

Tidmarsh with Sulham Parish Council

Minutes of a meeting of Tidmarsh with Sulham Parish Council, on Wednesday 13th July 2022, held at Tidmarsh Village Hall. The meeting started at 8.04pm.

Present:

Councillors Cllrs Solvej Biddle (SB), Jon Chishick (JC), Jonathan Pearson (JP) and Steve Webb (SW, chairman).

In attendance: Jennie Currie (Clerk), 0 members of the public.

22/088 Public forum

There were no members of the public present.

22/089 Apologies for absence

Apologies for absence were received from Cllrs Sima Elliot (SE) and Andrew Madden (AM).

22/090 Declarations of Members' Interests for this meeting

No declarations of interests were received.

22/091 Minutes of the meeting held on Wednesday 8th June 2022

RESOLVED that the minutes of the meeting held on Wednesday 8th June 2022 were a true and accurate record and were signed by the chairman.

22/092 District Councillor's Report

Cllr Hurley was not present.

22/093 Parish Councillors' Reports

Cllr Webb advised that he had provided Cllrs Madden and Pearson with keys to the Sulham noticeboard.

Cllr Biddle reported seeing red and white surveyors poles adjacent to a right of way.

Cllr Pearson reported that the damaged chevron sign near Moor Cottage, Mill Lane, Tidmarsh had not been repaired. He queried whether the District Council would be recovering costs from the driver.

Clerk

Members discussed the lack of action regarding clearing the A340 footway between Tidmarsh and Pangbourne. The Clerk would draft an email to the District Council CEO to be sent by the Chairman.

Clerk & SW

Cllr Chishick had attended the AWE Local Liaison Committee on 5th July which had been held online.

Cllr Pearson advised that the Dolphin Centre car park in Pangbourne no longer had a pay and display machine which meant that drivers had to pay via their phone.

22/094 Clerk's Report

The Clerk advised that she had received no further correspondence regarding either of the footway projects.

22/095 Planning

i. **Members noted that no planning correspondence had been received.**

ii. **Additional planning correspondence**

Members noted the following applications had been decided:

22/01183/HOUSE	15 Strachey Close, Tidmarsh	Granted
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22/096 Adoption of new and amended policies

Councillor Webb proposed the adoption of all six policies, Councillor Biddle seconded the proposal. **RESOLVED** that the Corporate Risk Register (new), Disciplinary Policy (new), Grievance Policy (new), Health & Safety Policy (new) and Publication Scheme (amended) would be adopted.

22/097 Speeding

The Clerk advised that Gareth Dowding, Principal Engineer, Traffic and Road Safety, at the District Council would be happy to meet with Councillors either informally or at a public meeting.

Members agreed that they wanted further feedback from residents.

Cllr Pearson would investigate monitoring devices which would record the registration plate of the vehicle in addition to the speed. **JP**

Cllr Chishick advised that his SID training had lapsed and that the equipment would need to be collected from and returned to Newbury. As he would probably not stand for re-election in May 2023, he thought it would be best for another person to take this forward if the Parish Council did want to use the District Council's equipment.

Members considered a report provided by Cheryl Evans, Senior Road Safety Officer, Traffic and Road Safety. It was dated 2018 and provided details of the speed cameras in the district. Members asked the Clerk to clarify what BVR means; why the Tidmarsh speed camera's data is so extreme to the others listed; how close the 'collision site' is to the camera. **Clerk**

22/098 Recruitment of a new Clerk & RFO**i. Confirmation of existing Clerk's end date**

RESOLVED that Miss Currie would finish on 31st August 2022 and take her remaining leave during August. There would be no meetings in August.

ii. Approval of new Clerk's job description

Cllr Webb proposed the new Clerk's job description, Councillor Chishick seconded the proposal.

RESOVLED that the new Clerk's job description would be approved.

Members requested that the Clerk prepares a personal specification to accompany the job description. **Clerk**

iii. Approval of new Clerk's contract

Cllr Webb proposed the new Clerk's contract, Councillor Chishick seconded the proposal.

RESOVLED that the new Clerk's contract would be approved within the LC1 range, SCP13-17.

22/099 Action list

Members reviewed the action list.

The Clerk had sourced information on what to do if there was an unauthorised encampment on Council land (including the Millennium Green). The Clerk had received an explanation of CIL funds held by the District Council that any parish could apply for, in addition to amounts awarded directly to the parish.

22/100 Financial matters**i. Grant for Greenfest**

RESOLVED that a grant would not be awarded to Greenfest.

ii. Grant for BBOWT – Moor Copse boardwalk

The matter would be deferred to the next meeting. Members requested that the Clerk asks for an overview of their finances, whether BBOWT received any funding from the IKEA development and if the Council did not provide the full amount requested how would the project be funded. **Clerk**

iii. Approval of Quarter 1 bank reconciliation

Cllr Chishick proposed the quarter 1 bank reconciliation. Cllr Webb seconded the proposal.

RESOLVED that the quarter 1 bank reconciliation be approved and signed.

22/100 Financial matters continued**iv. Approval of payments**

Members discussed outstanding £500 invoice to AES Ltd for the Millennium Green Fencing. Cllr Pearson had met with the contractor onsite and the contractor had returned to complete remedial work on 6th July 2022. Cllr Pearson had not inspected the remedial work.

Cllr Chishick proposed all the payments, subject to Cllr Pearson confirming he was satisfied with the remedial work completed by AES. Cllr Webb seconded the proposal.

RESOLVED that the following payments be authorised, subject to Cllr Pearson confirming he was satisfied with the remedial work completed by AES in relation to payment 23:

Amounts received					
Date	Description	Payment Method		Total amount	
09/06/2022	Interest	transfer		0.34	
Total receipts					£0.34
BACS Payments					
Invoice Date	Description	Invoice #	Payment Method	Ref	Total amount
02/05/2022	AES Ltd	INV-5342	BACS	23	500.00
06/07/2022	Brian Murby - Grass	APR-JUN2022	BACS	25	330.00
01/07/2022	Tactical FM	SI-192	BACS	26	12.89
06/07/2022	Petty Cash - J. Currie	p1	BACS	27	5.00
08/06/2022	Citizens Advice West Berks	Good Exchange	BACS	28	50.00
Subtotal					£897.89
Other Payments					
28/07/2022	ICO	ZA009083	DD	24	35.00
30/07/2022	Clerk's salary	Month 4	SO	29	362.60
30/07/2022	Office Allowance	Month 4	SO	mins	25.00
30/08/2022	Clerk's salary	Month 5	SO	30	362.60
30/08/2022	Office Allowance	Month 5	SO	mins	25.00
Total payments					£1,708.09

Cllrs Chishick and Webb would authorise the BACS payments.

JC & SW

v. Budget monitoring report

Members noted the report included the Clerk's salary for July and August, plus the total invoice amount to AES Ltd as detailed in items 22/085ii and 22/100iv.

Cllr Biddle proposed the budget report. Cllr Chishick seconded the proposal.

RESOLVED that the July 2022 budget report be approved.

Close of meeting

It was noted that the next meeting of the Council would be held on Wednesday 14th September 2022. There being no further business the Chairman declared the meeting closed at 10.19pm.

Signed: _____ Date: _____