

**Minutes of the Meeting of the Council held on Wednesday 15<sup>th</sup> September 2021 at 7pm in  
Wickham Village Hall**

**Present:** Cllrs David Hunt (DH, Chairman), Martyne Ellard (ME), Henry Burgoyne-Probyn (HBP) and Paul Stanley (PS).

**In attendance:** Jennie Currie, Parish Clerk; District Cllrs Dennis Benneyworth and James Cole; 3 members of the public.

**21/001 Public Forum**

A resident from near Marsh Common requested that one of the paths on Marsh Common be redirected so that visitors do not end up approaching their property.

**21/002 Apologies for Absence**

Apologies for absence were received from Cllr Sam Kynaston (SK) and District Cllr Claire Rowles.

**21/003 Declarations of Interest from Councillors**

No declarations of interests were received.

**21/004 Councillor Vacancy**

Members noted that the Council had a vacancy which could be filled by co-option.

**21/005 Minutes of the ordinary meeting held on 7<sup>th</sup> July and the extraordinary meetings held on 22<sup>nd</sup> July and 4<sup>th</sup> August 2021**

**RESOLVED** That the minutes of the meeting held on ordinary meeting held on 7<sup>th</sup> July and the extraordinary meetings held on 22<sup>nd</sup> July and 4<sup>th</sup> August 2021 were signed as a true and accurate record.

**21/006 Marsh Common**

**i. Location of the second bench**

Cllrs Hunt and Stanley, along with the Clerk, met two residents at the Common before the meeting. The residents requested that the bench be installed either near the stream or at the end of the path beyond Marsh Cottage. Cllr Ellard suggested that no further work takes place on the Common until the spring and the location of the paths and second bench be reviewed during this time. Members supported this idea and would visit the Common over the winter. **ALL**

**ii. Contract for regular maintenance**

Tactical Facilities Management had not submitted a contract for the Council to consider. Cllr Ellard had received a quote from another contractor to cut the paths on the Common, they had suggested five cuts across a calendar year.

Cllr Ellard proposed to use Clayton Gardening for 2022 for path cutting. Cllr Stanley seconded the proposal.

**RESOLVED** that Clayton Gardening would be used to cut the paths on five occasions cross 2022 at £40 per cut. **ME**

Cllr Ellard reported on the diseased willow tree on the Common. Cllr Ellard proposed to use J. Hawkins Tree Surgery to remove the tree. Cllr Stanley seconded the proposal.

**RESOLVED** that J. Hawkins Tree Surgery would be used to remove the diseased willow tree at the cost of £450. **ME**

## 21/007 Public Rights of Way

### i. Welford B4000 Footpath

**RESOLVED** that the matter would be deferred to the next meeting.

### ii. Update on maintenance work to Welford Footpath 16/1 at Elton Farm

Members had been advised that as the Welford/16/1 footpath at Elton Farm had been diverted at the landowner's request there was a legal agreement in place between the landowner and the District Council that the landowner had to maintain the footpath.

## 21/008 Finance & Compliance

### i. Orders for payment

The following payments had been made since the July meeting:

Date	Name	Description	Chq No	Ref	Amount
25-Jun-21	S Coyle	June Salary	787		341.19
07-Jul-21	HALC	Berkshire ALC subscription	788		123.02
07-Jul-21	GMG	MUGA - May cut	789		50.00
07-Jul-21	Tactical Facilities	Bridge installation, sign installation, vegetation clearance & installation of 2 benches	790		1,689.36
07-Jul-21	Geosight	Boundary survey of Marsh Common	791		1,408.80
07-Jul-21	Autela	Payroll Services Apr-Jun	792		50.40
08-Jul-21	HMRC	PAYE Income Tax	793		126.00
25-Jul-21	S Coyle	July Salary	794		377.54
04-Aug-21	Wickham Hall	Village hall meetings on 7/07 & 22/07	795		40.00
26-Aug-21	Miss Group Ltd	Pickaweb/Hostek email & web forwarding service	BACS	1	11.99
31-Aug-21	S Coyle	August final salary - including holiday pay	BACS	3	666.68
31-Aug-21	S Coyle	Expenses - printer ink, stamps, sanitiser	BACS	2	45.22
31-Aug-21	GMG	MUGA - July cut	BACS	4	50.00

The following payments would be made:

15-Sep-21	J Currie	September mileage	ch796	5	18.00
14-Sep-21	J Currie	Reimbursements - EE & Office allowance	ch796	6	36.00
25-Sep-21	J Currie	Salary - September	ch796	7	338.35
05-Oct-21	HMRC	PAYE Months 4-6	BACS	8	179.60
13-Sep-21	Tactical Facilities	Path clearance 7 Sept 2021	BACS	9	66.00
31-Aug-21	GMG	MUGA - August cut	BACS	10	50.00
24-Aug-21	CJM Services	Refurbishment of telephone box	BACS	11	2,275.00

Cllr Stanley proposed the payments except for the payment for the telephone box which would be paid once the work was inspected. Cllr Burgoyne-Probyn seconded the proposal.

**RESOLVED** that the payments list be approved, subject to the telephone box being inspected.

**PS & Clerk**

### ii. Budget report

**RESOLVED** that the report be approved.

### iii. Payroll services

Cllr Hunt proposed that the Clerk takes on the payroll service rather than using an external contractor. Cllr Burgoyne-Probyn seconded the proposal.

**RESOLVED** that the Council's payroll service is undertaken by the Clerk at no additional cost.

**Clerk**

## **21/008 Finance & Compliance continued**

### **iv. Grant to the District Council's library service**

Cllr Hunt proposed a grant of £200 be awarded to the library service. Cllr Ellard seconded the proposal.

**RESOLVED** that a grant of £200 be awarded to the District Council's library service.

## **21/009 Receive Reports**

### **i. District Councillors' Reports**

Cllr Cole advised that the Police and Crime Commissioner would be releasing funds for additional speed detection devices.

Cllr Benneyworth advised that Parish Plan grants were still available and there were biannual rounds of Members Bids.

### **ii. Councillors' Reports**

Members requested that Parish Plans be added to a future agenda.

**Clerk**

Cllr Hunt requested that the Clerk checks the website hosting details to ensure his details were no longer held on the account.

**Clerk**

### **iii. Clerk's Report**

The Council had received an invitation from Greenham Trust for a representative to attend a Council meeting to explain the history and work of the Trust. Members asked the Clerk to arrange the presentation.

**Clerk**

## **21/010 Planning Matters**

Members noted the following applications:

21/02041/HOUSE Abbotstone, Lambourn Road, Weston – NO OBJECTIONS submitted

21/01439/HOUSE Halfway Manor House – GRANTED

## **21/011 Exclusion of press and public**

### **i. Exclusion of press and public**

Cllr Ellard proposed the exclusion of the press and public. Cllr Burgoyne-Probyn seconded the proposal.

**RESOLVED** that under Section 1, Paragraph 2 of The Public Bodies (Admission to Meetings) Act 1960 the press and public be excluded from the meeting for the following items of business because publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

### **ii. Negative report against the Parish Council which was made at a public meeting**

**RESOLVED** that the matter would be referred to the Monitoring Officer

## **Close of meeting**

It was noted that the next meeting of the Council would be held at 7pm, on Wednesday 3<sup>rd</sup> November 2021. There being no further business the Chairman declared the meeting closed at 8.45pm.

**Signed** \_\_\_\_\_ **Date** \_\_\_\_\_