



Minutes of a meeting of Great Shefford Parish Council held on Monday 6th January 2025 at 7.30pm at Great Shefford Village Hall

Present: Councillor Louisa Freeman (Chairman)
Councillors Miranda Armstrong, Tony Coard, Jessica Copcutt, Piers Storey,
Carol Turner and Eunice Tweedie

In attendance: Mel Taylor (Locum Parish Clerk)
Councillor Clive Hooker (West Berkshire District Council)
1 x member of public

2025-01/01 CODE OF CONDUCT

Councillor Freeman reminded those present that the meeting would be conducted in line with the Council's Code of Conduct, details of which were published on the Council's website.

2025-01/02 APOLOGIES FOR ABSENCE

There were no apologies for absence.

2025-01/03 DECLARATIONS OF INTEREST

Councillor Freeman declared an interest in agenda item number 8 (2025-01/08) in regard to planning applications relating to Great Shefford House.

2025-01/04 MINUTES OF PREVIOUS MEETING

RESOLVED to take as read and confirm as accurate the Minutes of the meeting held on 4th November 2024.

2025-01/05 OPEN FORUM

- i. There were no questions raised by members of the public.
- ii. **Report from District Councillor**
Councillor Hooker reported that he was in receipt of the Parish Council's Members' Bid application for highway signage and a speed indicator device and advised that there were a few queries regarding the application and requested that the Clerk liaise with Cheryl Evans, West Berkshire Council Officer, to clarify.

2025-01/06 SERVICE DELIVERY OFFERS FOR TOWN AND PARISH COUNCILS

Councillors considered West Berkshire Council's service delivery offers, which provided opportunities for Town & Parish Councils to pay for additional/increased services, and/or take over services such as litter/dog bins.

It was agreed to enquire about opportunities available within the parish, particularly regarding the quantity and locations of litter and dog bins, for further consideration at the next meeting.

2025-01/07 TRAFFIC CALMING AND SPEED AWARENESS

Councillor Tweedie advised that, under the new administration since Councillors Tweedie and Copcutt had become involved in running the scheme, the speed watch volunteers had increased to 10. Those volunteers had previously expressed concern that they only wished to be involved should Councillors Tweedie and Copcutt continue to run the scheme. Councillor Tweedie wished to place on record her thanks for their contribution, and reported that, in recent surveys:

1645 car details had been recorded;

36mph was the average speed within the 30mph zone, and 50mph the average speed within the 40mph zone;

130 vehicles passed through the village on average each hour;

1042 vehicles had been registered with Thames Valley Police as being of concern;

Dates of surveys had been set for the next 12 sessions, to the end of March 2025;

2 more sites were being assessed.

Councillor Tweedie thanked a local resident for suggesting the site of Church Street/The Mallards.

It was hoped that the data generated by the surveys could be used to request a speed reduction in the future. Confirmation of the levels of data required to submit a speed reduction request were awaited. A referendum would be required. Councillor Hooker would advise of the date on the next annual 'speed assessment committee' meeting.

The possibility of requesting a pedestrian crossing, to aid access to the bus stop, was briefly discussed and Councillor Hooker advised liaising with Paul Goddard (WBC Officer).

Councillor Hooker was thanked for his contribution and he left the meeting

2025-01/08 PLANNING APPLICATIONS

Updates on new planning applications and decisions since the last meeting were noted.

2025-01/09 FINANCE

- i. Payment of the previously approved grant for the Christmas service (£147.00) and Locum Parish Clerk (£418.75) were approved.
- ii. As agreed at the last meeting, Councillors Armstrong and Coard had reassessed the SSE invoicing and reported that invoices were still not in line with the contract. This was passed to the Clerk to pursue further with SSE.
- iii. A draft budget 2025/26 was presented.

RESOLVED subject to amendments discussed, to adopt a budget 2025/26 as set out in appendix 1 to these Minutes, and to issue a precept request of £23,300 to West Berkshire Council.

2025-01/10 STANDING ORDERS AND FINANCIAL REGULATIONS

Councillors had been provided with draft Standing Orders and Financial Regulations for review.

RESOLVED to adopt the Standing Orders and Financial Regulations, as presented.

