# ASHAMPSTEAD PARISH COUNCIL

## Minutes of the Full Council Meeting held in the Jubilee Hall, Ashampstead on Monday 4th March 2024 at 7.00 pm.

**Present: Councillors R Fisken (Chair), R Butler, and G Light**

**In Attendance: Jean Lindsell (Clerk) and 1 Member of the Public**

1. **Apologies:** Cllr Coyle, Cllr Dick (absent)

2. **Declarations of interest:** None declared

3. **Minutes of the Ordinary Meeting held on 8th January 2024**
   The Minutes were approved and duly signed by the Chair

4. **To discuss any matters arising from the previous meeting –** none raised

5. **District Councillor's Report**
   The report was circulated to all Councillors and the contents noted.
   The Clerk advised a credit note had been received from WBC with reference to the invoice already paid for Q2 waste collection and queried this as the report indicated that removal of this service from the budget proposals had been removed.
   Clerk to raise query with WBC.

6. **Police Matters –** none reported

7. **Footpaths and Byways**
   a) To consider request for signage to Footpath 18 (Chapel Lane to Noakes Hill) asking walkers to keep to footpath.
      Cllr Light advised he had contacted WBC who had confirmed they only provided statutory footpath signs all of which are in place. All members of the Council agreed any additional signage was at the discretion of the landowner.
      Clerk to advise the landowner.
   b) Cllr Light advised nothing further to report.

8. **Roads**
   Cllr Light advised the footpath running from the back of the Church to the lane leading to Vicars Game had been ploughed over and sown. Cllr Light to advise Yattendon Estates.
   The Clerk advised flooding along Dog Lane had been reported to WBC.
   Clerk to report flooding on the first bends on the B4009 towards Aldworth from Dog Lane to WBC.

9. **Planning Applications**
   a) Applications
      24/00289/HOUSE – Quicks Green House, Quicks Green, Ashampstead RG8 8SN
      Rear facing dormer addition to existing second floor room. Velux rooflight to front facing roof.
      All members of the Council agreed to submit comments to WBC of no objection subject to consideration being given to the proposed velux light as this would not support dark skies in a rural environment and would likely cause intrusion to the neighbouring property as light from the velux would be visible particularly during hours of darkness.
   b) Decisions – none to report

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**10. Open Spaces Review**

a) **The Green Fencing**
Cllr Light advised the fencing work was unable to be progressed as the fence line was partially blocked by an abandoned vehicle. Cllr Fisken had reported the vehicle to TVP but had been advised this was not a police matter.
Cllr Fisken to discuss the matter with Yattendon Estates and Cllr Dick regarding contacting the PCSO.

**b) Playground**
Cllr Light advised the first phase of Adventure Ship had been completed and was already popular. Cllr Light added there were 4 phases to the Ship which would include two new benches and ART were working on funding for the second phase. ART would also address the minor issues raised in the recent play equipment inspection.

**11. Emergency Planning Strategy –** deferred to next meeting

**12. Speed Intervention Programme**
The Clerk gave an overview of the WBC SID deployment process and advised the parish volunteer had completed the online training. The Clerk added she had contacted WBC requesting details of any pre-approved sites for SID deployment in the parish. It was agreed a potential site might be near the bus shelter. Clerk to contact the parish volunteer regarding the Operators Agreement required prior to selecting a site(s) and booking the SID.

**13. Finance**

**a)** To approve finance reports reconciled to bank statements.
The reports and bank reconciliation were duly approved and signed.

**b)** To approve invoices for payment itemised on payment schedule.
All invoices were duly approved and the payment schedule signed.

**c)** To consider any grant requests – no requests received

**d)** Bank Mandate
The Clerk advised there were further forms to be completed regarding access to Lloyds online banking. It was agreed the Clerk would complete the forms on behalf of Councillors and forward to them to obtain the required two wet signatures.

**14. Items for information or next Agenda only**
Cllr Butler advised she had capacity to take on further responsibility since handing over the Council's website the Clerk. It was agreed Cllr Butler would assume responsibility for planning.

**15. Date of next meeting –** it was agreed the Annual Council Meeting and Ordinary Council Meeting will take place on 20th May immediately after the Annual Parish Meeting which will start at 6.30pm on that date.

**16.** The meeting closed at 8.20pm

**17. Parishioners' Question Time**
The parishioner present indicated their interest in joining the Council.
The Clerk to email the necessary documentation and advise of the process for co-option.

| **Signed:** | **Position:** | **Date:** |
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