

SILCHESTER PARISH COUNCIL

Member of the Hampshire Association of Local Councils

Clerk: Chris Gunnell, 22 Church Road, Pamber Heath, Tadley,
Hampshire, RG26 3DZ

Email: clerk@silchester-pc.gov.uk

Tel: 07470 809086

AGENDA FOR VIRTUAL MEETING

Councillors are hereby summoned to attend, and members of the public and press are invited to attend the next meeting of Silchester Parish Council, to be held on:

Date: Monday 4th May 2020 **Time:** 7.30pm

Place: Virtual Meeting – (Access using Zoom: ID 334-957-5506)

1 General Announcements

2 Apologies for Absence

3 To receive Declarations of Interest

Cllr Wright in respect of item 12.1.ii

4 Councillor Resignation

To note the resignation of Cllr Roper and receive an update from the Clerk regarding the process for filling the casual vacancy as soon as practicable

4.1 To note the resignation of Councillor Roper and action taken in respect thereof

4.2 To receive an update from the clerk regarding the process for filling the casual vacancy

4.3 Approve and sign a new Bank Mandate

5 Appointment of Chairman

6 Minutes of the Last Parish Council Meeting

6.1 To approve and sign the minutes of the meeting of 2nd March 2020

6.2 To approve and sign the Confidential minutes of the meeting of 2nd March 2020

7 Open Forum – To hear matters raised by members of the public, or Councillors with a prejudicial interest either on agenda items, or for future consultation. (maximum period of 20 minutes only)

(NB for non- agenda items Members of the Council are not permitted to respond, except to ask questions for the purposes of clarification)

8 Matters Arising and Not Appearing Elsewhere on the Agenda

8.1 Review of action tracker

9 Covid-19 Communication Update

10 SPC Communications and Social Media Usage

11 Silchester Community Emergency Plan

11.1 Silchester Community Emergency Plan Review

12 Planning

12.1 To ratify the decision not to object to Planning Applications:

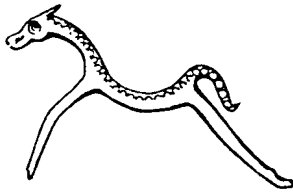
i. 20/00567/ROC variation – Wood Farm, Ash Lane, Silchester

ii. 20/00861/HSE – 1 Romans Field, Silchester

iii. 20/00876/HSE – Woodstock, Byes Lane, Silchester

12.2 To note receipt of new applications and make comments

12.3 To note receipt of any notifications/approvals/refusals



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13 Reports

- 13.1 Chairman's Report
- 13.2 Borough Councillor Report
- 13.3 County Councillor Report
- 13.4 To receive reports from parish council representatives

14 The Common

- 14.1 Common Works – update
- 14.2 SCMC Meeting report

15 Parish Environment and Maintenance

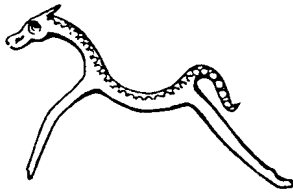
- 15.1 School car parking issues in both School Lane and the Pavilion car park
- 15.2 Right of Way – Early Lands to Upper Inhams Copse – update on progress
- 15.3 SilchesterHistory End of Grant Form Update
- 15.4 Silchester Trail Signs – Consider replacing missing sign by Bramley Station and repairing/renovating remaining signs
- 15.5 Flexed Ditch Management Plan and felled trees – agree any further action
- 15.6 Footpath 1 and pond felled trees – agree any further action
- 15.7 Note replacement request to BDBC for missing road name sign in Holly Lane at the junction of Bramley Road
- 15.8 Ratify footpath repairs on the entrance to the playing field opposite Dukes Ride

16 Highways

- 16.1 To note receipt of a notification from BDBC of the temporary closure of Kings Road for repairs
- 16.2 Gateways –
 - i. To note receipt of the notification from BDBC of the LIF Funding approval.
 - ii. Draft Grant Funding Agreement to be approved and two signatories to be authorised to sign said document, together with the final document when issued.

17 Clerk's Report and Correspondence

- 17.1 Parish Magazine article author – Cllr Westwood
- 17.2 Clerk's Correspondence
- 17.3 Lengthsman Scheme Update
- 17.4 To note receipt from Insurance Broker of the Insurer's acceptance of the insurance claim in respect of the storm damage caused to Pavilion car park noticeboard and the placing of the order for the new noticeboard.
- 17.5 Grant of Easement to Sallow Copse – ratify the e-mail agreement to grant the easement, approve the authorised signatories thereto and agree the minutes dated 19th March 2020. Agree an amendment to the signatories on the resignation of Cllr Roper.
- 17.6 Renewal of Grazing Agreement due 10/04/2020 – Update
- 17.7 Review 2019/20 Internal Audit Report and approve the Auditor's invoice for payment



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- 17.8
 - i. To agree and sign the 2019/20 Governance Statement
 - ii. To agree and sign the 2019/20 Accounting Statement
- 17.9 Annual Calendar of Events
 - i. Finalise arrangements for the AGM & APM
 - ii. AGM – Complete Declarations of Acceptance of Office
 - iii. Prepare Annual Accounts for Internal & External Audit
 - iv. RPA Basic Payment Scheme 2020 application submission due
- 17.10 Ratify the decision to authorise the Clerk to set-up and pay for a years' subscription to Zoom Conferencing for a Pro License

18 Finance

- 18.1 To ratify the approval of the Playground invoice for bark flooring in-excess of budget provision of £1,000 by £162
- 18.2 To approve payments and approve reconciliations against bank statements
- 18.3 To acknowledge receipts
- 18.4 To review and agree monthly budget to actual performance report

19 Confirm Date of Next Meeting – Monday 1st June 2020

20 Resolution – To exclude press and public from items that may require discussion of possible legal and financial proceedings i.a.w. Public Meetings – Admission to Public Meetings Act 1960

21 Items of a Confidential Nature

- 21.1 To note receipt of Litter Warden Grant Funding for 2020/21 and ratify the Litter Warden Salary with effect from 01st April 2020

Signed: Chris Gunnell

Date: 28th April 2020