

MINUTES OF ENGLEFIELD PARISH COUNCIL

Minutes of the Parish Council Meeting held at Englefield Village Hall on Monday 3rd October 2022

Present:

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

In attendance:

N. Rands (Clerk)

2 members of the public present

1. Apologies

No apologies were received

2. Declarations of Interest

No interests were declared

3. Minutes

Minutes of the Parish Council Meeting held on 21st June 2022 were approved as a true record

4. Open forum for members of the public

No points were raised by members of the public

The Parish Council wished to acknowledge the sad death of Her Majesty The Queen and the accession of the new King Charles III.

5. Englefield Estate Update

Cllr Crookes provided an update on current Englefield Estate projects within the village of Englefield in his capacity as Estates Director.

Key points included:

- The Estate Yard project has commenced with the conversion of a listed building to the new estate office. The move from the current estate office is not likely to commence until Autumn 2023.
- The Village car park is nearing completion. The Estate are working closely with the school regarding the management plan for parking.
Action – Cllr Crookes to ensure plans are considered for surfacing of the roadside grass slip at the entrance to grazing field
- Village Shop – plans are in place to relocate and re-open the shop in the original shop space in the coming weeks

6. Financial Update

- a) The Clerk provided an overview of expenditure versus budget for year to date
Action – Cllr Dennison to review and confirm the quote provided for painting the phone box in North Street.
- b) The Council confirmed their intention to continue with the SAAA (Smaller Authorities' Audit Appointments) centrally procured external audit arrangements to act as external auditor for Englefield Parish Council
- c) The Council noted the update provided relating to recent correspondence with Lloyds Bank regarding the Parish Council banking arrangements

7. Contracts

The Council accepted the increased monthly charge for dog bin servicing from £3.75 + VAT per week to £4.05 + VAT per week

8. Payments for Approval

The Council approved the following items for payment:

- i. HMRC – Council Administration Income Tax Q2 2022/23
£105.00

9. Payments Made

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

- i. Englefield Village Hall – Hire fee 21st June 2022
£30.00
- ii. Triangle Management – Dog bin servicing June 2022
£18.00
- iii. Autela Payroll Services – Payroll Administration Q1 2022/23 and Year End Submission
£64.02
- iv. Council Administration Salary & WFH Allowance July 2022
£156.91
- v. Benyon Trust – Platinum Jubilee celebration
£327.72
- vi. Council Administration Salary & WFH Allowance August 2022
£156.91
- vii. Town & Parish Council Websites – Website hosting and maintenance October 2022 – October 2023
£160.00
- viii. Triangle Management – Dog bin servicing July-September 2022
£54.00
- ix. Autela Payroll Services – Payroll Administration Q2 2022/23
£51.61
- x. Council Administration Salary & WFH Allowance September 2022
£156.91

10. Councillor Vacancy

The Council discussed the application received for the current Councillor vacancy and agreed to meet to co-opt a Councillor into the vacancy on Monday 10th October 2022.

11. Planning Applications

- a) To discuss and agree a response to the following applications:
- 22/02116/FUL
Lambdens Farm, Lambdens Hill, Beenham – Proposed construction of a Fish Hatchery Building
The Council agreed to submit a response of ‘No objection’
- b) The Council noted that the following decisions have been received since the last meeting of the Council:
- 22/00053/FUL – Granted
Land opposite Englefield Garden Centre, The Street, Englefield
Erection of new shed and installation of compost toilet
 - 22/00804/HOUSE – Granted
St Marks House, Englefield
Replacement of existing conservatory and entrance porch
- c) The Council agreed not to comment as part of the pre-submission consultation period for the Tilehurst Draft Neighbourhood Plan
- Action** - Clerk to circulate the consultation information to Councillors

12. Date of Next Meetings

The dates of the next Council Meetings for 2022/23 were confirmed as:
Monday 10th October 6.30p.m.
Monday 9th January 2023 6.30p.m.
Monday 13th March 2023 6.30p.m.

Chairman: Date: