

# Shaw-cum-Donnington Parish Council

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

Minutes of a meeting of the Parish Council held at the Village Hall, Love Lane, Donnington on Wednesday, 15<sup>th</sup> January 2020 at 7.30pm.

## Present

Bill Graham (Chairman), Mary Carter (MC), Chris Fenwick (CF), Glyn Thomas (GT), Paul Bryant (PB), Sean Doherty (SD) and Colin Yates (CY).

In attendance: Councillor Lynne Doherty (LD) (WBC Councillor), 1 member of the public

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

## Part 1

4299

### Apologies

Apologies were received from Tony Harris (TH) and John Austin (Clerk)

4300

### Declarations of Interest

There were no declarations of interest.

4301

### Minutes

The minutes of the meeting held on 18<sup>th</sup> December 2019 were approved (P – SD, S – MC) and signed as a true record.

4302

### Matters arising

Relating to 4290/3 National Citizens Service looking for venue –Chairman has proposed the pavilion to them. Village Hall has offered their venue, and St Mary's their church hall. No uptake yet.

Update on Church car park – PB has followed up, but no response – work is expected this week.

4303

### Correspondence

1. Complaint from resident in Lampacres about the bin lorry damaging the grass. The Chairman has responded and spoken to the street care department.
2. District/Parish conference is on the 12<sup>th</sup> March – theme is the environment and a section on pavement parking.
3. West Berks – draft Environment Strategy – public consultation will take place until 21 February – SD volunteered to respond on behalf of the PC. LD requested all parishioners to respond if possible. SD to post link to survey on website.
4. Vodafone - Friday 24<sup>th</sup> January - 10am - 1pm - Social communications workshop – social media channels, communication plan etc – anyone is invited – The Chairman will send the email so that people can respond.

4304

### Finance

1. The following payments were agreed:

Robert Walker	Litter picking December 2019	62.43
John Austin	Salary and expenses December 2019	682.74
ScD Village Hall	Hire of Hall – Coffee mornings/Parish Plan	126.00
Bill Graham	Property repairs	28.44
HMRC	PAYE/NIC	196.92
Veolia	Bin emptying November 2019	34.32
		<u>£1,130.85</u>

P – SD, S – GT *Authorise: Chairman/SD*

2. The Budget for 2020/21 was agreed (P – SD, S – Chairman)
3. The precept was agreed at £38,000 for 2020/21. (P – SD, S – Chairman)

- Investment policy. Wording to be improved to ensure that decisions are required to be approved by the PC. Chairman to recirculate new draft for ratification in February

4305

#### **District Councillor's report.**

A report by LD had been pre-circulated.

No specific comments – Councillor LD was thanked for her detailed and comprehensive report.

4306

#### **Planning.**

- Applications

20/00047/RESMAJ Land Adjacent To Hilltop Oxford Road Donnington

Approval of reserved matters application for phase development of 179 dwellings following approval of outline application 14/02480/OUTMAJ APP/W0340/W/16/3143214). Matters to be considered: Appearance, Landscaping, Layout and Scale  
There are a large number of documents to be reviewed and PB will write to ask for an extension to ensure there is adequate time to review. The PAG will meet in advance of this to prepare.

- WBC decisions

19/02817/HOUSE The White Lodge, Wantage Road, Donnington, Newbury RG14 3BE

Garage conversion and extension to create artist's studio and home office.  
Granted

4307

#### **Neighbourhood Plan**

The pros and cons of creating a neighbourhood plan were discussed. The PC decided that some further investigation would be needed to make a decision. LD will contact Brian Little to see if someone could attend the next meeting to talk to the PC about what is involved. Councillors were asked to review other comparable parish plans on the web to judge what input was likely to be required to prepare a ScD NP.

4308

#### **Parish Plan Group Report**

SD provided an update. The plan is still progressing. The Parish Newsletter is one of the topics currently being discussed. A challenge is that we have no contact details for parishioners and it is difficult to send out information and get people involved.

The goal is to present and ratify the plan at the annual parish conference – 6<sup>th</sup> May 2020.

Still to decide how the plan can be distributed.

4309

#### **Church Car Park**

No further comments following the topic being discussed earlier.

4310

#### **Burglaries in and around the Parish**

GT – there have been a couple of burglaries in the parish over the last month – Church, Judo club – one night last month. Is there anything that we can do to help prevent future incidents? There is a feeling that this was opportunists as there was nothing actually stolen. The matter will be discussed at the next neighbourhood forum.

4311

#### **Amenities**

There was no official report

4312

#### **Highways**

MC – traffic calming and monitoring has been taking place on Oxford Road. West Berks had placed a monitoring device on one side of the road and will place it on the opposite side.

Additional information on the average speed from the monitoring device that was placed on Long Lane and the cemetery end has been provided by West Berks. The average speed was 40mph in the 30mph zone. The same as the Grange farm end.

MC will investigate the cost of putting up the speed warning signs that flash up when the speed is greater than the limit and the legislation relating to it. MC will report back at the next meeting.

4313

#### **Footpaths**

GT – footpaths in general are good in the parish. Some progress being made in Dene Way although funding will not be available until 2021.

4314

#### **Members Reports and Questions**

There were no reports or questions.

**Part 2**  
**(Confidential)**

- 4315      **Review of Clerk's salary and expenses** – currently on £15ph -> we will remain on £15 until NALC propose the new pay scales. We will then decide based on their guidance and back date to April
- 4316      **Review of Groundsman's contractor rate** – Currently on £13ph – last reviewed in April 2018. PC agreed to raise the pay to £14ph.from April 2020
- 4317      **Review of Litter Picker's salary** – Currently on £9 per hour real living wage -This will increase to £9.30 from February 2020 in accordance with the Living Wage Foundation's recommendation.

There being no other business the meeting closed at 9.05pm

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Minutes of a meeting of the Parish Council held at the Village Hall, Love Lane, Donnington on Wednesday, 19<sup>th</sup> February 2020 at 7.30pm.

## Present

Tony Harris (Vice-Chairman), Mary Carter (MC), Chris Fenwick (CF), Glyn Thomas (GT), Paul Bryant (PB), Sean Doherty (SD) and Colin Yates (CY).

In attendance: Councillor Steve Masters (SM) (WBC Councillor), John Austin (Clerk), 2 representatives from Taylor Wimpey, 2 members of the public

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

4318

## Apologies

Apologies were received from Bill Graham (Chairman)

4319

## Declarations of Interest

There were no declarations of interest.

4320

## Minutes

The minutes of the meeting held on 15<sup>th</sup> January 2020 were approved (P – GT, S – PB) and signed as a true record.

4321

## Matters arising

There were no matters arising

4322

## Correspondence

1. There would be a Greenham Trust Pitch to the Panel event on Wednesday 10<sup>th</sup> June. The Vice-Chairman and GT will collaborate to put together a bid.
2. District Parish conference 12<sup>th</sup> March. MC, SD & CF will attend.
3. BALC are proposing to organise a Knowledge & Core Skills course for councillors on 10<sup>th</sup> March in the Reading area.

4323

## Finance

- I. The following payments were agreed:

Robert Walker	Litter picking January 2020	65.43
John Austin	Salary and expenses January 2020	718.24
James Snelling	Groundsman Dec & Jan	117.00
West Berks Council	Library Contribution	1,665.00
WB Liberal Democrats	Newsletter printing	84.00
Southern Electric	Street Lights Dec qtr + Pavilion Nov-Feb	607.91
HMRC	PAYE/NIC	196.92
Veolia	Bin emptying January 2020	54.58
		<u>£3,509.08</u>

P – MC, S – SD *Authorise: Vice-Chairman/SD*

- II. Investment policy. The re-worded policy had been pre-circulated and was approved (P – CY, S – GT)

4324

## District Councillor's report.

A report by Cllr. Lynne Doherty had been pre-circulated. SM reminded Councillors that the WBC Environment policy consultation expired on Friday 21<sup>st</sup> February. The WBC Lottery had made several grants. SM wanted Councillors to be aware of WBC rough sleepers' initiative for the district.

4325

### Planning.

1. Applications
  - 20/00024/FUL AKA Common Room/The Lodge, Abberbury Close Almshouses, Donnington  
Change use of communal room to self-contained residential Almshouse studio  
Council decision: No objections (P – PB, S – MC)
  - 20/00047/RESMAJ Land adjacent to Hilltop, Donnington  
Approval of reserved matters (Appearance, landscaping, layout and scale) of eastern development of 179 houses following outline approval of 14/02480/OUTMAJ.  
PB had pre-circulated a draft of a letter to be sent to WBC outlining the objections and comments of the parish council ref the above application. PB talked the meeting through the document. A discussion followed with input from the Taylor Wimpey representatives. It was agreed the letter be sent to WBC planning. (P – PB, S – GT)
  - 20/00262/HOUSE 36 Kingsley Close, Shaw RG14 2EE  
Rear and side extensions and widening of vehicular access.  
Council decision: No objections (P – PB, S – CY)
  - 020/0344/HOUSE 1 Sherrardmead, Shaw RG14 2DF  
Garage extension  
Council decision: No objections (P – PB, S – SD)
2. WBC decisions
  - 19/00341/HOUSE 93 Kingsley Close, Shaw RG14 2EB  
Rear single storey flat roof extension  
Granted
  - 19/02749/HOUSE 50 Kingsley Close, Shaw RG14 2EE  
First floor side extension over existing garage, single storey side extension  
Granted
  - 19/02949/HOUSE York Cottage, Long Lane RG14 2TA  
Separate existing building from main house to create a new dwelling  
Granted

4326

### WBC Local Plan Review

PB circulated a map of the Housing and Economic Land Availability Assessment (HELAA) sites produced by WBC together with his commentary thereon. It was noted that there was a need to consult parishioners and pass their views on to WBC by 27/03/2020. A sub-committee of PB, CY, SD and MC would meet on 25/02/20 to summarise the proposed sites and draft a letter to be distributed to parishioners. The Vice-Chairman would arrange for the printing of the letter to be distributed to parishioners in the w/c 02/03/20. A meeting of parishioners was arranged for Monday 09/03/20 at the Village Hall.

4327

### Neighbourhood Plan

This would be promoted to parishioners at the meeting on 09/03/20. The council are awaiting Cllr. Lynne Doherty's input for someone to talk to Councillors about Neighbourhood Plans.

4328

### Parish Plan Group Report

The Group is currently working on refreshing the original plan with a view to having this ready to present to the Parish Assembly on 09/05/2020.

4329

### Donnington Castle car park charging

The Council were not in favour of this move by English Heritage but felt there was little that could be done about it.

4330

### Church Car Park

Most of the lights were now working. It was agreed that any further discussions be left until after the CAMP proposals were published.

4331

### Support for WI VE Day commemoration 8<sup>th</sup> May 2020

It was agreed in principle to fund trees for the parish dependent on number and location.

4332

### Review and affirmation of the following documents:

- i. Council Standing Orders (P – GT, S – PB)
  - ii. Councillors Code of Conduct (P – MC, S – CY)
  - iii. Governance and Management Risk Assessment (P – GT, S – SD)
- All the above pre-circulated documents were reviewed and re-affirmed with no changes.

4333

**Amenities**

There was no official report

4334

**Highways**

- i. MC had pre-circulated a report on types and approximate costs of speed warning devices. It was agreed in principle that up to £7,000 be spent purchasing these devices for the parish (P – Vice-Chairman, S – CF). Final decision and spend will be determined after recommendations by WBC on suitable types were available. MC was thanked for her work on this project and her excellent report.
- ii. GT reported that parking by Vodafone workers in streets around the parish was starting to become a problem. GT would contact the Transport Manager at Vodafone to discuss.

4335

**Footpaths**

There were no official reports.

4336

**Members Reports and Questions**

There were no reports or questions.

There being no other business the meeting closed at 9.25pm

# Shaw-cum-Donnington Parish Council

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Minutes of a meeting of the Parish Council held by video conference on Wednesday, 18<sup>th</sup> March 2020 at 7.30pm.

## Present

Bill Graham (Chairman), Tony Harris (TH), Mary Carter (MC), Chris Fenwick (CF), Glyn Thomas (GT), Paul Bryant (PB), Sean Doherty (SD) and Colin Yates (CY).

In attendance: Councillor Lynne Doherty (LD) (WBC Councillor), John Austin (Clerk), 2 members of the public

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

4337

## Apologies

There were no apologies

4338

## Declarations of Interest

There were no declarations of interest.

4339

## Minutes

The minutes of the meeting held on 19<sup>th</sup> February 2020 were approved (P – PB, S – GT) and signed as a true record.

4340

## Matters arising

4334/ii. GT had contacted the Transport Manager at Vodafone about parking problems. She would remind staff of Vodafone's policy but had limited staff to be able to patrol streets.

4341

## Correspondence

1. There is a consultation by WBC about anti-social behaviour in Newbury town centre running until 6th April.
2. SID training had been arranged by WBC for 22<sup>nd</sup> April at 6.30pm
3. An update had been received from the developers of the Christmas tree field to which the Chairman had replied. They reported very little progress whilst remaining committed to obtaining planning consent for the development.
4. A letter from WBC concerning Conservation Area Appraisals taking place over the next 6 years. There is an opportunity for communities to get involved by setting up a group. The Clerk was asked to reply expressing the Council's interest.
5. A copy of a complaint about speeding along Long Lane had been received from WBC. WBC had replied to the complainant.
6. An email from WBC about a public consultation running from 17<sup>th</sup> of March 2020 to the 3<sup>rd</sup> of May 2020 about the draft Housing Allocations Policy.
7. A letter from WBC about supporting the community during the Coronavirus outbreak and inviting parish councils to get involved in the Community Support Hub.

4342

## Finance

The following payments were agreed:

Robert Walker	Litter picking February 2020	64.63
John Austin	Salary and expenses February 2020	694.94
James Snelling	Groundsman February 2020	78.00
West Berks Council	Dog bins, mowing, RoSPA	1,001.78
ScD Village Hall	Parish Plan meetings Jan and Feb	31.50
Suzu Trousdale	Pavilion cleaning July - December	90.00
Mary Carter	Ink cartridge	38.00
HMRC	PAYE/NIC	197.32
Veolia	Bin emptying January 2020	36.38
P – GT, S – PB	<i>Authorise: Chairman/TH</i>	<u>£2,232.55</u>

- 4343 **District Councillor's report.**  
LD report had been pre-circulated. LD commented that we are in a fast-moving situation and are into an emergency planning scenario. Dates and time scales are slipping, and everything is under review. WBC's three priorities are to ensure social care is maintained, seeing the vulnerable in self isolation are supported and maintaining business continuity. Planning meetings will probably go virtual, but at present will continue as normal.
- 4344 **Planning.**
1. Applications
    - 20/00297/FUL Land adjacent to Briar Lea, Long Lane RG14 2TG  
Retrospective: Biomass boiler in shipping container  
Council decision: No objections (P – PB, S – Chairman)
    - 20/00552/FUL & 20/00553/LBC2 Snelsmore House, Oxford Road, Donnington RG14 3BG  
Replacement of flat roof on Grade 2 listed building  
Council decision: No objections (P – PB, S – Chairman)
    - 20/00580/HOUSE Oakwood Barn, Grange Farm, Long Lane RG14 2TF  
New pool room and side porch  
Council decision: No objections (P – PB, S – MC)
    - 20/00594/FUL Land at Snelsmore House, Snelsmore Common  
Section 73: Variation of Condition 2 on both 19/00261/FUL and 18/00441/FUL (Wedding & function barn)  
Council decision: No objections (P – PB, S – Chairman)
  2. WBC decisions  
No decisions had been notified by WBC
- 4345 **WBC HELAA sites – report on Parish meeting 09/03/2020 and action required**  
MC, PB and SD have drafted and collated the replies/comments received. Thanks were recorded to them. The attendance and the comments of all who attended the 9th March public meeting were appreciated. It was agreed to send the document to WBC after the coming weekend to allow for any further comments to PB or MC. PB would send a copy to Cold Ash PC.
- 4346 **Parish Plan Group Report and action required for Parish Assembly**  
There had been no meetings since February and the re-writing of the plan was still ongoing. As the Parish Assembly was unlikely to go ahead the draft plan was not felt to be a priority.
- 4347 **Parish Assembly 6<sup>th</sup> May 2020 – agenda**  
It was felt the Assembly was not likely to take place, so this item was shelved until the situation clarified.
- 4348 **Parish event 7<sup>th</sup> July 2020 organisation**  
Due to the uncertainty any decisions were deferred.
- 4349 **Members Community Bids**  
It was agreed a bid be prepared to part finance the speed camera project. MC would lead.
- 4350 **Coronavirus – Council policy and Video conferencing**  
The Council would use video conferencing for meetings. The Chairman had spoken to Robin Walker, the litter picker, he was happy to carry on at present while following Government guidelines.
- 4351 **Review and affirmation of Financial Regulations**  
These had been pre-circulated with some minor NALC recommended amendments. These were agreed and affirmed (P – GT, S – MC).
- 4352 **Amenities**  
There was no official report
- 4353 **Highways**  
With the recent announcement of a large Government fund to repair potholes Councillors were asked to report any known potholes as soon as possible.



4354

**Footpaths**

There were no official reports.

4355

**Members Reports and Questions**

1. TH asked for Councillors to send him their thoughts on tonight's meeting.
2. SD asked the question as to how we could best support the elderly and vulnerable during this crisis. He would put something on the website and Twitter but this would perhaps not reach the 'target market'. Suggestions as to how we reached out to people would be welcome.
3. The planned parish litter picking day on 4<sup>th</sup> April had been cancelled.
4. GT was due to attend a funding workshop on 19/03/20. This had been cancelled.

There being no other business the meeting closed at 9.05pm

# Shaw-cum-Donnington Parish Council

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Minutes of a meeting of the Parish Council held by video conference on Wednesday, 15<sup>th</sup> April 2020 at 7.30pm.

## Present

Bill Graham (Chairman), Tony Harris (TH), Mary Carter (MC), Chris Fenwick (CF), Glyn Thomas (GT), Paul Bryant (PB), Sean Doherty (SD) and Colin Yates (CY).

In attendance: Councillor Lynne Doherty (LD) (WBC Councillor) (for items 7 & 8), John Austin (Clerk), 7 members of the public at various times.

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

4357

## Apologies

Apologies were received from Steve Masters (WBC Councillor)

4358

## Declarations of Interest

There were no declarations of interest.

4359

## Minutes

The minutes of the meeting held on 18<sup>th</sup> March 2020 were approved (P – MC, S – PB) and approved as a true record.

4360

## Matters arising

4341/4. A reply had been received from WBC who noted the Council's interest. Further information would be sent when available.

4361

## Correspondence

1. A note from the Village Hall confirming its closure from 20/03/2020. It was agreed that the Council will not seek reimbursement of the pre-paid hire charges for this year and will continue with payment if the crisis continues in order to support the Village Hall.
2. It was confirmed in an email from SD that the play area had been closed to the public with effect from the 26<sup>th</sup> of March 2020.
3. A complaint had been received by WBC about speeding on Long Lane near Shaw Cemetery. WBC had replied that this is already a community concern but little could be done during the present crisis. As the situation started to return to normality the Community Speedwatch programme will be re-instated.

4362

## Finance

The following payments were agreed:

Robert Walker	Litter picking March 2020	64.45
John Austin	Salary and expenses March 2020	683.99
James Snelling	Groundsman March 2020	78.00
Southern Electric	Street lights Quarter 4	455.32
Plank Bros Ltd	Hedge cutting March	540.00
Tony Harris	ZOOM sub	14.39
HMRC	PAYE/NIC	197.32
Veolia	Bin emptying January 2020	36.38
		<u>£2,069.85</u>

P – MC, S – GT

*Authorise: Chairman/SD*

It was agreed that whilst the Council was meeting via video conference the Clerk would send to two Councillors scanned copies of the payment supporting paperwork so that they could endorse a copy of the payment schedule as approval of that documentation.

4363

**District Councillor's report.**

LD report had been pre-circulated. The Chairman thanked her for a very informative report. LD agreed a copy of this report could be published on the ScD website for information. PB remarked that WBC seemed to be doing extremely well during the crisis. LD replied that everyone at WBC was working very hard and she felt that now everything was in place to cope with the crisis.

4364

**Update on SAFE initiative and agree time/date for next meeting**

Thanks were expressed to all involved for their kindness and commitment. All links, Community hub, What's app group etc., were functioning well and all aspects of the initiative had been incredibly responsive. The initiative covers four main areas

- Food/Supplies. Customers were very grateful, and the collection and delivery were working well. The OneStop shop in Kiln Road had been very helpful. PPE was available for delivery volunteers. A full audit trail was being kept of the finances. So far all customers were paying their way without reliance on SAFE funds but this may change the longer the crisis continues.
- Prescriptions. This was available and working well when required.
- Phone care. Calls to vulnerable and isolated residents.
- PPE. A bulk quantity of hand sanitiser had been purchased and was being decanted into smaller bottles. A network of sewing homeworkers had been recruited to produce scrubs for the local area. 70 metres of material had been purchased. More volunteers were required. Chris Lusby Taylor from Clay Hill was co-ordinating.

David Willetts, one of the SAFE co-ordinators, asked what else we should be doing and for ideas how to make more people aware of the initiative. LD said that WBC were confident that the vast majority of residents in the district had had some contact on what help was available and how to access it.

The Chairman suggested a vote of thanks should be sent to all volunteers. It was agreed this be done via the What's app group.

It was agreed that as most issues had been discussed a further meeting of the SAFE initiative partnership was not now necessary.

4365

**Planning.**

1. Applications

20/00623/FUL Bracken Cottage, Snelsmore Common RG14 3BG

Demolish existing, erect new 4 bed dwelling

Council decision: No objections (P – PB, S – MC)

20/00703/RESMAJ Land adjacent to Hilltop, Donnington (Phase II)

Approval of reserved matters application relating to Appearance, Landscaping, Layout and Scale

Council decision: Re-submit original objection paper (P – PB, S – Chairman)

2. WBC decisions

19/02982/COND2 Land at Snelsmore House, Snelsmore Common

Section 73 variation of conditions

Approved

20/00024/FUL AKA Common Room/The Lodge, Abberbury Close Almshouses, Donnington

Change use of communal room to self-contained residential Almshouse studio

Granted

20/00262/HOUSE 36 Kingsley Close, Shaw RG14 2EE

Rear and side extensions and widening of vehicular access.

Granted

020/0344/HOUSE 1 Sherrardmead, Shaw RG14 2DF

Garage extension

Granted

4366

**Parish Assembly 2020**

It was agreed the Assembly be cancelled on 6<sup>th</sup> May and be held whenever the situation allowed. An announcement would be put on the website to this effect.

4367

**Parish Council AGM 20<sup>th</sup> May 2020**

It was agreed the AGM of the Council due to take place on 20<sup>th</sup> May would be postponed. All officers and postholders would continue in place until an AGM is held. The meeting on 20<sup>th</sup> May would be an ordinary meeting held by video conference.

4368

**Members' Community Bids 2020/21**

MC had submitted a bid for funding for speed indicator devices. She was thanked for all her hard work on this.

4369

**Amenities**

- It was agreed that Donnington Cricket Club would only be charged proportionately for Ground hire for the 2020 season from the date they recommenced playing.
- It was agreed to look at a temporary repair on the hole in the Recreation Ground fence bordering Shop Lane.

4370

**Highways**

- The Chairman emphasised the importance of Councillors reporting potholes to WBC when they became aware of them.
- PB had had a complaint about speeding on Oxford Road. He was asked to reply that the Council were aware of the problem and, as far as possible in present circumstances, were dealing with it.

4371

**Footpaths**

MC had formally complained to WBC about overflowing litter bins specifically the one outside Shaw House.

4372

**Members Reports and Questions**

Thanks were expressed to GT for all his hard work organising and delivering supplies for the SAFE initiative.

There being no other business the meeting closed at 9.10pm

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## Present

Bill Graham (Chairman), Tony Harris (TH), Mary Carter (MC), Chris Fenwick (CF), Glyn Thomas (GT), Paul Bryant (PB), Sean Doherty (SD) and Colin Yates (CY).

In attendance: Councillor Lynne Doherty (LD) (WBC Councillor), John Austin (Clerk), 1 member of the public.

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

4373

## Apologies

Apologies were received from Steve Masters (WBC Councillor)

4374

## Declarations of Interest

There were no declarations of interest.

4375

## Minutes

The minutes of the meeting held on 15<sup>th</sup> April 2020 were approved (P – MC, S – PB) as a true record.

4376

## Matters arising

None

4377

## Correspondence

1. A note from WBC informing that no elections can take place before 6<sup>th</sup> May 2021. The Clerk stated that he had posted the appropriate notice concerning the vacancy for a Councillor. As no requests had been made for an election within the timeframe the Council was free to co-opt as and when possible.
2. A note from the Public Protection Partnership containing guidance for local authorities on bonfires during the lockdown.
3. An e-mail from WBC advising of a Speed Management Framework consultation running until 6 July 2020.
4. A note from WBC advising there was no CIL monies due to the parish for the period 01/10/19 – 31/3/20
5. A copy of the Monitoring Officer's annual report to the Governance and Ethics Committee of WBC had been received.

4378

## Finance

1. The following payments were agreed:

Robert Walker	Litter picking April 2020 + black sacks	69.35
John Austin	Salary and expenses April 2020	675.99
James Snelling	Groundsman April 2020 + expenses	183.57
West Berks Council	Election costs May 2019	75.00
Castle Water	Pavilion Feb – July 2020	23.13
Auditing Solutions Ltd	Internal Audit 2020	414.00
Bill Graham	SAFE in Shaw expenditure	581.30
HMRC	PAYE/NIC	195.52
Veolia	Bin emptying April 2020	36.38
		<u>£2,254.24</u>

P – MC, S – PB

Sign off – GT/MC

*Authorise: Chairman/SD*

2. The pre-circulated draft accounts for 2019/20 were discussed and the reserves were agreed. (P - MC, S – CF)
3. Section 1 (Annual Governance Statement) of the 2019/20 AGAR was considered and approved. (P – PB, S – GT).
4. Section 2 (Accounting Statements) of the 2019/20 AGAR was considered and approved. (P – Chairman, S – MC)
5. The pre-circulated Auditor's Report was considered and agreed (P – Chairman, S – GT)

4379

**District Councillor's report.**

LD report had been pre-circulated. The Chairman thanked her for a very informative report.

Updates:

- The Waste and Recycling Centres in Newbury and Padworth were now open using an online booking system. It was being well managed and the public had responded well
- Initial business rate relief grants are now mostly dealt with. On-going dialog with local businesses.
- Much work taking place over opening of schools. WBC working closely with schools.
- Snelsmore has now re-opened.
- When Government legislation and regulations are proposed WBC is reacting
- No significant increase in fly-tipping has been experienced.

Appreciation was expressed to LD for her public Facebook session last Saturday. LD stated that feedback received had been mostly positive.

4380

**Update on SAFE in Shaw initiative**

A verbal report from David Willetts:

Requirements are beginning to change. It is therefore even more essential to ensure no one is left out. It is unlikely any more material for scrubs will be purchased as the requirement has now greatly lessened. Thoughts were required from volunteers about the need and viability of making face masks. It was felt that the project had not only helped the vulnerable in Shaw but had been of therapeutic value to many of the 'cottage' volunteers.

GT stated that food deliveries had not had a great number of regulars but they had been steady and no lessening of requirements had yet been seen. It was likely this could continue for some time.

Thoughts were now turning to how the initiative could assist local food banks.

It was felt appropriate that the volunteers should be recognised perhaps by coverage in NWN and by notifying the local MP.

4381

**Planning.**

1. Applications

20/00761/FUL Vine Cottage, Curridge RG18 9EF (Out of Parish)

Creation of ecological pond, bunds, soakaways, earthworks and soft l/s scheme

Council decision: No objections (P – Chairman, S – MC)

20/00853/HOUSE 15 Dene Way, Donnington RG14 2JL

Rear extension and carport

Council decision: No objections (P – GT, S – Chairman)

20/00865/HOUSE Menheniot, Long Lane, Shaw RG14 2TD

Replacement garage

Council decision: No objections (P – PB, S – MC)

19/02850/FULMAJ Land Adjacent To Elton Farm Weston RG20 8JG (Out of Parish).

Proposed conversion and replacement of agricultural buildings to residential use, construction of one new-build dwelling. *For the effect on the River Lambourn*

Too late to object PB put in comments to planning about the effects of the development.

2. WBC decisions

20/00297/FUL Land adjacent to Briar Lea, Long Lane RG14 2TG

Retrospective: Biomass boiler in shipping container

Granted

20/00552/FUL & 20/00553/LBC2 Snelsmore House, Oxford Road, Donnington RG14

3BG

Replacement of flat roof on Grade 2 listed building

Granted

20/00580/HOUSE Oakwood Barn, Grange Farm, Long Lane RG14 2TF

New pool room and side porch

Granted

- 4382           **Members' Community Bids 2020/21**  
MC report had been pre-circulated. LD stated that an extension of the filing date had been made to 3<sup>rd</sup> July
- 4383           **Amenities**  
A comment had been made on the 'NextDoor' website about the number of dog waste bags being dumped on the ground and in trees around the vicinity of Donnington Rec. The Clerk had responded. It was felt that little more could be done as those on extended walks would not carry bags around with them and any campaign will be unlikely to have any effect.
- 4384           **Highways**  
After much discussion the following proposal was passed by 6 votes and 2 abstentions:  
*"That we proceed in principal with the Community bid to purchase speed indicator devices for the parish at the appropriate time"* Much will depend on the recommendations of the equipment eventually made by WBC.
- 4385           **Footpaths**  
Overgrown hedges should be reported on the WBC website. If overgrowth is from private land then WBC will write to the owner.
- 4386           **Members Reports and Questions**
- TH expressed concern over many speeding motorcycles (70/80mph) along the Wantage Road. It was agreed that this should be reported to the police.
  - It was agreed that the pavilion be given a deep clean just prior to it being used again.
  - The Village Hall has no plans to re-open but discussions would be taking place about the re-opening of the pre-school.

There being no other business the meeting closed at 9.10pm

# Shaw-cum-Donnington Parish Council

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

Minutes of a meeting of the Parish Council held by video conference on Wednesday, 15th July 2020 at 7.30pm.

## **Present**

Bill Graham (Chairman), Paul Bryant (PB), Mary Carter (MC), Sean Doherty (SD), Tony Harris (TH), Glyn Thomas (GT), and Colin Yates (CY).

In attendance: Lynne Doherty (WBC Councillor) (LD), John Austin (Clerk), 3 members of the public.

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

Chris Fenwick had resigned from the Council due to ill health. The Chairman recorded his thanks to Councillor Fenwick for his dedicated service to the Council over a number of years. The Chairman had written to him expressing these thanks. A card was agreed to be sent to Chris from all Councillors. TH will arrange.

4400

## **Apologies**

There were no apologies

4401

## **Declarations of Interest**

There were no declarations of interest.

4402

## **Minutes**

The minutes of the meeting held on 17<sup>th</sup> June 2020 were approved as a true record. (P – MC, S – GT)

4403

## **Matters arising**

4391/3 The Clerk had replied to the complainant concerning the car park charging at Donnington Castle.

A complaint about noise one evening around the pavilion had been dealt with. The Chairman and CY were monitoring.

4404

## **Correspondence**

1. An e-mail from SLCC asking for support for a letter sent to the Secretary of State for HCLG asking for financial support for town and parish councils in England.
2. An e-mail from WBC with an update on restoring library services.
3. A new proposed Model Code of Conduct has been issued by NALC. Comments are asked for on the proposals.
4. The SSD Community forum scheduled for Thursday, 16<sup>th</sup> July had been cancelled.
5. Cricket fixture dates had been received. Terms and conditions for re-commencement of cricket at the Rec had been sent to the Cricket Club.
6. The developer of North Newbury site is looking to consult concerning street names for the new development. It was felt the council should be pro-active in this and discussions would be held at Sunday's virtual coffee morning.

4405

## **Finance**

The following payments were agreed:

Robert Walker	Litter picking June 2020	64.25
John Austin	Salary and expenses June 2020	675.39
James Snelling	Groundsman June 2020	168.00
Southern Electric	Street Lighting March – June 2020	455.32
Cllr. Bill Graham	Safe Fund expenditure	532.98
Cllr. Mary Carter	Safe Fund expenditure	25.11
HMRC	PAYE/NIC	195.72



Veolia

Bin emptying June 2020

72.77  
£2,189.54

P – GT, S – PB

Sign off – GT/CY

*Authorise: Chairman/TH*

4406

**District Councillor's report.**

Thanks were passed to Lynne for another excellent and comprehensive report. Also thanks for the virtual District/Parish conference.

