

# Chaddleworth Parish Council

CLERK TO THE COUNCIL: Mrs Kim Lloyd

16 Nodmore

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## Minutes from the Parish Council Meeting held on Tuesday 5<sup>th</sup> June 2018

**Councillors present:** Cllr Murphy (Chair), Cllr Ballard, Cllr Mills, Cllr Wilson, Cllr Mcallister and Parish Clerk K Lloyd and 2 members of the public.

1. **Apologies** – Clive Hooker – District Councillor
2. **Declarations of Interest**- none
3. **Open Forum**- un minuted
4. **Nominations for Vice Chairman**  
Cllr Ballard nominated Cllr Wilson and Cllr Mcallister seconded and all agreed.
5. **Vice Chairman Signing of Declaration of Acceptance of Office**  
Cllr Wilson signed the Vice Chairman Declaration of Acceptance of Office
6. **Nomination of Footpaths Officer**  
Cllr Mcallister said he would remain as ROW representative if everyone agreed, all agreed.
7. **Nomination of Village Hall Representative**  
Cllr Ballard said he would remain as VHR if everyone agreed, all agreed.
8. **Minutes of the meeting of the 1 May 2018 to be agreed, proposed and signed.**  
Cllr Wilson proposed and Cllr Mills seconded the minutes to be a true representative of the meeting. Cllr Murphy signed the minutes.
9. **Finance**

### a) Bank Accounts

Balances 7 May 2018

Parish Council	£7,847.60
Bakers Trust	£7,097.43
Reserve Fund	£159.16
Football Field	£1,261.71

### b) Cheques to approve in meeting

S/O	Kim Lloyd (Parish Clerk)	£402.35
100504	Kim Lloyd (ink & Paper)	£39.49
S/O	Mrs H Anderson (litter picking)	£20.00
100505	GMG Services & Solutions Ltd"	£170.00
100506	Mr Peter Noll (Relocating Ibex Signage)	£456.00

100507	Chaddleworth Village Hall	£25.00
100508	Mrs C Von Stumm (Rent for Playground and Car Park)	£200.00
100509	BALC (GDPR training *& Subs 132.97)	£158.77
100510	Vale Press - Newsletter	£85.00
100511	CCB Subs	£30.00

\*GDPR training payment split with GSPC 25.80)

**10. Audit – Internal Auditors Report**

The Clerk reported the Internal Auditor confirmed all was satisfactory with the end of year accounts.

**A To approve the Annual Governance Statement 2017/18**

**B To approve the Accounting Statements 2017/18**

The Clerk explained to PC what had been completed on both statements and associated documents and asked the Chairman to sign the statement; Cllr Murphy and the Clerk signed the Annual Governance and Accounting statements

**c Confirmation of the Dates of the Period for the Exercise of Public Rights**

The Clerk reported the Accounting Statements will be published on the Chaddleworth website and noticeboard. The public inspection period for 2017/18 accounts are from 2nd July to 10th August 2018.

**Clerk**

**11 GDPR**

The Clerk reported she attended the GDPR training session provided by BALC in Reading on 9<sup>th</sup> May. The Clerk said the following actions need to be carried out to comply with the new Data Protection Act’.

**1-Consent** from everyone on the email list whom the Clerk sends agendas/ minutes to.

**2-Privacy Notice** on the Chaddleworth Website

**3-Registration** to the Information Commissioner’s Office

**4-Destroy** all data that contains email addresses and other personal data that can identify a person whom you don’t have consent from.

The Clerk reported;-

**Action 1**, of obtaining everyone’s consent had been completed.

**Action 2**, The Privacy Notice had been taken from the NALC toolkit website, (recommended by BALC) the Clerk will email the notice to PC for review. The Privacy Notice will be added to the website.

**Action 3-** the Clerk said there is a new annual “data protection fee” which data controllers will be legally required to pay. The Clerk said the payment is £40 per year or £35 by Direct Debit. The Clerk will look into registration and raise payment details in the next meeting.

**Action 4-**The Clerk said in August when no meeting is taken place she will make a start on destroying some of the documentation showing personal data. The Clerk will ask WBC for guidelines on how long to keep planning applications etc.

**Clerk**

**12 Saunders, Wynn and Coventry Trust Report**

Cllr Murphy reported at the Saunders Wynne & Coventry Trust Meeting (SWC) we had 4 applications for transport costs to The Downs School. Each pupil has to pay £723.00. If you are in East Chaddleworth you only pay this charge for 16-18 year olds. If you are in

West Chaddleworth (i.e. St Andrews Close and on) you pay at age 11 -18. Cllr Murphy reported the Trust has been inundated by requests for transport and are likely in the next few months to have nothing left. One of our residents has decided to take the WBC offer of free transport to the nearest school as 'the crow flies' (King Alfreds, Wantage, Oxfordshire). A taxi comes to the village and transports the pupil to Wantage, it picks the pupil up and brings them back to Chaddleworth. Judging by my investigation this is at least £40 per journey, so £80 per day. Therefore £400 per week paid for by WBC for just one pupil. Cllr Murphy has already sent numerous emails to all concerned but will be continuing to fight this decision to separate the village into two schools. A member of the public suggested contacting 'The National Auditors Office' to inform them of the amount of funds that is being wasted. Cllr Murphy thanked the member of public and will contact the National Auditors Office. (On-going)

**Cllr Murphy**

**13 The Flower Pot at The Memorial Garden**

Cllr Murphy reported a resident had asked if the flower pot could be changed on the War Memorial Garden, after full discussion it was agreed to leave it as it stands.

**14 Councillors Questions and Reports**

Cllr Ballard reported following the last Village Hall Committee meeting there was a Maintenance Day on Sunday 10<sup>th</sup> June for the Village Hall, the VHC are asking for more volunteers to help on Maintenance Days. The VHC are looking into match funded grants from Greenham Common to help towards payment of the roof, which could cost £19,000.

Cllr Murphy was currently sourcing and fitting new LED lights on the Village Hall  
Cllr Murphy also had just fixed the radiator in the Village hall due to drinks being spilt on it.

Cllr Ballard asked the Clerk to contact WBC highways concerning road sweeping in Glenn Miller Close as currently it is not done.

**Clerk**

**15 Clerk's Correspondence**

The Clerk reported the overgrowth by the noticeboard is starting to take over the noticeboard. Cllr Murphy said he would trim the brambles, the Clerk thanked Cllr Murphy.

The Clerk reported an email was received from WBC Highways concerning a parked van on Sheephouse Way, the school coach was unable to drive past and had to reverse back a substantial distance. The parents were forced to collect their children from the school coach. The Clerk has forwarded a note to Chaddleworth Newsletter to alert everyone to be considerate when parking.

**16 Matters for future consideration**

Signage for Norris Lane

**17 Date of next meeting - Tuesday 3<sup>rd</sup> July 2018  
Close**