that the minutes of the meeting held on Tuesday, 25th July 2017 were a true record of the meeting and they were signed by the Chairman.

4.3 Matters arising from the minutes – for information only.

Any matters arising from the minutes were covered on any agenda items.

5. Planning.

5.1 Planning applications considered and decisions made on them by WBC:

5.1.1 17/02527/HOUSE - Fairholme Farm.

Demolition of rear lean-to glazed family room, first floor rear terrace, and associated external works. Part single and two storey side and rear extensions, single storey orangery extension and front and rear open canopies to main house and associated new landscaping and paving. New 11.0 x 5.5m open air swimming pool, surround paving and associated plant unit. Also forming part of this proposal is the demolition of an external open pergola and construction of a new open pergola.

SDPC agreed to **support** this application.

5.1.2 17/02449/HOUSE - Stanford Farm Cottage.

Timber garden room to the side of the house.

SDPC had **no objection** to this application.

5.1.3 17/02271/FULD - Land Adjacent to Middle Cottage.

Section 73a: Variation of condition 2 'approved plans of previously approved application 16/00650/FULD: New 3 bedroom house and demolition of foundations of extant scheme as well as foundations of earlier buildings remaining on site.

SDPC **supported** this application which has now been **approved** by WBC.

5.1.4 17/02216/FUL - Yattendon Estate, Scratchface Lane.

Installation of a backup power generator and associated ancillary development.

SDPC had **no objection** to this application which has been **approved** by WBC.

5.1.5 17/01900/FUL – St. Denys Church.

Proposed WC/store building within churchyard with connection to public sewer and associated works.

SDPC **supported** this application which has been **approved** by WBC.

- 5.2 Planning decisions made by WBC on planning applications not referred to in section 5.1 of these minutes:
- 5.2.1 **17/01746/HOUSE & 17/01747/LBC2 – Manor House.**
Two single side extension to existing Coach House to form study and garden room.
SDPC had **no objection** to this application which has been **approved by WBC.**
- 5.2.2 **17/01828/FUL – Ivinghoe.**
Demolition of existing bungalow and erection of replacement dwelling.
SDPC **objected** to this application which has been **refused** by WBC.
- 5.2.3 **17/01753/HOUSE – Manor House.**
Erection of new single storey outbuilding to be used as gym/games room.
SDPC had **no objection** to this application which has been **approved by WBC.**
- 5.2.4 **17/01570/FUL – The Old Boot Inn.**
Retrospective. Temporary siting of 2. No storage containers at the rear of the car park.
SDPC **objected** to this application which has been **refused** by WBC.
It was noted that there are single containers at Ivinghoe and at 82 Meadowlands, neither of which have planning permission.
- 5.2.5 **17/01408/FULD – Land Adjacent to Middle Cottage.**
Section 73A: Variation of condition (2) approved plans of approved application 16/00650/FULD: New 3 bedroom house and demolition of foundations of extant scheme as well as foundations of earlier buildings remaining on site.
SDPC had **no objection** to this application which has been **approved by WBC.**
- 5.2.6 **17/01051/FULD – Saffron House.**
Demolition of barn and construction of new dwelling.
SDPC had **no objection** to this application which has been **approved by WBC.**
- 6. District Councillors Report**
District Cllr. Pask reported that the Boundary Commission has proposed a different warding arrangement to that proposed by WBC. In the Boundary Commission proposal, Stanford Dingley Parish would be in a large Bucklebury and Aldermaston Ward containing 15 parishes straddling both sides of the A4 and potentially represented by 2 MPs.
- 7. Clerk's Report**
- 7.1 External Audit.
Mazars LLP, the external auditor has now completed the audit of Stanford Dingley Parish Council and no points of concern have been raised. A copy of the audit is available on the website.
- 7.2 Finances.
- 7.2.1 **To approve the Financial Statement.**
It was resolved to approve the financial statement of 30th September which showed expenditure and receipts for the period from 13th June to the 30th September 2017.
- 7.2.2 **To review the expenditure against budget for the first half of the year.**
Unbudgeted expenditure has included the log tangle and the installation costs of the defibrillator. The log tangle was paid for with a donation from Activities Committee. The Clerk commented on the following costs:
1. The Village Green costs are expected to be higher than budget as the figure for FY16/17, upon which the 2017/18 budget was based' proved understated at the FY 16/17 year end.
 2. The training budget has been exceeded as the Clerk is undertaking CiLCA training (the cost of which is being shared with Frilsham and Bucklebury Parishes).
 3. Estimations for the electricity use in Club Room to the end of year are difficult to estimate since the refurbishment.

4. The expected expenditure on the Club Room for this year is expected to be in the region of £14,500.
5. The Clerk commented that a VAT claim needs to be completed which will cover all the work on the Club Room to date.

7.2.3 To review the Capital Expenditure on the Club Room.

	Income	Expenditure (Gross)	~Expenditure (Net)
FY16/17	£20,255	£4,733.20	£4,044.34
FY17/18	£500	£16,522.90	£13,981.20
Total	£20,755	£21,256.10	£18,025.54

The net expenditure is approximate as there are some VAT invoices which have not been submitted.

7.2.4 Review of the Asset valuations.

The Clerk circulated an Asset Register giving the description, the location, date of acquisition, cost of acquisition and present use of the assets of the Parish Council. Details of the Village Field, Village Green and Club Room will be added to the website in line with the requirements of the Transparency Code.

It was noted that the Club Room has an insurance value of £136,275; this will need to be reviewed on completion of the refurbishment.

The Clerk queried where each of the four grit bins are; two are on Clay Hill, one is at the entrance to Casey Court and one is next to Saffron House Barn.

7.2.5 To consider a draft Budget for FY18/19

A draft budget was circulated prior to the meeting. The Clerk raised the following points:

1. An increase in the Clerk's salary from £1,469.24 to £2,000 to reflect more accurately the hours which the Clerk needs to work for the Parish.
2. An increase in expenditure on the Village field to reflect keeping it mown more frequently so it can be utilised more effectively.
3. The website costs for this year are expected to be relatively low as they are only expected to cover hosting and domain name registration. The website is now largely in place and shouldn't require vast expense to maintain.
4. Depending on ownership of the defibrillator, a donation to Heartstart Thatcham for the ongoing costs of the defibrillator (approximately £100) needs to be considered.
5. A contribution of £100 to the Pang Valley Flood Forum.
6. A payment of £50.00 to Bradfield PCC to produce Newslink, the Parish magazine.

Cllr. Body commented that she felt the budget for training and the website should be increased. Cllr. Body raised the matter of a second defibrillator in the parish because speed is critical when someone is suffering a cardiac arrest. It was agreed that this subject would be on the agenda for the next meeting in January.

7.3 Correspondence

7.3.1 County Court Claim – 3rd November 2017

A Notice of Hearing from the County Court was received for a hearing to take place on the 3rd November 2017. The Clerk has contacted the count this afternoon and it has verbally been confirmed that Mr. Alderton has discontinued his claim and therefore there will be no hearing. The Clerk has sought evidence of this in writing.

7.3.2 BALC Training Courses.

The Clerk will attend two BALC training sessions in November: "Meet the new auditors" and a session on the General Data Protection Scheme which will become law in May next year.

7.3.3 Boundary Commission – Proposals for Ward Boundaries.

A discussion on this matter (raised by District Cllr. Pask) resulted in members opposing the Boundary Commission Proposal; Cllr. Hawkesworth and the Clerk will submit comments on behalf of the Parish Council to the Boundary Commission.

7.3.4 WBC – Winter Service Policy.

It was noted that if there is heavy snow, Stanford Dingley is not on any snow clearance routes (*note: Jennets Hill to Burnt Hill is on snow clearance route 7*). In the event of there being access problems in and out of the village due to inclement weather Cllr. Dent felt that the Neighbourhood Watch groups could be put to effective use to ensure that all residents were safe and that should they need the use of a 4x4 there was a resident with one available in each area.

The Clerk mentioned the Emergency Plans which have been produced by some parishes. It was agreed that the Plan for Bucklebury would be circulated with a view to a similar plan being produced for Stanford Dingley.

8.0 Flood Alleviation Channel.

Ten years after the major flooding of the Pang, plans have now been drawn up for a flood alleviation scheme in Stanford Dingley. This is largely down to the work of the Pang Valley Flood Forum (PVFF), Stuart Clark at WBC and SDPC. The next stage is to carry out a topographical survey of the area with the aim of starting the implementation of the work next Spring.

The main part of the scheme involves a swale which will be constructed from the south-east of the Village Green, over the Green and the road and into Butchers Piece from where it can re-join the Pang downstream from Saffron House. Minor ancillary work is proposed near Brook House. Cllr. Body was concerned about a proposed ditch around the wood owned by Mill House and whether there would be some back flow out of the Pang into the ditch. The Chairman said that the topographical survey would address this and similar issues, and that the survey may lead to an alteration of the scheme as presented.

The Pang is largely dry upstream from Stanford Dingley, but local springs and the Ingle are providing some flow over the Mill sluice.

Paul Lemm is organising river maintenance work for the Dredge Gang in October. Silt may have built up under the bridge which would require the hire of a skip for removal. It was suggested that SDPC might hire the skip such that VAT can be reclaimed. However, the decision on whether silt should be removed had yet to be taken.

9.0 The Club Room.

Thanks, and congratulations were extended to Cllr. Dent for all the work he has organised and carried out in the refurbishment of the Club Room.

9.1 Management Committee

Terms of Reference for the Management Committee are being drafted as are the Terms of Hire based on a precedent from Hampstead Norreys Hall. It is proposed to manage bookings using a generic email address which is managed by multiple people.

Cllr Dent was asked to convene a meeting of the Parish Council when the relevant documentation had been drafted and for the Management Committee to be appointed under delegated powers from the Parish Council.

10 Defibrillator.

A defibrillator has been supplied by Heartstart Thatcham and installed by members of the community. The Clerk requested confirmation of the ownership of the defibrillator and suggested that if this was not resolved it remains under the ownership of Heartstart Thatcham and SDPC make an annual donation to Heartstart Thatcham for the cost of replacement pads and batteries, when these are required.

Cllr. Hawkesworth is planning to work with Heartstart Thatcham and organise some

more training sessions.

11. Parking.

Parking in the Village for the Club Room and St. Denys' was discussed. It was suggested that the Village Field could be used for large funerals/weddings etc. at St. Denys'. Cllr. Dent will talk to John Haley about the possibility of using the car park at The Boot for the Club Room on a trial basis. Cllr Hawkesworth suggested further discussion on car parking in the village should be deferred until the next meeting.

12. The Boot.

John Haley has contacted Cllr. Hawkesworth and asked what the view of the Parish Council would be to a new application for Change of Use of The Boot

13. Rights of Way Report.

Three stiles have been replaced with kissing gates, providing easier access for walkers. The gate on footpath 21/1 has been repaired by the landowners.

Byway 23/1 which runs up Clay Lane is still in a poor condition; WBC has stated that it is on their Winter maintenance programme.

14. Activities Committee Report.

On the 4th June there was a cricket match at Bradfield Southend cricket pavilion between Stanford Dingley and Tutts Clump. A delicious tea was served afterwards and the afternoon was enjoyed by everyone. It is hoped to repeat this event next year. A barbeque and picnic followed by a tug of war and races were held on the Village Field on the 10th June. The children also enjoyed the new log tangle. The parish is very fortunate to have Dave Eggleton to cut the grass around the log tangle and Andrew Waters who has kept the field cut.

On the 23rd September the Activities Committee supplied the canapes and drinks for the opening of the Club Room. This was a successful afternoon showcasing the refurbished Club Room and highlighted the hard work put in by many villagers led by Chris Dent.

Future events include the Cabbage competition on Sunday, 8th October, Halloween trick or treating on Saturday, 28th October, Race night at the Boot on Saturday, 18th November, Children's Christmas Party on Saturday, 16th December, Last post of the Christmas Card Delivery Service on the 18th December and the Christmas Carol Service on Sunday, 17th December.

15. Date of next meeting:

The next meeting will be on Monday, 15th January 2018 at 7.30pm in the Club Room.

There being no further business, the meeting closed at 8.50pm.

Signed:

Date: