

CHADDLEWORTH PARISH COUNCIL

Clerk to The Parish Council: Mr David Jennings

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MINUTES

Tuesday 5th November 2024, Chaddleworth Parish Council meeting held in Chaddleworth Village Hall, Upper End, Chaddleworth, RG20 7DY

Councillors Present: Cllr. G. Beard, Cllr. P. King, Cllr. S. McAllister-Lovelock, Cllr. A. Woodroffe.

Clerk: Mr D Jennings

Members of the Public: one

1. **APOLOGIES:** Apologies were received from Cllr. K. Brady
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 3rd September August 2024. were agreed by Councillors present with one amendment and dully signed by Chair Cllr G. Beard.
5. **PUBLIC QUESTIONS:** None
6. **PLANNING APPLICATIONS RECEIVED:**
 - 6.1. None.
 - 6.2. 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 Awaiting decision.

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

7.1. Statement of Accounts:

Statement of Accounts			
Payment and Receipts 03Sep24 to-date			
Payments brought forward from previous statement	£	6,567.92	
Receipts brought forward from previous statement	£	9,500.00	
Payments			
Date	Description	Amount	Budget Area
25 Sep 24	MRS ANDERSON CHADDLEWORTH PARIS	£ 20.00	Dog/Litter Waste Bins
25 Sep 24	MR DAVID JENNINGS CPC CLERK SALARY	£ 433.42	Salary
01 Oct 24	THE ALPHA XPERIENCE Inv 00013796	£ 132.65	Newsletter Printing
25 Oct 24	MRS ANDERSON CHADDLEWORTH PARIS	£ 20.00	Dog/Litter Waste Bins
25 Oct 24	MR DAVID JENNINGS CPC CLERK SALARY	£ 433.42	Salary
29 Oct 24	DOWNLAND VOLUNTEER GROUP CPC donation DVG	£ 150.00	Donations
29 Oct 24	SCOFELL COMMERCIAL LANDSCAPES INVOICE 34353	£ 245.84	Grass Cutting & Roadside Maintenance
29 Oct 24	WEST BERKSHIRE DISTRICT INVOICE 607737	£ 120.80	Dog/Litter Waste Bins
30 Oct 24	SCOFELL COMMERCIAL LANDSCAPES INVOICE 34620	£ 245.84	Grass Cutting & Roadside Maintenance
05 Nov 24	MR DAVID JENNINGS PWDirect VE045sign	£ 32.04	Village Repairs Budget
05 Nov 24	MR DAVID JENNINGS LitterPickingEquip	£ 19.99	Dog/Litter Waste Bins
05 Nov 24	Royal British Legion Poppy Appeal ChaddleshworthPC	£ 80.00	Donations
Total		£ 1,934.00	
Receipts			
07 Oct 24	WBDC DRAWINGS AC REF-WEST BERKS COUNCIL	£ 9,500.00	Precept
Total		£ 9,500.00	
Financial Position to date			
Balance carried forward 31 Mar 24	£	26,590.29	* Provisional subject to account reconciliation
Income for year 24-25 to date	£	19,000.00	
Less payments for year 24-25 to date	£	8,501.92	
Total	£	37,088.37	
Projected Year End 2024/2025			
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	£	23,261.29	
David Jennings			
Clerk/Responsible Financial Officer			
05 Nov 24			

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

Receipts	To Date	Budget 2024/2025	%	Delta
	£	£		
Precept	£ 19,000.00	£ 19,000.00	100%	
Bank Interest				
Member Bid				
CIL funding				
Sundry				
VAT reclaim 2024/25				
Total	£ 19,000.00	£ 19,000.00	100%	£ -
Payments	To Date	Budget 2024/2025		
	£	£		
<u>Salaries</u>				
Salary	£ 3,033.94	£ 5,320.00	57%	
Pension	£ -	£ -		
Sub-total	£ 3,033.94	£ 5,320.00	57%	
<u>General Office & Administration</u>				
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	£ 530.60	£ 1,150.00	46%	
Hire of Halls	£ 125.00	£ 200.00	63%	
Website Hosting	£ 103.07	£ 150.00	69%	
(New Item) Website Refresh	£ -			
Audit	£ -	£ 100.00	0%	
GDPR registration	£ 35.00	£ 35.00	100%	
Sub-total	£ 1,356.00	£ 3,465.00	39%	
<u>Open Spaces</u>				
Churchyard Maintenance	£ -	£ 200.00	0%	
Field Rents	£ 300.00	£ 300.00	100%	
Grass Cutting & Roadside Maintenance	£ 1,720.88	£ 4,000.00	43%	
Playground Inspection	£ -	£ 100.00	0%	
Playground Repairs	£ -	£ 2,000.00	0%	
Dog/Litter Waste Bins	£ 522.39	£ 650.00	80%	
Memorial Garden	£ 63.73	£ 500.00	13%	
Grit Bins	£ -	£ 300.00	0%	
Village Repairs Budget	£ 32.04	£ 1,000.00	3%	
Defibrillator	£ 92.94	£ 364.00	26%	
Sub-total	£ 2,731.98	£ 9,414.00	29%	
Donations	£ 1,380.00	£ 1,630.00	85%	£ 250
D-Day 80th	£ -	£ 1,000.00	0%	
Neighbourhood Plan	£ -	£ 1,500.00		
By Elections	£ -		New	
		£ -		
Total	£ 8,501.92	£ 22,329.00	38%	-£ 13,827
Sinking Funds	To Date	Budget		
Playground Capital Replacement Fund		£ 2,000.00	0%	
CIL	£ -	£ -		

