

Chaddleworth Parish Council

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MINUTES

TUESDAY 4TH JUNE 2019 – 7.30PM IN THE VILLAGE HALL

Present: Cllr. Murphy (Chair)

Cllr. Mcallister, Cllr. Homersham, Cllr. Beard

Clerk: Mrs K Lloyd

In attendance: Cllr. Clive Hooker, Downlands District Councillor.

1. APOLOGIES RECEIVED.

Cllr's Ballard and Wilson sent their apologies.

Cllr. Homersham signed the Declaration of Office Acceptance and the Clerk witnessed.

2. DECLARATIONS OF INTEREST ON AGENDA ITEMS.

No Declarations of interest.

3. MEMBERS OF INTEREST FORMS

Members of interest forms was handed to the Clerk.

4. OPEN FORUM - un minuted

Complaints from residents were brought to the Parish Councils attention concerning inconsiderate parking in the village; recently some parked vehicles stopped an ambulance from getting passed.

Also complaints of late/early morning party disturbance. Members of Council agreed to add a note to the next Newsletter.

Cllr. Hooker firstly thanked the electors for the votes following the recent election. A reduction of District Councillors from 52 to 43 was made which resulted in the boundary's also being changed. The Downlands Ward had a 39% turn out for the election.

Cllr Hooker said he was re-elected as Chairman for the Western Area Planning Committee, Vice Chairman of the District Planning Committee and also been elected as Vice Chairman of West Berkshire Council, which was a real asset for the Downlands Ward.

On 30th May the Emergency Climate Change Petition (to work towards West Berkshire becoming zero carbon by 2030) was presented to the Council, motioned by the Green party. Following the presentation and debate it was voted in favour "To commission a further investigation"

Cllr Hooker reported that West Berkshire Council had already been reducing CO2 emissions across West Berkshire. For example; following the road works at London Road Industrial Estate, air pollution at the Robin Hood roundabout had been reduced. All of the West Berkshire owned street lights had now been replaced to LED to reduce power consumption, and an agreement for 35 additional Car-Charging points to be installed. A budget of £750,000 has been agreed for the installation of solar panels to roofs of Council buildings

Cllr Hooker also asked Members to spread the word on the **WEST BERKSHIRE ENERGY SWITCH** to help people save money on energy bills.

Collective switching works best when more people register, as the bargaining power to suppliers is increased. If someone has no internet access, they can register offline by calling 01635 503267 or <https://info.westberks.gov.uk/communityswitch> it's a free service and quick and simple to use and could save you money.

5. PLANNING APPLICATIONS RECEIVED.

None at time of publishing agenda.

Cllr. Murphy gave an update on the Wessex Saw Mill planning, following Cllr. Beard asking for an update. Cllr Hooker said he would look at the current planning stage and report back.

6. MINUTES OF THE LAST MEETING.

Cllr. Beard asked for a deletion to his name that he felt was not required under item 3 'Signing the declaration of office for new candidates following the election process'. The Clerk will make the amendment. Members then **RESOLVED UNANIMOUSLY** to confirm and adopt the minutes of the Parish Council meeting held on Tuesday 14 MAY 2019.

7. FINANCE

a) Bank Accounts

Balances on 7 May 2019

Parish Council	£18,268.18
Bakers Trust	£8,627.95
Football Field	£1,261.71

b) Cheques to approve in meeting

S/O	Kim Lloyd (Parish Clerk)	£429.78
S/O	Mrs H Anderson (Litter picking)	£20.00
S/O	Chaddleworth Village Hall	£23.00
100557	GMG Services & Solutions Ltd (April Rota)	£170.00
100558	Vale Press (Newslettter -Colour)	£148.00
100559	Mrs C. Von Stumm (Rent for VH Carpark/Playground)	£200.00

8. ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2018/19 PART 2

The Chairman, Cllr. Murphy signed both statements. The Clerk said both statements will be published on the website as statutory required before the 1st July 2019.

A Section 1 – Annual Governance Statement 2018/19.

B Section 2 – Accounting Statements 2018/19.

9. INTERNAL AUDIT

The Clerk reported on three auditor quotes. Members agreed to use the auditor who the Clerk recommended and who was the cheapest, and within close proximity. The Clerk has also been using this auditor for Great Shefford for the last three years.

