



East Ilsley Parish Council
Minutes of the Full Council Meeting
Tuesday 10th December 2024, 7.30pm, The Ilsleys Primary School
 Minute Ref: 10122024

Members Present:	Cllr. Mike Pembroke (Chair), Cllr. Mark Browne (Arrived 19:40), Cllr. Dominic Robertson, Cllr. Stephen Meadows, Cllr. Ted Shaw.
Members Absent:	Cllr. Ima Von Wenden, Cllr. Carlyne Culver (WBC).
Officers Present:	Faye Bates (Clerk)
In Attendance:	2 Members of Public
Meeting Start Time:	19.30pm
Meeting End Time:	21.10pm

1. Cllr. Pembroke welcomed all to the meeting, Cllr. Von Wenden and Cllr. Culver sent apologies, Cllr. Browne informed the clerk he would be arriving ten minutes late, quorum achieved.
2. There were no declarations of interest declared by any member present, nor the Clerk. There were no requests for dispensation.
3. To receive:
 - A. Questions or comments from members of the public: no members of the public present.
 - B. Representations from any member who has declared a personal interest: no members declared a personal interest.
 - C. Cllr. Culver sent a brief update via Cllr. Pembroke; reminder to the council regarding the members bid application, the council have decided to put in an application for funds towards bulbs for the village and flood sacks. ACTION- Clerk to send application form.
Cllr. Culver would also like to remind anyone that wishes to join the flood prevention group to contact her directly.

Two members of public arrived at 19:35.

4. The minutes of the meeting held on 9th July 2024 and 12th November 2024 were read and **approved** as a true and accurate record. Cllr. Pembroke signed a copy for the records.
5. The following was discussed:
 - A. **Tennis Courts**- A member of public has been in touch with the clerk regarding the use of a tennis court in the village that needs maintenance. Clerk to reach out to homeowner to confirm what the original agreement was.

Initial:

- B. **Common Field/Land**-Member of the public was invited to speak by Cllr. Pembroke as item being discussed was regarding his property; Cenwulf Hall. A discussion was held regarding unregistered land, it was decided that it did not involve the Parish Council land, discussion closed.
MOP to contact the clerk regarding grazing rights on the common field. Also raised were the finances regarding the common field (Defra payments and maintenance spend), clerk to liaise with MOP.
It was agreed that the information regarding the common ground grazing rights will be uploaded to the website in the future.
- C. **Tree Maintenance/Policy**-It was noted that there is currently no tree policy in place, ACTION to create tree policy, Cllr. Browne to look into this. Maintenance of trees was discussed, Cllr. Browne is going to speak with a local tree surgeon regarding a tree survey of trees on council owned land. ONGOING
- D. **Kings Portrait**-The free scheme for councils has now closed, if this is an option in the future, the council will apply.
- E. **Village allotments**-The clerk has sent out the invoices for this financial year, however, as the clerk has no access to the bank account at present, unable to confirm who has paid. It was noted that one of the allotment holders has raised concerns that not all of the plots are being maintained. Plan; when clerk has bank access, confirm who has paid. Clerk to send out an email to all allotment holders to remind them of the allotment agreement and confirm the plots are being maintained. It was noted that there is a waiting list for plots if any become available. An idea of a spring tidy was also raised, clerk to liaise with allotment holder.
- F. **Annual Park Inspection**-It was APPROVED for the clerk to book in the inspection with The Play Inspection Company Limited, costing £180 exc. VAT. This will be carried out in 12-16 weeks' time.
- G. **Courtesy Light Payments**-It was noted that the payments have not been paid for the last two years. It was APPROVED to pay £70.00 to each household in this scheme, to cover payments for 2023 and 2024. It was also raised that there are a few lights that need maintenance works to be completed, Cllr. Meadows to speak with the electrician.
- H. **Dates of 2025 meetings**- 14th January, 11th March, 13th May, 8th July, 9th September, 11th November. Clerk to book school hall.
6. It was noted that WBC has **APPROVED** 24/01966/LBC Repairs to the existing roof. Reconstruct dormer so that the original external timber door opening provides access onto the lead valley for future ease of maintenance. Line area of dormer internally with insulation and plasterboard. Install two cast iron rectangular hoppers and downpipes to front elevation. Repair rendering to front elevation including re-decorating. The Old Post Office, High Street, East Ilsley, Newbury
7. Matters for future consideration and items for next agenda
- Cllr. Robertson requested the speeding device to be a next agenda item.
 - Cllr. Browne requested the tree policy to be a next agenda item.
 - Cllr. Shaw requested FLOODRE is a next agenda item.
 - Budget/precept for 2025/2026
 - Monthly Finance Reports.
8. Clerks report: Due to the clerk currently not having access to the bank account, the budget/precept setting for the next financial year and monthly finance reports was deferred to the next meeting.

The clerk reported invoices that were paid in November:

- Google £6.00 DD
- Castle Water Bill £98.91 DD
- Triangle management £1,080 (Cllr. Pembroke paid from his personal account; expenses paid back) BACS
- TEEC £259.20 and £28.80 BACS
- Compton Parish Council £69.00 x 2 invoices BACS
- A.D Clark £374.58 x 2 invoices BACS
- Rialtas £146.36 and £170.32 BACS—contract has been cancelled.
- PKF £252 BACS
- Clear council £637.10 BACS

Payments to authorise:

- Clerk expenses for posting letter £3.35
- Compton PC for Compilations £69.00
- AD Clark outstanding invoices for July and August grass cutting. Total £749.16. Also outstanding is invoice 721 from April 2023, clerk to investigate when able to access the bank.

It was approved for the clerk to order printer ink and to claim the expenses back.

The clerk raised a query over a monthly direct debit payment to Lloyds bank which ranges from £3.00 to £82.99, no councillors are aware of what this payment is for, clerk to investigate further once able to access the bank account.

General updates and correspondence received:

- Unfortunately the application for this financial year's payment from the Rural Payment Agency was missed. The application form for next financial year will be sent out in March. Clerk to register Cllr. Meadows and Cllr. Robertson on the account.
- Email from Rural Payments Agency regarding hedgerow management rules states that:
 - a 2-metre buffer strip, measured from the centre of a hedgerow, where a green cover must be established and maintained
 - no cultivation or application of pesticides or fertilisers within the 2-metre buffer strip
 - a hedgerow cutting and trimming ban from 1 March to 31 August (inclusive)
- Triangle Management (Bins) have rebranded, they are now Thomas Landscape Services Ltd.
- The council noticeboard needs maintenance as the door is very difficult to open. Cllr. Meadows offered to have a look. It was also APPROVED for the clerk to order a couple of spare keys for the noticeboard.
- WBC Local Plan Review: West Berkshire Council's public consultation on the main changes to the district's Local Plan 2022- 2039 is now live. The consultation was live from Friday 6 December and runs until Friday 31 January 2025. Residents are encouraged to have their say at:

https://tracking.vuelio.co.uk/tracking/click?d=ip39sVpKtrz0oDes7TkoABN0xXuDdbPgljYBwUUA0MYHW78lyx9VYzmxDQgGO3kAi50Ijd9MiBICAm_VsP4Ilt5H7qlqEQq0zoh7hQh0awzYrBd94jUV374fxFGhZojZyHchNnWz8krVOVeD6i0CYm27smo_SMwpVuH7Wujyd2ND8gzEozZ8ROMnVct_S4TEbQ2
- The clerk has informed the internal auditor of the current situation regarding the previous clerk as advised by Hampshire Association of Local Councils.
- If any member of public would like a copy of the Compilations Magazine delivered to their house, please email the clerk.

Initial:

9. Further questions or comments from the public:

- MOP raised a query over the location of dog bins and raised the issue that one bin often gets missed when they are emptied. Also noted, that the bin at the gate to the recreation ground opposite the school has been moved, this is to be reinstated. Clerk to contact the waste contractors to raise this concern and confirm that the bin will be emptied. MOP offered to inform the clerk if there are any other issues regarding the bins.

Cllr. Pembroke closed the meeting to members of the public at 21:05, he thanked all for attending.

10. The clerk’s employment was discussed. It was APPROVED to employ Faye Bates for eight hours per week at scale point 25, clerk to arrange contract with Cllr. Pembroke. This is to be backdated to the 3rd November 2024.

Also APPROVED was to appoint payroll services from TP Jones accountants at £259.20 inc. VAT per annum, clerk to liaise with TP Jones.

The clerk informed the council that a letter was sent to the previous clerk to confirm end of employment with East Ilsley Parish Council, the letter was sent as signed for.

The clerk asked to be shown around the village, clerk to arrange with Cllr. Browne.

With there being no further business, Cllr. Pembroke thanked all for attending and the meeting closed at 21:10.

Date of the next meeting: 14th January 2025

Signed:

Position:

Date: