



East Ilsley Parish Council

Minutes of the Meeting of the Parish Council held on Tuesday 9th January 2024 at 7.30pm in The Ilsleys Primary School

Minute Ref: 006/090124/PC

Members Present: Cllrs. Mike Pembroke (Chair), Mark Browne and Dominic Robertson.

Officers Present: Mrs Linda Morrison MA CiLCA Clerk & RFO)

In Attendance: David Jones, Pen Meadows Development and West Berkshire Councillors Carolyne Culver and Adrian Abbs prospective Parliamentary candidate.

Verbal Presentation on the Pen Meadows Development by David Jones.

Manor Oak Homes has submitted a planning application for 14 dwellings, public open space and a shared community office space on land at Pen Meadow, East Ilsley. 8 of the new homes would be provided as affordable housing for local people (57% of the total) and 6 of the homes would be secured for preferential sale to people with a local connection. The proposal focusses on providing the smaller dwellings that are needed in the village with 1 and 2 bedroom apartments and mainly 2 and 3 bedroom houses. The homes have been designed to reflect the character of the area and the proposal would also deliver a large new area of public open space which at 1.5 hectares is more than 70% of the total 2.1 hectare site area. The open space would be transferred to the Parish Council's ownership to manage for the community, as would the proposed shared community office space. Access is proposed from Filders Lane and footpaths are proposed through the public open space to connect with High Street and the adjacent Public Right of Way network. Parking is proposed in accordance with the Council's standards and a sustainable drainage system (SuDS) would drain surface water via infiltration into the ground using permeable paving and a drainage basin.

The Affordable housing likely to be managed by the English Rural Housing Association. The Planning Application has been submitted. Approximately six months for the decision making process. Mix of home sizes with fewer homes than was originally suggested.

063.23 Apologies for absence from Members of the Council. Cllr Von Wenden.

064/23 Declarations of interests:

Agenda item 9 Cllr Browne declared an interest as a WBC employee.

065/23 To receive:

- a. Questions or comments from members of the public regarding items on the agenda. There were none.
- b. Representations from any member who has declared a personal interest. As above.

066/23 The minutes of the meeting of the Parish Council of September 12th

Agreed as a correct record.

The minutes of the meeting of the Parish Council of 14th of November 2023.

Agreed as a correct record with the following amendment.

Cllr Culver's report. insert Speed Review Panel after West Berkshire Council.

The minutes of the meeting of the Parish Council of 19th of December 2023.

Agreed as a correct record.

067/23 To receive a report from Cllr. Carolyne Culver, District Councillor.

Cllr Culver provided a verbal report.

068/23 To note the absence of Martyn Driscoll and Stephen Meadows from Council Meetings since the 4th of July 2023, a period in excess of six months and their loss of office as per the Local Government Act 1972

"85 Vacation of office by failure to attend meetings.

(1) Subject to subsections (2) and (3) below, if a member of a local authority fails throughout a period of six consecutive months from the date of his last attendance to attend any meeting of the authority, he shall, unless the failure was due to some reason approved by the authority before the expiry of that period, cease to be a member of the authority."

Cllr Driscoll had tendered his resignation to the Chair because he has left the village. He had problems with his Council email address so his emails were not being delivered.

To consider and agree proposals for co-options to fill the vacant places.

Defer to next meeting.

069/23 Planning

a. To agree a response to Botley West Solar Farm Consultation (Paper 1)

Council resolved not to respond.

b. To note Planning Decision 23/02044/HOUSE and 23.01841.LBC (Paper 2)

Noted.

c. To note new licensing policy (Paper 3)

Noted.

070/23 Motion from Cllr Robertson that Council request from West Berkshire Highways Department that part of the one-way system return to two-way.

Background - I was reading a comment on one of the village FB groups about the one way system in the village. The more I thought about it, the more I thought she had a really good point. In a nut shell she was saying that part of the one way system was not fit for purpose now and ought to be changed back to two way. The section she was talking about was the road coming into the village from the Compton direction. When it come up to the current one way system all traffic has to turn left past the duck pond regardless to whether the traffic is going south or North onto the A34 or West Ilsley direction. If a small section of the road past the pubs and Abingdon road was made two way then all traffic from the Compton direction heading north would not need to be diverted round the village. That has to be a win-win for most of the villagers keeping northbound traffic out the centre of the village.

As we know with the housing development on the IAH site in Compton the village traffic will only increase. Changing that small section back to two way would make a huge difference.

Council agreed that the Clerk contact WBC Highways requesting a review. Cllr Culver suggested Paul Goddard was the officer to contact. **ACTION POINT**

071/23 To consider and agree a response to the West Berkshire Council Spending Proposals for 24-25.
It was resolved that Councillors should respond individually and highlight issues such as the failure to clear gullies which has exacerbated the recent flooding.

072/23 To consider and agree payment of invoices.

	Payee	Description	Method of Payment	Total Amount including VAT £	Budget Code	Budget Total £	Budget Balance £
Paid - expenditure previously approved at Council Meeting or urgent /regular payments							
1.	Google	Work Space Oct	DD	4.60	4064	550.00	289.80
2.	Google	Work Space Nov	DD	4.60	4064	550.00	285.20
	Lloyds Bank	MultiPay Card Sept	DD	3.00	4070	108.00	72.00
	Lloyds Bank	MultiPay Card Oct	DD	3.00	4070	108.00	69.00
	Lloyds Bank	MultiPay Card Nov	DD	3.00	4070	108.00	66.00
	Lloyds Bank	MultiPay Card Dec	DD	3.00	4070	108.00	63.00
3.	Castle Water	Allotments Nov	DD	28.72	4103	150,00	-66.14
For Approval							
4.	SLCC	Locum Clerk Fees August	BT	1,190.40	4000	6279.00	2833.87
5.	SLCC	Locum Clerk Fees Sept	BT	892.80	4000	6279.00	1941.07
6.	SLCC	Locum Clerk Fees Nov	BT	1,136.52	4000	6279.00	804.55
7.	AD Clark	Grass Cutting Aug	BT	343.65	4100	2500.00	781.75
8.	LMA	School Hall Hire July	BT	55.00	4215	500.00	445.00
9.	LMA	School Hall Hire Nov	BT	55.00	4215	500.00	390.00
10.	LMA	School Hall Hire Dec	BT	55.00	4215	500.00	335.00
11.	Triangle	Bins Aug	BT	376.20	4115	1200.00	402.00
12.	Triangle	Bins Nov	BT	376.20	4115	1200.00	25,80
13.	Triangle	Bins Dec	BT	78.00	4115	1200.00	-52.20
14.	LMA	Re-imburse Council SIM Card for Sept	BT	4.50	4064	550.00	280.70
15.	LMA	Re-imburse Council SIM Card for Oct	BT	4.50	4064	550.00	276.20
16.	LMA	Re-imburse Council SIM Card for Nov	BT	4.50	4064	550.00	271.70
17.	LMA	Salary Dec	BT	617.40	4000 4050	6279.00 100.00	287.15
18.	Fen Woods	Back Pay	BT	59.00	4000 4050	6279.00 100.00	228.15
All attached invoices have been checked as correct by the Clerk.							
Receipts							
Explanations							
I cannot access the MultiPay Account until the telephone number has been changed to the Council one. This cannot be done until I am account administrator.							

Council agreed the payments.

073/23 To consider and agree Village Light Re-imburement.

Council agreed payments be made. but queried the list and amounts which appeared to be out of date. Cllr Browne volunteered to send the Clerk the last list used with the previously approved increases. ACTION POINT

074/23 To consider Budget Proposal for 2024/25

East Ilsley Parish Council Budget Proposal 2024 - 2025

		Actual	Agreed	Projected
Income		2022 - 2023	2023 - 2024	2024 - 2025
1080	Bank Interest	£ 99.80	£ 372.00	£ 372.00
1090	Allotments	£ 250.00	£ 250.00	£ 250.00
1095	Donations Received	£ 1,152.00	£ -	£ -
1100	Rent	£ 145.00	£ 5.00	£ 5.00
1105	Stewardship	£ 1,809.00	£ 1,655.36	£ 1,655.36
1110	Grants Awarded	£ 8,404.87	£ -	£ -
1115	CIL Income	£ -	£ -	£ -
1125	HMRC Refunds	£ 88.69	£ -	£ -

Total Income	£ 11,949.36	£ 2,282.36	£ 2,282.36
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		Actual	Agreed	Projected
Expenditure		2023 - 2024	2023 - 2024	2024 - 2025
4100	Grounds Maintenance	£ 2,211.00	£ 2,500.00	£ 2,600.00
4103	Water	£ 96.36	£ 150.00	£ 250.00
4105	Footpaths & Ponds	£ 1,564.00	£ 2,000.00	£ 2,000.00
4106	Flood Defence		£ -	£ -
4110	Common Land	£ 930.66	£ -	£ -
4115	Litter Facilities	£ 1,003.55	£ 1,200.00	£ 1,300.00
4120	Allotments	£ 38.27	£ -	£ -
4121	Community Orchard	£ 51.54	£ 50.00	£ 55.00
4125	Playground	£ 13,256.88	£ 1,000.00	£ 1,000.00
4200	Courtesy Lights	£ 420.00	£ 420.00	£ 420.00
4205	EIC Parish Magazine	£ 540.00	£ 900.00	£ 900.00
4210	Subscriptions	£ 367.88	£ 350.00	£ 400.00
4215	Hall Hire	£ 405.00	£ 500.00	£ 500.00
4220	Insurance	£ 655.67	£ 700.00	£ 700.00
4225	Elections	£ -	£ 100.00	£ 100.00
4226	Defibrillator	£ 126.00	£ 135.00	£ 135.00
4000	Clerks Fees	£ 6,604.80	£ 6,279.00	£ 8,000.00
4005	Clerks Home Working	£ 857.88	£ 780.00	£ 780.00
4050	PAYE Tax	£ 57.54	£ 100.00	£ 1,200.00
	Pension	£ 187.04		
4055	Training	£ 200.00	£ 500.00	£ 500.00
4060	Stationery	£ 200.95	£ 200.00	£ 200.00

4064	Website & IT	£ 565.18	£ 550.00	£ 600.00
4065	Auditors	£ 550.00	£ 550.00	£ 600.00
4070	Bank Service Charge	£ 108.00	£ 108.00	£ 108.00
4107	Emergency Response Team	£ -	£ -	£ -
4144	S. 144 Expenditure	£ 690.27	£ 100.00	£ 100.00
4300	Chairmans Allowance	£ 50.00	£ 50.00	£ 50.00
4305	S.137 Expenditure	£ 3,090.00	£ 1,000.00	£ 1,000.00
4310	S. 145 Expenditure	£ 104.82	£ 500.00	£ 500.00
4315	Miscellaneous Expenditure	£ 64.40	£ 100.00	£ 100.00
4320	Donations Made	£ -	£ -	£ -
4325	War Memorial	£ -	£ -	£ -
	Speed Indicator Device	£ 1,605.50	£ -	£ -

Total Expenditure	£ 36,603.19	£ 20,822.00	£ 24,098.00
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	Actual	Projected	Projected
Summary	2023 - 2024	2024 - 2025	2024 - 2025
Total Expenditure	£ 36,603.19	£ 20,822.00	£ 24,098.00
Total Income	£ 11,949.36	£ 2,282.36	£ 2,282.36
Precept	£ 21,000.00	£ 18,539.64	£ 21,815.64

Summary / Proposal

- Recommend asking for a Precept of £22,000 (two equal payments of £11,000).
- Last year's Precept was £21,000; percentage increase = 10% up from last year.
- Currently we have **£12,996.62** in Ear Marked Reserves
- Do not have the Tax base yet.

Council Agreed the Budget and Precept Application to be submitted to West Berkshire Council.

075/23 To formalise job offer and consider and agree Employment Contract for Linda Morrison Allsopp
Formal offer made, contract signed and Standing Order Payment of salary agreed.

076/23 To consider and agree the re-appointment of Heelis and Lodge as this year's Internal Auditor.
Council agreed. **ACTION POINT**

077/23 Playground

- BMX ramp: Councillors to report back on what the ramp is made of and what quotes, if any, should be sought for the removal and restoration of the area.
Despite attempts to remove it is still in place. Councillors will go back with a front loader.
- To note Inspection schedule by the Equipment Supplier Defer to next to next meeting and agree to quotes being requested for next annual "RoSPA" safety check. Agreed. **ACTION POINT**

078/23 Speeding device shared with Compton Parish Council: Verbal report from Cllr Browne on the training and when Compton will start using.

Cllrs Robertson and Browne have completed training with three Compton Parish Councillors. The SID supplier provided the training. The equipment bolts to a structure. It requires Programming and stores the data gathered on the Cloud. It does not need to be manned, since it is

Wi-Fi operated. The Councillors will follow up when they are due to use it with the technically competent Councillor from Compton. The default setting of 30mph needs to be changed. Clerk to check with Insurers in case of theft. Needs more work than expected. ACTION POINT

079/23 D-Day Anniversary – 6th June 2024: To receive report from Cllr Pembroke and consider and agree how the Parish should participate in remembrance of the event.
Deferred to next meeting.

080/23 To receive the Clerk's report.

Bank Accounts

For the second time Unity Trust have refused to accept Cllr Pembroke's signature, so the form to change the administrator has had to be re-signed.

These problems have caused a lot of difficulties and an attempt to discuss this with Unity was blanked. I can only suggest that once I am set up as administrator, Cllr Pembroke is one of the Councillors removed and also one of the Councillors added, so Unity has his correct signature.

Playground Maintenance

I contacted C.J.M.SERVICES and authorised the work on the Zip Wire. No response so far to me.

Meeting Bookings

There was confusion re the payments for these so after discussion with the school I paid for the meetings in July, November and this evening. Re-imbusement already covered.

HMRC

Someone was trying to change the details on our account, multiple codes were received to the Clerk email address. I have contacted HMRC and ensured they have the new phone number and that my salary and the backdated increase for the previous Clerk can be submitted. I will bring payment by Stand Order to the next meeting.

077/23 To review any actions still to be completed not included in the agenda.

Actions			
	Description	Assigned to	Completed
1	Circulate New Cllr Training Guide	Clerk	✓
2	Community Engagement Working Party / Facebook Group,	Cllr Pembroke	Binned
3	Organise painting the Storage Container.	Cllrs Driscoll & Meadows	

Thanks to Carlyne on the Fly Tipping issue and material gathered and disposed by ABC.

081/23 Correspondence: Previously circulated.

082/23 To receive any further questions or comments from members of the public.
Adrian Abb survey of Parishes to go to New MP.

Next Scheduled Meeting of the Parish Council: 12th March 2024