Updates:

- Trinity School project had been delayed
- There is to be a new round of members bids aimed specifically at Covid recovery. This can be revenue or capital and up to £1000 will be available to ScD. There will be a 6-month window to apply. LD will circulate the bid criteria.
- If there are any PPE issues arising let LD know.

The council acknowledged the excellent support and comprehensive information always provided by LD.

4407

**Update on SAFE in Shaw initiative**

The balance of the fund stands at approximately £1,700. Most expenditure has been on material for scrubs, PPE equipment, sanitiser, cleaner etc. Volunteers have saved the initiative a considerable amount, so expenditure has not been as high as first envisaged. The balance will be left against the possibility of a 'second spike' and the prospects of future high unemployment. The purpose of the initiative was to pick up on individuals missed by official channels.

4408

**Planning.**

1. Applications

20/01341/PASSHE 40 Kingsley Close, Shaw RG14 2EE

Prior approval of single storey rear extension. (No comments required)

20/01467/FUL & /LBC2 D.V. Golf Club, Snelsmore House, RG14 2BG

Construction of outdoor dining enclosure and servery

Council decision: No objections (P – MC, S – Chairman)

20/01488/HOUSE 101 Kingsley Close, Shaw RG14 2EB

First floor side extension.

Council decision: No objections (P – MC, S – GT)

2. WBC decisions

19/00442/OUTMAJ Land adjacent to Hilltop, Oxford Road Donnington

Changes to outline application mainly to do with pipeline

Granted

3. North Newbury development

There appears to be a lack of response from WBC Planning Department. LD will escalate. Main issues over development are lack of allotments, community building, drainage, CCTV re tunnel and parking/drop off for the school. There appears to be some doubt that the applications have been called in to Council. LD will chase. Several parish councils have concerns over lack of infrastructure in developments. It was suggested this should be a topic for a District/Parish Conference. ScD should lead on this and would be certain to receive support from other parishes. PB will arrange.

4. Community Planning Steering Group

Objective is to consider the effect of increasing the population of the parish by some 60% as a result of the new developments. There is not enough support for this increase i.e. development of the school/village hall/allotment complex which is all Church land and which the Church is keen to see used for the community. Help is required to put together a plan to talk to WBC. A group could form this plan and cost it reasonably quickly. An agenda would include response to the planning applications, scope of the study, budget and a timetable. There is also a need to finish the current ongoing Parish Plan. A meeting should be arranged as soon as possible. The Chairman, PB, GT, CY and David Willetts would be interested in joining the group. David Willetts will get plans of the Church land.

- 4409           **Members Community Bids 2020/21 – Update**  
A new bid has been submitted re SID device. Panel meets on 21<sup>st</sup> July to decide on bids.  
Thanks were expressed to MC for all her hard work on this.
- 4410           **Relief in Need Charity Trustees**  
Following parish representatives were elected:  
Chris Byng (P – PB, S – MC)  
Tony Harris (P – MC, S – PB)
- 4409           **Amenities**
- Playground re-opened on 10<sup>th</sup> July in line with all official guidelines.
  - More litter was being experienced in the parish with the pandemic. Possibility to run a litter day in September locked into a national newspaper's campaign. Some fly-tipping is being experienced in the parish. WBC are working on a campaign with posters etc. MC will organise some posters for the parish.
- 4410           **Highways**  
GT has done a SID session today. More are planned.
- 4411           **Footpaths**
- GT has attended a virtual funding meeting. Council can perhaps make more use of social media to generate funding.
  - Requests for trimming back of undergrowth on footpaths should be directed to WBC.
- 4412           **Members Reports and Questions**
- A light in the Church car park is not working. PB is trying to get it repaired.
  - A Heritage Open Day will take place on 19<sup>th</sup> September
  - MC asked Council to consider visit from Daniel Priors, National Business Service re local business projects.

There being no other business the meeting closed at 10.00pm

# Shaw-cum-Donnington Parish Council

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

Minutes of a meeting of the Parish Council held by video conference on Wednesday, 17<sup>th</sup> June 2020 at 7.30pm.

## Present

Bill Graham (Chairman), Mary Carter (MC), Chris Fenwick (CF), Glyn Thomas (GT), Paul Bryant (PB), Sean Doherty (SD) and Colin Yates (CY).

In attendance: John Austin (Clerk), 3 members of the public.

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

4387

## Apologies

Apologies were received from Tony Harris (TH).

4388

## Declarations of Interest

There were no declarations of interest.

4389

## Minutes

The minutes of the meeting held on 20<sup>th</sup> May 2020 were approved as a true record. (P – GT, S – MC)

4390

## Matters arising

None

4391

## Correspondence

1. A considerable traffic in e-mails had taken place concerning the brief occupation of the Church car park by travellers. A discussion took place about the security and maintenance of the car park.
2. Two speeding complaints had been received by WBC relating to Long Lane. WBC had replied but it was felt the parish should begin to deploy the SID equipment again.
3. An e-mail had been received from a member of the public about the way the charge for the car park was being made by English Heritage (EH) i.e. by mobile phone. The feeling of the meeting was that firstly EH were entitled to charge for the car park to defray costs and secondly that there was little alternative to the present method of charging that would not be too expensive or would not work. Clerk would reply.
4. A reminder that the Speed Management Consultation replies were required by 13/07/20. MC had pre-circulated a reply. This was unanimously agreed to be sent with the caveat that the £200 speed education cost was not justified. (P – PB, S – CY)
5. A new proposed Councillor Code of Conduct had been circulated by NALC for consultation. Councillors were asked to read the document. The Clerk would try to do a comparison with the current Code.

4392

## Finance

The following payments were agreed:

Robert Walker	Litter picking May 2020	64.45
John Austin	Salary and expenses May 2020	808.40
James Snelling	Groundsman May 2020 + expenses	162.78
Southern Electric	Pavilion 11/2/20-20/5/20	128.34
Complete Weed Control	Weedkilling/fertilising	765.60
BALC	Subscription 2020/21+ NALC fee	393.82
HMRC	PAYE/NIC	195.52
Veolia	Bin emptying May 2020	36.38
		<u>£2,555.29</u>

