

BRIGHTWALTON PARISH COUNCIL

General Meeting Held Monday 11th March 2024 7.30pm in Brightwalton Village Hall

Present

Tim Wyatt	Chair	Sarah Youldon	Clerk
Christine Delahunty	Councillor	Anna Britnor	Guest – Village Hall Committee
Sue Sayers	Councillor	Clive Hooker	– Downland Ward Councillor
Annie Agnew	Councillor		
Damien Goatley	Councillor	Apologies	
Mike Cooper	Councillor	Katharine Matheson	– Churchwarden
Katherine Moore	Community Coordinator		

(7.30-8.30)

	Action
Declaration of Interests: None. Apologies: As above	Resolved
Minutes: The minutes of the January meeting were agreed. Clerk to pass printed copy to TW for signing	
Open Session	
<p>Cllr Hooker outlined the February report and updated on the recent full council meeting. Full report to be uploaded to website.</p> <p>Parishioner asked PC to consider an organised Litter Pick, the lanes up from the B4494 are constantly littered with 'lunch type' packaging. Agreed to tie this in with the National Big Spring Clean at the end of March. Consider whether families adopt a road or if we just run a Sunday morning session. Clerk to draft BNews article, complete risk assessment, agree date and sort equipment.</p> <p>Clerk to investigate No Littering signs for these areas, share options and costs with Councillors</p>	Clerk
Updates	
<p>Community Coordinator Update: Youth club turnout remains good. Good ticket sales for Cantemus concert. Hall booked for the summer holiday village brunch. KM also working closely with new Headteacher. Idea for a rain garden in school and also generally improving the outdoors sports facilities. Agreed DG will pay in the cash going forward, Youth Club and Quiz night cash handed over for paying in. Clerk to provide account details.</p> <p>Village Hall Committee: AGM held at the end of February, MA will continue as Chair, after 25 years already. VHC pleased to report that the online booking system is now up and running. Finances were positive, noted though, that maintenance including roof repairs will be required in near future. Cllr Hooker added that grants were available from WBC for village halls.</p> <p>VHC complained about the rubbish again from the adjoining property boundary. PC had already raised complaint with Stonewater Housing. Clerk to follow up again, also add damage to fence panels further round. Clerk to investigate costs of planting hedge screening and bring to May meeting for further consideration.</p>	DG Clerk
Matters Arising	
<p>Sports Equipment: Cost for a Second combination goal is £1,770.48 including delivery, excluding VAT Agreed £404.33 received from an historic charity account for playing field improvements, would be used for this. Also £277.60 profit from the Quiz night. Requiring a topping up of £1138.55 from CIL Funds leaving £4552.45. Purchase agreed. Councillors will need to organise construction. Clerk to order and arrange delivery to the Village Hall. Suggestion on basket ball hoop, agreed this is difficult with no suitable hard standing, PC open to suggestions.</p> <p>Telephone Box refurbishment: Quote of £315 agreed in principle, with funds coming from CIL pot. Clerk to check this includes fully stripping current paint, new primer and the phone box specific paint. ABG kindly agreed to supply power.</p> <p>Village Housing: New rural housing officer has been appointed in West Berkshire. Clerk has made contact and given PC feedback on the management of village housing and the lack of tenancy meeting the section 106 agreements. As already mentioned, complaint made with Stonewater Housing re boundary. DG on behalf of PC has been assisting with an individual tenancy case.</p> <p>BT LandLine Switch Off: Article published, no feedback received. PC still happy to assist individuals that need further assistance on this.</p>	Clerk Clerk DG

