

CHADDLEWORTH PARISH COUNCIL

Clerk to The Parish Council: Mr David Jennings
Telephone Number: 07827 309401
Email: chaddleworth.pc@outlook.com

MINUTES

Tuesday 9th January 2024, Chaddleworth Parish Council meeting held in Chaddleworth Village Hall, Upper End, Chaddleworth, RG20 7DY

Councillors Present: Cllr. G. Beard, 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. S. McAllister-Lovelock and Cllr. K. Brady
- 2 **DECLARATIONS OF INTEREST ON AGENDA ITEMS:** Cllr. G. Beard declared an interest in the next year budget in regard to the Donations line.
- 3 **MINUTES FROM PREVIOUS PARISH COUNCIL MEETING:** held on 19th December 2023 we confirmed and adopted with an amendment to Councillors Present.
- 4 **PUBLIC QUESTIONS:** None.
- 5 **PLANNING APPLICATIONS RECEIVED:** None.
- 6 **FINANCE:** The regular Statement of Accounts (below) and Expenditure versus Budget tables (Appendix 1) were presented by the Clerk. The Budget for the next Financial Year was reviewed and with amendments, **agreed unanimously** (Appendix 2). The resulting Precept request from West Berkshire Council for 2024-2025 for £19,000 will be made by or before 29th February 2024.

Statement of Accounts			
Payment and Receipts Nov, Dec 2023 + New			
Payments brought forward from previous statement		£	7,156.74
Receipts brought forward from previous statement		£	16,000.00
Payments			
Date	Description	Amount	Budget Area
27 Nov 23	MRS ANDERSON CHADDLEWORTH PARIS	£ 20.00	Dog/Litter Waste Bins
27 Nov 23	CHADDLEWORTH VILLAGE HALL RENT	£ 25.00	Hire of Halls
27 Nov 23	MR DAVID JENNINGS CPC CLERK SALARY	£ 369.46	Salary
21 Dec 23	THE ALPHA XPERIENCE INVOIE 00013101	£ 105.75	Newsletter Printing
21 Dec 23	THE ALPHA XPERIENCE INVOICE 00013242	£ 159.55	Newsletter Printing
27 Dec 23	MRS ANDERSON CHADDLEWORTH PARIS	£ 20.00	Dog/Litter Waste Bins
27 Dec 23	CHADDLEWORTH VILLAGE HALL RENT	£ 25.00	Hire of Halls
27 Dec 23	MR DAVID JENNINGS CPC CLERK SALARY	£ 369.46	Salary
10 Jan 23	Cream Electrical Defib Install IV00211	£ 238.16	Defibrillator
10 Jan 23	WEST BERKSHIRE DISTRICT INVOICE 232842	£ 117.04	Dog/Litter Waste Bins
10 Jan 23	SCOFELL COMMERCIAL LANDSCAPES INVOICE 31886	£ 238.69	Grass Cutting
Total		£ 1,688.11	
Receipts			
Total Receipts		£ -	
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		£ 8,844.85	
Total		£ 30,111.14	
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			
09 Jan 24			

- 7 **NEIGHBOURHOOD PLAN:** The Council discussed the merits this further including seeking existing examples, to rough out what tasks are entailed, who would be useful to support these tasks and to meet in order to organise the progression of this. The Clerk agreed to check the West Berkshire Local Plan in regard to details for Chaddleworth including any Settlement Boundary provision.
- 8 **VILLAGE ENTRANCE GATES and ROADSIDE MAINTENANCE:** Cllr. G. Stanley reported that the Village Speed Awareness Entrance Gares Refurbishment project is progressing well and information and pictures have been shared with the village via Facebook. A small replacement salt bin and scoops for the bins have been procured. It was noted that recent flooding can be monitored and, if needed, West Berkshire Council should be advised.
- 9 **DEFIBRILLATORS:** The second Chaddleworth Defibrillator has been installed at Chaddleworth Village Hall and this will be reported in the next edition of Chaddleworth News.

10 **COUNCILLOR'S REPORTS:**

Cllr. G. Beard reported that the Downland Volunteer Group HandEbus was run to Oxford and 12 from Chaddleworth Parish took advantage of this. Further services to a wide variety of locations are planned and will be advertised.

A question has been asked by a parishioner about the West Berkshire Council 'dial a ride' scheme and the Clerk agreed to look into this and share information via Chaddleworth News.

Cllr. J. Wilson reported on the apology received from Sovereign Network Group (SNG, formerly Sovereign Housing Association) regarding the sale of a property in Long Row. The council agreed that, after the current change of tenancy in Glebe Field is completed, to write to West Berkshire Council regarding SNG's lack of attention and the consequent difficulties inflicted to the Parish.

11 **CLERK REPORT:**

The clerk reported that an Affordable House in 3 Glebe Fields will be advertised via the HomeChoice website and has advised our Waiting List candidates to apply and, once the bidding cycle closes, has advised West Berkshire Council that we will support candidate(s) matching this; reported about the flood protection works along the A338 in Great Shefford.

12 **MATTERS FOR FUTURE CONSIDERATION:** none

DATE OF NEXT MEETING: the next planned meeting is **Tuesday 5th March 2024 at 7:30pm in Chaddleworth Village Hall.**

Appendix 1

Chaddleworth Parish Council			
Expenditure vs Budget 2023/2024			
Receipts	To Date	Budget 2023/2024	%
	£	£	
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	£ 3,325.14	£ 5,320.00	63%
Pension	£ -	£ -	
Sub-total	£ 3,325.14	£ 5,320.00	63%
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	£ 753.75	£ 1,150.00	66%
Hire of Halls	£ 225.00	£ 300.00	75%
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	£ 1,979.56	£ 4,540.00	£ 0.44
Open Spaces			
Churchyard Maintenance	£ -	£ 200.00	0%
Field Rents	£ 300.00	£ 300.00	100%
Grass Cutting	£ 1,909.52	£ 2,000.00	95%
Playground Inspection	£ 99.00	£ 100.00	99%
Playground Repairs	£ -	£ 1,000.00	0%
Dog/Litter Waste Bins	£ 812.07	£ 595.00	136%
Memorial Garden	£ 104.73	£ 500.00	21%
Grit Bins	£ -	£ 300.00	0%
Village Repairs Budget	£ -	£ 1,000.00	0%
Defibrillator	£ 988.16	£ -	0%
Sub-total	£ 4,213.48	£ 5,995.00	70%
Donations	£ -	£ 1,630.00	0%
(New Item) CORONATION	£ 459.00	£ 1,000.00	46%
By Elections	£ -	£ 1,500.00	0%
		£ -	
Total	£ 9,977.18	£ 19,985.00	50%
VAT spend (included above, to be reclaimed)]		
Sinking Funds	To Date	Budget	
	£	£	
Playground Capital Replacement Fund	£ -	£ 2,000.00	0%
CIL	£ -	£ -	

Appendix 2

Chaddleworth Parish Council			
Budget 2024/2025			
Receipts	23/24	24/25	Change?
	£	£	
Precept	£ 16,000.00	£ 19,000.00	
Bank Interest	£ -		
Member Bid	£ -		
CIL funding	£ -		
Sundry	£ -		
VAT reclaim			
Total	£ 16,000.00	£ 19,000.00	£ 3,000.00
Payments	23/24	24/25	
Salaries			
Salary	£ 5,320.00	£ 5,320.00	£ -
Pension	£ -	£ -	£ -
Sub-total	£ 5,320.00	£ 5,320.00	£ -
			£ -
General Office & Administration			£ -
Clerk Expenses	£ 780.00	£ 780.00	£ -
Councillor Expenses	£ 50.00	£ 50.00	£ -
Postage and Stationery	£ 100.00	£ 100.00	£ -
Subscriptions and Training	£ 375.00	£ 400.00	£ 25.00
Parish Insurance	£ 500.00	£ 500.00	£ -
Newsletter Printing	£ 1,150.00	£ 1,150.00	£ -
Hire of Halls	£ 300.00	£ 200.00	£ 100.00
Website Hosting	£ 150.00	£ 150.00	£ -
Website Refresh	£ 1,000.00		£ 1,000.00
Audit	£ 100.00	£ 100.00	£ -
GDPR registration	£ 35.00	£ 35.00	£ -
Sub-total	£ 4,540.00	£ 3,465.00	£ 1,075.00
Open Spaces			
Churchyard Maintenance	£ 200.00	£ 200.00	£ -
Field Rents	£ 300.00	£ 300.00	£ -
Grass Cutting & Roadside Maintenance	£ 2,000.00	£ 4,000.00	£ 2,000.00
Playground Inspection	£ 100.00	£ 100.00	£ -
Playground Repairs	£ 1,000.00	£ 2,000.00	£ 1,000.00
Dog/Litter Waste Bins	£ 595.00	£ 650.00	£ 55.00
Memorial Garden	£ 500.00	£ 500.00	£ -
Grit Bins	£ 300.00	£ 300.00	£ -
Village Repairs Budget	£ 1,000.00	£ 1,000.00	£ -
Defibrillator	£ -	£ 364.00	£ 364.00
Sub-total	£ 5,995.00	£ 9,414.00	£ 3,419.00
Donations	£ 1,630.00	£ 1,630.00	£ -
D-Day 80th	£ 1,000.00	£ 1,000.00	£ -
Neighbourhood Plan		£ 1,500.00	£ 1,500.00
By Elections	£ 1,500.00		£ 1,500.00
	£ -	£ -	
Total	£ 19,985.00	£ 22,329.00	£ 2,344.00
VAT spend (included above, to be reclaimed)			
Sinking Funds	23/24	24/25	
Playground Capital Replacement Fund	£ 2,000.00	£ 2,000.00	£ -
CIL	£ -	£ -	£ -