



CHADDLEWORTH PARISH COUNCIL

Clerk to The Parish Council: Mr David Jennings

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MINUTES

Tuesday 7th July 2026, Chaddleworth Parish Council meeting held in Chaddleworth Village Hall, Upper End, Chaddleworth, RG20 7DY

Councillors Present: Cllr. G. Beard, Cllr. P. Hambro, Cllr. P. King, Cllr. A. Woodroffe
Ward Member: Cllr. C. Hooker
Clerk: Mr D Jennings
Members of the Public: none

1. **APOLOGIES**: Received and accepted from Cllr. K. Brady, Cllr. S. McAllister-Lovelock
2. **DECLARATIONS OF INTEREST ON AGENDA ITEMS**: Cllr. P. Hambro declared an interest on item 9.
3. **MINUTES FROM PREVIOUS PARISH COUNCIL MEETINGS**: The minutes of the previous meetings held on 12th May 2026 and 16th June 2026 were **unanimously approved** by Councillors present with one typographic correction and duly signed by Chair Cllr G. Beard.
4. **PUBLIC QUESTIONS**: (Not minuted).
 - 4.1. Ward Member Cllr. Clive Hooker noted the local government reform decision for the 'Downlands Unitary Authority' is due around 16th July and that a member's bid for a defibrillator in Great Shefford was approved.
5. **PLANNING APPLICATIONS RECEIVED**: none
6. **FINANCE**:
 - 6.1. The Budget vs Expenditure for year 2026-2027 to date was reviewed and **unanimously accepted** (appendix 1).
 - 6.2. The payments and receipts since last meeting were reviewed and **unanimously accepted** (appendix 2).
7. **ACTION ITEMS**:
 - 7.1. A second admin@ChaddleworthParish.gov.uk account has been set up and is available for contingency in case access to the main Clerk account is unavailable. A set of 'business continuity' scenarios is to be drawn up and the contingency plan for each documented. Action: Clerk.
 - 7.2. The insurance renewal from Clear Councils has been received. Cllr. G. Beard kindly agreed to check the documents provided, the cover included, that these match and are suitable for the Risk Assessment. It was also suggested that it should be clear which parties are responsible for risk assessments for typical events and that it is clear that these are shared between stakeholders. Action: Cllr. G. Beard (carried).
 - 7.3. Sporting Clays were contacted about operating out of permitted operating hours and their satisfactory response received. *Thank you for your email raising your concerns. You are quite correct in stating the operating hours. The issue concerns the 4th Sunday of each month. This date is the monthly competition fixture, run on behalf of the sports governing body. As shooting has increased in popularity in recent years, so have the numbers attending. I have absolutely no intention to cause any undue upset, so will be taking steps to address the issue on these dates. [...]* Kind Regards Sean Ponting