P – Chairman, S – GT

Sign off – Chairman/GT

Authorise: Chairman/SD

- 4393           **Update on SAFE in Shaw initiative**  
 Liquid soap and gloves had been purchased via the fund for the re-opening of the pre-school at the Village Hall. The only other expenditure was food deliveries which were all re-imbursed. Ideas were asked for as to how the initiative should progress. Phone care and medicines collections would continue as well as to a certain extent food deliveries. It was felt that the momentum generated with volunteers needed to be maintained. One suggestion was for a Community Circle.  
 Rewards for volunteers were suggested, an article in the Newbury Weekly News and a visit to the House of Commons, when possible, by courtesy of our local MP, Laura Farris.
- 4394           **Planning.**  
 1. Applications  
    20/00655/RESMAJ Land adjacent to Hilltop, Donnington  
    Approval of reserved matters application for phased development of 222 dwellings. Matters to be considered appearance, landscaping, layout and scale.  
    *Ratification of pre-circulated response*  
    Council decision: Response ratified (P – GT, S - Chairman).  
    20/01193/HOUSE White Lodge, Donnington Grove RG14 2LA  
    Two storey rear extension and external alterations  
    Council decision: No objections but with caveat that the buildings should not be divided into separate dwellings. (P - PB, S – MC)..
2. WBC decisions  
    20/00594/FUL Land at Snelsmore House, Snelsmore Common  
    Section 73: Variation of Condition 2 on both 19/00261/FUL and 18/00441/FUL (Wedding & function barn)  
    Granted  
    20/00853/HOUSE 15 Dene Way, Donnington RG14 2JL  
    Rear extension and carport  
    Granted
- 4395           **District Councillor’s report.**  
 Thanks were passed to Lynne for another excellent and comprehensive report. It was suggested that perhaps at times WBC’s documents could be briefer especially when people wanted to print them.
- 4396           **Amenities**  
 A long discussion took place concerning a Community Building following the north Newbury development.
- 4397           **Highways**  
 • SID team of Chairman, GT & PB was agreed. MC would continue to do admin and would put in motion more checking sessions.  
 • With the opening of Snelsmore Common the car park was overflowing with many cars being parked on the Wantage Road, often dangerously. WBC were coning off the road around the Common entrance at weekends. However, cars were parking further away, still on the road, again often dangerously. LD had asked WBC to look at again in light of this.
- 4398           **Footpaths**  
 There were no official reports
- 4399           **Members Reports and Questions**  
 There were no members reports or questions

There being no other business the meeting closed at 9.30pm

# Shaw-cum-Donnington Parish Council

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

Minutes of a meeting of the Parish Council held by video conference on Wednesday, 16<sup>th</sup> September 2020 at 7.30pm.

## Present

Bill Graham (Chairman), Paul Bryant (PB), Mary Carter (MC), Sean Doherty (SD), Tony Harris (TH), Glyn Thomas (GT), and Colin Yates (CY).

In attendance: John Austin (Clerk), 4 members of the public.

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

## Part 1

4413

### Apologies

There were no apologies

4414

### Declarations of Interest

There were no declarations of interest.

4415

### Minutes

The minutes of the meeting held on 15<sup>th</sup> July 2020 were approved as a true record. (P – TH, S – GT)

4416

### Matters arising

There were no matters arising

4417

### Correspondence

1. An e-mail from SLCC commenting on the proposed model Code of Conduct for Councillors. SLCC believes it is too focussed on principal authorities and fails to address the needs of local councils sufficiently and could lead to a local council taking actions that are *ultra vires*. In addition SLCC believes the model code lacks ambition.
2. The deadline for submissions on the White Paper – Planning for the Future is 11.45am Thursday 29<sup>th</sup> October. NALC is running an online event on the White Paper on 18<sup>th</sup> September. Chairman and PB will attend.
3. A consultation survey is being held to develop WBC's Cultural Heritage Strategy for the next 10 years. Deadline is 18<sup>th</sup> October.
4. An e-mail received from the representative of Sandtrend Ltd re. the 'Christmas Tree Field' advising that they are seeking a development partner. This will take some months. The Chairman had replied with a reminder that the council would like a small parcel of the land to add to the Recreation Ground. This was acknowledged.
5. Donnington Castle had been broken into and lead stolen from the roof. The Chairman and the local 'keeper of the Castle' had replaced the padlock with a more secure one, the original having been sheared off with bolt cutters.

4418

### Finance

The following payments were agreed:

Robert Walker	Litter picking July 2020	64.45
John Austin	Salary and expenses July 2020	671.99
James Snelling	Groundsman July 2020	212.84
Southern Electric	Pavilion May - Aug 2020	119.19
HMRC	PAYE/NIC	195.52
Veolia	Bin emptying July 2020	90.96
		<u>£1,354.95</u>

P – GT, S – MC

Sign off – GT/CY

Authorise: Chairman/TH

4419

**District Councillor's report.**

Lynne Doherty (via SD) was thanked once again for a very comprehensive report. She was also thanked for picking up on and dealing with the verge growth on Shaw Hill.

4420

Planning.

1. Applications

20/00047/RESMAJ Land adjacent to Hilltop, Donnington

Additional drawings/amended plans

18/03061/RESMAJ Land adjacent to Hilltop, Donnington (5 applications)

Additional drawings/amended plans

PB had drafted a 500 word missive (with a few amendments from MC) setting out the Parish Council's position on the development of the land adjacent to Hilltop for presentation to the hearing of the applications on 23rd September. PB will be allowed to answer questions on the presentation at the meeting. PB and MC were thanked for their work on this. PB will send to WBC tomorrow.

2. WBC decisions

19/02659/HOUSE Field View, Grange Farm, Long Lane RG14 2TF

Ground Floor extension

Granted

20/01152/COND3 Trinity School, Love lane, Shaw

Approved

20/01341/PASSHE 40 Kingsley Close, Shaw RG14 2EE

Prior approval of single storey rear extension.

Granted

20/01467/FUL & /LBC2 D.V. Golf Club, Snelsmore House, RG14 2BG

Construction of outdoor dining enclosure and servery

Granted

3. North Newbury meeting

A meeting had been held with David Wilson Homes and Taylor Woodrow. Little outcome. There will be 7 phases of the development – 1-4 DWH site, 5 School, 6 Local centre, 7 TW site. Details of other similar developments promised as were documents on the drainage for TW site. Neither had been provided to date,

4. Community Planning Steering Group

The Chairman had circulated plans of the VH/School site. There was a proposal that the old school be used for community benefit. A Zoom meeting was agreed to be held on Monday, 28<sup>th</sup> September at 6pm. Attendees: Chairman, PB, GT, CY, David Willetts and any other external persons who would be interested in taking part. It was noted that David and Libby were members of the Parochial Church Council.

4421

**Members Community Bids 2020/21 – Update**

1. The original bid had been accepted. No action could be taken until WBC had made their recommendations about the speed equipment.
2. Councillors were asked to come up with ideas before the end of the month for the further £1000 Covid related funding available to communities.

4422

**Amenities**

- The cricket club had finished their matches and a deep clean of the pavilion had been arranged for the pavilion.
- The Ladies Football Club were starting on 27<sup>th</sup>. Risk assessments had been prepared and sent out.
- It was agreed there would not be a litter picking day because of Covid risks. Instead parishioners would be encouraged to litter pick as individuals/families. SD will publicise via social media, he also has litter picking equipment. Posters will be put up for the litter picking weeks 11<sup>th</sup> -29<sup>th</sup>. September.

