

Yattendon Parish Council

To: All Members of Yattendon Parish Council

All Councillors are hereby summoned to attend the following meeting.

Please notify the Clerk if you are unable to attend.

NOTICE OF MEETING

MEETING: Full Council

DATE & TIME: Thursday 23rd February 2023 at 8:00pm

PLACE: Yattendon Village Hall, Yattendon Road, Yattendon, RG18 0UE

S. Marshman

Dr. S. Marshman, CiLCA, Clerk to the Council

17th February 2023

Agenda

- 1 To receive, and consider for acceptance, apologies for absence from Members of the Council
- 2 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
Councillors should use the [flow-chart](#) below to identify which type of interest they have and what action should be taken.
- 3 To receive questions or comments from members of the public regarding items on the agenda and representations from any member who has declared an Other Registerable Interest or a Non-Registerable Interest
- 4 To approve the [Minutes of the Full Council Meeting held on 10th November 2022](#)
- 5 To discuss any matter arising from the previous meeting
- 6 To receive a report from our District Councillor
- 7 To receive a report from Yattendon Estates
- 8 To receive an update on [planning applications and decisions since the previous meeting](#)
- 9 Finance:
 - a) To receive the [Finance Report](#) and approve the payments listed
 - b) To receive the [Quarterly Budget Report](#)
- 10 To consider a response to West Berkshire Council's [Local Plan Review Regulation 19 Consultation](#)
It should be noted this includes a review of the settlement boundary on page 203 of the [Settlement Boundary Review](#)

- 11 To consider completing a Memorandum of Understanding with Hampstead Norreys Parish Council for the sharing of the Speed Indicator Device (SID)
- 12 To discuss SID sites
- 13 To consider making a donation of £100 towards the village coronation event
- 14 To consider obtaining a Lloyds debit card
- 15 Matters for future consideration and information

Date and time of next scheduled meeting:

Wednesday 19th April 2023 – Annual Parish Meeting

Thursday 11th May 2023 – Annual Meeting of the Parish Council

Supporting Documents

Agenda Item 2: To receive any declarations of Disclosable Pecuniary Interests, Other Registerable Interests, or Non-Registerable Interests and to consider any requests for dispensation

DPI = Disclosable Pecuniary Interest

ORI = Other Registerable Interest

NRI = Non-Registerable Interest

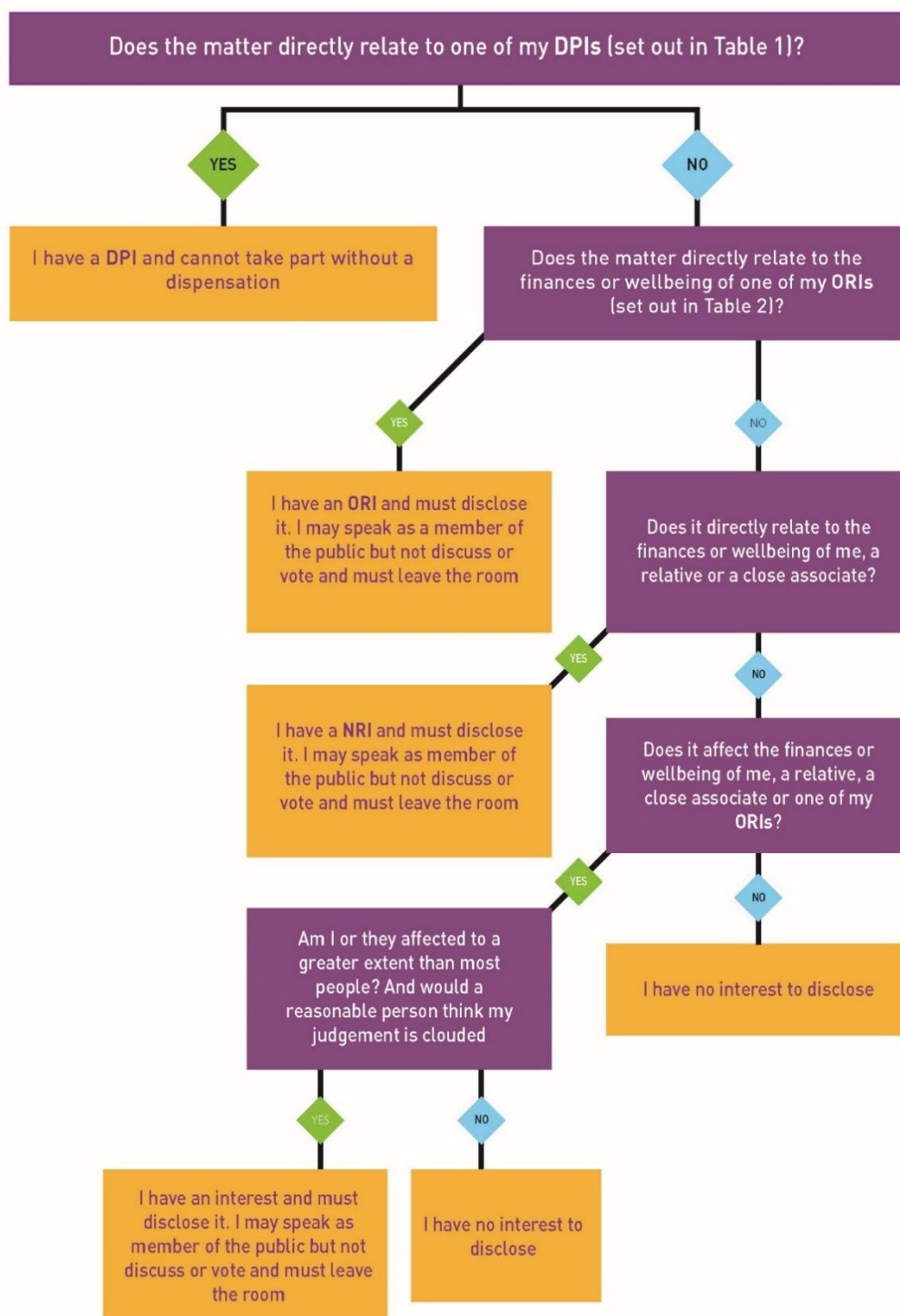


Table 1: Disclosable Pecuniary Interests

Subject	Description
Employment, office, trade, profession or vocation	Any employment, office, trade, profession or vocation carried on for profit or gain.
Sponsorship	<p>Any payment or provision of any other financial benefit (other than from the council) made to the councillor during the previous 12-month period for expenses incurred by him/her in carrying out his/her duties as a councillor, or towards his/her election expenses.</p> <p>This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.</p>
Contracts	Any contract made between the councillor or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners (or a firm in which such person is a partner, or an incorporated body of which such person is a director* or a body that such person has a beneficial interest in the securities of*) and the council — (a) under which goods or services are to be provided or works are to be executed; and (b) which has not been fully discharged.
Land and* property	Any beneficial interest in land which is within the area of the council. 'Land' excludes an easement, servitude, interest or right in or over land which does not give the councillor or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners (alone or jointly with another) a right to occupy or to receive income.
Licenses	Any licence (alone or jointly with others) to occupy land in the area of the council for a month or longer
Corporate tenancies	Any tenancy where (to the councillor's knowledge)— (a) the landlord is the council; and (b) the tenant is a body that the councillor, or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/ civil partners is a partner of or a director* of or has a beneficial interest in the securities* of.
Securities	Any beneficial interest in securities* of a body where— (a) that body (to the councillor's knowledge) has a place of business or land in the area of the council; and (b) either— (i) the total nominal value of the securities* exceeds £25,000 or one hundredth of the total issued share capital of that body; or (ii) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which the councillor, or his/ her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners have a

	beneficial interest exceeds one hundredth of the total issued share capital of that class.
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* 'director' includes a member of the committee of management of an industrial and provident society.

* 'securities' means shares, debentures, debenture stock, loan stock, bonds, units of a collective investment scheme within the meaning of the Financial Services and Markets Act 2000 and other securities of any description, other than money deposited with a building society.

Table 2: Other Registerable Interest

You must register as an Other Registerable Interest:

- a) any unpaid directorships
- b) any body of which you are a member or are in a position of general control or management and to which you are nominated or appointed by your authority
- c) any body
 - (i) exercising functions of a public nature
 - (ii) directed to charitable purposes or
 - (iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union) of which you are a member or in a position of general control or management

Agenda item 8: To receive an update on planning applications since the previous meeting

Applications Responded to Under Delegated Powers Since the Previous Meeting:

Application Reference	Location	Proposed Work	Parish Council Response
22/03086/ FUL	St Abbs Cottages, Hampstead Norreys, RG18 0TQ	New access from Yattendon Road and car parking for St Abbs Cottages	No objections
Comments: No objections provided this development does not affect the status of the existing public right of way.			

West Berkshire Council's Recent Planning Decisions:

Application Reference	Location	Proposed Work	Parish Council Response	WBC Decision
22/02455/ FUL	Everington Bungalow, Everington Hill, Yattendon, RG18 0UD	Change of use from nursery to residential dwelling	No objections	Approved
22/03086/ FUL	St Abbs Cottages, Hampstead Norreys, RG18 0TQ	New access from Yattendon Road and car parking for St Abbs Cottages	No objections	Refused

Agenda item 9a: To receive the Finance Report and approve the payments listed**Status at bank at last bank reconciliation 31st January 2023**

Lloyds Bank Current	£5,344.71
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Income received 3rd November 2022 - 16th February 2023

None	£0.00
Total	£0.00

Payments to be approved

Payment Date	Method	Payee	Payment Detail	Amount
06-Jan	BACS	Staff Costs	Inc. salaries for all staff, expenses, pension contributions and PAYE for Dec	£575.85
06-Feb	BACS	Staff Costs	Inc. salaries for all staff, expenses, pension contributions and PAYE for Jan	£422.71
06-Feb	BACS	Triangle Management	Refuse disposal	£178.85
23-Feb	BACS	Yattendon Village Hall	Meeting room hire	£45.00
23-Feb	BACS	Starboard Systems Ltd	Scribe finance software	£207.36
23-Feb	BACS	SLCC	Membership 23/24	£33.24
23-Feb	BACS	SLCC Enterprises Ltd	Training - Practitioners' Conference	£52.50
Total				£1,515.51

Agenda item 9b: To receive the Quarterly Budget Report

Quarterly Budget Report for Quarter 3 – October to December 2022

Income

Code	Title	Receipts			Payments			Net Position	
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
1	Precept	9,300.00	9,300.00						(0%)
2	VAT Refund								(N/A)
3	Other Income		3,657.08	3,657.08				3,657.08	(N/A)
	SUB TOTAL	9,300.00	12,957.08	3,657.08				3,657.08	(39%)

Administration

Code	Title	Receipts			Payments			Net Position	
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
4	Office Supplies & Software				240.00	499.19	-259.19	-259.19	(-108%)
5	Subscriptions/Fees				250.00	120.24	129.76	129.76	(51%)
6	Insurance				530.00	571.95	-41.95	-41.95	(-7%)
7	Audit Fees				120.00	97.50	22.50	22.50	(18%)
8	Training				100.00	31.25	68.75	68.75	(68%)
9	Staffing Expenses				420.00	343.02	76.98	76.98	(18%)
10	Meeting Rental				150.00	75.00	75.00	75.00	(50%)
	SUB TOTAL				1,810.00	1,738.15	71.85	71.85	(3%)

Litter

Code	Title	Receipts			Payments			Net Position	
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
11	Refuse Disposal				650.00	493.58	156.42	156.42	(24%)

12	Litter Picking Equipment				40.00		40.00	40.00	(100%)
SUB TOTAL					690.00	493.58	196.42	196.42	(28%)

Staff Costs

Code	Title	Budgeted	Receipts		Budgeted	Payments		Net Position	
			Actual	Variance		Actual	Variance	+/- Under/over spend	
13	Staff Costs				3,700.00	3,166.47	533.53	533.53	(14%)
SUB TOTAL					3,700.00	3,166.47	533.53	533.53	(14%)

Courtesy Lights

Code	Title	Budgeted	Receipts		Budgeted	Payments		Net Position	
			Actual	Variance		Actual	Variance	+/- Under/over spend	
14	Courtesy Lights Electricity				48.00	48.00			(0%)
15	Courtesy Lights Maintenance				100.00		100.00	100.00	(100%)
SUB TOTAL					148.00	48.00	100.00	100.00	(67%)

Burial Ground

Code	Title	Budgeted	Receipts		Budgeted	Payments		Net Position	
			Actual	Variance		Actual	Variance	+/- Under/over spend	
16	Burial Grounds Grant				2,500.00	2,500.00			(0%)
SUB TOTAL					2,500.00	2,500.00			(0%)

Grants

Receipts		Payments		Net Position	
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Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
17	Grants				100.00	280.00	-180.00	-180.00 (-180%)
	SUB TOTAL				100.00	280.00	-180.00	-180.00 (-180%)

Miscellaneous

		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
18	Miscellaneous Expenditure				200.00		200.00	200.00 (100%)
22	Well House				1,500.00	1,700.00	-200.00	-200.00 (-13%)
	SUB TOTAL				1,700.00	1,700.00		(0%)

Chairman's Allowance

		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
19	Chairman's Allowance				50.00		50.00	50.00 (100%)
	SUB TOTAL				50.00		50.00	50.00 (100%)

Election Costs

		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
20	Election Costs							(N/A)
	SUB TOTAL							(N/A)

Reserves

Code	Title	Receipts			Payments			Net Position	
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
21	Reserves					2,811.17	-2,811.17	-	(N/A)
								2,811.17	
	SUB TOTAL					2,811.17	-2,811.17	-	(N/A)
								2,811.17	

Summary

NET TOTAL	9,300.00	12,957.08	3,657.08	10,698.00	12,737.37	-2,039.37	1,617.71	(8%)
V.A.T.		173.24			586.44			
GROSS TOTAL		13,130.32			13,323.81			