

**Minutes of the Ordinary Meeting of the Council held on Wednesday 1st May 2024 at
7.15pm in Wickham Village Hall**

Present: Sam Kynaston, Martyne Ellard, Paul Stanley, Henry Burgoyne-Probyn, David Hunt.

In attendance Angela Boyce (Parish Clerk) and two members of the public.

Cllr Sam Kynaston welcomed everyone to the meeting.

- 1. To elect the Chairperson of Welford Parish Council** To elect the Chairperson of Welford Parish Council Cllr Burgoyne-Probyn, was proposed by Cllr Kynaston and seconded by Cllr Ellard. It was RESOLVED unanimously to elect Cllr Burgoyne-Probyn, as the Chairperson for 2024/2025.

Cllr Henry Burgoyne-Probyn, took over as Chair of the meeting.

- 2. To elect the Vice Chairperson of Welford Parish Council** Cllr David Hunt noted that he would be resigning from the position of Vice Chair and Councillor after 50 years of service on the Parish Council. The PC expressed their thanks to David for his time over the last 50 years. Cllr Ellard was proposed by Cllr Stanley and seconded by Cllr Kynaston. It was RESOLVED unanimously to elect Cllr Ellard as the Vice Chairperson for 2024/2025.
- 3. To complete the Acceptance of Office forms for both the Chairperson and Vice Chairperson.** RESOLVED The Chair and Vice Chair signed their acceptance of office forms.
- 4. To receive apologies for absence** Apologies were received from Cllr Sam Bell and District Councillors Denise Gaines, Dennis Benneyworth and Tony Vickers.
- 5. To receive any Declarations of Interest** There were none.
- 6. To confirm and sign the minutes of the meeting held on 6th March 2024** RESOLVED the minutes of the meeting held on 6th March were signed as a true and accurate record.
- 7. Matters Arising from the Minutes of the Meeting held on 6th March 2024**
7.1 Speedwatch Campaign update. Cllr Kynaston confirmed everything is set up, they are on the waiting list for the equipment, which is currently out on loan to another group. Once the equipment becomes available, they can start the campaign.
- 8. Open Forum**
A MOP asked how we were going to promote the Parish Assembly. It was noted that the agenda would be placed on the noticeboards and the website and possibly Facebook but there had been an issue with the access. There was a discussion regarding WhatsApp groups within the area but they are not related to the PC. The query was raised again regarding how the PC could better communicate the agenda. It was noted that regulations are followed and should someone be interested in the PC, then hopefully they would check the noticeboard, website or contact the Clerk.
- 9. Reports**
Chairs' Report. It was noted that the recently installed bench was looking good.

Clerks' Report. The Clerk thanked Cllr Kynaston for the last year as Chair and asked for a report which will be read out at the Parish Assembly.

District Councillors' Report. There were no District Councillors present.

- 10. **Risk Assessment update** to review and agree the Risk Assessment
- 11. **To discuss and approve the sub committees.** There was a discussion about the committees required. **RESOLVED** It was agreed that the following group would be formed. Cllr Burgoyne-Probyn , Cllr Ellard and Cllr Kynaston were elected as the committee members for the employee sub committee.
- 12. **To approve the appointment of the internal auditor.** The Parish Council approved Kennet Business Services as the internal auditor. Action: The Clerk to send year end documents to the internal auditor when they are ready and arrange an extra ordinary meeting to sign them off, if required.
- 13. **Dog Waste Contract** There was a discussion. Cllr Kynaston proposed changing to Tactical Service, Cllr Stanley seconded. It was agreed unanimously to move the existing dog waste contract away from WBC and move to Tactical Services. The Clerk to notify WBC and arrange a start date for Tactical Services to take over.
- 14. **Grant approvals.** To discuss and approve the following grant requests.
 - 14.1 **Community Grant Support for Literacy, ABC to read.** There was a discussion, however, due to the service not currently being used at the school in the parish, the PC agreed they were unable to offer a grant at this time but if that situation changed and there were a number of children in the school in the parish using the service they would reconsider the decision.
 - 14.2 **War memorial.** The Clerk circulated quotes. There was a discussion, Cllr Kynaston proposed and Cllr Henry Burgoyne-Probyn seconded. The Clerk to check if we can apply for a grant toward the cost, if unsuccessful the PC agreed to a grant of £690.20 plus vat, if the invoice was made out to the PC. The Clerk to notify Charles Puxley and arrange for the work to be carried out.

15. Planning

15.1 Applications

- 24/00432/HOUSE Stapeley House, Hoe Benham** Timber post and infill panel extension to side of existing brick garage and conversion of garage to garden room. Extension to form garden store, gym and car port. **There were no objections**
- 24/00552/FUL** Welford Park, Welford. Conversion and extension of existing dilapidated cart shed to form a new estate office. **There were no objections**
- 24/00553/LBC** Welford Park, Welford. Conversion and extension of existing dilapidated cart shed to form a new estate office. **There were no objections**
- 24/00817/HOUSE** The Old Barn, Baydon Road, Wickham. 1st floor extension (above existing ground floor), associated internal and external alterations. **There were no objections**


15.2 Decisions

- 23/02364/FUL** Halfway Cottage, Bath Road, Halfway. Change of use from grazing paddock to a 42m x 22m all weather surface riding arena. **Approved**

16. Finance Payments and receipts The following payments and receipts were approved.

16.1 Payments Business Current Account

02/04/2024	Wickham Village Hall - Hall hire	25
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Welford • Hoe Benham • Easton

 Weston • Wickham • Halfway

02/04/2024	P.C.C. WELFORD - Grass Cutting of Churchyard	600
02/04/2024	NO BUTTS BIN CO - Wickham Bench	612
02/04/2024	ANGELA BOYCE WAGES MARCH	495.87
02/04/2024	AMT SERVICES Inv 208 - Backboard fitting	30
02/04/2024	AMT SERVICES Inv 207 - Bench fitting	522
04/03/2024	Internal Transfer	1710.68
28/02/2024	ANGELA BOYCE WAGES FEBRUARY	443
26/01/2024	Wickham Village Hall - Hall hire	25

16.2

Receipts Business Savings Account

09/04/2024	INTEREST Received	4.24
11/03/2024	INTEREST Received	3.13
04/03/2024	Internal Transfer from	1710.68

- 17. Annual Assembly update** The Clerk had invited a group to come and do a talk but they are already engaged, so the Clerk will contact other groups to see if they can come and do a talk.
- 18. Parish Plan update** The PC had a discussion and have agreed to have a meeting, separate to the PC meetings, to go over the parish plan. The Clerk to check if the meeting room is available on 12th June.
- 19. To agree meeting dates for the year ahead.** The following dates were agreed for the year ahead.

- 3rd July 2024
- 4th September 2024
- 6th November 2024
- 8th January 2025
- 5th March 2025
- 7th May 2025 (Annual Meeting of the Parish Council)
- 28th May 2025 (Annual Parish assembly)

Close of meeting

There being no further business, the Chair declared the meeting closed at 8:15pm

The next Parish Council meeting will be held on Wednesday 3rd July 2024 at 7:00pm in Wickham Village Hall.