

BASILDON PARISH COUNCIL

Minutes of the meeting of Basildon Parish Council held on the 8th April at the Village Hall in Upper Basildon.

Present: Mr Parsons (Chair), Mrs Greasley, Mr Gidden, Mrs Mellor, Ms Coyle, Mrs Kilgour, Mr Couchman, Mr Greasley (Clerk)

Apologies: Ms Cox, Mr Chadwyck-Healey

Members of the public in attendance: Mr Garrett, Mr Ayres, Mrs Dewing, Mrs Gibbin, Mrs Boston

1.OPEN FORUM

Nothing was raised.

2.DECLARATIONS OF INTEREST

None were raised.

3.MINUTES

The minutes of the meeting held on the 11th March having been circulated to members in advance of the meeting was signed by the Chairman.

4.PLANNING

The following planning applications were reviewed:

26/00432, Graysted, Upper Basildon - Garage / Conservatory removal and extension

The Parish Council had no objections subject to the views of neighbours.

26/00504

Feathers Farm, Blandys Lane – Barn Conversion to habitable space

The Parish Council objected as the barn is outside of the settlement boundary. Additionally, the Parish Council noted the apparent 'scope creep' at the site which has seen various new barns constructed and is concerned that this conversion could set a precedent for future applications.

Confirmed Decisions

25/02342 Fisher House, Aldworth Road – extensions, WBC Approved, PC No Objection

5.GENERAL ITEMS

Members of the Gardening Society updated the meeting on the proposal for the Village Green and confirmed that they had met with Mr Lowden who had provided the original design. In summary, more work is required and the current scheme is believed to be too heavily planted for the space available which will affect the feel and making management difficult. However, it was noted that the proposal represented a good start and one that could be modified over time to include more diversity and better sight lines whilst still keeping things such as the circular focal point. The Parish Council confirmed their continued financial support for the scheme in principle and the Chairman suggested that the overall plan should be managed by the Gardening Society going forward with input from other parties in the Parish along with any interested Parish Councillors (who would in turn report back on costs and management). Councillors Gidden, Kilgour and Meador expressed an interest and all Councillors supported this course of action. Additionally, updates will be provided in the Country Neighbour to keep residents updated of the various stages.

Councillor Kilgour confirmed that c.4000 bulbs for planting had been received and passed on; the Chairman placed on record his thanks for all involved in the subsequent planting.

The Parish Council agreed to fund a new laptop for the Chairman with the purchase likely to take place in advance of the May meeting.

The Clerk requested the completion of an updated register of interests form by all councillors.

6. DISTRICT COUNCILLOR UPDATES

The District Councillor continues to work on local issues and offered the following updates:

The Grotto – ownership of the Grotto continues to be unknown due to an on running legal case. Consequently, West Berkshire Council are unable to take any enforcement action until this is resolved and do not have the funds to take on the work and ‘bill back’ the eventual owner due to the associated risks of failing to be paid back in full from an owner who could declare bankruptcy.

The opportunity for members bids is still available. It was confirmed that Emery Down Wood have requested a grant from the District Council and the District Councillor will follow this up to see what options are available.

West Berkshire Council has committed 80K to repairs to the Thames Path.

Concerns over the quality of the recent road resurfacing in Upper Basildon will be followed up.

7.FOOTPATHS, HIGHWAYS AND OPEN SPACES

The Clerk reported that there were no issues to report with footpaths or any open spaces.

8.FINANCE – UPDATES

The following cheques were presented to the meeting:

Cheque	Payee	Purpose	Nett	VAT	Total
103757	R Greasley	Salary	443.13	0.00	443.13
		Expenses - Stamps x 2 books	13.60	0.00	13.60
		Total>>>	456.73	0.00	456.73
103758	Tactical FM – c/o Bibby financial	Six Monthly bin emptying charge (March – August)	148.98	29.80	178.78
103759	Steve Napper	Bus Stop repair (Wakemans)	317.35	0.00	317.35
103760	West Berkshire Council	Litter bin emptying	263.31	52.66	315.97
103761	Scofell Commercial Landscapes	Grass Cutting	533.34	106.67	640.01
103762	Michael Warren	Expenses - Parking	5.90	0.00	5.90
103763	PCC Basildon	Post Office Room Hire (per Quarter)	500.00	0.00	500.00

The Council accepted cheque numbers 103757 to 103763 and the clerk confirmed the direct debit to HMRC and SSE.

Councillor Greasley presented the year-end financial view for the Parish Council with details provided in Appendix A of this document. Additionally, it was confirmed that the SSE refund of £1431.88p has now been received and the VAT reclaim submitted to HMRC.

OTHER BUSINESS

The Chairman requested that annual assembly returns be sent to him no later than one week before the next meeting.

The Chairman asked for Councillors to highlight their top priorities based on the village questionnaire. Feedback from Councillors included traffic calming measures, local club support and closer ties with West Berkshire Council. The Chairman will continue to take suggestions before publicising via the Country Neighbour.

The meeting concluded at 8:35pm. The next meeting will be on the 13th May at 6:30pm with the annual assembly following afterwards.