4423

**Highways**

- MC had pre-circulated a report on recent speed monitoring initiatives within the parish by both WBC and Councillors especially in relation to Oxford Road, Long Lane and Love Lane. The Council were continuing to work with WBC on any speeding issues. The new equipment resultant from the successful Members Community Bid will be progressed hopefully later in the year.

- Parking in front of the Donnington Castle access road gate was causing a problem especially if emergency vehicles need access. This also applied to Donnington Village. It was suggested as a first step that residents take photographs of the problems so that this can be taken to WBC to help find a solution.

4424

**Footpaths**

WBC were taking some time to tackle overgrowth reported to them.

4425

**Members Reports and Questions**

- GT would attend an on-line matched funding forum on 23<sup>rd</sup>
- There will be no more shopping deliveries at present under the SAFE initiative as all the 'customers' are now able to make alternative arrangements.
- SD said that Lynne will attend the October meeting

**Part 2**

4426

**Clerk's Pay Rates**

It was agreed the Clerk's pay rate be increased to £15.45 per hour and his office allowance be increased to £55 per month. Both effective from 1<sup>st</sup> April 2020.

There being no other business the meeting closed at 09.20pm

# Shaw-cum-Donnington Parish Council

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

Minutes of a meeting of the Parish Council held by video conference on Wednesday, 21<sup>st</sup> October 2020 at 7.30pm.

## **Present**

Bill Graham (Chairman), Paul Bryant (PB), Mary Carter (MC), Sean Doherty (SD), Tony Harris (TH), Glyn Thomas (GT), and Colin Yates (CY).

In attendance: Lynne Doherty (WBC Councillor) (LD), John Austin (Clerk), 3 members of the public.

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

4427

## **Apologies**

There were no apologies

4428

## **Declarations of Interest**

There were no declarations of interest.

4429

## **Minutes**

The minutes of the meeting held on 16<sup>th</sup> September 2020 were approved as a true record. (P – GT, S – MC)

4430

## **Matters arising**

There were no matters arising

4431

## **Correspondence**

1. An e-mail from WBC about an extra £500,000 being set aside from CIL funds to be made available to community groups including town and parish councils for local infrastructure projects. LD stated that the criteria for applying is being worked out presently and will be published shortly.
2. A letter had been received from a resident of Donnington Village about parking congestion in the village with the suggestion that part of the Recreation Ground could be used to form a village car park off Shop Lane. The feeling of the meeting was that the Recreation Ground should not be used to provide car parking for the village as the ground was given for use by the whole community. The Chairman and PB will monitor the parking situation in the village. It was noted that signs have been erected by the Castle Lane gate by the owners of Donnington Castle House about parking in this part of Castle Lane.
3. An e-mail had been received from the Church concerning a crack that had appeared in the church centre footpath. The Chairman and PB had investigated and felt the crack was minimal with no evidence of it spreading. It was not felt appropriate to ask WBC to become involved at the present time.
4. An e-mail cancelling all meetings of the SS&D Community Forum until next year. It was agreed that the Council's Zoom account would be offered to them if this would help.
5. A public consultation on West Berkshire's draft Housing Strategy 2020-2036 will run from 18<sup>th</sup> September to 1 November. TH will respond on behalf of the Council.
6. An e-mail from WBC saying that all SID volunteers will have their operator's badges extended without the need for a refresher course.
7. An offer of free trees for use in the parish had been received. The meeting felt that there was nowhere in the parish to site them.
8. The external auditor's report and certificate had been received for 2019/20 with no qualifications.



9. The Community Champions Awards had been announced with a closing date for nominations of 20<sup>th</sup> November.

4432

**Finance**

The following payments were agreed:

Robert Walker	Litter picking September 2020	64.45
John Austin	Salary and expenses September 2020	811.69
James Snelling	Groundsman September 2020	192.58
PKF Littlejohn LLP	External Audit 2020	240.00
Southern Electric	Street lights qtr 2	437.39
CCB	Subscription 2020/21	35.00
Cllr. Bill Graham	SAFE expenditure/Property repairs	350.44
Cllr. Tony Harris	Zoom sub Oct 20 – Oct 21	143.88
HMRC	PAYE/NIC	253.04
Veolia	Bin emptying September 2020	120.71
		<u>£3,649.18</u>

P – MC, S – GT

Sign off – GT/CY

*Authorise: Chairman/TH*

4433

**District Councillor's report.**

LD was thanked once again for a very comprehensive report.

Homeless policy was working well in West Berks. There are only 15 in hotels with 9 of those being allocated accommodation. HELAA is continuing in the background and a consultation date is being discussed.

4434

**Planning.**

1. Applications  
20/02193/HOUSE Top Barn, Donnington Grove RG14 2LA  
 Outbuilding to be used as ancillary accommodation  
 Council decision to ratify PB's e-mail response to WBC of 9<sup>th</sup> October 2020
2. WBC decisions  
20/00865/HOUSE Menheniot, Long Lane, Shaw  
 Replacement garage  
 Granted  
18/03061/RESMAJ Land adjacent to Hilltop  
 Reserved matters  
 Approved
3. Report on North Newbury application  
 The application was approved.

4435

**Community Planning Steering Group**

GT was elected Chairman of the Group. Two useful meetings had been held which MC had summarised. A visit to the Primary School had been arranged for Tuesday 27<sup>th</sup> October. It was agreed that professional help will be required and this should be built into any budget.

4436

**Parish Letter**

It was agreed this should be left until next year possibly the spring.

4438

**Amenities**

- A RoSPA report had been received. A few small repairs were required which can be dealt with in house. The Chairman is monitoring.
- Some small repairs are required to the old pavilion which the Chairman will do.

4439

**Highways**

- It was agreed that the Clerk should be authorised to sign a new street light maintenance contract with SSE not exceeding £500 pa. (P – Chairman, S- MC)
- Some waste bins in Dene Way were very overdue for emptying as the Veolia lorry could not get through due to the pavement works. There seemed to be a lack of communication.
- A traffic problem is being caused by parked cars in Shaw Road just over the parish boundary. LD suggested speaking to the ward member for Newbury Clay Hill

4440

**Footpaths**

There were no official reports

4425

**Members Reports and Questions**

- New posts on the website are being read by a substantial number of people.
- No reply had yet been received from WBC ref the green bin used in the churchyard.
- An increased rate of £11.50 per hour was agreed for the pavilion cleaning contractor. (P – TH, S – CY)

There being no other business the meeting closed at 09.10pm