

## **BERRICK SALOME PARISH COUNCIL MEETING Minutes**

The meeting of the Berrick Salome Parish Council was held in the Berrick and Roke Village Hall on 11th July 2024.

### **Present:**

Andy Batt [AB] (Chair)  
Jim Whitworth [JW] (Vice-chair)  
Craig Tribe [CT] (Responsible Financial Officer)  
David Bridgland [DG] (Councillor)  
Julian Fox [JF] (Parish Clerk)  
David Turner [DT] (District Councillor)

### **1. Apologies for absence**

Freddie Van Mierlo [FVM] (County Councillor) was absent from the meeting as he had recently been elected as MP for our area. The Parish Council congratulated him and were waiting to hear from OCC about whether we would be allocated a new County Councillor. [Subsequent to the meeting FVM advised that he would remain in the position of County Councillor until the County Council elections in May 2025.](#)

### **2. Declarations of interest regarding items of the agenda**

None

### **3. To approve and sign the minutes of the EGM held on 8<sup>th</sup> April and Parish Council meeting held on 9<sup>th</sup> May 2024**

Approved and signed by the Chair

### **4. Matters arising from the minutes**

#### **a. AB to update on Village Hall car park repair costs and timescale**

AB advised that a site visit had taken place regarding the re-surfacing works at the Village Hall entrance and car park and a date was being organised with the Village Hall Management Committee to carry out the works, which he hoped would be sometime in August. He also advised that the Berrick Salome Quarry Charity had confirmed a donation of £500 towards the costs.

#### **b. To note the replacement bark for the playground has been completed**

Noted and thanks expressed to the villagers who helped.

#### **c. To confirm that the £200 donation to Benson library has been made**

CT confirmed payment had been made.

#### **d. Rokefest 2025 update**

AB advised that the proposal for use of the Recreation Ground was not being pursued. Other nearby sites outside the parish are under consideration by the organisers and would not require Parish Council involvement.

### **5. County and District Councillors' March reports**

#### **a. County Council**

Report not received

#### **b. District Council**

DT advised the Council that his annual grant would be open for 14 weeks soon and that he would appreciate early entries so as not to burden his admin team at the last minute.

[SODC-Councillors-Monthly-Report-Jul-2024.pdf](#)

## 6. Finance

### a. Financial Officer's report

See Appendix 1 for report

Schedule of payments and transfers as listed were approved.

### b. To review and potentially approve Azalea Landscapes quote for extra one off clearing of part of the Recreation Ground

£290 payment approved and work to be carried out before the cricket match early September – **Action CT**

## 7. Planning Decisions and Applications

### a. To consider the following planning applications

None to consider

### b. To note the following planning applications awaiting decision by SODC

[P24/S0306/LDE](#) – Jakemans Studio

Application for Lawful Development Certificate for use as an independent dwelling. No responses had been received from parishioners.

**Lawful Development Certificate was issued 9<sup>th</sup> July**

JW expressed concern that there was a factual error in the SODC delegated report because the main building is Grade II listed. DT advised he would raise this with the planning department and report back.

### c. To note the decisions of SODC on the following planning application:

[P24/S1015/FUL](#) Little Acre, Roke

Change of use from existing detached outbuilding to dwelling

**Granted 16/05/24**

[P24/S1122/LB](#) Well Cottage, Roke

Installation of a wood burning stove to existing hearth fireplace

**Granted 13/05/24**

## 8. Review of requirement to clear grass around the new trees on Recreation Ground

DB advised that there were approximately 100 trees and that the grass was growing around their bases as the field mowers couldn't access between.

It has been established that the trees are predominantly healthy and the Woodland Trust advise not to mow as it encourages thicker growth and that the grass provides some protection from foraging wildlife. They advise to clear by hand a small area around each tree for light and to suppress weeds.

It was therefore suggested that a community effort be sought to carry out the work.

A parishioner and member of Benson Area Nature Group suggested they may also help with the effort in order to encourage greater interaction with our parish.

**Action JF/Parishioner to liaise and promote a day to carry out the work**

## 9. Update on tree planting proposal in Roke

Leaflets designed to encourage feedback from Roke residents have been printed and distributed. Feedback is currently being collated with some very positive views along with some problems that would need to be overcome or the plan adjusted to suit.

A full report by the parishioners driving the initiative should be available for the next Parish Council meeting.

## 10. To consider Hedgehog Highways Project opportunity

The Parish Council had received an email about goods available for purchase.

The body was not a charity and as such it was resolved that the Parish Council would not be happy to purchase from the organisation.

It was noted at the time that there was a re-homing of hedgehogs being carried out by residents in the Roke area with positive results.

**11. BSPDG Update**

JW advised that of the 3 submissions for grant funding to OCC one had been chosen that would secure £15,000 funding subject to solid proposals with landowner permission and firm costings. This is a clearing and baffling of the ditch running from the B4009 to Roke. This road allows water to run along it at a fast pace into the Roke junction in the Home Sweet Home area. Ensuring water is directed into the ditch and its pace of movement controlled will avoid pooling and allow other areas of the natural drainage systems to not be overrun.

Thames Water have provided BSPDG information with regards to their network of sewers to aid the groups understanding.

Thames Water have done some cleaning up of the Roke/Rokemarsh junction and are being asked to carry out repairs to the potholes in the unadopted lane in Rokemarsh because of the frequency of tanker visits at the Rokemarsh pumping station.

Volunteers will be required in the early autumn to carry on with strategic ditch clearing before the winter arrives.

**12. Allotments Update**

JW advised that the allotment holders have said the amount of dog poo has decreased following parish wide communications.

There is potential for a new allotment holder to take on either a possible spare existing site or start a new site, which there is room for.

Draft tenancy agreements are nearly ready and would be distributed for Councillors review soon with a view to agreeing at the next Parish Council meeting.

**Action JW to distribute draft tenancy agreements when ready**

**13. To consider an on-site meet opportunity with new Highways Engagement Team at OCC**

JF advised that OCC have recently set up a new engagement team and were offering site visits to encourage interaction.

They had recently responded quickly to a culvert problem in Church Lane and had arranged a good quality repair.

It was agreed that it was a good idea and particularly in conjunction with BSPDG efforts

**Action JF to liaise and arrange a suitable date**

**14. Parish Councillor and Parish Clerk replacements**

As yet no-one has agreed to join.

A parishioner and ex Chair expressed their disappointment that people were not stepping forward and offered to write something for distribution if the Council felt it would help.

Another resident present said they would consider joining as they had experience from another local parish.

CT advised that one option would be for him to take on the Parish Clerk responsibilities instead of being a Councillor if two new councillors could be co-opted.

**JF to liaise with residents again**

**15. To consider any other matters the Chair deems urgent – for information only**

CT will be attending a meeting on 19<sup>th</sup> July with representatives of Benson Parish Council regarding the plans for the Rokemarsh to Benson footpath where David Wilson Homes have certain responsibilities for re-instatement after the site is completed. He will update Councillors as to the outcome of said meeting.

**16. Date of next meeting**

Thursday 12<sup>th</sup> September 2024

A resolution was passed that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason that the rest of the business deals with procedural matters of the Parish Council the public and press are excluded from item 17.

**17. Review of Parish Council Meeting Structure/Running Order**

No agreement to any running order changes to the Parish Council meeting structure was agreed before time ran out.

**Signed: A Batt**

**Date: 12<sup>th</sup> September 2024**

## APPENDIX 1

### Responsible Financial Officer's Report

#### To Parish Council meeting Thursday 11<sup>th</sup> July 2024

1. Bank balances on 30<sup>th</sup> June 2024 totalled £32,026. There were no uncleared items. The total reserves of the Parish were therefore £32,026.
2. On 30<sup>th</sup> June 2024 the accounts showed a surplus of income over expenditure of £2,902.
3. **Schedule of payments**

There have been no cheque payments since the last meeting.

Date	Chq. no.	Payee	Amount (£)	Purpose

Confirmation of the Council requested for the following online payments:

Ref.	Date	Payee	Amount (£)	Purpose
242506	15/04/2024	Clear Insurance Management Ltd	419.72	Parish Council insurance
242508	22/05/2024	Friends of Benson Library	200.00	Donation
242509	31/05/2024	Shield Maintenance Ltd	63.43	Dog waste bin emptying
242510	06/06/2024	Norman R Cox & Partners	1746.00	Wood chips for playground

There has been the following debit card payment since the last meeting:

Ref.	Date	Payee	Amount (£)	Purpose
242507	16/05/2024	Amazon	40.32	Wet and Forget solution and warning barrier tape

Confirmation of the Council requested for the following direct debit payment:

Ref.	Date	Originator	Amount (£)	Purpose
242511	07/06/2024	Information Commissioner's Office	35.00	Data protection registration

There have been the following bank transfers since the last meeting.

Date	Transfer from	Transfer to	Amount £
13/05/2024	Business Premium account	Community account	272.48
11/06/2024	Business Premium account	Community account	1,534.11

4. Azalea Landscapes quote for clearing of one side of the recreation ground to reduce encroachment on cricket playing area.