

Yattendon Parish Council

Minutes of the Full Council Meeting

Minutes of the Full Council Meeting held on Thursday 22nd February 2024
in Yattendon Village Hall. Commencing at 8:05 pm.

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

Members Absent: None

Officers Present: Sarah Marshman, Clerk/RFO

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

Minutes

23/073 To receive, and consider for acceptance, apologies for absence from Members of the Council

There were no apologies as all members were present.

23/074 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.

23/075 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.

23/076 To approve the Minutes of the Parish Council Meeting held on 11th December 2023

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

23/077 To discuss any matters arising from the previous meeting

There were no matters arising.

23/078 To receive a report from our District Councillor

The District Councillor gave an update on West Berkshire Council.

23/079 To receive a report from Yattendon Estates

There has been approximately 50% more rainfall in the past year than in an average year which will affect the spring crops. The estate has planted 15,000 trees in the past year.

23/080 To receive an update on planning application responses and decisions since the previous meeting

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

Application Reference	Location	Proposed Work	Parish Council Response
23/02814/ ADV	The Old Bakery, Yattendon, RG18 0UE	Part retrospective application for Advert Consent to erect a sign at the entrance to the office at the Old Brewhouse with the intention to back light behind the corten steel part of the sign	No objections
Comments: Yattendon Parish Council has no objections to this application but suggests it may be appropriate to include a condition that limits the hours of use, so it is not on throughout the night.			

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

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

23/081 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

Resolved: To note the bank reconciliation figures as provided in the Finance Report in Appendix 1.

c) To receive any reports from the Internal Controller

The Internal Controller has reviewed the accounts to the end of January 2024.

d) To receive the Quarterly Budget Report

The quarterly budget report to 31st December 2023 was reviewed.

23/082 To consider quotes to install a litter bin

Two quotes had been received, but it was unclear what the capacity of one bin was.

Resolved: To delegate power to the clerk to apply for funding from the Parish Plan Grants fund at West Berkshire Council and to make the decision to install the largest capacity bin if grant funding is approved.

23/083 To consider acquiring a gov.uk domain for the council website

Resolved: To acquire a gov.uk domain for the council website.

23/084 To receive an update on the new play area

The school will review options for polling opinions from the children about what equipment they want.

23/085 Matters for future consideration and information

Potential speakers for the Annual Parish Meeting were discussed.

There being no further business, the meeting was closed at 8:50 pm.

Chairman: _____

Date: _____

Appendix 1: Finance Report

Status at bank at last bank reconciliation 31st January 2024

Lloyds Bank Current	£2,162.66
Lloyds Bank Savings	£3,523.60
Total	£5,686.26

Income received 18th November 2023 - 8th February 2024

Interest	£7.51
Total	£7.51

Payments to be approved

Payment Date	Method	Payee	Payment Detail	Amount
06-Dec	BACS	Staff Costs	Inc. salaries for all staff, expenses, pension contributions and PAYE for Nov	£888.39
19-Dec	DD	Hugo Fox	Website hosting	£11.99
12-Jan	BACS	West Berkshire Council	Election costs 2023	£80.00
12-Jan	BACS	SLCC Enterprises	Practitioners' Conference	£46.44
12-Jan	BACS	SLCC	Membership	£35.16
12-Jan	BACS	Staff Costs	Inc. salaries for all staff, expenses, pension contributions and PAYE for Dec	£487.69
19-Jan	DD	Hugo Fox	Website hosting	£11.99
06-Feb	BACS	Staff Costs	Inc. salaries for all staff, expenses, pension contributions and PAYE for Jan	£472.59
19-Feb	DD	Hugo Fox	Website hosting	£11.99
22-Feb	BACS	Starboard Systems Ltd	Scribe finance software 24/25	£207.36
22-Feb	BACS	Yattendon Village Hall	Room hire	£45.00
22-Feb	BACS	Triangle Management	Refuse disposal	£178.85
Total				£2,477.45