

# West Ilsley Parish Council

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## FULL COUNCIL MEETING

Minutes of the Full Council meeting held in West Ilsley Village Hall on Monday 14<sup>th</sup> November 2022.  
Commencing at 7:30 pm.

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**Members Present:** Councillor Alan Beaumont (AB), Chairman  
Councillor Graham Woods (GW), Vice-Chairman  
Councillor Alan Bloor (APB)  
Councillor Clive Hooker (CH)  
Councillor Alan Muir (AMM)

**Members Absent:** Councillor Liz Dray (LD)

**Officers Present:** Sarah Marshman, Clerk/RFO

**In Attendance:** Carolyne Culver, District Councillor  
4 Members of the Public

## Minutes

- 22/23-059 To receive, and consider for acceptance, apologies for absence from Members of the Council**  
Apologies were received and accepted from Councillor Liz Dray.
- 22/23-060 To receive any declarations of Disclosable Pecuniary Interests, Other Registerable Interests or Non-Registerable Interests and to consider any Requests for Dispensation from Members declaring a Disclosable Pecuniary Interest**  
There were no declarations of interests or requests for dispensation.
- 22/23-061 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.
- 22/23-062 To approve the minutes of the Parish Council Meeting held on 10th October 2022**  
Resolved: Members agreed the minutes of the last meeting be accepted as a true record. The Chairman signed the minutes.

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|-----------|--|-------------------|
| 22/23-063 | <p><b>To discuss any matters arising from the Minutes of the previous meeting</b><br/>The Clerk was requested to write again to the owner regarding Hunter's Pond.</p>   | Action Clerk      |
| 22/23-064 | <p><b>To receive a report from the District Councillor</b><br/>CC attended a rural business forum. Local landowners and business owners attended and matters such as planning, rural housing, cost of living, and cost of energy were discussed.<br/>A cost-of-living hub has been set up.</p>   |                   |
| 22/23-065 | <p><b>To consider the following planning application and to receive an update on planning application responses and decisions</b></p> <p><b>22/02571/FULMAJ Folly Farm, Bury Lane, West Ilsley, RG20 7AZ - Proposed steel portal framed building to be used as an on-floor grain store with hardstanding perimeter and 4 no. gas tanks.</b><br/>Resolved: To submit a response of 'support'.</p> <p>The council has not responded to any planning applications since the previous meeting. West Berkshire District Council has not confirmed any decisions since the previous meeting</p>  |                   |
| 22/23-066 | <p><b>Finance:</b><br/><b>To consider approving the payments listed on the Finance Report</b><br/>Resolved: To approve the payments listed on the Finance Report in Appendix 1.</p> <p><b>To note the most recent bank reconciliation</b><br/>The bank reconciliation to 31<sup>st</sup> October was noted as shown in the Finance Report in Appendix 1.</p> <p><b>To receive any reports from the Internal Controller</b><br/>The Internal Controller has reviewed the accounts to the end of October.</p> <p><b>To receive the most recent Quarterly Budget Report</b><br/>The quarterly budget report to 30<sup>th</sup> September 2022 was reviewed.</p> |                   |
| 22/23-067 | <p><b>To receive an update on the Village Hall</b><br/>The new constitution will be the first action at the Village Hall AGM on 10<sup>th</sup> Dec. It will allow the Village Hall Committee to exclusively operate the Village Hall, with the bank account reverting back to the VH as it is currently shared with WIRSA. WIRSA will predominantly fundraise for village organisations.</p>  |                   |
| 22/23-068 | <p><b>To consider which councillor will act as the liaison for the Village Hall codification project</b><br/>Resolved: To appoint Alan Muir with assistance from Alan Bloor.</p>   | Action<br>AMM/APB |

