

## WEST HENDRED PARISH COUNCIL

### Minutes of the Meeting of West Hendred Parish Council held on Thursday 11<sup>th</sup> July 2019 at 7.30pm in West Hendred Village Hall

**Present:** Cllr Roy Lennox (Chair), Cllr Dave Clayton, Cllr Richard Evans, Cllr Sarah Lloyd

**Clerk/Finance Officer:** Julia Evans

**District Councillor:**

**County Councillor:**

**Members of the  
Public:**

		<b>Action:</b>
<b>87/19</b>	<b>APOLOGIES FOR ABSENCE</b> Cllr Dan Bashford, County Cllr Mike Fox-Davies	
<b>88/19</b>	<b>DECLARATIONS OF INTEREST</b> None.	
<b>89/19</b>	<b>MINUTES OF THE PREVIOUS MEETING</b> The minutes of the meeting and the AGM held on 15 <sup>th</sup> May 2019 were reviewed and approved. Proposed: Cllr Clayton; Seconded: Cllr Evans. RESOLVED. The minutes were signed.	
	<b>MATTERS ARISING FROM THE MINUTES OF 15<sup>th</sup> MAY 2019</b>	
<b>90/19</b>	<b>September meeting date</b> It was agreed that the council would meet on 19 <sup>th</sup> September. Clerk to book hall.	<b>Clerk</b>
<b>91/19</b>	<b>DISTRICT COUNCILLORS REPORT</b> No report.	
<b>92/19</b>	<b>COUNTY COUNCILLORS REPORT</b> Cllr Fox-Davies sent an email report which was circulated prior to the meeting. A copy is filed with the minutes.	
<b>93/19</b>	<b>POLICE REPORT</b> A written report covering the wider area was circulated prior to the meeting.	
<b>94/19</b>	<b>PUBLIC OPEN FORUM</b> No members of the public.	
<b>95/19</b>	<b>PLAYING FIELD REPORT</b> Cllr Lennox to complete the next inspection. Cllr Evans reported problems with the brambles in the Playing Field. Clerk to ask Paul Stoter to cut them back.	<b>Clerk</b>
<b>96/19</b>	<b>FORT REPLACEMENT PROJECT</b> A generous grant has been received from the West Hendred Beer Festival, however, some other Ringfenced funding that had been tentatively included will now not be available. Cllr Lloyd to establish whether there is a credit charge on the payment plan. She will also obtain a quote for metal sockets to protect the wooden legs. Cllr Lloyd outlined the difficulties with applying for grant funding. Many funding sources are not open to Parish Councils. There are some smaller funding sources; Cllr Lloyd to investigate these. A funding analysis was presented which showed that it would be possible to fund the project from our own resources, taking into account the grants and donations already received, however, the preferred mulch surface would not be affordable. It was agreed to proceed with a baseline option of a bark surface, with the option to upgrade to the mulch surface if further funds were to be received. Proposed: Cllr Evans, Seconded: Cllr Lennox. RESOLVED.	<b>SL</b>
<b>9719</b>	<b>PLANNING MATTERS</b> <b>P19/V1338/HH and P19/V1339/LB – Curly Cottage, Ginge Road. Single</b>	

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	storey extension and internal alterations. The Parish Council had no objection. <b>P19/V1587/HH – Malthouse, Road running through East and West Ginge.</b> Provision of car barn with log store. The Parish Council had no objection.	
	<b>FINANCIAL MATTERS</b>	
<b>98/19</b>	<b>Internal Audit Report</b> The report was circulated. Cllr Lennox stated that he was very pleased with the result. The comments made were noted and will be actioned.	
<b>99/19</b>	<b>Appointment of Internal auditor</b> It was agreed to appoint Lightatouch to carry out the audit for 2019/20. Proposed: Cllr Clayton, Seconded: Cllr Lloyd. RESOLVED.	
<b>100/19</b>	<b>Request for grant from West Hendred PCC</b> A grant of £131.25 was awarded. This was the same as last year. Proposed: Cllr Evans, Seconded: Cllr Lloyd. RESOLVED.	
<b>101/19</b>	<b>Approval of July Payments</b> The July payments totalling £1517.81 were approved. Proposed: Cllr Evans; Seconded: Cllr Clayton. RESOLVED. All payments were made by bank transfer. Cllr Clayton reviewed the payment sheets.	
<b>102/19</b>	<b>Review of EMR funds</b> The movement of EMR funds was agreed. Proposed: Cllr Lennox, Seconded: Cllr Evans. RESOLVED.	
<b>103/19</b>	<b>Review of Q1 accounts</b> Carried forward to September.	<b>SL/DC</b>
<b>104/19</b>	<b>Bank Signatories</b> The mandate change form was signed.	
<b>105/19</b>	<b>Playing Field Grass Cutting</b> It was agreed to pay £500. Proposed: Cllr Lennox, Seconded: Cllr Clayton. RESOLVED.	
<b>106/19</b>	<b>ACTIONS FOR ASSET REVIEW</b> Cllr Clayton to return the form. The 'kill your speed' sign on Ginge Road is faded. It was agreed to leave this for now. The bus shelter and benches need tidying up. There were no other issues and all assets are present.	<b>DC</b>
<b>107/19</b>	<b>REQUEST TO RENEW THE ACV ON THE HARE</b> Mr Durrance and Cllr Lennox to assist with this. Cllr Lloyd suggesting asking the Beer Festival team for comments. Cllr Evans to contact them.	<b>RL/RE</b>
<b>108/19</b>	<b>WW1 SAPLINGS</b> Clerk to establish what species the saplings were. It was suggested that they be planted in the Playing Field, but this would be dependent upon the species.	<b>Clerk</b>
<b>109/19</b>	<b>CLP ACTION LIST</b> It was agreed to close this matter. The list to be reviewed again at the AGM next May.	<b>CLOSED</b>
<b>110/19</b>	<b>GDPR</b> Cllr Evans to discuss email accounts with Mr Findley. Data Backup: Cllr Lennox is in discussion with East Hendred Parish Council about sharing their backup space,	<b>RE</b> <b>RL</b>
<b>111/19</b>	<b>DEVELOPMENT OF AN EMERGENCY PLAN</b> A second village hall key holder is required for the plan. Clerk to write to Mrs Dimbylow.	<b>Clerk</b>
<b>112/19</b>	<b>MISCELLANEOUS CORRESPONDENCE</b> <b>Vale Community Awards.</b> It was proposed that Mr Hutchinson be nominated as the representative of the Beer Festival team. Cllr Evans to discuss this with him, <b>Tree on The Greenway.</b> Clerk to obtain advice on the condition of the tree from an arboriculturalist. A quote for planning the saplings to be obtained at the same time.	<b>RL</b> <b>Clerk</b>

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<b>113/19</b>	<b>ITEMS FOR NEWSLETTER:</b> Nothing to report.	<b>Clerk</b>
<b>114/19</b>	<b>AOB</b> Playing Field lease to go on the September agenda. Road works on the A417 – ask OCC to ensure the road is reinstated properly. Annual Parish Meeting to go on the September agenda.	<b>Clerk (agenda)</b>  <b>Clerk (agenda)</b>
<b>115/19</b>	<b>DATE OF NEXT MEETING</b> Thursday 19 <sup>th</sup> September.	

The meeting closed at 10 pm

Signed .....

Dated .....

