

Hamstead Marshall Parish Council

Minutes of the Annual Meeting of the Parish Council held on Tuesday, May 20th, 2014 in the village hall.

Present:

Cllr John Handy
Cllr Stuart Morton
Cllr Peter Benest
Cllr Jon Phillips
Cllr Anne Budd
Sarah Bosley, parish clerk
1 member of the public

1. Co-option of councillor

Proposed by Cllr Handy, seconded by Cllr Phillips. It was resolved that Anne Budd be co-opted onto the parish council. She signed the declaration of office.

2. Election of chairman

Proposed by Cllr Benest and seconded by Cllr Phillips. It was resolved that John Handy continue as chairman. He signed the declaration of office.

3. Election of vice chairman

Proposed by Cllr Phillips and seconded by cllr Morton. It was resolved that Peter Benest takes over as vice chairman. He signed the declaration of office.

4. Election of planning committee and terms of reference

Proposed by Cllr Handy and seconded by Cllr Budd. It was resolved that all members of the parish council are on the planning committee and that the terms of reference remain unchanged.

5. Accepted apologies

District Councillor Andrew Rowles.

6. Declarations of Interest

None

7. Minutes of previous meeting

The minutes of the meeting held on 17th March, 2014 were agreed as a correct record and signed. Penny Stokes asked the clerk to forward them to her for inclusion on the village website.

8. Matters arising

None

9. Thames Valley Police report

TVP offered apologies that none of its officers could attend, due to operational duties. A report was sent to the clerk by PCSO Joanna King and was read out to councillors. A copy is attached to these minutes.

10. Ash Tree Grove flooding issues

Cllr Budd reported that on Easter Sunday there had been flooding in Ash Tree Grove that is believed to have been due to over capacity of drains. She noted that residents were able to stem the flood but two days later there were two other flooding incidents in the same day. West Berkshire Council was contacted and responded quickly, agreeing to carry out works. Cllr Budd voiced her appreciation of all the WBC and Volker did. There are still bits of work to be completed however. Sovereign Housing also acted quickly, providing sandbags. At the height of the flooding there was 12cm of water in the affected homes. Work has been carried out since then to divert flood water from Holtwood Road coming into Ash Tree Grove. She also thanked the parish council for all its support.

11. Planning Applications

Application number	Location	Description	Decision
14/00301/FULD	Enborne Equestrian Centre, Hamstead Marshall	Construction of dwelling to replace existing mobile home and retention of mobile home for further three years	Object: The design of the second storey is out of keeping with the area and visually intrusive. The second storey will overlook neighbouring properties and it is not consistent with the VDS.
14/00902/COND 2	East Gate Cottage	Approval of details reserved by condition 2 of 13/00935/HOUSE	No objections

12. Internal audit report and recommendations

The clerk reported that the internal audit had been carried out a number of minor points raised. There were typing errors in some of the minutes. The internal auditor also recommended reviews of the Standing Orders and Financial Regulations.

13. Correction of error in previous minutes

There was a typing error at the top of all of the previous year's minutes. The clerk corrected this and new versions of all the minutes were issued. Proposed by Cllr Handy and seconded by Cllr Benest. It was resolved that all the corrected minutes of the previous year be accepted and signed by the chairman.

14. Financial matters

Proposed by Cllr Benest and seconded by cllr Phillips. It was resolved to approve the following payments:

Payee	Description	Amount
BALC	Annual membership	£54.20
David Weller	Internal audit	£35.00
Aon Insurance	Annual premium	£296.42
Sarah Bosley	Salary for May and June	£249.60

Proposed by Cllr Phillips and seconded by Cllr Handy. It was resolved to accept the annual accounts and they were signed, along with the external audit documents, by the chairman and the clerk/RFO.

15. Any other business

The clerk was asked to write to David Weller, the internal auditor, to thank him for his work, which is carried out at a very competitive rate.

The clerk was asked to write to WBC/Volker and thank them for the work undertaken at Ash Tree Grove.

16. Close of meeting

The meeting closed at 8.35pm. The next meeting is on Monday, July 21st, 2014.

Date:

Signed:

Print name: