

# Shaw-cum-Donnington Parish Council

[www.shawcumdonnington.org.uk](http://www.shawcumdonnington.org.uk)

Minutes of the annual meeting of the Parish Council held at the Village Hall, Love Lane, Donnington on Wednesday, 16<sup>th</sup> May 2018 at 7.30pm.

## **Present**

Bill Graham (Chairman), Mary Carter (MC), Sean Doherty (SD), Chris Fenwick (CF), Elizabeth Nonweiler (EN), Glyn Thomas (GT) and Colin Yates (CY).

In attendance: John Austin (Clerk)

**Note:** P = proposed, S = seconded

## 3986 **Apologies**

Apologies were received from Tony Harris (TH) and Paul Bryant (PB)

## 3987 **Election of Chairman**

Bill Graham was unanimously elected (P – MC, S – SD)

## 3988 **Election of vice-Chairman**

Tony Harris was unanimously elected (P – EN, S – GT)

## 3989 **Declarations of Interest**

There were no declarations of interest

## 3990 **Appointment of Officers and Positions on External Bodies**

The following were unanimously appointed:

- |                                       |  |
|---------------------------------------|--|
| a. Amenities Officer – Bill Graham    | b. Footpath Officer – Elizabeth Nonweiler  |
| c. Planning Officer – Chris Fenwick   | d. Webmaster – Tony Harris                 |
| e. Postmaster – Sean Doherty          | f. Snelsmore Common Rep. – Sean Doherty    |
| g. Village Hall Trustee – Mary Carter | h. SS&D CF Rep – Chris Fenwick             |
| i. Churchyard Officer – Bill Graham   | j. Recreation Ground Officer – Bill Graham |

(P/S – a. SD/GT, b. Chair/MC, c. MC/EN, d. Chair/SD, e. CY/GT, f. MC/CY, g. EN/CY, h. EH/MC, i. SD/CF, j. MC/CY)

## 3991 **Appointment of Advisory Groups**

The following advisory groups were unanimously appointed:

Planning:

Chris Fenwick, Bill Graham, Elizabeth Nonweiler and Colin Yates (Mary Carter stand-in) (P – SD, S- GT)

Amenities:

Bill Graham, Mary Carter, Sean Doherty and Glynn Thomas (P – CY, S – CF)

## 3992 **Minutes**

The minutes of the meeting held on 18<sup>th</sup> April 2018 were approved unanimously (P – SD, S – GT) and signed as a true record.

## 3993 **Matters arising**

3985. The land at the end of Dene Way had been made safe by a parishioner.

## 3994 **Correspondence**

1. A letter from WB Heritage Forum asking for representatives from parish councils to contribute to the WB Historic Environment Action Plan (HEAP). The Chairman suggested TH may be interested and would ask him. Item for next agenda.
2. A pre-circulated e-mail from Paul James with updates on the WB Library Service.

3. The Monitoring Officer's Annual Report to the Governance and Ethics Committee for 201/18 had been received. There were no issues concerning the Parish Council or Councillors.
4. A government amendment to the Data Protection Bill had removed the requirement that parish councils among others appoint a data protection officer.

3995

**Finance**

1. The following payments were agreed unanimously: (P – SD, S – CF)

Michael Gurr	Litter picking May 2018	62.40
John Austin	Salary & expenses Apr 2018	719.20
James Snelling	Groundsman's pay & expenses Apr 2018	434.95
CCB	2018/19 Subscription	30.00
BALC	2018/19 Subscription	455.69
Nby & WB Lib Dems	Printing of Parish Assembly leaflet	70.00
Suzanne Trousdale	Pavilion Cleaning Feb & Mar	30.00
Southern Electric	Street lights qtr 4 (Part)	209.14
West Berks Council	S137 Library Contribution	1,655.00
Heartstart, Thatcham	Defibrillator cabinet	325.00
Newbury News Ltd	Parish Assembly advert	70.13
HMRC	PAYE/NIC on Clerk's salary	174.88
Veolia	Bin emptying Apr 2018	31.63
		<u>£4,268.02</u>