- 22/23-069 To review the external audit report for 2021/2022**  
The external audit report states: the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.  
No actions are required by the council.
- 22/23-070 To review whether to make the budgeted donation to the Library Service**  
This was deferred to the next meeting.
- 22/23-071 To consider quotes for refuse disposal**  
The council agreed to appeal for volunteers through the West Ilsley News. AB will submit this. If this is not successful, the council will consider the quote at the next meeting.
- 22/23-072 To ratify an increase in the cost of the new fencing in the play area**  
Resolved: To accept the increase of £300 (excluding reclaimable VAT) above the agreed budget.
- 22/23-073 To review the draft budget for 2023/2024**  
No changes were suggested to the draft budget. The final budget and setting of the precept will be agreed upon at the January meeting.
- 22/23-074 To consider adopting the following policies:**  
**Equality Policy**  
**Dignity at Work Policy**  
**Disciplinary and Grievance Policy**  
**Training and Development Policy**  
Resolved: To adopt the Equality Policy, the Dignity at Work Policy, the Disciplinary and Grievance Policy and the Training and Development Policy.
- 22/23-075 To consider adopting the Staffing Committee Terms of Reference**  
Resolved: To adopt the Staffing Committee Terms of Reference.
- 22/23-076 To consider the membership of the following committees for 2022/23**  
**Staffing Committee**  
Resolved: To elect Councillors Woods, Muir and Dray.  
**Disciplinary/Grievance Committee**  
Resolved: To elect Councillors Beaumont, Bloor and Hooker.
- 22/23-077 To pass a resolution to sign up to the Civility and Respect Pledge**  
Resolved: To sign up to the Civility and Respect Pledge.
- 22/23-078 To discuss matters for future consideration or for information**  
LD has obtained costs for a speed warning sign and post on which to site it. This is expected to be around £5,200. The council would seek to obtain grant funding to assist with the costs.

Action AB

The council wished to record its thanks to David Carlisle for providing a location for the soil deposit from the pond.

It was noted that it has been difficult to get the bank account for the West Ilsley Parish Council Trust closed. APB is gradually progressing with this.

Action APB

There being no further business, the meeting was closed at 8:35 pm.

Dates of forthcoming meetings:

Full Council: Monday 16<sup>th</sup> January 2023, Monday 13<sup>th</sup> March, Monday 15<sup>th</sup> May (Annual Meeting of the Parish Council and the Annual Parish Meeting).

Signed: \_\_\_\_\_ Dated: \_\_\_\_\_

## Appendix 1: Finance Report

|   |                   |
|---|-------------------|
| <b>Status at last bank reconciliation 31st October 2022</b> | <b>£46,494.09</b> |
|---|-------------------|

| <b>Income</b>  | <b>Amount</b>    |
|--|------------------|
| Precept  | £5,350.00        |
| Grant from Greenham Trust via The Good Exchange              | £1,750.00        |
| Grant from Englefield Charitable Trust via The Good Exchange | £497.11          |
| <b>Total</b>   | <b>£7,597.11</b> |

### Payments to be approved

| <b>Payment Date</b> | <b>Payee</b>             | <b>Payment Detail</b>             | <b>Amount</b>    |
|---------------------|--------------------------|-----------------------------------|------------------|
| 13-Oct-22           | Just Host Me             | Web hosting                       | £143.86          |
| 13-Oct-22           | PKF Littlejohn           | External audit 21/22              | £360.00          |
| 21-Oct-22           | Staff Costs              | Staff Costs Oct                   | £309.46          |
| 14-Nov-22           | A Councillor             | Zoom subscription                 | £14.37           |
| 14-Nov-22           | SLCC Enterprises Ltd     | SLCC National Conference          | £31.25           |
| 14-Nov-22           | Valley Fencing           | Install new fencing for play area | £4,560.00        |
| 14-Nov-22           | West Ilsley Village Hall | Donation for Wi-Fi costs          | £300.00          |
| 21-Nov-22           | Staff Costs              | Staff Costs Nov                   | £311.26          |
| <b>Total</b>        |                          |                                   | <b>£6,030.20</b> |