

CHADDLEWORTH PARISH COUNCIL

Clerk to The Parish Council: Mr David Jennings
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MINUTES

Tuesday 7th November 2023, Chaddleworth Parish Council meeting held in Chaddleworth Village Hall, Upper End, Chaddleworth, RG20 7DY

Councillors Present: Cllr. S. McAllister-Lovelock, Cllr. G. Stanley, Cllr. J. Wilson, Cllr. A. Woodroffe.
Ward Member: Cllr. Clive Hooker
Clerk: Mr D Jennings
Members of the Public: none

- 1 **APOLOGIES:** Apologies were received from Cllr. G. Beard, Cllr. K. Brady
- 2 **DECLARATIONS OF INTEREST ON AGENDA ITEMS:** No specific interests were declared.
- 3 **MINUTES FROM PREVIOUS PARISH COUNCIL MEETING:** held on 12th September 2023 we confirmed and adopted.
- 4 **PUBLIC QUESTIONS:**
Ward Member Cllr. Clive Hooker updated on: the recent RTA fatality in Leckhamsptead Thicket and that, following checks, West Berkshire Council (WBC) found no road safety issues; changes to WBC members including to the planning committee which, following a number of members leaving, is currently understaffed; the Scrutiny Commission looking into Thames Water brown water issues and into WBC balance sheets and commercial property assets; reiterated the current uncertainty in the WBC Local Plan, that a Neighbourhood Plan is useful to have (the cost to draft this is circa £15K) and that other PCs are considering the current risk to be lower and are holding off from making such; about the Speed Awareness Panel, the majority of unsuccessful cases, that the panel maybe reorganised in the future (+1 year) and regarding 20MPH zones where residents have taken a poll to support such that costs were over £17K.
- 5 **PLANNING APPLICATIONS RECEIVED:** None.

6 FINANCE

Statement of Accounts			
Payment and Receipts Sep, Oct 2023			
Payments brought forward from previous statement		£	4,779.75
Receipts brought forward from previous statement		£	8,000.00
Payments			
Date	Description	Amount	Budget Area
25 Sep 23	MRS ANDERSON CHADDLEWORTH PARIS	£ 20.00	Dog/Litter Waste Bins
25 Sep 23	CHADDLEWORTH VILLAGE HALL RENT	£ 25.00	Hire of Halls
25 Sep 23	MR DAVID JENNINGS CPC CLERK SALARY	£ 369.46	Salary
02 Oct 23	THE PLAY INSPECTION INVOICE 64081	£ 99.00	Playground Inspection
02 Oct 23	SCOFELL COMMERCIAL LANDSCAPES INVOICE 31655	£ 238.69	Grass Cutting
02 Oct 23	SCOFELL COMMERCIAL LANDSCAPES INVOICE 31412	£ 238.69	Grass Cutting
02 Oct 23	THE ALPHA XPERIENCE INVOICE 00012969	£ 104.65	Newsletter Printing
25 Oct 23	MRS ANDERSON CHADDLEWORTH PARIS	£ 20.00	Dog/Litter Waste Bins
25 Oct 23	CHADDLEWORTH VILLAGE HALL RENT	£ 25.00	Hire of Halls
25 Oct 23	MR DAVID JENNINGS CPC CLERK SALARY	£ 369.46	Salary
30 Oct 23	WEST BERKSHIRE DISTRICT INVOICE 578520	£ 117.04	Dog/Litter Waste Bins
30 Oct 23	LONDON HEARTS DONATION 25562	£ 750.00	Defibrillator
Total		£ 2,376.99	
Receipts			
10 Oct 23	Precept (West Berkshire Council)	£ 8,000.00	
Total Receipts		£ 8,000.00	
Financial Position to date			
Balance carried forward 31 Mar /23		£ 22,955.99	
Income for year 22-23 to date.		£ 16,000.00	
Less payments for year 22-23 to date		£ 7,156.74	
Total		£ 31,799.25	
Projected Year End 2022/2023			
Opening balance		£ 22,955.99	
Add forecasted Income for year 22-23		£ 16,000.00	
Less forecasted payments		£ 19,985.00	
Forecasted year end balance		£ 18,970.99	
David Jennings			
Clerk/Responsible Financial Officer			
07 Nov 23			

The regular Statement of Accounts (above) and Expenditure versus Budget tables (Appendix 1) were presented by the Clerk. The Budget for next year will be agreed in January, advice on any changes and additional items requested.

- 7 **REMEMBRANCE DAY:** Cllr. J. Wilson gave a report on the Clive Remembrance held at Chaddleworth War Memorial on 5th November. thanked Chaddleworth Parish Council for the wreath laid at RAF Welford. It is anticipated that the Remembrance Day in 2024 being a significant anniversary year could be slightly more formal – any ideas for this are welcomed.
- 8 **NEIGHBOURHOOD PLAN:** The Council discussed the merits of having, one as we had once before, a Chaddleworth Neighbourhood Plan at least at a draft status. A lead for this activity is needed and the effort is not to be underestimated. Examples are available from other Parishes and, from time to time, some training is available from WBC (Bryan Lyttle) or BALC.

9 **VILLAGE ENTRANCE GATES and ROADSIDE MAINTENANCE:** The quotation received for gate renovation and post replacement was discussed and **unanimously approved**. **Cllr. G. Stanley** kindly volunteered to be the point of contact to assist in the completion of this and the Council and Clerk volunteered to assist as needed – for example to cut back vegetation around the gates when they are ready for reinstallation.

10 **DEFIBRILLATORS:** The second Chaddleworth Defibrillator has been procured and will be installed at Chaddleworth Village Hall. A grant was available to secure this via London Hearts so this cost £750 – far less than budgeted. **Cllr. S. McAllister-Lovelock** will ask West Berkshire Golf Club if there is also one located there.

11 **COUNCILLOR’S REPORTS:**

Cllr. S. McAllister-Lovelock reported that: though muddy, the parish footpaths are in good order and that the path at Chapel Cottage has been cleared; the recent meeting of the Saunders Wynn and Coventry Educational Foundation charity was attended (also by Cllr. Clive Hooker), a report by the Schools’ Headteacher was heard and latest applications were covered. The charity has a 300+ years anniversary which will be celebrated and this will be advertised by the school and in Chaddleworth News.

Cllr. A. Woodroffe reported having experienced road safety issue first hand and implores all members of the Parish to take care for each other and to avoid further incidents.

Cllr. G. Beard provided notes to the meeting: The Downland Volunteer Group (DVG) minibus services to Oxford are going ahead on 1st, 8th, 15th and 22nd December – spaces are available; The DVG seeks volunteer drivers.

Cllr. J. Wilson reported that: the 7 grit bins are stocked, we do not currently have reserve stock of salt and will need to buy some if the bins are used this year, one bin (School Hill) needs replacement and the bins should have scoops added (the council **agreed unanimously** to this expense); described the sale of a social housing property within the Parish including calling Sovereign Housing for an explanation which they were unable to provide, it was noted that Gov requires social housing to achieve specified energy ratings, Cllr. J. Wilson intends to write further and include Cllr. Clive Hooker, Laura Farris MP and Newbury Weekly News in this.

12 **CLERK REPORT:**

The clerk noted the play equipment inspection 23rd September 23 report and asked Cllr. S. McAllister-Lovelock to check it for maintenance to be planned in future; Noted that Parish Council rent of Chaddleworth Village Hall will move to 6 meetings in the New Year; noted that no one had responded to the advertisement in Chaddleworth News for ad-hoc maintenance work; and that they will attend the Berkshire Association of Local Councils (BALC) AGM in Shaw House.

13 **MATTERS FOR FUTURE CONSIDERATION:** none

14 **DATE OF NEXT MEETING:** the next planned meeting is **Tuesday 9th January 2024 at 7:30pm in Chaddleworth Village Hall.**

Appendix 1

Chaddleworth Parish Council			
Expenditure vs Budget 2023/2024			
Receipts	To Date	Budget	%
	£	£	
Precept	£ 16,000.00	£ 16,000.00	100%
Bank Interest	£ -		
Member Bid	£ -		
CIL funding	£ -		
Sundry	£ -		
VAT reclaim 2020/21			
Total	£ 16,000.00	£ 16,000.00	100%
Payments	To Date	Budget 2022/2023	
	£	£	
Salaries	£ -	£ -	
Salary	£ 2,586.22	£ 5,320.00	£ 0.49
Pension	£ -	£ -	
Sub-total	£ 2,586.22	£ 5,320.00	£ 0.49
General Office & Administration			
Clerk Expenses	£ -	£ 780.00	0%
Councillor Expenses	£ -	£ 50.00	0%
Postage and Stationery	£ -	£ 100.00	0%
Subscriptions and Training	£ 431.46	£ 375.00	115%
Parish Insurance	£ 432.48	£ 500.00	86%
Newsletter Printing	£ 488.45	£ 1,150.00	42%
Hire of Halls	£ 175.00	£ 300.00	58%
Website Hosting	£ 101.87	£ 150.00	68%
(New Item) Website Refresh	£ -	£ 1,000.00	0%
Audit	£ -	£ 100.00	0%
GDPR registration	£ 35.00	£ 35.00	100%
Sub-total	£ 1,664.26	£ 4,540.00	£ 0.37
Open Spaces			
Churchyard Maintenance	£ -	£ 200.00	0%
Field Rents	£ 300.00	£ 300.00	100%
Grass Cutting	£ 1,670.83	£ 2,000.00	84%
Playground Inspection	£ 99.00	£ 100.00	99%
Playground Repairs	£ -	£ 1,000.00	0%
Dog/Litter Waste Bins	£ 655.03	£ 595.00	110%
Memorial Garden	£ 104.73	£ 500.00	21%
Grit Bins	£ -	£ 300.00	0%
Village Repairs Budget	£ -	£ 1,000.00	0%
Defibrillator	£ 750.00	£ -	0%
Sub-total	£ 3,579.59	£ 5,995.00	60%
Donations	£ -	£ 1,630.00	0%
(New Item) CORONATION	£ 459.00	£ 1,000.00	46%
By Elections	£ -	£ 1,500.00	0%
		£ -	
Total	£ 8,289.07	£ 19,985.00	41%
VAT spend (included above, to be reclaimed)			
Sinking Funds	To Date	Budget	
	£	£	
Playground Capital Replacement Fund	£ -	£ 2,000.00	0%
CIL	£ -	£ -	