Chairman & EN to authorise

2. Draft Annual Accounts 2017/18  
The Clerk presented and explained the pre-circulated draft accounts for 2017/18. The Reserves allocation was unanimously agreed. (P – CY, S – CF)

3996

**Suspension of Standing Order items 5.j.ix – xix**

The suspension of the above Standing Order items was unanimously agreed. (P – Chair, S – CF)

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**District Councillor's comments.**

PB, in a written report gave the following information:

"West Berks Council had its annual meeting last week. My duties remain the same as laid out in my report at the Parish Assembly. There is now an Executive Member responsible for Economic Development and Communications (James Fredrickson) as his only responsibility. This is to ensure the economy of West Berkshire gets the attention it deserves. Apart from that there are only minor changes to the responsibilities of members. Cllr Carol Jackson-Doerge is the new chairman of Council who is from Burghfield. I don't think there is anything else to report to you."

3998

**Planning**

1. Applications  
18/00877/LBC2 Donnington Dene, Oxford Road, Donnington RG14 3AA  
S19 variation of conditions 3 and 8 of approval of application 17/01223/LBC2  
Council decision: No objections
2. WBC Decisions  
18/00109/COMIND Donnington Grove Country Club RG14 2LA  
S73 Variation of Condition 13 – Use/Occupancy restriction  
Refused

3999

**Parish Assembly Review**

A discussion took place concerning the suggestions put forward for the parish and community at the Assembly

- The Chairman had spoken to the Castle pub concerning a mini book hub. They seemed quite amenable to the idea. Item for next agenda.
- It was felt provision of transport for the parish was probably not a viable idea
- The meeting was divided about the idea of an outdoor gym. It was felt that this may be a long term objective but would not work at Owen Road Rec as it would be rarely used.

4000

**Community defibrillator**

The cabinet had now been received and installation was scheduled for 29<sup>th</sup> May. .MC was co-ordinating a list of people for the training on 1st June. There will be an official 'cut the tape' opening on 1<sup>st</sup> June

- 4001 **Village Summer event 3<sup>rd</sup> June 2018**  
An organising meeting had been held on 10<sup>th</sup> May. Tasks had been allocated to all willing helpers. It was agreed that the presence of representatives from DASH would not be in keeping with the spirit of the event. Posters had been distributed around the parish. The Village Hall was to be used in the event of poor weather. The Chairman had invited both the Cricket Club and the Football Club.
- 4002 **Churchyard tombs update**  
The Chairman will distribute some further information shortly.
- 4003 **Amenities**
1. Donnington Recreation Ground Hire Fees.  
It was unanimously agreed to increase hire fees for Ground only to £12 for the first hour and £3 for each subsequent hour or part thereof and for the Ground and Pavilion to £50 for the first hour and £6 for each subsequent hour or part thereof. (P – EN, S – SD)
  2. Owen Road Recreation Ground  
It was unanimously agreed to erect a welcome/noticeboard at Owen Road similar to those at the Donnington Ground (P- SD, S – Chair). The Chairman, EN and MC would agree the wording for the board.  
It was unanimously agree to cut the Ground more frequently and to a shorter length. It was noted that this will cost less than the old regime as WBC had new contractors offering better value for money.
- 4004 **Footpaths**  
There were no official reports.
- 4005 **Highways**  
SD will obtain the link to the dedicated WBC pothole reporting webpage and circulate to fellow Councillors. All Councillors were asked to be on the lookout for potholes and report them to WBC.
- 4006 **Members Reports and Questions**
1. It was felt that the Council perhaps needed a strategy for the parish going forward with all the changes happening e.g. North Newbury development.
  2. The Village Hall was addressing the complexities of the new GDPR legislation. Their procedures will be in place for the start of the regulations.
  3. The Tesco 'Bags of Help' scheme for the play area was now in operation at three local Tesco stores. Councillors were asked to publicise this as much as possible.
  4. It was noted that the Recreation Ground gang mower was very close to requiring replacement as adjustment of the cut was becoming increasingly more difficult due to wear.

There being no other business the meeting closed at 9.45 pm.