7.4. The Annual Parish Meeting (AKA the Assembly and not to be confused with the Annual Meeting of the Council) was held on 26th May and kindly chaired by Cllr. G. Beard. A dozen odd parishioners met at Chaddleworth Village Hall and amongst the wealth of information shared were updates from: *Downland Benefice*, including the new Joint Council, thanks to Spike and Chris for looking after St Andrew's Churchyard so wonderfully, Rev Matt's upcoming ordination, seeking more participation; *Chaddleworth Entertainments*, including such great events held and planned, thanks to the wonderful team of volunteers, and seeking new ideas, volunteers – and cakes, bottles, raffle prizes and plants for the Fete; *Chaddleworth and Shefford Schools PTFA*, including the excellent Summer Fete and Winter Fayre allowing the funding of the whole school trips to the panto and to Cotswold Wildlife Park, thanks to previous and current PTFA members, thanks to everyone for the Tesco Groundstarts win which has funded the new cooking equipment in Chaddleworth school; *Chaddleworth St Andrew's and Shefford Church of England Federated Primary Schools*, including the recent residential trip, whole school trip, and the unwelcome changes to sports funding being introduced; *Great Shefford Under 5s*, including the Baby and Toddler and Pre-School groups, our popular visitors Rev Mike and Matt, outside activity every day, and the recent Buckingham Palace Garden Party; *Chaddleworth Cricket Club*, including the great young players showing talent, the new defibrillator, new developments including pavilion renovation, and seeking new playing and non-playing members; *Chaddleworth Parish Council*, including thanks to the Councillors past and present, to Clive our Ward Member, playground swings replacement, and especially about the great progress on the Parish Plan; *Chaddleworth Parish Plan*, including thank you to the team for such good work, the completion of the survey, the completion of the report and the move now into the implementation phase; *Saunders Wynn and Coventry Educational Foundation*, including many donations made, a sound financial position, and seeking more application and options to support; *The Downland Volunteer Group*, including additional support for schools, volume of trips, seeking more volunteers, celebrating our 40th anniversary, about the HandeBus and 'Fantastic Friday' trips; *Chaddleworth Village Hall*, a great space with use by ramblers, puppy training, yogis, the village organisation and private parties, plenty of availability, thank you to the management committee; *The Ibex Inn*, including thank you to everyone, upgrades made and planned, welcome to Ash the new manager, the management of The Royal Oak, Ecchinswell now too; *The Downlands Ward*, including updates for East Garston, Great Shefford, Beedon, Peasemore, Brightwalton, Leckhampstead, Farnborough, and appreciation of the vibrant activity in Chaddleworth; *Indigenous Brewery*, including new premises, staff recruitment, increasing production and plans for a small shop; *Heads Farm*, on the new management structure, entering for the Newbury Agricultural Show best-farm award, and about the unfortunate amount of ash dieback with consequent felling undertaken and further needed; *Chaddleworth News*, including thanks to the editors, the distribution team, the printers and for all the many contributions which keep the content rich. The next meeting is already scheduled for Tuesday 25th May 2027 and all from Chaddleworth Parish are welcome to attend.

8. **THE DOWNLAND PRACTICE UPDATE**

- 8.1. The Council noted the recent letter received from The Downland Practice (appendix 3) and that this has been displayed on the parish notice boards. In case of concern about this, parishioners are encouraged to use the methods described to give direct feedback to the Practice.
- 8.2. Cllr. A. Woodroffe noted that the next Patient Participation Group (PPG) is to be held next Wednesday 15th July and will seek an update from the Practice then on this letter, the impact there may be to our parishioners, whether there are alternative options available and so on.

9. **APPLICATION FOR GRANT:** The application for a grant to support the installation of a publicly registered and available defibrillator outside the pavilion at Chaddleworth Cricket Club was reviewed and the Council **unanimously agreed** to support this as an item in the Chaddleworth Community Plan 'a healthy community' focus area.

10. **AGGRESSIVE DOG BEHAVIOUR**

- 10.1. The Council has received the report of an incident with an aggressive dog during one of the 'Chaddleworth Festival' events. The Clerk has contacted the West Berkshire Council dog warden who have confirmed they operate the 'Public Protection Partnership' with Wokingham and Bracknell which covers dogs (www.publicprotectionpartnership.org.uk/animal-warden). The service can assist with lost and found dogs and where there is a dog-on-dog attack. Where people are feeling threatened, incidents should be reported to Thames Valley Police via 101. The event organizers have confirmed that they review their risk assessments following each event to incorporate improvements for future safety.
- 10.2. The Animal Health Warden from the Public Protection Partnership has kindly provided a poster covering 'responsible dog ownership in our community' (Appendix 4) which has been displayed on the parish notice boards.

11. **ELECTRIC CYCLE AGE MINIMUM**

- 11.1. The Council received reports of children under the age of 14 riding e-cycles (electrically assisted pedal cycles) within the parish. Members noted that under UK law, it is illegal for anyone under 14 years old to ride an e-cycle on public roads or cycle paths. The Council agreed to support community awareness of this suggesting a reminder be included in the next Chaddleworth News edition regarding the age restrictions for e-cycles and general road safety. The local Neighbourhood Policing Team (Thames Valley Police) can also be contacted if there is continued concern.
- 11.2. The Council also noted that cycle safety is taught and encouraged via school 'Bikeability' courses. Cllr. G. Beard kindly volunteered to check with local schools on their advice and guidance on e-cycle usage. Action: Cllr. G. Beard.

