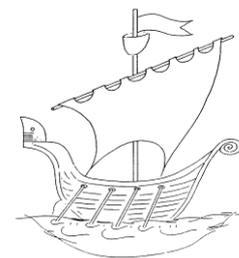


Whitchurch-on-Thames Parish Council



Parish Council meeting agenda

Tuesday 9th October 2018

8 pm, 'The Old Stables', High Street, Whitchurch-on-Thames

Press and the public are invited to attend

1. **Apologies for absence** (8.00)
2. **Declarations of interest**
Councillors are asked to declare any personal interest, and the nature of that interest, which they may have in any of the items under consideration at this meeting (8.05)
3. **Public forum** (8.10)
Opportunity for members of the public to address the Parish Council.
With the permission of the Chairman, the public may also speak about specific items of business as they arise and are allocated 5 minutes each. An additional 30 minutes will be allocated to hear views of the Eastfield House allocation
4. **Agree minutes** of Parish Council meeting 11th September 2018 & review open actions (8.45)
5. **Receive District Councillor's report** (8.50)
6. **Receive County Councillor's report** (8.55)
7. **Review planning applications** (9.00)
 - i. P18/S2918/HH, 'Lane End', Eastfield Lane (first-floor extension) – 5 minutes
 - ii. P18/S2965/O, 'Eastfield House', Eastfield Lane (demolition of existing care home & construction of new care home)
 - iii. Discuss assignment of planning applications to councillors by location
8. **Finance** (9.20)
 - i. Approve payments and note receipts for the preceding month
 - ii. Note current bank account reconciliation
9. **Village green** (9.25)
 - i. Discuss purchase of new fence
10. **Village green pavilion project** (9.30)
 - i. Receive update on planning application & proposal to increase application grant from Cllr. Brooks
11. **Village environment/maintenance** (9.35)
 - i. Discuss winter salt refills
 - ii. Discuss & agree purchase of replacement village sign

- 12. Village Plan (9.40)**
 - i. Receive any updates

- 13. Parish Council owned/managed land & buildings (9.45)**
 - i. Review security & agree measures to mitigate risk of vehicles gaining access
 - ii. Receive motion from Cllr. Bowen regarding risk assessments for Parish Council-owned buildings, open spaces & assets

- 14. Updates from WGs (9.50)**
 - i. TAPAG – Receive any updates, include distribution of '20 is Plenty Stickers'
 - ii. Village Hall Management Committee – Receive any updates. Discuss specification of new windows
 - iii. Village Green Working Group – Receive any updates

- 15. Recruitment of new clerk (9.55)**

- 16. Other matters for Chairman and PC to consider (10.00)**

Items that arise that are not on this agenda but need discussion and to be proposed or not for a future agenda

Note date of next meeting, which will be Tuesday 13th November 2018.

Attachment:

Motion regarding risk assessments from Cllr. Bowen

This Parish Council notes with concern that there no risk assessments have been carried out or documented in respect of buildings, open spaces and assets belonging to the Parish Council. This would seem to be an oversight from the previous council going back some years. The Health and Safety Executive require that we carry out regular risk assessments to minimise the risk to safety.

Of greater concern it would also seem that this Parish Council does not have a Fire Risk Assessment for both the Village Hall and Cricket Pavilion. This is in direct breach of the Regulatory Reform (Fire Safety) Order 2005.

This Parish Council now resolves to implement Risk Assessments on our buildings, open spaces and any other assets deemed to require risk assessment. In addition, this Parish Council resolves to undertake a Fire Risk Assessment of the Village hall as a priority and to rectify where required any issues in Fire Safety at the Village Hall. A budget may or may not be required for this to include Fire Safety equipment and signage where it is deemed to be required.