Appendix A

BASILDON PARISH COUNCIL
RUNNING BANK RECONCILIATION

	£	£
Balance brought forward 1 April 2025		64,214
Add: Total receipts		
Precept	23,000	
Interest etc	399	
VAT reimbursement	-	
S106 transfers	-	
Council Tax support grant	-	
Spare	-	
Grants	765	
 Total receipts		 24,164
 Total available		 88,378
 Less: Total payments including any cheques issued but not cleared during this period		 38,015
 Balance carried forward at 31 March 2026		 <u>50,364</u>

Balances are represented by (at 28 Feb 26):

Account No. 91076957 HSBC	34,378	
Account No. 90132314 HSBC	19,510	
Receipts issues but not cleared	-	
Cheques issued but not cleared	(3,524)	
		<u>50,364</u>
		-

Reserves:-

CIL	3,299
Community support contingency	30,000
General	17,065
Balance	<u>50,364</u>

SUMMARY		£	
Opening Balance - 1st April 2025		64,214	
RECEIPTS			
Precept	23,000		
S106	-		
Rebate towards Bike Station	765		Paid for in prior year
Interest	399		quarterly
Total receipts	24,164		
EXPENSES			
Clerk salary	8,960		Includes HMRC paye and employers NI
Hedge and grass cutting, tree work	4,292		
Electricity bills	3,975		Out of contract electricity bills very high for a few months, new contract signed so returned to lower levels. £1431 refund expected in April.
Audit fee	567		Internal and External audit completed - all signed off. Progress being made on items reported (Standing Orders, Risk Register, quarterly finance reporting, website update and email address)
Playground maintenance	96		
Bin emptying	527		
Road salting	1,341		Winter 2024
Annual insurance	689		
Website	332		
Bank Charges	103		
Other (subs, postage, small expenses)	507		
	21,389		
Donations:-			
Speedwatch signs	599		
Groundwork for cycle hub	561		
Library donation	3,416		Library contribution mthly pop up 1737/qtrly childrens 1679
Basildon Badgers FC	2,500		
Greenham Trust Hungry Holidays donation	1,000		
Country Neighbour	250		
Defibrillator	2,356		
Pangbourne Toilets	520		
Bus subsidy	1,336		
Post office room hire	2,018		
	14,555		
VAT	2,070		Reclaimable plus £623 from the period Jan-Mar25
Payments:	38,015		
Closing Balance 31st March 2026		50,364	

Basildon Parish Council

	2021/22	2022/23	2023/24	2024/25	2025/26
RECEIPTS					
Precept	21,000.00	23,000.00	23,000.00	23,000.00	23,000.00
Interest on deposits	28.45	153.17	585.08	635.78	399.39
Loan/Capital receipts	0.00	0.00	0.00	0.00	0.00
Sale of assets	0.00	0.00	0.00	0.00	0.00
VAT reimbursements	3,040.40	0.00	0.00	9,604.03	0.00
S106 transfers	6,139.03	0.00	10,085.99	9,554.43	0.00
Council Tax support grant	0.00	0.00	0.00	0.00	0.00
Grants	0.00	0.00	0.00	0.00	765.00
TOTAL RECEIPTS	30,207.88	23,153.17	33,671.07	42,794.24	24,164.39
PAYMENTS					To date
General administration	1,609.38	1,511.68	1,492.45	1,416.80	1,956.46
Parish Assembly	0.00	0.00	0.00	0.00	0.00
Clerk's salary	7,228.96	7,361.10	8,000.04	8,008.23	8,960.01
S137 payments	4,633.87	3,186.00	5,121.50	5,605.00	4,849.48
Recreation Grounds, Open Spaces etc	8,777.25	8,966.88	5,850.42	5,809.15	4,956.76
Recycling	329.04	0.00	0.00	0.00	0.00
Library support	0.00	0.00	0.00	0.00	3,416.00
Lighting/electricity supply	0.00	0.00	1,778.00	2,040.66	3,975.13
BVHRG Trust Recurrent Grant	0.00	0.00	350.00	0.00	0.00
S106 expenditure against transfers from WBC	6,733.69	8,233.02	2,607.60	9,623.14	0.00
Post Office support	0.00	0.00	0.00	2,018.00	2,018.00
Gritting	2,313.09	1,471.58	2,497.58	1,948.85	1,976.94
Transport	0.00	0.00	0.00	0.00	1,335.60
Clubs	0.00	0.00	0.00	0.00	2,500.00
SUBTOTAL	31,625.28	30,730.26	27,697.59	36,469.83	35,944.38
VAT	2,522.08	3,170.14	1,178.49	3,027.03	2,070.35
TOTAL EXPENDITURE	34,147.36	33,900.40	28,876.08	39,496.86	38,014.73
RECEIPTS MINUS PAYMENTS	-3,939.48	-10,747.23	4,794.99	3,297.38	-13,850.34
Bank Balance	66,868.93	56,121.70	60,916.69	64,214.07	50,363.73
Of which CIL	9,483.65	1,250.63	8,729.02	8,660.31	3,298.71
<i>VAT to reclaim - VAT refund received to 31 Dec 2024</i>				623.19	2,070.35
<i>SSE refund due April 2026</i>					1,431.88