- 7.2.1. D-Day 80th: Chaddleworth Entertainments have contacted for release of funding for the held events. Supporting invoices have been requested.
- 7.2.2. Donations: Newbury Library @ £250 have been contacted and an invoice is expected in December. A request for a donation of £50 covering 5 years has been received from West Berkshire Heritage. Action: Clerk to provide copy to Council for researching and deciding at next meeting.
- 7.2.3. It was noted that the Local Government Services Pay Agreement 2024/2025 has been issued and will increase Clerk/RFO salary by 0.62p/hr. Whilst this is effective 01Apr24, current clerk will apply this from 01Apr25.
- 7.2.4. A new internal auditor Clare Connell has been appointed and the audit process recommenced.
- 7.2.5. CIL payment for The Old Vicarage has been made. As this was after 30Sep24, payment will be in the next round of CIL settlement in Apr25.
- 7.2.6. Budgetary suggestions are requested in time for a draft budget in the next January meeting.

8. **CLLR. G. STANLEY MEMORIAL:** Janice Dalton has kindly planted daffodil bulbs by all the village speed awareness gates to gates. The removal of the existing stump to allow space for the planting of the memorial Japanese Acer tree cannot be completed by Heads Farm, therefore Rob Fox has been contacted.
9. **COMMUNITY PLAN:** Cllr. P. King provided an update (Chaddleworth - Community Plan Update 24.pdf) outlining a launch, steering group, develop survey, run survey, feedback results, create action plan process overview. The next step is to contact potential steering group members (ideally 6 to 8 people to ensure there is good representation from across the village residents and groups) with a view to then plan the launch event(s). Cllr. P. King will also contact Jo Naylor at West Berkshire Council for guidance and examples. The council discussed the potential members and the possibility of tying the launch event in with the Annual Parish Meeting and Chaddleworth Fete events.
10. **MAINTENANCE:**
 - 10.1. Following the Clerk contacting the owner (in Mombasa) and West Berkshire Council to expedite the removal, the car abandoned outside the barns at the top of School Hill was removed.
 - 10.2. Maintenance of the playground tunnel footings and fence has been quoted by Heads Farm Contracting @ £196.50 and @ £2,548.75 + VAT respectively. The council **unanimously agreed** to proceed with both.
 - 10.3. The SLOW VS045 'slow children and animals' sign at Upper End is to be replaced. Action: Clerk
 - 10.4. It was noted that a recurrent flooding issue in some gardens of Nodmore was reported as a fault to West Berkshire Council and was eventually resolved with ditch re-digging along Sheephouse Way.
 - 10.5. It was also noted that a water leak 1 Nodmore fixed for a second time, and a new water leak has appeared near the crossroads located between Chaddleworth and Leckhampstead Thicket.
 - 10.6. It was also noted that faults have been raised with West Berkshire Council for the Give Way sign at the end of Botmoor Way which is falling over and for redundant Volker Highways signs at each end of Botmoor Way to be removed.
11. **THE IBEX INN AS AN ASSET OF COMMUNITY VALUE (ACV):** Letters in support of the The Ibex Inn, Chaddleworth as an asset of community value (ACV) are sought providing evidence the it supports the social wellbeing and social interests of the community. Inclusion of photos from events and experiences is welcome as well. Once these are supplied, a fresh nomination will need to be made to West Berkshire Council.
12. **20 MPH VILLAGE SPEED LIMIT:** The recent local and nation news on the introduction by West Berkshire Council of a pilot lower speed limit (20MPH) scheme in Theale was noted. This introduction of this pilot scheme followed a local consultation, and it is reported could lead to similar restrictions in other areas. The news also noted: *Councillor Stuart Gourley, portfolio holder for environment and highways said "we are addressing local concerns" and "making our roads safer"*. The council **unanimously agreed** to include this topic within the COMMUNITY PLAN activity.
13. **COUNCILLOR'S REPORTS:**
 - 13.1. Cllr. S. McAllister-Lovelock reported: about the latest Saunders Wynn and Coventry Educational Foundation meeting; that the footpaths are clear with no current complaints on obstacles or maintenance needed; that the regular playground checks are made and are okay.
 - 13.2. Cllr. A. Woodroffe reported that the Downland Practice Patient Participation Group (PPG) met in September with topics including the latest vaccines, the appointment of two new GPS and a superintendent pharmacist; that the road surface repairs in Norris Land have commenced following a residents and owner forum.
 - 13.3. Cllr. G. Beard noted that Remembrance Sunday is 10th November this year and that Cllr. K. Brady has kindly agreed to lead the wreath laying.
14. **CLERK REPORT:**
 - 14.1. Defibrillators: Replacement defibrillator pads in the Phone Box opposite The Ibex Inn have been installed. The next item for maintenance is the battery at this location in April 2026.
 - 14.2. The Council should not hold an unjustified surplus. Therefore, the addition of a Reserves Policy is suggested for the Parish Council's adoption. Action: Clerk/RFO to provide an example/suggested policy to Cllr G. Beard and Cllr. A. Woodroffe for consideration.
15. **MATTERS FOR FUTURE CONSIDERATION:** None
16. **DATE OF NEXT MEETING:** the next planned Ordinary Meeting is to be held **Tuesday 7th January 2025** at 7:30pm in Chaddleworth Village Hall.