

CHADDLEWORTH PARISH COUNCIL

Clerk to The Parish Council: Mrs Kim Lloyd

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MINUTES

TUESDAY 3rd MAY 2022 at 7PM ANNUAL PARISH COUNCIL MEETING IN THE CHADDLEWORTH VILLAGE HALL, UPPER END. RG20 7DY.

Cllr's Present:

Cllr. G Murphy (Chair)

Cllr. J Mills

Cllr. S. Mcallister

Cllr. K. McNamara

Cllr. J. Wilson

Clerk: Mrs K Lloyd

Members of the Public: 1.

1 **ELECTION OF THE CHAIRMAN FOR FORTHCOMING YEAR**

Cllr. Grahame Murphy was nominated, and this was accepted.

2 **APOLOGIES**

Cllr. J Ballard and Cllr. Clive Hooker (Ward Member) sent their apologies.

3 **DECLARATIONS OF INTEREST ON AGENDA ITEMS**

None.

4 **MINUTES FROM PREVIOUS PARISH COUNCIL MEETING**

Councillors **RESOLVED UNANIMOUSLY** to confirm and adopt the minutes of the Parish Council meeting held on 5th April 2022.

5 **PUBLIC QUESTIONS**

One member of the member asked for clarification on the Baker's Trust funding (Hardship Fund) and the Jubilee event public liability insurance.

ACTION: Cllr. Murphy will discuss details of the Risk Assessments for the event with Mark Slade.

ACTION: The Clerk will add a post to the Village Facebook page to advertise the Hardship Funds Grant Awards.

6 **PLANNING APPLICATIONS RECEIVED**

No planning applications received at time of publishing Agenda.

7 **FINANCE**

Councillors **RESOLVED UNANIMOUSLY** to approve the payments for May as shown below.

Accounts for Payment May 2022

Expenditure brought forward 21-22		£1,019.26	
Payments			
Cheque No	Payee	Description	Amount
SO	Mrs H Anderson	Litter Picking	£ 20.00
SO	Kim Lloyd	Clerk Salary	
SO	Chadd Village Hall	Village Hall Hire	£ 23.00
SO	Apha Xperience	Newsletter	£ 87.25
800104	Instigna *	Commemorative Jubilee Coins	£ 393.60
800105	Scofell	Grass Cutting	£ 231.74
PAID *			
NB PAYE Employee, Employers and NI contributions are accrued and paid quarterly			
Receipts			
May	WBC	Precept 1st payment	£ 9,750.00
Total Receipts			£ 9,750.00
Financial Position to date			
Balance carried forward 31/03/22		£ 17,952.41	
Income for year 22-23 to date.		£ 9,750.00	
Less payments for year 22-23 to date		£1,019.26	
Total		£ 26,683.15	
Projected Year End 2022/2023			
Opening balance		£ 17,952.41	
Add forecasted Income for year 21-22		£ 19,500.00	
Less forecasted payments		£ 17,169.20	
Forecasted year end balance		£ 20,283.21	

The Budget vs Expenditure table to date May was noted.

The end of year balance for 2021-2022 being.

Final Budget vs Expenditure 2021-2022

Bank Reconciliation to 31 March 2022

were reviewed along with the Clerk Summary Report.

The Budget Vs Expenditure table and Clerk Summary Report is shown as Appendix 1.

(Cllr. S. Mcallister arrived)

(All above finance documents emailed to members of Parish Council for review before the meeting)

8 CERTIFICATE OF EXEMPTION – AGAR 2021/22 Part 2

The Parish Council reviewed the Certificate of Exemption and the Chairman and Clerk signed. The Clerk will email the certificate to the external auditors.

9 ELECTION OF THE VICE CHAIRMAN FOR FORTHCOMING YEAR

It was decided to make this an agenda item for the next meeting as the current vice Chairman was not in attendance.

10 APPOINTMENT OF COUNCILLORS TO COMMITTEES OR ANY OUTSIDE BODIES

Public Rights of Way representative – Cllr. Mcallister agreed to continue with this appointment.

Village Hall representative – Cllr. Ballard was nominated as Cllr. Ballard was not in attendance; he will be invited to remain in this appointment, it will be recorded in a further meeting if it should change.

School representative – Cllr. Wilson nominated himself to represent the Council.

Saunders and Wynn – Cllr. Murphy agreed to continue with this appointment.

11 TO ADOPT THE ASSET REGISTER FOR THE FORTHCOMING YEAR

Following discussion, it was agreed to include the (new) memorial garden Arbor frame, fencing and the Tommy memorial statue to the Asset Register as shown in Appendix 2.

ACTION: Clerk

12 TO ADOPT THE STANDING ORDERS AND FINANCIAL REGULATIONS FOR FORTHCOMING YEAR

The Standing Orders and Financial Regulations were reviewed and adopted for the forthcoming year.

13 THE QUEENS PLATINUM JUBILEE – THURSDAY 2ND TO SUNDAY 5TH JUNE 2022

Thursday 2nd June - Mr Hambro had kindly financed the Beacon and it is now up ready at Downs Meadow. A Piper has also been found for the beacon lighting event.

Sunday 5th June – Picnic in the recreational park. Village hall tables can be used but people are encouraged to bring their own. There will be teas and cakes available from the hall on the Sunday. Everyone is asked to bring their own picnic and drink.

14 CLERK REPORTS

The Parish Insurance is due 1st June 2022. This will need to be approved via email. The Clerk will email quotes for review to Council, and this will need to be approved by at least three members of Council and will be recorded in the next meeting.

06/04 Email from Bruno Peek Pageant master, the Queens Platinum Jubilee Celebrations. Chaddleworth's Beacon is now registered.

27/04 Email from Chieveley Ukraine Support Group. Cllr. Murphy said he would represent the Parish Council and contact the group.

15 COUNCILLORS REPORTS

Cllr. Mcallister raised the thoughts to an unused bridleway in Buckham Hill, adjacent to the concrete layby, there is signage to a bridleway that appears to be closed off.

The registration of Rights of Ways deadline is 2026 to register any ROW that are used and not registered. After further discussion it was agreed to leave this how it stands.

16 MATTERS FOR FUTURE CONSIDERATION

None.

17 DATE OF NEXT MEETING

The date of the next meeting is on Tuesday 7th June 2022 at 7.30pm in the Chaddleworth Village Hall.

Appendix 1

Chaddleworth Parish Council

Budget 2021/2022

Receipts	To Date	Budget 2022/2023
	£	£
Precept	£ 19,500.00	£ 19,500
Bank Interest	£ 0.68	£ -
Member Bid	£ 2,240.00	
CIL funding	£ -	£ -
Unpresented Chqs from 2020-2021	£ 250.00	
VAT reclaim 2020/21	£ 647.42	
Total	£ 22,638.10	£ 19,500

Payments	YTD	Budget
	£	£
Salaries		
Salary		
Pension	£ -	£ -
General Office & Administration		
Clerk Expenses	£ 780.00	£ 780.00
Councillor Expenses	£ 8.50	£ 100.00
Postage and Stationery	£ 138.56	£ 80.00
Subscriptions and Training	£ 204.43	£ 610.00
Parish Insurance	£ 425.16	£ 450.00
Newsletter Printing	£ 1,352.50	£ 1,200.00
Hire of Halls	£ 276.00	£ 276.00
Website hosting	£ 123.49	£ 150.00
Payroll - Final Invoice	£ 65.45	
Audit	£ 50.00	£ 60.00
GDPR registration	£ 35.00	£ 35.00
	£ -	
	£ -	
Open Spaces		
Churchyard Maintenance	£ 200.00	£ 200.00
Field Rents	£ 300.00	£ 300.00
Grass Cutting	£ 1,535.00	£ 2,000.00
Playground Inspection	£ 69.50	£ 100.00
Playground Repairs		£ 1,000.00
Dog/Litter Waste Bins	£ 297.11	£ 600.00
Memorial Garden	£ 834.37	£ 100.00
Defbrillator Pads and Battery	£ 266.50	£ 25.00
Grit Bins	£ 52.80	£ 300.00
Village Repairs Budget	£ 311.94	£ 1,000.00
Donations	£ 1,785.00	£ 1,610.00
	£ -	
Remote Meeting Zoom	£ -	£ 120.00
By Elections	£ -	£ 1,500.00
VAT spend	£ 448.41	£ -
Total	£ 14,364.26	£ 17,378.96

Sinking Funds		Budget
Playground Capital Replacement Fund	£ 4,000.00	£ 4,000.00
CIL	£ -	£ -

Chaddleworth Parish Council End of Year Report for 2021-2022

At the beginning of the 2021 financial year the funds carried forward were £9,678.

In 2021-22 income was £22,638 and total expenditure was £14,364.

As of 31 March 2022, the Council balance is £17,952 this includes the Reserves of £4,000 towards the Playground Capital Replacement.

This is an increase in balance of £8,274 from last year on 31 March 2021 -
An 85% increase.

I am pleased to report that the Council has underspent in the 2021-22 budget by £3,014.

£834 was spent in the Memorial Garden when only £100 was budgeted. This was accounted for by no expenditure in the playground where £1,000 was budgeted towards playground repairs.

CPC only spent £312 (new noticeboard) on Village Maintenance which also had a budget of £1000.

Donations are higher (£1,785, spent) then budgeted for (1,610 budget) due to a Tommy being purchased for the village.

No by-elections in 2021-2022 which again saved £1,500 from the budget.

The Clerk would also like to Thank the Councilors on behalf of the village for all they do for the community. The money that is saved from the Councilors doing jobs around the village in their own time, at no cost to the village is remarkable!

**This in turn reduces the Council Tax for the residents of Chaddleworth because the Parish Council do not need to increase the Precept. –
Well Done!**

Clerk /Responsible Finance Officer – April 2022.

Appendix 2

CHADDLEWORTH REGISTER OF ASSETS

May 2022

Muliti-play unit Playdale twist Purchased and installed Sept 2003		£13,759
Sussex Swing Supplier and purchase date unknown		£2,089
Two cradle swings		£248
Tunnel bicycle value and purchase price and date unknown		
Bus Shelter Built by Murphy Enterprises in January 2005		£2,866
War Memorial and Fuel Allotment Land Approx 12 acres.	Nominal Value	£1,000
Embankment Slide purchased 5/02/09		£1,473
Hamlets Giggleswick Mulitplay		£7,669
Phone box		£1000
Defibrillator and cabinet		£1400
Laptop/Printer		£360
Grit Bins		£1,000
Memorial Garden Arbor and Fencing		£250
Tommy Memorial Statue		£200
	Total	<u>£33,314</u>