

BRIGHTWALTON PARISH COUNCIL

Annual Meeting of the Parish Council Held Monday 12th May 2025 7.30pm in Brightwalton Village Hall

Present

Tim Wyatt	Chair	Katherine Moore	Community Coordinator
Annie Agnew	Councillor	Anna Britnor	Guest Village Hall Committee
Christine Delahunty	Councillor		
Sue Sayers	Councillor		
Faye Bates	Clerk		
Clive Hooker	Ward Councillor		

Absent:

Damien Goatley
Mike Cooper

Apologies: None

	Action
Meeting Started at 19:30	Clerk
10 Minute Open session: The library signs on the phone box have been swapped. The acrylic signs are missing, the PC do not know where these have gone.	
To elect the Chairman of Brightwalton Parish Council for 2025/2026: Cllr. Wyatt was nominated by Cllr. Sayers and seconded by Cllr. Delahunty. Cllr Wyatt signed the Declaration of Office.	
To elect the Vice Chairman of Brightwalton Parish Council for 2025/2026: Cllr Agnew was nominated by Cllr. Delahunty and seconded by Cllr. Wyatt. Cllr. Agnew signed Declaration of Office.	
Declaration of Interests: None. Apologies: As above	Resolved
Minutes: The minutes of the May meeting were agreed. Clerk to pass printed copy to Cllr Wyatt for signing.	
<p>Chairmans Annual Report: It has generally been a steady and quiet year for 2024 and 2025. We have had a couple of upsets which have affected the budget, one being the cherry trees on Brightwalton Hill being smothered, and some vandalism.</p> <p>The cherry tree issue was that the hedging around them had been allowed to grow out of control, this was due to a contractor letting us down repeatedly, this was remedied and everything was put right, however at a cost. Two things have come from this for me. Firstly, move quickly when a contractor lets you down and find reliable contractors to do the work. Secondly, as a PC we have to be mindful of the ongoing maintenance expenses taking on new projects. It is often stated that we should ask for volunteers, but this is often easier said than done.</p> <p>Vandalism is always sad to see in a small community like ours. This year we have seen the notice board on the Village Hall damaged and pulled from the wall necessitating its replacement. Noticeboards are surprisingly expensive. The one we have now is durable and has many years of service ahead of it.</p> <p>We also found that poles had been removed from the new goalposts and thrown into a hedge. Luckily they were found with no damage and put back in place.</p> <p>On a positive note, thanks to Councillor Clive Hooker, we were able to secure a members bid from West Berkshire Council to refurbish the phone box in the village, it was in a pretty poor state. It is now looking resplendent in its new red paint.</p> <p>I would like to highlight what is happening to the precept. As a PC we have tried to keep the precept down as low as we can. The fact is that our precept has been significantly lower than other parishes. For instance, Aldworth's is higher and they are a smaller village. Costs are going up significantly due to UK and world events outside of our control. This has had an impact on our savings account and meant that our budget is also extremely tight. We have no option but to raise the precept each year for the next couple of years in order to ensure that we can maintain the village to the standard you expect.</p> <p>I would like to thank the Councillors for their excellent work throughout the year. It is a voluntary role and sometimes a thankless task. I would also like to thank the myriad of volunteers who help at events like the village cleanup, and the fete, but also the "invisible" volunteers who do things around the village without fanfare, the verges around Butts Furlong and Dunmore Meadow are well kept, thank you!</p> <p>Finally thank you to Faye, our PC clerk who has been excellent throughout the year, and has kept me on track with the things I have needed to do!</p>	

Updates																																			
<p>West Berkshire Council- Councillor Hooker Update: The latest report can be found here: https://www.brightwalton.org.uk/brickletonnews/cllr-clive-hooker-wbc-march-2025-update Main updates; new CEO has been appointed at WBC. There are now 9 waste streams with black bins going to 3 weekly collections.</p> <p>Community Coordinator Update: Youth club is going well. On 12th May the YC walked across the fields to Chaddleworth which was enjoyed by all. Open gardens on 8th June, plans going well. Tickets and maps will be available from the church. The affiliation with Berkshire Youth is free of charge this year as the Bronze package is sufficient.</p> <p>All Saints PCC Update: None</p> <p>Village Hall Committee update: All of the committee are now trustees to the charity and there is a new Chairman. The village fete was a huge success, the village hall committee would like to thank everyone for attending and for all the support. The funds raised from the fete contribute towards running the village hall for the year.</p>																																			
Matters Arising																																			
<p>Annual Governance & Accountability Return (AGAR) 2024/2025: The findings from the internal audit report carried out by Claire Connell were considered and approved. The Annual Governance Statement was considered and approved. The accounting statement was considered and approved. Clerk to send required documents to External Auditor.</p> <p>Subscription to BALC/HALC/NALC: Approved.</p> <p>Insurance renewal: The clerk presented one quote to the council from Zurich for £396.10. This is the same insurance provider currently being used. Two other insurance companies were contacted, however, they have not yet responded. The quote from Zurich was approved. Policy to start from 30th June 2025.</p> <p>The following policies and procedures were reviewed and approved: Brightwalton Parish Council General Policies and Procedures Brightwalton Parish Council Standing Orders Brightwalton Parish Council Financial Regulations Brightwalton Parish Council General Risk Assessment Brightwalton Parish Council Complaints Policy</p> <p>Combi goal net damage: No update reported as Cllr. Cooper was absent.</p> <p>Annual Health and Safety Playground Inspection: The playground inspection report was reviewed. No urgent works required, the main points raised were; timber decaying, mesh fencing not secure, sharp edges on gate, exposed metal core on ropes and exposed foundations. Item for next agenda: playground maintenance.</p> <p>Tree survey: Only one quote has been received. Tactical Facilities Management quote approved for £550 exc VAT. Clerk to arrange.</p>		; Clerk Clerk MC Clerk Clerk																																	
Planning																																			
<p>To note: 25/00240/HOUSE- 1.5 storey extension, addition of dormers, and alteration to roof of existing dwelling (re submission of Application No. 20/02395/HOUSE). The Paddock, Brightwalton, Newbury, RG20 7BT. WBC GRANTED PERMISSION.</p> <p>To note: 25/00321/AGRIC Application to determine if prior approval is required for a proposed: New Building- Steel portal framed general purpose building. Land at Manor Farm at Junction of Long Lane and, Browns Lane, Brightwalton, Newbury. WBC GRANTED PERMISSION.</p>																																			
Finances																																			
<p>Outstanding invoices: RoSPA £100.80, BALC £89.90, Scofell £317.29 and Claire Connell £150. All approved.</p> <p>Monthly Finance Report: Clerk presented to the council, Cllr Wyatt signed forms for March and April. Clerk to file.</p> <p>Budget: The budget to date was presented to the council and approved.</p> <p>Payments and receipts made since the March meeting:</p> <p>Current account:</p> <table border="1"> <tr> <td>19/03/2025</td> <td>Imprint Inv 23492</td> <td>BACS</td> <td></td> <td>£</td> <td>77.00</td> <td></td> <td></td> <td></td> <td>£3,486.98</td> <td>Brickleton News</td> </tr> <tr> <td>19/03/2025</td> <td>TP Jones Accountants INV TPI/P1968</td> <td>BACS</td> <td></td> <td>£</td> <td>71.60</td> <td></td> <td>£</td> <td>14.32</td> <td>£3,401.06</td> <td>Clerk Wages & Payroll Admin</td> </tr> <tr> <td>28/03/2025</td> <td>Clerk Wages Quarter 4</td> <td>BACS</td> <td></td> <td>£</td> <td>1,215.24</td> <td></td> <td></td> <td></td> <td>£2,185.82</td> <td>Clerk Wages & Payroll Admin</td> </tr> </table>		19/03/2025	Imprint Inv 23492	BACS		£	77.00				£3,486.98	Brickleton News	19/03/2025	TP Jones Accountants INV TPI/P1968	BACS		£	71.60		£	14.32	£3,401.06	Clerk Wages & Payroll Admin	28/03/2025	Clerk Wages Quarter 4	BACS		£	1,215.24				£2,185.82	Clerk Wages & Payroll Admin	Clerk
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02.04.2025	Richard Boler INV PC0325	BACS		£ 250.00				£1,935.82	Playground Maintenance
02.04.2025	F. Bates Expenses for Microsoft	BACS		£ 70.83			£ 14.16	£1,850.83	Subscriptions
14.04.2025	HMRC VAT Return	BACS	£ 398.87					£2,249.70	Playground Maintenance
29.04.2025	West Berkshire Council	BACS	£ 6,600.00					£8,849.70	Precept

Savings account: None

Coordinator account:

10.03.25	Sumup Payout No 6	Sumup		£ 11.69				£10,304.04	Youth Club
17.03.25	Wages Inv026	BACS			£ 65.00			£10,239.04	Hours
17.03.25	Sumup Payout No 7	Sumup		£ 14.61				£10,253.65	Youth Club
24.03.25	Sumup Payout No 8	Sumup		£ 5.84				£10,259.49	Youth Club
31.03.25	Sumup Payout No 9	Sumup		£ 2.92				£10,262.41	Youth Club
07/04/2025	Sumup Payout No 10	Sumup		£ 17.54				£10,279.95	Youth Club
16/04/2025	Brightwalton Village Hall INV112	BACS			£ 66.00			£10,213.95	Youth Club
24/04/2025	K. Moore Inv 027	BACS			£ 123.50			£10,090.45	Hours

Bank Balances on 11th May 2025:

Current account £8,849,70

Savings Account £10,190.06

Community Account £10,099.27

CIL Balance £2,895.60 (included in the savings account balance).

Clerk Reports & Any Other Business

Clerk recruitment: Faye to write an advert for a new clerk.

Village housing: PC to write a letter to WBC housing team to discuss any vacant properties currently and in the future. The PC are aware of two families with local connections.

Park inspections for : June: Cllr. Wyatt, July: Cllr. Sayers, August: Cllr. Agnew. Councillors to send completed inspection reports to the clerk.

Items for next agenda: Playground Maintenance.

Ideas for Brickleton News: Open gardens on 8th June, photo of the refurbished phone box. Cllr Wyatt to write an article regarding the vandalism and the impact on the Parish Council funds.

Meeting closed at 21:00

The 2025 meetings will be held on:

14th July, 8th September and 10th November at 7.30pm