



# HAMSTEAD MARSHALL PARISH COUNCIL

Minutes of an ordinary meeting of the Parish Council held on Thursday 16<sup>th</sup> May 2024, at 8.00pm at Hamstead Marshall Village Hall.

## Those present at the meeting:

Councillor Anne Budd  
Councillor David Hadnutt  
Councillor Liz Copas  
Councillor Steve Masters  
Camilla West – Parish Clerk

Five members of the public attended.

## 1.0 Welcome and Apologies

1.1 The chairperson welcomed everyone to the meeting. There were apologies from District Councillors Denise Gains and Dennis Bennyworth.

## 1.2 Election of Chairperson, Hamstead Marshall Parish Council

Councillor Liz Copas proposed Councillor Anne Budd  
Seconded Councillor David Hadnutt

## 1.3 Election of Vice Chairman, Hamstead Marshall Parish Council

Councillor Anne Budd proposed Councillor Steve Masters  
Seconded Councillor Liz Copas

## 2.0 Parish Council Governance

2.1 No Declarations of members' interest were declared.

2.2 Minutes of the ordinary meeting held on 21<sup>st</sup> March 2024 were approved and signed.  
**Proposed by Councillor Budd and seconded by Councillor Masters.**

2.3 No Matters arising from the minutes were received.

2.4 Minutes from the Extraordinary Meeting on 24<sup>th</sup> April 2024

**Proposed by Councillor Budd and seconded by Councillor Hadnutt.**

2.5 No matters arising from the minutes were received.

2.6 For noting only, the re-appointment of Anne Budd to West Berkshire Council's Ethics and Governance Panel, including being available to be a substitute for Ethics and Governance Committee.

### **3.0 Planning**

- 3.1 The Chairman outlined the procedures to make a complaint to the Enforcement Officer on West Berkshire Council website which is totally confidential. If a parishioner prefers not to use the website, the alternative is to contact the Chairperson and Parish Clerk, via email. The Parish Clerk will forward the complaint to West Berkshire Council Enforcement Officers, on the parishioner(s) behalf. Councillor Budd indicated that WBC have two Enforcement Officers and over 170 ongoing investigations at the present time.

Councillor Vickers reported that the Enforcement Policy/Report has been brought to Review. Also, parishioners can also report a planning breach to their District Councillors as well.

- 3.2 Craven Quarry – Councillor Hadnutt reported that there is no update.
- 3.3 The Chairman proposed that the item Craven Quarry be removed from the Agenda's until we have more information. **Seconded by Councillor Hadnutt**
- 3.4 Longcopse Farm – Councillor Budd gave an update on Longcopse Farm as she had received an email from the Chairman of Enborne Parish Council. The Parish Council have been given permission to speak at the Planning Hearing, this is very unusual. It was agreed that we would keep a watching brief on Longcopse Farm. Councillor Hadnutt agreed to be the Lead officer on this matter, pending an outcome. **Seconded Councillor Masters**

### **4.0 Roadways in Hamstead Marshall**

- 4.1 District Councillor Vickers reported that Holtwood Road had been patched and was not in the current road maintenance plan with West Berkshire Council. Councillor Budd confirmed she would report the state of the road to WBC again and await any further activity.

### **5.0 Reports**

- 5.1 District Councillor report – Councillor Vickers reported that West Berkshire Council are still proceeding with updating 'no named roads' as it is so important in rural areas that these are marked on google mapping and OS mapping.

Councillor Vickers reported on the company Benchmark and that their Lease won't be renewed and therefore they are looking for new premises in the area. The Company have approached WBC for help in finding a site. Ideally, they want a Greenfield Site to build a purpose-built building for their business.

- 5.2 Parish Councillors report - Councillor Budd reported that a Parishioner had asked for all parish council documents to be circulated via email to the 118 email addresses the Chairman indicated the placing the documents on the parish council website, notice boards (including the bus shelter) and in the Hamstead Hornet. The Chairperson opened a discussion with other parish councillors.

