

# Yattendon Parish Council

## Minutes of the Full Council Meeting

Minutes of the Full Council Meeting held on Thursday 23<sup>rd</sup> November 2023  
in Yattendon Village Hall. Commencing at 8:02 pm.

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**Members Present:** Councillor Adam McCormick, Chairperson  
Councillor Philip Bickford Smith, Deputy Chairperson  
Councillor Tim Magee  
Councillor Georgie Rudge

**Members Absent:** None

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

**In Attendance:** Carolyn Culver, District Councillor  
0 Members of the Public

## Minutes

**23/057 To receive, and consider for acceptance, apologies for absence from Members of the Council**

There were no apologies as all members were present.

**23/058 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 interest or requests for dispensation.

**23/059 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**

There were no questions, comments or representations.

**23/060 To approve the Minutes of the Parish Council Meeting held on 7<sup>th</sup> September 2023**

Resolved: Members agreed the minutes of the last meeting be accepted as a true record.  
The Chairman signed the minutes.

**23/061 To discuss any matters arising from the previous meeting**

There were no matters arising.

**23/062 To receive a report from our District Councillor**

CC highlighted the budget constraints faced by West Berkshire Council, some of which may have an impact on the parish council - emptying of litter and dog waste bins, cleansing of gullies and cutting of verges.

**23/063 To receive a report from Yattendon Estates**

The Managing Director sent his apologies.

**23/064 To consider co-opting to the council**

Resolved: To co-opt James Hole to the council. The Clerk will contact James to arrange for the acceptance of office and declaration of interests forms to be completed.

**23/065 To consider the following planning application and to receive an update on planning applications and decisions since the previous meeting**

23/02653/FUL Everington Bungalow, Everington Hill, Yattendon, RG18 0UD - Erection of garage in association with 23/01686/FUL

Resolved: To submit a response of no objections and to submit the following comments:

The council would like to highlight that the location is believed to be immediately adjacent to the location of the shared septic tank and asks the officer to satisfy themselves that this will not affect the septic tank.

The council would like to highlight that the officer should review the conditions related to planning application 23/01686/FUL and ensure that these conditions are met. It may be appropriate to apply these conditions to the new application, particularly those concerning the landscaping and tree protection schemes.

The following application had been received since the agenda was issued:

23/00794/REVPP Farnborough Airport, Farnborough Road, Farnborough, Hampshire, GU14 6XA - Variation of Condition 2 (aircraft movements) and 6 (aircraft weight), replacement of conditions 7 (1:10,000 risk contour) and 8 (1:100,00 risk contour), of planning permission 20/00871/REVPP determined on the 22/02/2022, in order to: a) to increase the maximum number of annual aircraft movements from 50,000 to 70,000 per annum, including an increase in non-weekday aircraft movements from 8,900 to 18,900 per annum, and b) to amend the aircraft weight category of 50,000 - 80,000 Kg, to 55,000 - 80,000 Kg, and an increase from 1,500 to 2,100 annual aircraft movements within this category, including an increase from 270 to 570 annual aircraft movements for nonweekdays, and to c) replace Conditions Nos. 7 (1:10,000 risk contour) and 8 (1:100,000 risk contour) with a new condition to produce Public Safety Zone maps in accordance with the Civil Aviation Authority/ Department for Transport Requirements

The council felt it was not necessary to comment on the application so, under delegated powers, the Clerk will not comment on the application.

The council has responded to the following applications using delegated powers since the previous meeting.

Application Reference	Location	Proposed Work	Parish Council Response
23/02343/ FULMAJ	The Manor House, Yattendon, RG18 0UH	Extension to the Coach House and alterations to outbuilding	No objections
23/02344/LBC	The Manor House, Yattendon, RG18 0UH	Extension to the Coach House and alterations to outbuilding	No objections

The following planning decisions have been issued by West Berkshire Council since the previous meeting.

<b>Application Reference</b>	<b>Location</b>	<b>Proposed Work</b>	<b>Parish Council Response</b>	<b>WBC Decision</b>
23/01686/ FUL	Orchard Day Nursery, Everington Bungalow, Everington Hill, Yattendon, RG18 0UD	Change of use of the existing building from a day nursery to a residential dwelling and erection of extensions following the demolition of the existing conservatory.	Object	Approved

**23/066 Finance:**

**a) To receive the Finance Report and approve the payments listed**

Resolved: To approve the payments listed on the Finance Report in Appendix 1.

**b) To receive the most recent bank reconciliation**

The bank reconciliation figures to the end of July 2023 were reported at the last meeting.

**c) To receive any reports from the Internal Controller**

The Internal Controller has reviewed the accounts to the end of October 2023.

**d) To receive the Quarterly Budget Report**

The quarterly budget report to 30<sup>th</sup> September 2023 was reviewed.

**23/067 To consider the budget and set the precept for 2024/2025**

Resolved: To adopt the budget and to set the precept for 2024/25 at £12,228.

**23/068 To consider requesting West Berkshire Council considers implementing a 20mph limit within Yattendon**

Resolved: To request West Berkshire Council consider implementing a 20mph limit within Yattendon from near the Village Hall through The Square.

The council will collect some more data from the speed indicator device before submitting this request.

**23/069 To ratify the purchase of a wreath for the Remembrance Parade**

Resolved: To ratify the purchase of a wreath for £23.98.

**23/070 To consider contributing to the costs for the Clerk to attend the SLCC Practitioners' Conference**

Resolved: To contribute towards the costs for the Clerk to attend the SLCC Practitioners' Conference.

**23/071 To discuss the possible installation of a play area**

The Estate has suggested two possible locations that it would be willing to donate land for a play area. It is thought that a car parking area will also need to be created. Community engagement will be needed both directly with the school children and with the wider community to see if the idea will be supported.

**23/072    Matters for future consideration and information**

The council discussed replacing the small litter bin by the car park by The Square with a larger bin. The Clerk will speak to Yattendon Estates about a possible location.

The council discussed the possibility of taking on the three litter bins in Yattendon that are owned and emptied by West Berkshire Council.

There being no further business, the meeting was closed at 9:02 pm.

Chairman: \_\_\_\_\_

Date: \_\_\_\_\_

## Appendix 1: Finance Report

### Status at bank at last bank reconciliation 31st October 2023

Lloyds Bank Current	£6,891.40
Lloyds Bank Savings	£2,513.31
<b>Total</b>	<b>£9,404.71</b>

### Income received 1st September - 17th November 2023

Precept	£5,646.50
Interest	£8.52
<b>Total</b>	<b>£5,655.02</b>

### Payments to be approved

Payment Date	Method	Payee	Payment Detail	Amount
06-Oct	BACS	Staff Costs	Inc. salaries for all staff, expenses, pension contributions and PAYE for Sep	£474.41
12-Oct	DD	Hugo Fox	Website hosting	£11.99
19-Oct	DD	Hugo Fox	Website hosting	£11.99
27-Oct	DD	Hugo Fox	Website hosting refunded	-£11.99
01-Nov	BACS	Triangle Management	Refuse disposal	£178.85
01-Nov	BACS	NALC	Local Council Award Scheme registration fee	£60.00
01-Nov	BACS	Heelis & Lodge	Internal audit 22/23	£130.00
02-Nov	Debit	Royal British Legion	Wreath for Remembrance Parade	£23.98
06-Nov	BACS	Staff Costs	Inc. salaries for all staff, expenses, pension contributions and PAYE for Oct	£434.26
19-Nov	DD	Hugo Fox	Website hosting	£11.99
23-Nov	BACS	SLCC Enterprises	Training	£54.00
23-Nov	BACS	Yattendon and Frilsham PCC	Burial ground grant	£1,250.00
23-Nov	BACS	Yattendon and Frilsham PCC	Courtesy lights	£24.00
<b>Total</b>				<b>£2,653.48</b>

### Transfers

Payment Date	Method	Account From	Account To	Amount
14-Nov	BACS	Current	Savings	£1,000.00
<b>Total</b>				<b>£1,000.00</b>

