

MINUTES OF ENGLEFIELD PARISH COUNCIL

Minutes of the Parish Council Meeting held at Englefield Village Hall on Monday 28th June 2021

Present:

Cllr E. Crookes
Cllr M. Postles
Cllr R. Smith
Cllr L. Dennison

In attendance:

N. Rands (Clerk)

Apologies:

Cllr N. Wynne Jones

No members of the public present

1. Apologies

Apologies from Cllr N. Wynne Jones were noted

2. Declarations of Interest

Cllr Crookes and Cllr Dennison declared an interest in agenda point 10b due to their role as Trustees of the Village Hall CIO

Cllr Crookes declared an interest in agenda point 9 due to his role as Estate Director

3. Minutes

Minutes of the Parish Council Meeting held on 5th May 2021 were approved as a true record

4. Open forum for members of the public

No members of the public were in attendance

5. 2021/22 Financial Update

- The Clerk provided an overview of receipts and payments for the financial year to date.
- The Council noted that receipts and payments were currently broadly on budget.
- The Council resolved to not proceed with purchase of an additional dog waste bin at this point due to the fact that the requirement for an additional bin seems to have reduced. This will continue to be reviewed.

6. 2020/21 Annual Return

- i. The Council acknowledged receipt of the Internal Audit Report for financial year 2020/21
- ii. The Council approved the Annual Governance Statement for financial year 2020/21
- iii. The Council approved the Accounting Statements for submission for financial year 2020/21

7. Payments for Approval

The Council approved the following items for payment:

- i. HMRC – Council Administration Income Tax Q1 2021/22
£126.80

8. Payments Made

Council noted that the following payments have been made since the last meeting of the Council:

- i. Triangle Management – Dog Bin Maintenance April 2021
£22.50
- ii. Council Administration Salary & WFH Allowance May 2021 (+ miscalculated backpay)
£215.72
- iii. Came & Company – Parish Council insurance June 2020/1 – May 2022
£374.41
- iv. Hampshire Association of Local Councils - BALC Affiliation Fee 2021/22
£63.41
- v. Triangle Management – Dog Bin Maintenance May 2021
£18.00
- vi. Claire Connell – Internal Audit Fee 2020/21
£130.00
- vii. Council Administration Salary & WFH Allowance June 2021
£170.96

9. Planning Applications

- a) 20/01425/COMIND The Workshop, Englefield Estate Yard, The Street (Change of use) – The Council noted that planning permission had been granted
 - b) 20/01426/LBC2 The Workshop, Englefield Estate Yard, The Street (Listed building consent) – The Council noted that listed building consent had been granted
- Cllr Crookes provided an overview of the next steps for the Estate Yard project – currently in progress is a review of the planning conditions and definition of the high-level schedule of works

10. Englefield Village Hall

- a) An update was provided by Cllr Crookes on preparation to open Englefield Village Hall. Key points noted were:
 - The CIO was legally created on 6th May 2021
 - The lease of the hall from Estate commences on 1st July 2021
 - Trustees have been appointed and a Committee mobilised
 - Work is progressing to set-up the required governance structure and arrangements, agree hire fees and agreements, and establish a website
 - Open event is planned for Saturday 17th July 11:00-14:00
 - b) The Council resolved to make a donation of £500 to the Englefield Village Hall to support the set-up costs, as budgeted
- The Council agreed that future Parish Council meetings should be held in the Village Hall, for which the advertised rental fee should be paid.

11. Highway Winter Service Plan 2021/22

It was agreed that Cllr Crookes would submit comments in response to the proposed plan on behalf of the Council, and that feedback needs to include the request that the current gritting service is retained.

Action: Determine who is responsible for the two salt bins located in North Street – N. Rands

12. North Street Telephone Box

It was agreed that there was no available budget to support the cost of repainting the telephone box located in North Street.

Meeting finished at 19:15

Chairman: Date: