

**Minutes**  
**Berrick Salome Parish Council**  
**14<sup>th</sup> May, 2015**

The Meeting of the Berrick Salome Parish Council was held in the Village Hall, Berrick Salome, on Thursday 14<sup>th</sup> May, 2015. Present:

Ian Glyn (Chairman)  
David Bridgland  
Steve Rhodes  
Craig Tribe (Treasurer)

1. Apologies received  
Hannah Bradley
2. Election of new Chairman, Vice Chairman Treasurer
  - I. Ian Glyn was elected as Chairman and Craig Tribe as Treasurer. The Vice Chairman is to be elected.
  - II. Key responsibilities to be shared amongst the Councillors:
    - a. Land drainage committee liaison
    - b. Thames Water liaison
    - c. Faster broadband roll out
    - d. RAF liaison
    - e. Defibrillator
    - f. Playground
    - g. Website
    - h. Planning applications overview / SODC liaison
    - i. Dog waste bins
    - j. Rules monitor
    - k. Allotments
    - l. Bridleways / path wardens
  - III. *Since the meeting Ian Glyn has spoken to Ellie Cross who would be happy to be the 'representative' for Roke to the Parish Council. The number of Councillors is limited to five so, while she cannot at this stage be a Parish Councillor, she will reflect and represent the interests of the residents of Roke at this forum.*
3. To approve and sign the Minutes of the previous Parish Council meeting  
The minutes of the meeting of the 5<sup>th</sup> March 2015 were approved.
4. Matters arising from the Minutes
  - I. Defibrillator: discussions with the Quarry Charity regarding funding for a second defibrillator are on-going. Although training to enable use of the defibrillator is not required a session is being held for those who wish to attend. This will take place on Saturday 30<sup>th</sup> May in the Village Hall. Places are limited; anyone wishing to attend should contact the Parish Clerk on [parish-clerk@berrickandroke.org.uk](mailto:parish-clerk@berrickandroke.org.uk)
  - II. Playground equipment: a cost effective solution to rectify the playground equipment has been found and will be implemented in the upcoming weeks.
  - III. Emergency plan review: despite numerous attempts to contact the Police to acquire the recommended template no response was received. As the current plan worked well this year this version will be retained.
  - IV. Village Hall overflow car park repairs: have been implemented.
  - V. Parish Council newsletter: has been distributed and well received.
5. To receive reports from the District and County Councillors
  - I. David Turner, the newly elected District Councillor, was present at the Annual Village meeting and provided an annual District Council report:

- a. The 2015 / 16 budget has been decreased by 3%. The council has had to dip into its reserves to achieve this.
  - b. The fire at SODC offices saw the temporary relocation of the District Council to Milton Park Estate
  - c. The Strategic Housing Market Assessment (which will guide the allocation of new housing by community) is currently out to consultation, the result of which is expected to be communicated in September / October this year.
  - d. Waste management and recycling for the area has SODC, at 70%, as the top performing Local Authority in the country.
- II. Steve Harrod, County Councillor, was present at the Annual Parish meeting and provided an annual County Council report:
- a. The budget continues to be reduced and, whilst efficiencies have predominantly enabled £200m reduction since 2010, cuts will have to be found to meet future saving requirement of £60m.
  - b. Council Tax was increased by 1.99%
  - c. Local Transport Plan has completed its second round of consultation.
  - d. Minerals extraction in the county is targeted to increase to over 1m tonnes / year by 2031.
  - e. Rural broadband roll out programme is ongoing. Funding for Berrick Salome / Prior has been agreed but the timing is to be confirmed (possibly 2016).
6. To receive a report from the Treasurer
- I. The Parish Council approved Section 1 of the annual return – accounting statements 2014 – 2015.
  - II. The Parish Council approved Section 2 of the annual return – annual governance statements 2014 – 2015
- III. Financial report of 2015 – 2016 year to date:
- a. Bank balances as at 30 April 2015 totalled £12,738 and there were no unrepresented cheques. The total reserves of the Parish were therefore £12,738.
  - b. There has little activity this financial year to date. At 30 April 2015 the accounts show a surplus of income over expenditure of £1,658.
  - c. See Appendix 1 for the schedule of payments as approved by the Parish Council.
7. Review of planning applications  
See Appendix 2 for details
- I. Shepherds Cottage, Berrick Salome: internal and external alterations. Parish Council approved; awaiting SODC decision.
  - II. Fairfield, Roke: variation – Parish Council approved; awaiting SODC decision
  - III. Quakers Corner, Roke: re-construction and minor internal alterations. Parish Council approved; awaiting SODC decision.
8. Review of the verges project
- I. Posts are in place and top soil / seeds placed with the latter provided at minimal cost by Grundons for which the Parish Council thanks.
  - II. If villagers require any posts outside of their households they should contact the Parish Clerk.
  - III. **Action:** It was agreed that, if asked for by the parishioners, a letter be sent to the lorry companies who regularly pass through the village asking them to respect the new verges.
9. Date of the next meeting and agenda items  
The date of the next meeting is 2<sup>nd</sup> July. *Since the meeting this has been moved to 16<sup>th</sup> July.*
10. Any other business  
None

There being no other business the meeting closed at 9.45pm.

Signed ..... Chairman

Date .....

### Appendix 1

Schedule of payments

Confirmation of the Council requested for the following cheque payments:

Date	Chq. no.	Payee	Amount (£)	Purpose
21/03/15	100638	Derek Shaw	12.50	Newsletter printing
21/03/15	100639	OALC	133.07	2015-16 subscription
31/03/15	100640	SODC	100.46	Dog bin emptying
06/04/15	100641	WEL Medical Limited	1,658.10	Defibrillator
14/05/15	100642	Ian Glyn	112.00	Verge grass seed
14/05/15	100643	Ian Glyn	645.00	Verge top soil

There have been no bank transfers since the last meeting

### Appendix 2

Planning Applications

Planning ID	Location	Application	Status	PC Action
P15/S1450/LB P15/S1449/HH (6 May 2015)	Shepherds Cottage Berrick Salome OX10 6JQ	Internal and external alterations. Re-building of 20th century side porch	Consultation period ends 4 June	Consultation in progress.
P15/S1321/FUL (23 Apr 2015)	Fairfield Roke OX10 6JD	Variation of condition 2 (plan numbers) and removal of condition 10 (Code for Sustainable Homes) of planning permission P14/S3309/FUL. Demolition of existing bungalow and erection of replacement dwelling with detached garage.	Consultation period ends 19 May	Consultation completed.  Response sent - recommending approval.
P15/S1193/LB P15/S1192/HH (15 Apr 2015)	Quakers Corner Roke Marsh Roke OX10 6JB	Proposed re-construction and minor alterations to cottage following fire damage.	Consultation period ends 21 May	Consultation completed.  Response sent - recommending approval.