

INKPEN PARISH COUNCIL

A virtual conference meeting of the Parish Council was held on Monday 25th January 2021 at 7pm
Those attending the meeting were: Dr D Thomas (Chairman), Mr Bates, Mrs Edwards, Mr Hanna, Mrs Jones, Mrs Marriott, Mr. May and Mrs. G Keene (Parish Clerk).

1. **Apologies:** None – all Councillors were present.

2. **Minutes of the previous meeting** – the draft minutes of the meeting held on 16th November 2020 were approved as a true record and had been displayed on the Parish website. There were no issues arising.

3. Declaration of Interest:

3.1 Councillors are the Corporate and Custodian Trustees of the Inkpen Memorial Playing Field – an as such declared ‘personal interest’ in item 7 for Grants made under Section 137.

3.2 The following declaration is made on all minutes for clarification for residents.

Inkpen Parish Council is the Corporate & Custodian Trustee of the Memorial Playing Field Trust and registered with the Charity Commission as the Corporate and Custodian Trustee. Trust meetings and funds are held separately as required by the Charity Commission and confirmed annually to the External Auditors.

As confirmed by the Charity Commission: “The Charity is simply managed and administered by the Council and is not a public sector organisation and not subject to the Freedom of Information Act.” All information about the Charity can be viewed on the Charity Commission website.

4. Matters Arising:

4.1 a) The state of the Lower Green triangle

Areas of ‘rewilding’ and the maintenance of wild flowers is a council aspiration, but the paths and seating area must be easily accessible and kept tidy for use by all.

Councillor Jones reported that the area had been attended to since the last meeting and the paths could be accessed and the height of the grass had been reduced to an acceptable level. Councillors’ agreed that work undertaken by the volunteers had improved the area, for which the Council recorded appreciation.

4.1 b) Footpath to the rear of Mount View – to consider the proposed diversion

No further action recorded. The footpath access had been cleared following the last meeting. A diversion order had not been received by the Parish Council.

5. History Group –

Volunteers in the village are participating in research on particular aspects of the village and will report in due course. history.inkpenvillage.co.uk . This item was deferred but questions arose during the financial statement.

6. Recovery Members Bid – Covid-19

6.1 Copies of the two Parish Council bids had been circulated prior to the meeting. Bids were for local initiatives: a grant application for the Woodland Playground for £800; and the second bid for the History Group £803.83 to continue with the history project. The bids required the support of the Ward Members (Councillors’ Cole, Rowles and Benneyworth) before referral to the Principal Policy Officer (Communities) at the local authority. It was hoped that both would be successful.

Action: Clerk to follow up.

7.To approve the Expenditure and Financial Statement 2020/2021

7.1 *Financial Statement:* The Clerk had circulated a Financial Statement up to 5th January 2021, prior to the meeting, to agree with the last bank statement detailing the receipts and payments made since the last meeting, the ringfenced committed expenditure on unspent grant funding and considerations of projected expenditure to the end of the financial year 2020/2021 .

Projected expenditure: the larger budget items to the end of the financial year, were included on the statement as a guide for Councillors’ on the projected spending for the remaining two months of the

financial year. Questions were raised on the unspent History grant and was confirmed by the Chairman, as an on-going active group who were documenting the history of Inkpen, and involved several residents and two councillors who were taking an active part.

Expenditure listed and cheques raised were: Retrospective salary costs - £803.46; Stationary-£56.68; Virus software update - £21.59; Self Accounting - £36.00; CPRE annual subscription - £36; Inkpen Bulletin S137 contribution - £466; HMRC - £301.20; Grass Maintenance - £525; Self Accounting - £36. Financial statement was approved.

Grant applications for consideration under S137: CCTV (part payment 50:50 towards installation at the playing field an open public area): Inkpen & Combe Bulletin contribution - £466 confirmed as agreed at the November meeting; Children’s Play area - £1000 for the replacement of old equipment as shown on the budget statement; Replacement adult netball posts - ££200 agreed; Inkpen Cricket Club – purchase of a mower £900 which members agreed to postpone until the next financial year.

Councillor Bates requested three tenders for the CCTV equipment to show due diligence. Councillor Jones confirmed that two quotes had been obtained, and the second quote was double the cost of the successful tender and was a local supplier. This is a joint purchase between IMPFT and the Parish Council, which has a responsibility for the safety and welfare of residents and to reduce the probability of vandalism, drugs and offensive behaviour in an open area of land. Agreed.

Netball posts and nets: the current old equipment only allows for junior play and are unsuitable for adult netball practice. The grant will allow practice to continue as an adult sport on the hard surface. Agreed.

Inkpen Cricket Club Grant: the grant application form had been circulated prior to the meeting.

Councillor Hanna confirmed that the purchase of a mower was required for preparation of the grass prior to a match and was to avoid excess charges on the grass maintenance agreement. It was reported that the club had approx. £100 in the current account. No decision recorded and the grant was deferred to 2021/2.

Councillor Jones proposed that the notice boards were replaced by an unspent grant. Following discussion, it was agreed that the old community notice board, funded by a WBC Grant, which was sited at the Village Hall had fallen into disrepair (glass broken) and needed replacing urgently. Councillor Bates pointed out that the notice board was on village hall land and should be removed to accommodate a second location for a VH notice board. Concern was expressed by members as this is a Parish community board for statutory notices (Election and Parish Council) for the benefit of residents at Upper Green and a popular stopping place for events and posters. It was understood that 3ft of the grass verge adjacent to the road is owned by WBC Highways.

Children’s Play area - £1000 for the replacement of old equipment as shown on the budget statement – a decision is pending agreement.

Action: Further discussion required.

7.2 Review of Expenditure for 2020/2021- and agreement of the Precept 2021/2022

The Chairman conveyed to the meeting that the Precept should remain constant and there should be no increase in the requirement to cover expenditure within the parish for the next financial year. This view was supported and following agreement, the Clerk will confirm with WBC that the amount required is £14,000.

The meeting ended abruptly and the virtual meeting was concluded.

8.Date of next meeting: – date to be agreed by Councillors’ depending on availability.

Councillors are asked to note that all items for discussion and decision must be recorded on the Agenda to allow due consideration to be given prior to the meeting and to inform residents.

Residents are requested to limit comments or questions for the public question time interval when Standing Orders are suspended. Written questions are requested by 2pm on the day of the meeting and should be forwarded to the Clerk.

Meeting closed at 7.45pm

Signed:.....Date: