

West Ilsley Parish Council

ANNUAL MEETING OF THE PARISH COUNCIL

Minutes of the Full Council meeting held in West Ilsley Village Hall on Monday 16th May 2022.
Commencing at 7:00 pm.

Members Present: Councillor Alan Beaumont (AB), Chairman
Councillor Alan Bloor (APB)
Councillor Clive Hooker (CH)
Councillor Liz Dray (LD)

Members Absent: Councillor Graham Woods (GW), Vice-Chairman
Councillor Alan Muir (AMM)

Officers Present: Sarah Marshman, Clerk/RFO

In Attendance: 4 members of the public

Minutes

- 22/23-001 To consider the election of Chairman of the Council for 2022/23 and for the elected Chairman to sign the declaration of office**
Resolved: To elect Alan Beaumont as Chairman of the Council for 2022/23. The declaration of office was signed.
- 22/23-002 To consider the election of Vice-Chairman of the Council for 2022/23 and for the elected Chairman to sign the declaration of office**
Resolved: To elect Graham Woods as Vice-Chairman of the Council for 2022/23. The declaration of office will be signed at the earliest opportunity.
- 22/23-003 To receive, and consider for acceptance, apologies for absence from Members of the Council**
Apologies were received and accepted from Councillors Graham Woods and Alan Muir.
- 22/23-004 To receive any declarations of Disclosable Pecuniary Interests, Other Register-able Interests or Non-Registerable Interests by members or the Clerk and to consider any Requests for Dispensation**
There were no declarations of interests or requests for dispensation.

- 22/23-005 To receive:
Questions or comments from members of the public regarding items on the agenda
Representations from any member who has declared a personal interest**
There were no questions, comments or representations.
- 22/23-006 To approve the minutes of the Parish Council Meeting held on 14th March 2022**
Resolved: Members agreed the minutes of the last meeting be accepted as a true record. The Chairman signed the minutes.
- 22/23-007 To discuss any matters arising from the Minutes of the previous meeting**
Wildflower meadow – AB contacted WBC who is considering it.
Hunters Pond – It is believed WIPC has now identified the owner of the pond. WIPC is currently attempting to contact the right individuals to request work is carried out on this.
- 22/23-008 To receive a report from the District Councillor**
The District Councillor sent her apologies.
- 22/23-009 To consider the following new planning applications and receive an update on planning application responses and decisions**
22/00910/LBC2 Downs House, Main Street, West Ilsley, RG20 7AA - Complete demolition of a timber framed barn within the curtilage of a Listed Building
Resolved: To submit a response of ‘no objections’ and to request the following a condition that it is put back to a lawn and no further development should take place within the curtilage of a Grade II listed building.

No planning applications have been responded to since the last meeting.

The following planning decisions have been received since the last meeting:
- 22/00543/HOUSE 15B Main Street, West Ilsley, RG20 7AR - Erection of two storey extension. Application withdrawn.
 - 22/00439/HOUSE 15A Main Street, West Ilsley, RG20 7AR - Erection of a detached outbuilding. Application approved.
 - 21/02393/HOUSE 2 Downside, West Ilsley, RG20 7AL - Two storey rear/side extension. Application approved.
- 22/23-010 Finance:
To consider approving the payments listed on the Finance Report and to note the most recent bank reconciliation**
Resolved: To approve the payments listed on the Finance Report in Appendix 1 and to note the bank reconciliation.

Action: Clerk

To review the Quarterly Budget Report

The quarterly budget report was reviewed.

22/23-011 To consider the appointment of any new committees in accordance with standing order 4

Resolved: No new committees are required.

22/23-012 To review the Scheme of Delegation for staff, committees and other local authorities

Resolved: To continue with the Scheme of Delegation.

22/23-013 To review the inventory of land and assets including buildings and office equipment

The inventory of land and assets was reviewed, and it was identified that the defibrillator is not included. The Clerk will amend the asset register.

Action: Clerk

It was noted that the Troy seat needs repairs. Quotes will be sought.

Action: APB

22/23-014 Policies:

To review the following policies:

Standing Orders

Financial Regulations

Complaints Procedure

Freedom of Information

Publication Scheme

Press and Media Policy

Resolved: To continue with the above listed policies.

To consider adopting the following policies:

Code of Conduct

Resolved: To adopt the Code of Conduct.

22/23-015 To review the council's and/or staff subscriptions to other bodies

Resolved: To continue with subscriptions to the Berkshire Association of Local Councils and the Society of Local Council Clerks.

22/23-016 To determine the time and place of ordinary meetings of the full council up to and including the next annual meeting of full council

Resolved: To set the meeting dates as listed below. All meetings are to be held in the Village Hall.

Date of Meeting	Time of Meeting	Type of Meeting
Monday 11 th July 2022	7:30 pm	Full Council
Monday 12 th September 2022	7:30 pm	Full Council
Monday 14 th November 2022	7:30 pm	Full Council
Monday 16 th January 2023	7:30 pm	Full Council
Monday 13 th March 2023	7:30 pm	Full Council
Monday 15 th May 2023	7:00 pm	Annual Meeting of the Parish Council
Monday 15 th May 2023	8:15 pm	Annual Parish Meeting

22/23-017 To consider Parish Council responsibilities and representation on outside bodies including arrangements for reporting back

Resolved: To assign the following roles for 2022/23:

Flooding: Clive Hooker

Internal Controller: Alan Muir

Speeding: Liz Dray

Village Hall: Alan Bloor

22/23-018 To consider the Risk Assessment for 2022/23

Resolved: To adopt the Risk Assessment for 2022/23.

22/23-019 To review the insurance policy

The insurance policy was reviewed, and the council agreed the coverage was appropriate.

22/23-020 To discuss matters for future consideration or for information

Repairs are needed on the War Memorial. A quote for this work will be obtained.

A vehicle collided with the Old Post Office at the weekend. This is the fourth time that buildings in this location have been hit by cars coming down the hill. The MP has been contacted. The Clerk will write to West Berkshire Council to request assistance with traffic calming.

Action:
Clerk/LD

The suggestion of running a hybrid meeting where residents can attend via zoom was discussed. The Clerk will discuss this with GW.

Action:
Clerk/GW

Dog waste bins – WIN request for volunteers? Up round Hodcott needs some dog fouling stickers – pass these on to AB.

A vision has been prepared for WIRSA, which now needs input from WIPC. Separate constitutions will be prepared for WIRSA and the Village Hall. A meeting is to be arranged between WIPC and WIRSA.

There being no further business, the meeting was closed at 8:17pm.

Dates of forthcoming meetings:

Full Council Monday 11th July, Monday 12th September, Monday 14th November, Monday 16th January 2023, Monday 13th March, Monday 15th May (Annual Meeting of the Parish Council and the Annual Parish Meeting).

Signed: _____

Dated: _____

Appendix 1: Finance Report

Status at last bank reconciliation 30th April 2022	£44,946.86
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Income	Amount
Grant towards speed indicator device from West Berkshire Council	£1,345.00
Precept (1 of 2)	£5,350.00
Total	£6,695.00

Payments to be approved

Payment Date	Payee	Payment Detail	Amount
11-Mar-22	ICO	Registration fee 22/23	£35.00
14-Mar-22	Crescent Signs	Safety sign for play area	£162.00
14-Mar-22	Traffic Technology	Speed indicator device	£3,228.00
25-Apr-22	Playsafety Ltd	Play area safety inspection	£84.00
16-May-22	A Councillor	Reimburse domain name purchase	£10.00
16-May-22	A Councillor	Reimburse Zoom costs Mar, Apr & May	£43.17
16-May-22	BALC	Subscription 22/23	£73.52
Total			£3,635.69