10. METRO BANK

The Clerk had an appointment with Metro to start the process of setting-up the bank accounts. The Clerk was informed Metro Bank require all the information to be included in minutes. All authorised bank signatories to sign and date the full minutes.

These minutes of Tuesday 4th June 2019 will be presented to the Metro Bank as confirmation.

For Metro Bank Info:

Chaddleworth Parish Council is a local authority being the first tier of Government. They represent their parish and provide a duty of care to their electors. To view further policy documents, please see www.chaddleworth.net.

It was agreed to move all bank accounts (being 3 accounts, 'Chaddleworth Parish Council', 'Football Field' and the 'Bakers Trust') from Barclays to the Metro Bank.

All signatories who have been agreed to be bank authorised signatories will need to sign these minutes in the next meeting.

3 authorised signatories being;

(Chairman) Mr Grahame Murphy,

(Parish Councillor) John Ballard,

(Parish Clerk/Responsible Finance Officer) Mrs Kim Lloyd.

All signatories will need to go into Metro with their proof of identity and address. (This can be done before these full minutes are submitted to Metro Bank).

These minutes confirm all accounts will have a 2 person 'authorised signatory' signage. These minutes confirm 4 accounts are to be opened at Metro Bank being;

Chaddleworth Parish Council

Reserve Account

Football Field

Bakers Trust

3 of these will be community accounts, providing a cheque book for each account.

1 will be a savings account for the Reserve Account providing bank interest. There will be no cheque book for the Savings Account being the Reserve Account but transfers will be made to the Parish Council account to write cheques when required.

For Metro Bank info:

The Parish Council has 6 seats and to date the following electors have a seat.

Mr Grahame Murphy –Chairman

Mr Jim Wilson – Vice-Chairman

Mr John Ballard – Parish Councillor

Mr Shane Mcallister – Parish Councillor

Miss Georgina Homersham – Parish Councillor

Mr William Beard – Parish Councillor.

Mrs Kim Lloyd – Responsible Finance Officer/Parish Clerk.

All correspondence and bank statements will be sent to the RFO/Parish Clerk, Mrs Kim Lloyd's home address as shown at the top of these minutes. This is Chaddlworth Parish Council authorities address for all correspondence.

Members **RESOLVED UNANIMOUSLY** in this meeting to confirm the bank accounts to be switched from Barclays to the Metro Bank adhering to the instructions stated above.

11. **RISK ASSESSMENT REVIEW/SIGN OFF.**

Cllr Murphy said he strimmed the grass around the Bus shelter. The Memorial Garden bench and the bench at the village hall needed to be re-stained, plus another coat of paint on the phone box.

Cllr Murphy said he would sign off the Risk Assessment once he had carried out the maintenance on the benches. Members of Council **THANKED** Cllr. Murphy for his efforts.

12. REQUEST FOR FINANCIAL CONTRIBUTION TOWARDS THE LIBRARY SERVICE 2019/20.

An email was received from the Culture and Libraries Manager at West Berkshire Council requesting donations for 2019/20 from Parish Councils. The Clerk said she was seeking further guidance from BALC/NALC as in 2017 Parish Councils was informed not to contribute.

Cllr. Hooker present in the meeting, was asked what WBC view was on donating funds to the library considering the advice given from BALC in 2017. Cllr. Hooker reported the libraries have had large government budget cuts due to more funds going to the welfare. After further debate. Members agreed to carry this item over to the next meeting, once advised from NALC and West Berkshire Council further, a decision can then be made.

13. COUNCILLOR QUESTIONS AND REPORTS.

Cllr Beard reported he received a reply from the Clerk at Chaddleworth St Andrew and Great Shefford School to say they would welcome the opportunity to develop contact with the PC.

Cllr. Mcallister (ROW) reported that skittle alley was looking overgrown and said he would trim the alley. Members of Council **THANKED** Cllr. Mcallister. Also he was monitoring the dilapidated internal style by Chapel Cottage and the hedge alongside Waylands.

Cllr Homersham mentioned GMG Contractors had resigned from Glenn Miller Close.

14. CLERK CORRESPONDENCE.

None.

15. MATTERS FOR FUTURE CONSIDERATION.

A note added to the next Newsletter re. Parking /parties.

16. DATE OF NEXT MEETING.

To confirm Tuesday 2nd July 2019 at 7.30pm.

Close