2025-01/11 VILLAGE MATTERS

i. Christmas Tree and Service

Councillor Turner advised that the Christmas tree light switch-on event had been a great success and very well attended with positive feedback. The tree had been taken down the previous day. New lights would be needed for 2025 and possibly additional lights. It had also been a successful night for the social club, who the Parish Council wished to thank for supporting the event.

A request for free use of the village hall to complement to the event in 2025 would be submitted to the village hall management committee. The hall had been hired by the social club for the 2024 event.

ii. Village Events

Councillor Turner advised that the next community litter pick was on Sunday 2nd February 2025 at 10am, followed by 6th April 2025, 1st June 2025, 3rd August 2025 and 5th October 2025. Councillor Turner would post to village Facebook pages.

Other village events were being considered, and it was understood that 'Best In Show' would be returning in 2025.

iii. Village Communications – website, Facebook and coordinated communications

There were currently two village Facebook groups; The Great Shefford Villagers and The Great Shefford Village, and it was agreed that an additional 'Parish Council' Facebook page was not required but to utilise existing pages, directing traffic to the Parish Council website. Options for consideration:

A Great Shefford Parish Council Instagram Page; and
Request that one of the existing two village Facebook pages is renamed, for more clarity.

It was agreed to follow up on previous discussions regarding website management and Parish Council Branding.

iv. Fence repairs by The Great Shefford

Now completed.

v. Update of park seating and play area / recreation ground maintenance

The delayed annual inspection had been chased and a response was awaited.

Councillor Coade had kindly agreed to conduct a monthly visual inspection, with the first having been carried out on 6th January 2025.

2025-01/11 VILLAGE MATTERS continued**vi. Update on the Asset of Community Value (ACV) application for The Great Shefford**

A great deal of supporting evidence had been received from residents and Councillors Armstrong and Freeman were preparing a business plan.

vii. Future Councillor 'Meet & Greet'

This would be incorporated into village events.

It was agreed that the Annual Parish Meeting should include the topic of speed awareness.

viii. Update on production of a flyer and posters for distribution around the village promoting the website etc

No progress to report at this time.

2025-01/12 FLOOD ALLEVIATION SCHEME AND SAGLUV (Sewage Action Group for the Lambourn Upper Valley)

Councillor Freeman reported that the original objective to complete the construction work by the end of 2024 was now hoped to be March 2025.

The Chairman reported that, due to the strong relationships that they had built up over time with key personnel in Thames Water and beyond, SAGLUV had recently been instrumental in expediting an issue for a Great Shefford resident who had been requesting a visit from Thames Water for a significant number of months. Councillor Freeman thanked the SAGLUV and particularly the Chairman, Martyn Wright, for their hard work.

A member of public present raised concerns about the road works in front of the village hall and a damaged pipe further along the road that was spilling water into the village hall car park. This matter had been reported to Thames Water but there was ongoing dispute regarding land ownership. Councillor Freeman agreed to discuss the matter with SAGLUV.

Residents were encouraged to contact the SAGLUV Committee to report issues.

1 member of public left the meeting

2025-01/13 COUNCILLORS' BUSINESS

i. Councillor Tweedie reported that road markings on the Wantage Road had faded and would report this to West Berkshire Council.

ii. Councillor Turner reported that it had been established that the storage container in the village hall car park was owned by the village hall and potential opportunities to store Christmas items was being explored.

iii. Councillor Storey advised that many items on the current Asset Register had been equipment for the Emergency Management Team which was no longer active and recommended that the Asset Register be reviewed with redundant items being written off due to age and likely to be defective.

2025-01/14 MATTERS FOR FUTURE CONSIDERATION

Nothing at this time.

2025-01/15 DATE OF NEXT MEETING

Monday 3rd March 2025 at 7.30pm.

RESOLVED to trial monthly meetings, commencing following the scheduled March meeting, with the exception of August and December.

Meeting dates 2025: 7th April 2025, 12th May 2025, 2nd June 2025,
7th July 2025, 8th September 2025, 6th October 2025 and 3rd November 2025.
No meetings in August and December.

There being no further business, the Chairman declared the meeting closed at 9.26pm.

Signed: _____

Date: _____