Following a discussion, Chris Moss indicated that parishioners could register their preference to receive email copies of the draft agendas and minutes from the new website. Councillor Steve Masters suggested a Google form on the new website which parishioners could use. It was agreed that Chris Moss, Councillor Steve Masters and the Parish Clerk would work together to produce a Google form. An update from this team will be provided on the July agenda. **Proposed by Councillor Budd, Seconded by Councillor Masters**

**6.0 Public Footpaths & Bridleways – Councillor Copas**

6.1 Councillor Copas will put up maps in the noticeboards in the bus shelter.

**7.0 Potholes**

7.1 The Chairperson urged parishioners to report any potholes on the online platform on WBC website else, such potholes will not be recorded.

**8.0 Bus Shelter at Ash Tree Corner**

8.1 The Chairperson thanked Mr. Paul Hanson and Mr. Chris Moss for all their hard work in constructing the bus shelter off site. The parish council had ringfenced £500 for the new notice boards.

Chris Moss has volunteered to organise some plants around the bus shelter/information hub. Councillor Anne Budd has also volunteered. There is a suggestion that some form of official opening be considered. The new notice boards in the bus shelter/information hub which will be used for parish council documents, maps and general village information.

**9.0 Weebly Website**

9.1 Councillor Budd reported that the Weebly website is not working and was fraught with technical issues. It was agreed to discontinue this website as soon as all the data migration to the new website is completed.

**10.0 Community Speedwatch Hamstead Marshall**

10.1 Chris Moss reported that they have been out once since the last meeting and caught nine people speeding through the village. The sessions will be increased as the weather conditions improve. So far, one hundred and 20 vehicles have been caught speeding through the village.

**11.0 Neighbourhood Watch – Councillor Copas**

11.1 Good Hope Farm – On Monday night (May 13<sup>th</sup>, 2024) Good Hope Farm was broken into and had a number of small tools stolen and the container was set alight. The District Councillors confirmed they had spoken to the owners of the site. There is an informal meeting in the village hall on May 17<sup>th</sup> for the purpose of identifying what tools need replacing and seeking what other help can the community offer.

**12.0 Finance**

12.1 HMPC Lloyds Treasurer account - £20,752.52 as of 7<sup>th</sup> May 2024

12.2 HMPC Lloyds Instant Access account - £3,827.53 as of 7<sup>th</sup> May 2024

### 13.0 Invoices, Receipts and Payments

Payment's report. The following payments were approved.

#### Receipts for noting

02/04/2024	HMRC	Refund of income tax	£105.97
18/04/2024	West Berkshire Council	Members Bids 2023 Funds for new bus shelter	£4,200.00
23/04/2024	Precept Payment	First Instalment	£2,675.00

#### Accounts for Payment

25/03/2024	Mrs. Camilla West	Parish Clerk, March 2024 Salary	£342.40
25/03/2024	West Berkshire Council	Invoice #591290 re-charge for administration of parish council election	£80.00
02/04/2024	Hampshire Association of Local Councils	Annual membership fee	£63.05
02/04/2024	Red 76 Tax	Payroll services for March 2024	£9.60
17/04/2024	Mr. Paul Hanson Quotation amount £6,000.00 Receipt of remittance Members Bid of £4,200,00 dated April 2024. Receipt of remittance from WBC CIL funds £6,085.88	Replacement of a new bus shelter/information hub.	£6,000.00
25/04/2024	Mrs. Camilla West	Parish Clerk April salary	£359.70
01/05/2024	Red 76 Tax	Payroll services April 2024	£9.60
02/05/2024	Zurich Town & Parish Council Insurance	Public Liability Insurance	£279.42

**Proposed by the Councillor Copas, and seconded by Councillor Hadnutt**

### 14.0 Close of meeting

There being no further business, the meeting was closed at 8.55pm

The next meeting will be Thursday 18<sup>th</sup> July at 7.30pm Hamstead Marshall Village Hall

Date:

Signed:

Print name:

