

BRIGHTWALTON PARISH COUNCIL

General Meeting Held Monday 15th July 2024 7.30pm in Brightwalton Village Hall

Present

Tim Wyatt	Chair	Katharine Matheson	Church Warden
		19:30-20:00	
Sue Sayers	Councillor	Katherine Moore	Community Coordinator
Damien Goatley	Councillor	19:30-20:00	
Annie Agnew	Councillor	Apologies	
Faye Bates	Clerk	Christine Delahunty	Councillor
Clive Hooker	Downland Ward Councillor	Mike Cooper	Councillor
	19:30-20:30	Anna Britnor	Guest Village Hall Committee

	Action
Declaration of Interests: None. Apologies: As above Chairman to sign Declaration of Office: Signed Minutes: The minutes of the May meeting were agreed. Clerk to pass printed copy to TW for signing	Resolved
Updates Cllr Clive Hooker Update: Outlined the July report, full report has been uploaded to the website. Reported on the shortage of planning application staff at WBC. Discussed ongoing housing issue in the village, Cllr Hooker will make contact with the housing team at WBC. Community Coordinator Update: KM reported that youth club has finished for this term and that a profit has been made. An idea for open gardens next year was discussed, decided to keep as a local event and an advert will be placed in Brickleton News in the future. A request was made from a MoP via KM for a pump track in the village, it was decided that the insurance would be an issue for this. Also discussed was the current location of the park and if it could be moved to the playing field; KM to raise again at a future meeting. KM requested to purchase a water butt- Approved Church Warden Update: Ongoing fundraising for works at the church to create a new room. Also being discussed is an idea to put the pews on wheels so they can be moved to create more room for events. The new Rector has drawn more people to the church.	Clerk
Matters Arising Telephone Box refurbishment: Clerk to request a quote to fully strip the paint, prime and repaint from another company. Village Housing: Clerk updated on latest communication; both Stonewater Housing and A2 Dominion Housing have acknowledged the Section 106 agreement. Cllr Hooker to pass on the contact details for WBC housing team so the PC can make direct contact. Cllr Goatley has agreed to draft an email to WBC. Repair works in playground and gates: A quote has been approved for the repairs for a total of £391.83+VAT, clerk to make contact and arrange the works. The cost can come from the CIL funds. Wood chippings for playground: Cllr Goatley to obtain a quote for wood chippings. One quote was presented to the council. Ideas for Brickleton News November articles: Village clean up date set for 3 rd November 2024- ask for volunteers to help. West Berkshire Council- Motion banning of pets as prizes across the district: Brightwalton Parish Council approved to support. Parish Council Email Address: Clerk updated on recent introductory session attended to start the process of changing to a .gov.uk domain. Clerk to obtain costs that this will incur.	Clerk DG Clerk DG Clerk
Planning No new planning applications.	
Finances External Audit update- All documents sent to the external auditor on 20 th May 2024 Insurance renewal- renewed on 1st July 2024 for £389.52 with Zurich. Review and update Parish council Regulations and Policies: Standing orders, Financial Regulations, Code of Conduct and General Policies and Procedures. Approved VAT Return: Submitted on 9th July 2024 for £889.87	

Brightwalton Parish Council Clerk – Faye Bates

Email: brightwaltonpc@btinternet.com

Minute Page Reference: 002/150724/PCM

Payments and receipts made since the May meeting, current account balance on 12th July £2,822.23:

13/05/2024	Claire Connell Inv 2017	BACS	£ 150.00				£7,913.51	Account Auditing
13/05/2024	Scofell Inv 33146	BACS	£ 264.41				£7,649.10	Mowing
16/05/2024	CO	DD	£ 35.00				£7,614.10	General Admin
16/05/2024	Transfer for top up DVG donati	Funds Transfer	£ 47.88				£7,566.22	Community Transfer
28/05/2024	Zurich Insurance Inv 533174622	BACS	£ 389.52				£7,176.70	Insurance
16/05/2024	Funds transferred in error for go	Funds Transfer		-£ 1,138.55			£6,038.15	
06/06/2024	Imprint Colour INV22474	BACS	£ 77.00				£5,961.15	Brickleton News
06/06/2024	Noticeboard Company INV 2187	BACS	£ 370.98			£ 74.19	£5,515.98	General Maintenance
06/06/2024	Scofell Inv 33369	BACS	£ 264.41			£ 52.88	£5,198.69	Mowing
06/06/2024	Scofell Inv 33146 VAT Missed on	BACS				£ 52.88	£5,145.81	Mowing
27/06/2024	Clerk wages Quarter 1	BACS	£ 1,291.49				£3,854.32	Clerk Wages & Payroll Admin

Savings Account balance on 12th July £11,724.84:

16/05/2024	Transfer CIL for goal posts-Transfer		£ 1,138.55		£ 11,680.62	Transfer
03/06/2024	Interest Paid 4th March-2nd	BACS	£ 44.22		£ 11,724.84	Interest

Community Account balance on 12th July £10,220.41:

15.05.2024	Sumup Payout No 15	Sumup	£11.69			£11,023.92	Youth Club
21.05.2024	Sumup Payout No 16	Sumup	£ 13.15			£11,037.07	Youth Club
28.05.2024	Brightwalton Village Hall Inv44	BACS		£ 55.00		£10,982.07	Youth Club
28.05.2024	Berkshire Reptile Encounters, Graham Martin	BACS		£ 200.00		£10,782.07	Youth Club
29.05.2024	Sumup Payout No 17	Sumup	£ 11.37			£10,793.44	Youth Club
03.06.2024	Sumup Payout No 18	Sumup	£30.85			£10,824.29	Youth Club
16.05.2024	Transfer from Current account for DVG donati	Funds Transfer	£ 47.88			£10,872.17	General Events
17.05.2024	Downland Volunteer Group Donation	BACS		£ 400.00		£10,472.17	General Events
02.04.2024	Sumup Payout No 10	Sumup	£18.02			£10,490.19	Youth Club
06.06.2024	Wages INV017 Hours 11	BACS		£ 188.94		£10,301.25	Hours
10.06.2024	Sumup Payout No 19	Sumup	£ 102.00			£10,403.25	Youth Club
18.06.2024	Sumup Payout No 20	Sumup	£ 25.28			£10,428.53	Youth Club
18.06.2024	Sumup Payout No 21	Sumup	£ 24.42			£10,452.95	Youth Club
02.07.2024	Sumup Payout No 22	Sumup	£ 5.85			£10,458.80	Youth Club

CIL Balance on 12th July £4552.45 (included in the savings account balance)

Clerk Reports & Any Other Business

Cherry Trees, Dunmore Pond and sightlines: Clerk to arrange a site visit with a grounds maintenance company and obtain quotes for cutting the hedge around the Cherry Trees, cutting back brambles around the path at Dunmore pond and cutting the sightlines around the village. Clerk to get quotes for new Cherry Trees to be planted.

Combination Goal: There has been a delay in building the new goal as some items were missing and incorrect in the delivery.

Drainage issue at the back of Butts Furlong: Stonewater Housing raised a work order on 10th June 2024.

Broken signpost at the top of Browns Lane: Cllr Wyatt to send a photo to the clerk so it can be reported to WBC.

Clerk Training: Two training courses for the clerk, run by HALC were approved. "What you need to know" £120+VAT and Budgeting for clerks £59+VAT.

Clerk

TW/Clerk

Meeting closed at 21.15pm

The 2024 Meetings will be held:

9th September and 11th November **7.30pm**

Signed: F Bates 16th July 2024