

## CHADDLEWORTH PARISH COUNCIL

Clerk to The Parish Council: Mr David Jennings

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### MINUTES

**Tuesday 3<sup>rd</sup> September 2024**, Chaddleworth Parish Council meeting held in Chaddleworth Village Hall, Upper End, Chaddleworth, RG20 7DY

**Councillors Present:** Cllr G. Beard, Cllr. P. King, Cllr. A. Woodroffe.

**Ward Member:** Cllr. Clive Hooker

**Clerk:** Mr D Jennings

**Members of the Public:** one

1. **APOLOGIES:** Apologies were received from Cllr . K. Brady and Cllr. S. McAllister-Lovelock
2. **COUNCIL VACANCY:** One vacancy remains and is advertised. No applications have been received.
3. **DECLARATIONS OF INTEREST ON AGENDA ITEMS:** None.
4. **MINUTES FROM PREVIOUS PARISH COUNCIL MEETINGS:** The minutes of the previous meetings held 2<sup>nd</sup> July and 1<sup>st</sup> August 2024. were agreed by Councillors present and dully signed by Chair Cllr G. Beard.
5. **PUBLIC QUESTIONS:**
  - 5.1. A member of the public asked about village 20MPH speed limits, noted this is predominant in Oxfordshire and also noted there are recent social media posts about several near-misses of vulnerable children on the Chaddleworth village roads, especially where they are narrow and without pavements. Ward Member Cllr. Clive Hooker noted that' Oxfordshire South had implemented 20MPH speed limits as a matter of policy, noted that West Berkshire Council do consider applications for this if the majority of a community are in favour of it, that the Speed Advisory Panel which considers the applications site once per year, that East Isley's application was approved as new build housing will increase traffic in the area and that at that meeting 6 other applications were not approved.
  - 5.2. Ward Member Cllr. Clive Hooker updated on:
    - 5.2.1. Members Bids have a late application window therefore funds only available next year, that Beedon had received funds from this for a playground last year and that Community Infrastructure Levy (CIL) funds are a good first option for community improvement projects.
    - 5.2.2. West Berkshire Local Plan was not adopted by the new administration and since then the central Government has also changed and subsequently new targets mean there is now a housing shortfall in West Berkshire. West Berkshire Council has responded with 425 addition housing found, 850 further wanted therefore anticipates more may be added to the development site near Vodafone, along the A34 corridor and/or to North East of Thatcham. The Council will potentially call for further sites as.
6. **PLANNING APPLICATIONS RECEIVED:**
  - 6.1. None.
  - 6.2. It was noted that the planning application 24/01107/PACOU (PROPOSAL: Application to determine if prior approval is required for a proposed: Change of use to class E (g) with associated operational development; SITE: Barn To Rear Of Units 1 To 3 Purley Industrial Units, Purley Farm) was 01Aug24 Withdrawn.
  - 6.3. It was noted that the planning application 24/00984/HOUSE (PROPOSAL: Installation of an Air Source Heat Pump; SITE: Rosemeirion, Main Street, Chaddleworth, Newbury RG20 7EH) was 22Aug24 Granted.
  - 6.4. It was noted that the planning application 24/01479/HOUSE PROPOSAL: Single storey extensions; SITE: The Bungalow, Hillside Stud, Great Shefford, Hungerford RG17 7DI) is 16Aug24 Consultation. Awaiting decision.

7. **FINANCE:** The regular Statement of Accounts since last ordinary meeting was reviewed

7.1. **Statement of Accounts:**

<b>Statement of Accounts</b>			
<b>Payment and Receipts July 2024 to-date</b>			
Payments brought forward from previous statement	£	3,765.45	
Receipts brought forward from previous statement	£	9,500.00	
<b>Payments</b>			
<b>Date</b>	<b>Description</b>	<b>Amount</b>	<b>Budget Area</b>
25 Jul 24	MRS ANDERSON CHADDLEWORTH PARIS	£ 20.00	Dog/Litter Waste Bins
25 Jul 24	MR DAVID JENNINGS CPC CLERK SALARY	£ 433.42	Salary
30 Jul 24	ICO	£ 35.00	GDPR registration
27 Aug 24	MRS ANDERSON CHADDLEWORTH PARIS	£ 20.00	Dog/Litter Waste Bins
27 Aug 24	MR DAVID JENNINGS CPC CLERK SALARY	£ 433.42	Salary
02 Sep 24	THE ALPHA XPERIENCE Inv 00013673	£ 132.65	Newsletter Printing
02 Sep 24	SCOFELL COMMERCIAL LANDSCAPES INVOICE 34103	£ 245.84	Grass Cutting
02 Sep 24	SCOFELL COMMERCIAL LANDSCAPES INVOICE 33888	£ 245.84	Grass Cutting
02 Sep 24	SCOFELL COMMERCIAL LANDSCAPES INVOICE 33614	£ 245.84	Grass Cutting
02 Sep 24	WEST BERKSHIRE DISTRICT INVOICE 600505	£ 120.80	Dog/Litter Waste Bins
02 Sep 24	CHADDLEWORTH VILLAGE HALL CVH Maint Dec23	£ 900.00	Donations
02 Sep 24	CHADDLEWORTH VILLAGE HALL CVH 2024.077	£ 125.00	Hire of Halls
02 Sep 24	MR DAVID JENNINGS TopRose	£ 13.70	Memorial Garden
02 Sep 24	MR DAVID JENNINGS Memorial Garden	£ 50.03	Memorial Garden
02 Sep 24	MR DAVID JENNINGS Defib Pads	£ 92.94	Defibrillator
02 Sep 24	Preim Ltd re Welford RCL Client A/c CPC Play Park	£ 250.00	Donations
03 Sep 24	MR DAVID JENNINGS hostinguk.net	£ 17.39	Website Hosting
03 Sep 24	MR DAVID JENNINGS hostinguk.net	£ 85.68	Website Hosting
Total		<b>£ 3,467.55</b>	
<b>Receipts</b>			
Total		<b>£ -</b>	
<b>Financial Position to date</b>			
Balance carried forward 31 Mar 24	£	26,590.29	* Provisional subject to accou
Income for year 24-25 to date.	£	9,500.00	
Less payments for year 24-25 to date	£	7,233.00	
Total	£	<b>28,857.29</b>	
<b>Projected Year End 2024/2025</b>			
Opening balance	£	26,590.29	
Add forecasted Income for year 24-25	£	19,000.00	
Less forecasted payments	£	22,329.00	
Forecasted year end balance	£	<b>23,261.29</b>	
<b>David Jennings</b>			
Clerk/Responsible Financial Officer			
03 Sep 24			

7.2. The Budget vs Expenditure for year 2024-2025 to date was reviewed:

<b>Receipts</b>	<b>To Date £</b>	<b>Budget 2024/2025 £</b>	<b>%</b>	<b>Delta</b>
Precept	£ 9,500.00	£ 19,000.00	50%	
Bank Interest				
Member Bid				
CIL funding				
Sundry				
VAT reclaim 2024/25				
<b>Total</b>	<b>£ 9,500.00</b>	<b>£ 19,000.00</b>	50%	<b>-£ 9,500</b>
<b>Payments</b>	<b>To Date £</b>	<b>Budget 2024/2025 £</b>		
<b><u>Salaries</u></b>				
Salary	£ 2,167.10	£ 5,320.00	41%	
Pension	£ -	£ -		
<b>Sub-total</b>	<b>£ 2,167.10</b>	<b>£ 5,320.00</b>	41%	
<b><u>General Office &amp; Administration</u></b>				
Clerk Expenses	£ -	£ 780.00	0%	
Councillor Expenses	£ -	£ 50.00	0%	
Postage and Stationery	£ -	£ 100.00	0%	
Subscriptions and Training	£ 121.34	£ 400.00	30%	
Parish Insurance	£ 440.99	£ 500.00	88%	
Newsletter Printing	£ 397.95	£ 1,150.00	35%	
Hire of Halls	£ 150.00	£ 200.00	75%	
Website Hosting	£ 103.07	£ 150.00	69%	
(New Item) Website Refresh	£ -			
Audit	£ -	£ 100.00	0%	
GDPR registration	£ 35.00	£ 35.00	100%	
<b>Sub-total</b>	<b>£ 1,248.35</b>	<b>£ 3,465.00</b>	36%	
<b><u>Open Spaces</u></b>				
Churchyard Maintenance	£ -	£ 200.00	0%	
Field Rents	£ 300.00	£ 300.00	100%	
Grass Cutting & Roadside Maintenance	£ 1,229.20	£ 4,000.00	31%	
Playground Inspection	£ -	£ 100.00	0%	
Playground Repairs	£ -	£ 2,000.00	0%	
Dog/Litter Waste Bins	£ 518.51	£ 650.00	80%	
Memorial Garden	£ 63.73	£ 500.00	13%	
Grit Bins	£ -	£ 300.00	0%	
Village Repairs Budget	£ -	£ 1,000.00	0%	
Defibrillator	£ 92.94	£ 364.00	26%	
<b>Sub-total</b>	<b>£ 2,204.38</b>	<b>£ 9,414.00</b>	23%	
Donations	£ 1,150.00	£ 1,630.00	71%	
D-Day 80th	£ -	£ 1,000.00	0%	
Neighbourhood Plan	£ -	£ 1,500.00		
By Elections	£ -	£ -	New	
<b>Total</b>	<b>£ 6,769.83</b>	<b>£ 22,329.00</b>	30%	<b>-£ 15,559</b>
<b>Sinking Funds</b>	<b>To Date</b>	<b>Budget</b>		
Playground Capital Replacement Fund		£ 2,000.00	0%	
CIL	£ -	£ -		

8. **CLLR. G. STANLEY MEMORIAL:** Cllr G. Beard reported from the meeting with the landowner Carolyn von Stumm that permission for a small tree is given on the understanding that the Council takes full responsibility and consequential liability for it, the position suggested for the tree is where the existing stump is – this should be removed and the new tree planted in its place. The existing Neville Patterson memorial tree and memorial bench were discussed as these had not previously been agreed with the landowner. The existing memorial tree was identified a Black Walnut tree and as these can grow to a height of up to 36 meters, an eye will need to be kept on future root growth under the village hall and car park area. Retrospective permission for the tree was given on the understanding that the Council takes all responsibility and consequential liability, as set out in the lease. The possibility of moving the memorial bench into the playground area to replace the existing one which is broken was also discussed. For the new memorial tree, it had been suggested that a rowan tree should be planted but there was concern about a tree with berries being so near a children's play area, therefore it was suggested an acer such as a Japanese acer would be good, this has lovely coloured leaves and does not grow to a great height. The council unanimously agreed to proceed following these suggestions. It is noted that the lease is for a term of 10 years, commencing on 1st March 2020 to 28th February 2030.
9. **NEIGHBOURHOOD PLAN:** Cllr. P. King reported about differing plan types – a parish/village plan being more readily achievable than a neighbourhood plan which might follow subsequently. It was noted that West Berkshire Council contact Jo Naylor can inform on the making of such plans including who is, and who is not, permitted to make them. The council **unanimously agreed** to proceed with a parish/village plan and Cllr. P. King kindly agreed to prepare an outline of the steps needed and the help which will be required for them.
10. **MAINTENANCE:**
- 10.1. The car abandoned outside the barns at the top of School Hill was noted. Action: Clerk to contact owner and West Berkshire Council to expedite the removal.
- 10.2. Maintenance of the playground tunnel footings and fence has been requested from Heads Farm contracting.
- 10.3. A member of the public has reported that Upper End sign 'slow children and animals' has been broken and needs replacing.
11. **THE IBEX INN AS AN ASSET OF COMMUNITY VALUE (ACV):** In April 2019 West Berkshire Council confirmed The Ibex Inn, Chaddleworth as an asset of community value (ACV). Since 5 years have elapsed, in order to renew this, Chaddleworth Parish Council The Parish Council will need to make a fresh nomination. The council **unanimously agreed** that this nomination should be made.
12. **COUNCILLOR'S REPORTS:**
- 12.1. Cllr. A. Woodroffe reported that the latest Downland Practice Patient Participation Group (PPG) meeting minutes are available and will circulate these.
- 12.2. Cllr. G. Beard noted:
- 12.2.1. that Remembrance Sunday is 10<sup>th</sup> November this year, that two wreaths for the war memorial and RAF Welford ceremonies should be ordered, that he will check with the previous Chair and Rev Mike to plan the activity for that day and that this plan/protocol should be advertised in the Chaddleworth social media and noticeboards.
- 12.2.2. that there is a West Berkshire Council bus survey and will look at responding to this.
- 12.2.3. that Chaddleworth Entertainments have events planned including a children's even at Chaddleworth Village Hall, a Christmas Fare at The Ibex Inn and a curry and quiz night also at Chaddleworth Village Hall.
13. **CLERK REPORT:**
- 13.1. Replacement defibrillator pads for the Phone Box opposite The Ibex Inn have been ordered. The next item for maintenance is the battery at this location in April 2026.
- 13.2. Two litter picking items have been requested and are in transit for Mrs Anderson.
14. **MATTERS FOR FUTURE CONSIDERATION:**
- 14.1. The council **agreed unanimously** that item 5.1 20 MPH speed limit should be added to the agenda for the next Ordinary Meeting and that for this the previous local speed survey results should also be reviewed.
15. **DATE OF NEXT MEETING:** the next planned Ordinary Meeting is to be held **Tuesday 5<sup>th</sup> November** at 7:30pm in Chaddleworth Village Hall.