<p>Clerk Recruitment: PC agreed appointment of candidate interviewed earlier that evening. Agreed an offer of Local Council salary point 17. TW to make offer and agree details. Councillors and District Councillor, Clive Hooker, thanked Sarah for all her hard work and dedication. Sarah thanked all for gift and well wishes.</p> <p>Highways Update: Noted the closure on the B4494 due to flooding and surface damage. Cllr Hooker explained the general difficulties across the district with ongoing flooding and overflowing sewage.</p> <p>Declaration of Interest Forms: Completed, Clerk to scan and send to WBC Democratic Services. No feedback had been received on continuing the trench repairs outside the school, Clerk to follow up.</p> <p>APCM Arrangements: Clerk to give date for the Parish Meeting and all-welcome note for BNews and website (13th May).</p> <p>Ideas for Brickleton News November articles: Litter Picking</p>								TW																																																																																																																																																																																				
<p>Finances</p> <p>Current Account – balance at 5th Feb £3,901.66</p> <table border="1"> <tr> <td>02.02.24</td> <td>Imprint Colour</td> <td>BACS</td> <td></td> <td>£ 77.00</td> <td></td> <td></td> <td>£3,566.03</td> <td>Brickleton News</td> </tr> <tr> <td>02.02.24</td> <td>Expenses - Clerk</td> <td>BACS</td> <td></td> <td>£ 23.91</td> <td>£ 4.79</td> <td></td> <td>£3,537.33</td> <td>Clerk Admin Expenses</td> </tr> <tr> <td>02.02.24</td> <td>Penny Post Ad</td> <td>BACS</td> <td></td> <td>£ 40.00</td> <td></td> <td></td> <td>£3,497.33</td> <td>General Admin</td> </tr> <tr> <td>05.02.24</td> <td>Sports Funds from</td> <td>CR</td> <td>£ 404.33</td> <td></td> <td></td> <td></td> <td>£3,901.66</td> <td>Grants</td> </tr> </table> <p>Savings Account – balance at 5th Feb £13,408.16</p> <table border="1"> <tr> <td>05.12.23</td> <td>Account Interest</td> <td></td> <td></td> <td>£ 32.34</td> <td></td> <td></td> <td></td> <td>£ 13,368.17</td> </tr> <tr> <td>03/03/2024</td> <td>Account Interest</td> <td></td> <td></td> <td>£ 39.99</td> <td></td> <td></td> <td></td> <td>£ 13,408.16</td> </tr> </table> <p>Community Account – balance at 5th Feb £11,385.90</p> <table border="1"> <tr> <td>16.01.24</td> <td>Sum Up Payment</td> <td></td> <td></td> <td>£ 5.84</td> <td></td> <td></td> <td>£12,313.18</td> <td>Youth Club</td> </tr> <tr> <td>15.01.24</td> <td>Hall Hire YC Autumn and Spring</td> <td>BACS</td> <td></td> <td></td> <td>£ 550.00</td> <td></td> <td>£11,763.18</td> <td>Youth Club</td> </tr> <tr> <td>15.01.24</td> <td>Quiz Night Hall Hire</td> <td>BACS</td> <td></td> <td></td> <td>£ 44.00</td> <td></td> <td>£11,719.18</td> <td>General Events</td> </tr> <tr> <td>22.01.24</td> <td>Sum Up Payment</td> <td>Sum Up</td> <td></td> <td>£ 5.84</td> <td></td> <td></td> <td>£11,725.02</td> <td>Youth Club</td> </tr> <tr> <td>30.01.24</td> <td>Sum Up Payment</td> <td>Sum Up</td> <td></td> <td>£ 11.69</td> <td></td> <td></td> <td>£11,736.71</td> <td>General Events</td> </tr> <tr> <td>02.02.24</td> <td>Wages 12.00 hours</td> <td>BACS</td> <td></td> <td></td> <td>£ 144.00</td> <td></td> <td>£11,592.71</td> <td>Hours</td> </tr> <tr> <td>02.02.24</td> <td>Expenses Yout club</td> <td>BACS</td> <td></td> <td></td> <td>£ 40.59</td> <td></td> <td>£11,552.12</td> <td>Youth Club</td> </tr> <tr> <td>02.02.24</td> <td>Expenses Quiz Night</td> <td>BACS</td> <td></td> <td></td> <td>£ 135.26</td> <td></td> <td>£11,416.86</td> <td>General Events</td> </tr> <tr> <td>05.02.24</td> <td>Sum Up Payment</td> <td>Sum Up</td> <td></td> <td>£ 142.46</td> <td></td> <td></td> <td>£11,559.32</td> <td>General Events</td> </tr> <tr> <td>13.02.24</td> <td>Sum Up Payment</td> <td>Sum Up</td> <td></td> <td>£ 32.15</td> <td></td> <td></td> <td>£11,591.47</td> <td>General Events</td> </tr> <tr> <td>26.02.24</td> <td>Sum Up Payment</td> <td>Sum Up</td> <td></td> <td>£ 5.84</td> <td></td> <td></td> <td>£11,597.31</td> <td>Youth Club</td> </tr> <tr> <td>01.03.24</td> <td>Wages 15.5</td> <td></td> <td></td> <td></td> <td>£ 201.50</td> <td></td> <td>£11,395.81</td> <td>Hours</td> </tr> <tr> <td>01.03.24</td> <td>Expenses Quiz Night</td> <td></td> <td></td> <td></td> <td>-£ 37.86</td> <td></td> <td>£11,433.67</td> <td>General Events</td> </tr> <tr> <td>01.03.24</td> <td>Expenses Youth Club</td> <td></td> <td></td> <td></td> <td>£ 47.77</td> <td></td> <td>£11,385.90</td> <td>Youth Club</td> </tr> </table> <p>Actions:</p> <ul style="list-style-type: none"> - Clerk to set up agreed £250 donation towards churchyard upkeep to Brightwalton PCC. - £277.60 Quiz night profits to be transferred to PC general funds for purchase of goal. - £1138.55 of CIL funds to be transferred from savings to current account for purchase of goal. - Invoice raised to VHC for £250 for playing field mowing contribution. - VAT reclaim submitted for £699 at the end of February. - Noted that last year's auditor isn't replying to our emails or other clerks emails on completing the annual audits. Clerk will need to seek alternative internal auditor. - Clerk to update TSB account signatories and Barclays account signatories and correspondence address. 								02.02.24	Imprint Colour	BACS		£ 77.00			£3,566.03	Brickleton News	02.02.24	Expenses - Clerk	BACS		£ 23.91	£ 4.79		£3,537.33	Clerk Admin Expenses	02.02.24	Penny Post Ad	BACS		£ 40.00			£3,497.33	General Admin	05.02.24	Sports Funds from	CR	£ 404.33				£3,901.66	Grants	05.12.23	Account Interest			£ 32.34				£ 13,368.17	03/03/2024	Account Interest			£ 39.99				£ 13,408.16	16.01.24	Sum Up Payment			£ 5.84			£12,313.18	Youth Club	15.01.24	Hall Hire YC Autumn and Spring	BACS			£ 550.00		£11,763.18	Youth Club	15.01.24	Quiz Night Hall Hire	BACS			£ 44.00		£11,719.18	General Events	22.01.24	Sum Up Payment	Sum Up		£ 5.84			£11,725.02	Youth Club	30.01.24	Sum Up Payment	Sum Up		£ 11.69			£11,736.71	General Events	02.02.24	Wages 12.00 hours	BACS			£ 144.00		£11,592.71	Hours	02.02.24	Expenses Yout club	BACS			£ 40.59		£11,552.12	Youth Club	02.02.24	Expenses Quiz Night	BACS			£ 135.26		£11,416.86	General Events	05.02.24	Sum Up Payment	Sum Up		£ 142.46			£11,559.32	General Events	13.02.24	Sum Up Payment	Sum Up		£ 32.15			£11,591.47	General Events	26.02.24	Sum Up Payment	Sum Up		£ 5.84			£11,597.31	Youth Club	01.03.24	Wages 15.5				£ 201.50		£11,395.81	Hours	01.03.24	Expenses Quiz Night				-£ 37.86		£11,433.67	General Events	01.03.24	Expenses Youth Club				£ 47.77		£11,385.90	Youth Club	Clerk
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<p>Clerk Reports & Any Other Business</p> <p>Cherry Trees: Two trees needing to be replaced. Clerk to obtain cost in September and add to September agenda for agreement. Surrounding vegetation will also need to be cut back mid / late summer. Clerk to get cost and add to July / September agenda as required.</p> <p>Footpath: Gates replaced on footpath BRIG/20/01 at the Green. Gates have also been improved voluntarily by the landowner at BRIG/17/01.</p>								Clerk																																																																																																																																																																																				

Meeting closed at 21.15pm

The 2024 Meeting will be held: 13th May (AGM & Parish Meeting), 15th July, 9th September and 11th November 7.30pm

Signed: S K Youldon 12th March 2023

Brightwalton Parish Council Clerk – Sarah Youldon

Email: brightwaltonpc@btinternet.com

Minute Page Reference: 2024/