12. **CHADDLEWORTH COMMUNITY PLAN**

- 12.1. Cllr. P. King reported that preparation of a Chaddleworth Parish Welcome Pack is well underway.
- 12.2. All Councillors might review the 'Chaddleworth Community Plan Briefing for Chaddleworth Parish Council' (included in the previous meeting's minutes) to identify the included ideas they would help to implement and/or those which might be most readily implemented by the Council & Clerk soonest. Cllr. P. King kindly volunteered to make a priority list for the Council. **Action:** Cllr. P. King.
- 12.3. The strong community support for a 20MPH limit in Chaddleworth is clear from the Chaddleworth Community consultation response and West Berkshire Council has demonstrated a commitment to supporting 20mph schemes, notably piloting area-wide 20mph speed limits, provided there is clear evidence of strong community backing, which Chaddleworth possesses. WBC contacts are Cllr Stuart Gourley (Executive Portfolio Holder for Environment and Highways) Gareth Dowding (Principal Engineer, Traffic and Road Safety). The Council **unanimously agreed** to formally contact West Berkshire Council to introduce a 20mph speed limit in Chaddleworth, based on the strong community support demonstrated in the recent parish consultation and to gain advice on our specific site and the next steps which can be taken. Action: Cllr. G. Beard, Clerk

13. **CLLR G. STANLEY MEMORIAL** (carried)

- 13.1. The Plaque specification is received from Guy Stevens via Cllr. K. Brady and is being verified.
- 13.2. The wording for the Plaque wording is to be devised and confirmed.
- 13.3. The soil's pH is to be tested. It is understood that an Acer does not thrive in lime/chalk alkaline soil of pH7 and above. Penwood Nurseries have suggested some alternatives of which Amelanchier Lamarckii has year-round interest and Arbutus Strawberry Tree is also a good option. These options to be checked with the involved parties.
- 13.4. Autumn planting is suggested by when the plaque should be prepared.

14. **MAINTENANCE**

- 14.1. The requested maintenance to the War Memorial is to be completed. **Action:** Cllr. K. Brady (carried).
- 14.2. Parish signs and stickers with shield logo have been obtained and installed at the playground, sports field, hall car park, each of 4 bins and each of 7 grit bins. Action closed.

15. PARISH COUNCIL POLICY UPDATES

15.1. Environment Policy draft has been started. Action: Cllr. G. Beard.

15.2. Community Emergency Plans: The national template and JEPU guidance to assist in discussing and forming a community plan has been provided by West Berkshire Council. The Council unanimously agreed that this should be looked into and therefore included in the Parish Council Policy. A lead and small working group are needed for this, possibly from the community and utilising examples from other parishes. This role might be advertised in Chaddleworth News. It was further suggested that the Great Shefford Emergency Team might be able to provide advice and coaching. **Action:** All, Clerk.

16. WEST BERKSHIRE COUNCIL ITEMS

16.1. West Berkshire Council has provided a template letter to be used when there are issues with overhanging vegetation. They also note that it is highly recommended to avoid cutting or severely trimming hedges between March and August, the main bird nesting season in the UK, that under the Wildlife and Countryside Act 1981, it is an offence to intentionally damage or destroy an active bird's nest, eggs, or chicks and that whilst one is not legally banned from cutting hedges in summer, one is legally liable if you disturb, damage, or destroy an active nest.

17. COUNCILLOR'S REPORTS

17.1. Cllr. G. Beard reported from ChadFest: The fete was extremely well attended throughout the day, helped enormously by the glorious weather. The atmosphere around the village was fantastic, and we've received lots of really positive feedback from both villagers and visitors. One of the biggest successes this year was the addition of the inflatable, which proved incredibly popular with families and gave the children another activity to enjoy throughout the afternoon. Overall, it was wonderful to see so many people coming together and enjoying everything the village has to offer.

17.2. Cllr. G. Beard reported from The Open Gardens: Open Gardens was also very well received. Visitors commented on the excellent number and variety of gardens that were open, giving people plenty to explore throughout the afternoon. The minibus service worked brilliantly and made it easy for people to travel between gardens, while the teas and cakes were, as always, a huge hit and received lots of compliments. A huge thank you goes to everyone who opened their gardens, baked cakes, drove the minibus, volunteered their time, and helped make the day such a success. Events like these simply wouldn't happen without the support of so many people in our community. We're already looking forward to building on this year's success and doing it all again next year

18. CLERK'S REPORT

18.1. The annual playground inspection report has been received and included a number of findings that require maintenance and **unanimously agreed** to add this to the maintenance agenda with the objective of making an action plan for the moderate risk items first. Action: Clerk. The council noted that a member of the public has weeded the junior multi-play area and thank them very much for doing this.

18.2. The clerk will attend the SLCC Berkshire Branch Meeting on 8th July.

18.3. The clerk has completed training events from SLCC covering Finance 3rd March, Internal Control on 2nd June with and will complete further events on Budget 15th September, HR 8th December, and Agendas and Minutes on 24th September and 1st October. The Clerk would like next to complete the SLCC Financial Introduction to Local Council Administration (FILCA) qualification to support the Responsible Financial Officers (RFO) role @ £168 and the council **agreed unanimously** to this.

18.4.

19. MATTERS FOR FUTURE CONSIDERATION: none.

20. DATE OF NEXT MEETING: The next planned meeting is an Ordinary Meeting to be held Tuesday 8th September 2026 at 7:30pm in Chaddleworth Village Hall.

21. **Appendix 1: Budget vs Expenditure –2026-2027 Year to Date**

Chaddleworth Parish Council			
Expenditure vs Budget 2026/2027			25%
Receipts	To Date	Budget 2026/2027	%
	£	£	
Precept	£ 9,000.00	£ 18,000.00	50%
Bank Interest	£ 45.85		
Member Bid	£ -		
CIL funding	£ -		
Sundry	£ -		
VAT reclaim	£ 375.80	£ 2,000.00	
Total	£ 9,421.65	£ 20,000.00	47%
Payments	To Date	Budget 2026/2027	
	£	£	
<u>Salaries</u>			
Salary	£ 1,392.30	£ 5,600.00	25%
Pension	£ -	£ -	
Sub-total	£ 1,392.30	£ 5,600.00	25%
<u>General Office & Administration</u>			
Clerk Expenses	£ -	£ 200.00	0%
Councillor Expenses	£ -	£ 50.00	0%
Postage and Stationery	£ 41.97	£ 100.00	42%
Subscriptions and Training	£ 291.88	£ 300.00	97%
Parish Insurance	£ 595.12	£ 650.00	92%
Newsletter Printing	£ 193.60	£ 1,200.00	16%
Hire of Halls	£ -	£ 200.00	0%
Website Hosting and Email	£ 44.94	£ 400.00	11%
Bank Fee	£ 9.00		New
Audit	£ 170.00	£ 175.00	97%
GDPR registration	£ -	£ 60.00	0%
Sub-total	£ 1,346.51	£ 3,335.00	40%
<u>Open Spaces</u>			
Churchyard Maintenance	£ -	£ 200.00	0%
Field Rents	£ -	£ 350.00	0%
Grass Cutting & Roadside Maintenance	£ 844.05	£ 2,500.00	34%
Playground Inspection	£ 150.00	£ 200.00	75%
Playground Repairs	£ -	£ 2,000.00	0%
Dog/Litter Waste Bins	£ 143.30	£ 850.00	17%
Memorial Garden	£ -	£ 250.00	0%
Grit Bins	£ -	£ 300.00	0%
Village Repairs	£ 180.42	£ 1,000.00	18%
Defibrillator	£ -	£ -	
Sub-total	£ 1,317.77	£ 7,650.00	17%
Donations	£ -	£ 1,630.00	0%
National Event	£ -	£ 500.00	0%
Neighbourhood Plan	£ -	£ 3,000.00	0%
		£ -	
Total	£ 4,056.58	£ 21,715.00	19%

Overbudget item notes:

The bank has introduced a monthly current account fee after budget was set.

22. Appendix 2: Payments and Receipts Since Last Meeting

Statement of Accounts 2025/2026

Payment and Receipts 01May26 to 01Jul2026

Payments			
Date	Description	Amount	Budget Area
06 May 26	Claire Connell Invoice 2216	£ 170.00	Audit
08 May 26	MR DAVID JENNINGS Black Toner	£ 21.98	Postage and Stationery
12 May 26	SLCC Enterprises Ltd BK226111 1	£ 92.40	Subscriptions and Training
13 May 26	GOCARDLESS	£ 2.99	Website Hosting and Email
18 May 26	GOCARDLESS	£ 11.99	Website Hosting and Email
18 May 26	Clear Insurance Management Ltd LCO02603	£ 595.12	Parish Insurance
26 May 26	MRS ANDERSON CHADDLEWORTH PARIS	£ 20.00	Dog/Litter Waste Bins
27 May 26	MR DAVID JENNINGS CPC CLERK SALARY	£ 464.10	Salary
28 May 26	THE PLAY INSPECTION INVOICE 86401	£ 150.00	Playground Inspection
28 May 26	BIBBY COMMERCIAL FINANCE LIMITED SE SI-5509 CHA	£ 47.94	Dog/Litter Waste Bins
28 May 26	THE ALPHA XPERIENCE Inv 00015043	£ 180.42	Village Repairs
28 May 26	Bank Fee	£ 3.00	Bank Fee
29 May 26	SCOFELL COMMERCIAL LANDSCAPES INVOICE 39160	£ 281.35	Grass Cutting & Roadside Maintenance
29 May 26	THE ALPHA XPERIENCE Inv 00015045	£ 193.60	Newsletter Printing
02 Jun 26	SLCC Enterprises Ltd BK226325 1	£ 36.00	Subscriptions and Training
11 Jun 26	SLCC Enterprises Ltd BK226428 1	£ 36.00	Subscriptions and Training
15 Jun 26	GOCARDLESS	£ 2.99	Website Hosting and Email
17 Jun 26	GOCARDLESS	£ 11.99	Website Hosting and Email
25 Jun 26	MRS ANDERSON CHADDLEWORTH PARIS	£ 20.00	Dog/Litter Waste Bins
26 Jun 26	Bank Fee	£ 3.00	Bank Fee
29 Jun 26	MR DAVID JENNINGS CPC CLERK SALARY	£ 464.10	Salary
29 Jun 26	SCOFELL COMMERCIAL LANDSCAPES INVOICE 39423	£ 281.35	Grass Cutting & Roadside Maintenance
01 Jul 26	MR DAVID JENNINGS A4 Paper	£ 19.99	Postage and Stationery
Total		£ 3,110.31	
Receipts			
01 May 26	HMRC VTR-200517-53992543 446207-HMRC VTR-&--&-XS	£ 375.80	VAT reclaim
29 May 26	Credit Interest	£ 16.07	Bank Interest
30 Jun 26	Credit Interest	£ 15.56	Bank Interest
Total		£ 407.43	

THE DOWNLAND PRACTICE



Practice Update: Important Information for Patients

Supporting You Through Challenging Times: for the past four years, we have worked hard to shield our patients from the increasing financial pressures affecting general practice. Through careful management, improved efficiency, and innovation, we have absorbed rising costs and growing demand while continuing to maintain and enhance our services.

Unfortunately, we have now reached a point where this is no longer sustainable.

What Has Changed?

This year, general practice is facing an unprecedented reduction in core funding. For The Downland Practice, this represents a loss of £80,000 from our annual budget.

At the same time: we are delivering significantly more work previously carried out by hospitals, this includes complex, unfunded care alongside our usual responsibilities.

We have lost access (for the second-year running) to an additional NHS income stream worth £12,000 per year.

What This Means for You

Over the coming months, you may begin to notice some changes in how we operate.

These may include:

- Adjustments to how some services are delivered
- Changes in how appointments are organised
- Careful prioritisation of resources

Please be reassured that:

- Essential clinical care will remain our priority
- We will continue to provide personalised, patient-centred care

Our Commitment to Patients

These decisions are not taken lightly. Every change will be carefully considered, with the aim of minimising any impact on patient care.

However, we believe it is important to be open and honest: we can no longer fully shield our community from the effects of ongoing financial pressures.

Thank You for Your Support

Many of you have been strong supporters of the practice and local healthcare services. We are incredibly grateful for your understanding and continued support.

We felt it was important to share this update directly so that you are aware of the challenges we face and the reasons behind any changes.

Looking Ahead

Despite these challenges, our commitment to you remains unchanged.

Our dedicated, caring, and respectful team will continue to provide safe, compassionate, and effective care for our community.

Thank you for your continued support and understanding.

The Downland Partners

Dr Claire Ezra
Dr Sally Lewis
Dr Sarah Morton
Dr Anna Pitt
Dr Natalie Barclay
Dr Stephanie White
Dr Alastair Petter

Should you wish to leave feedback, please do so via the link/ QR Code below:

[Feedback Form – Fill in form](#)



Alternatively, you can email lisa.grannells@nhs.net or write to: Communications Manager, The Surgery, East Lane, Chieveley, Newbury, Berks, RG20 8UY



Responsible Dog Ownership in Our Community

Dogs are a much-loved part of village life, bringing companionship, exercise, and enjoyment to many households. However, with dog ownership comes responsibility, not just to your pet, but to everyone who shares our community.

One of the most important duties of any dog owner is keeping their dog under control at all times. In the UK, it is an offence for a dog to be “dangerously out of control,” which includes situations where a dog causes someone to feel frightened or threatened, even if no injury occurs.

In practice, this means making sure your dog responds to commands, stays close to you, and is put on a lead where necessary, particularly around roads, livestock, wildlife, or when approaching other people.

It is important to respect that not everyone feels comfortable around dogs. While many people enjoy greeting a friendly dog, others may be anxious, have allergies, or simply prefer not to interact. Letting a dog run up to someone uninvited, even if friendly, can cause distress and may be perceived as intimidating. Responsible owners should always keep their dog close and only allow interaction with others when invited.

Equally, it is important to remember that not every dog wants to be approached. Some dogs may be nervous, in training, elderly, or recovering from illness or injury. Allowing your dog to greet every dog it sees can lead to unwanted interactions or even conflict. If another dog is on a lead, or the owner is creating space, this is often a clear signal that their dog needs distance. In these situations, calling your dog back and keeping it under close control is essential to avoid causing stress or potential incidents.

Cleaning up after your dog is also a key responsibility of ownership. Dog fouling is unpleasant, can pose health risks, and has a negative impact on the community. It is important to carry dog waste bags and dispose of such waste responsibly, using public bins or taking it home if needed.

Simple actions go a long way in maintaining a pleasant environment for all:

- ✓ Keep your dog under control and on a lead where required
- ✓ Do not allow your dog to approach people or dogs without permission
- ✓ Always clean up after your dog
- ✓ Be mindful of signage and local restrictions, such as areas where dogs must be on leads

Being a responsible dog owner helps keep the village safe, clean, and welcoming to ensure dogs remain a positive part of our community.

Need to get in touch?

If you've lost or found a dog, witnessed dangerous dog behaviour, or want to report dog fouling, please visit the PPP webpage for the latest advice and contact details using the QR code or visit publicprotectionpartnership.org.uk/animal-warden

