

# Inkpen Parish Council

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Draft Minutes of the meeting of the Council, held on Monday 27<sup>th</sup> January at 7:30pm at Inkpen Village Hall

Present: Councillor Bates (Chairman), Corne, Durham, Dr Thomas, Macinnes and Fisher

In attendance: Angela Boyce (Parish Clerk)

1. **To receive apologies for absence** Councillors Cox, and District Councillors, Dennis Benneyworth, Denise Gaines and Tony Vickers.
2. **To receive any Declarations of Interest** Members are reminded they should declare any known interests in any matter to be considered.
3. **Planning**
  - 3.1 Applications  
**24/02693/HOUSE** 6 Great Common Inkpen Hungerford RG17 9QR.  
Amendment of the existing floorplan as shown in the proposed drawings. New external door to the side of the property for access. Installation of window to side of property for new bathroom layout. Re-render and insulation to the front and side of the property and timber style cladding to the back of the property. Roof lantern/light installation to the existing flat roof. **There were no objections.**
  - 24/02792/HOUSE** Barn West Of The Old Rectory Lower Green Inkpen Hungerford.  
Repair and light-touch upgrading to barn and re-landscaping works to garden. **There were no objections.**
  - 24/02793/LBC** Barn West Of The Old Rectory Lower Green Inkpen Hungerford  
Repair and light-touch upgrading to barn and re-landscaping works to garden. **There were no objections.**
  - 3.2 Decisions There were none
4. **To confirm and sign the minutes of the meeting held on 11<sup>th</sup> November 2024** RESOLVED, the minutes of the meeting held on 11<sup>th</sup> November 2024 were signed as a true and accurate record.
5. **Matters Arising from the Minutes of the Meeting held on 11<sup>th</sup> November 2024**
  - 5.1 Website update. The website is still under construction, Cllr Corne is still working on it, it will be up and running soon.
  - 5.2 Laptop Update There was a discussion, the Clerk to obtain some new quotes and come back to the PC at the next meeting,
6. **To confirm and sign the minutes of the Planning meeting held on 2<sup>nd</sup> December 2024** RESOLVED, the minutes of the planning meeting held on 2<sup>nd</sup> December 2024 were signed as a true and accurate record.
7. **Matters Arising from the Minutes of the Planning Meeting held on 2<sup>nd</sup> December 2024** There were none.
8. **Open Forum** To receive any questions, comments, or representations from the public. The meeting will be suspended for a maximum of 15 minutes. Each member of the public is limited to 5 minutes. No decisions can be made by the Council during public question time. After this period, the meeting will be resumed.
9. **Reports**
  - 7.1 Chair's Reports The Chair noted WBC are looking at removing the village litter bins.
  - 7.2 Clerk's Report There was nothing to report.
  - 7.3 District Councillor's Reports There was nothing to report.
10. **Correspondence**
  - 8.1 To discuss recent correspondence regarding Box Cottage, Inkpen. There was a discussion regarding a recent decision regarding the listed building status. It was noted that the PC did not agree with the decision. Cllr Corne to write to the conservation team regarding the decision.
11. **Litter bin service** The Clerk received an email from WBC asking if they wanted to continue with the service for the new financial year. She also received an email from Tactical Services asking if the PC would like them to take over the litter bins. The Clerk to check what WBC are charging before making a decision. To be agreed at the next meeting.
12. **Budget 2025/26** There was a discussion, the budget to be agreed at the next meeting once the clerk had made the relevant adjustments.

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



- 13. Precept 2025/26** The Clerk circulated a budget, there was a discussion. It was agreed the precept would remain at £15,000 for the financial year 2025/26.
- 14. Auditors fees** There was a discussion regarding the PC accounts being audited by the current auditor with the fees being donated to the school. Cllr Thomas to speak to the current auditor.
- 15. WBC Service Delivery** The clerk received an email from WBC regarding a new service they are proposing. Asking whether the PC would want to pay an annual fee to WBC for the tree surveys and work to be carried out. There was a discussion, the PC would be interested in the service but require more information.
- 16. Inkpen Parish open Day** There was a discussion about the PC having a Parish Open day in the Spring for the whole village. The Chair will come up with some dates, to be agreed at the next meeting.
- 17. To confirm a date for the annual parish meeting** The date agreed was Tuesday 13<sup>th</sup> May 2025.
- 18. To discuss and confirm a date for the Parish assembly** The date agreed was Friday 11<sup>th</sup> April 2025.
- 19. Finance** The following payments and receipts were approved

**19.1 Payments**

Clerks Salary November	393.68
HMRC – PAYE Oct underpayment, Nov & Dec	218.40
Clerks Salary December	371.85
John Williams – Grass maintenance Q3 Oct – Dec	625.00

**19.2 Receipts**

Interest Sept	6.38
Interest Oct	6.18
Precept Part 2	7500.00
Interest Nov	5.57

- 20. Part 2.** To pass a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960 where publicity might be prejudicial to the special nature of the business. To exclude the press and public for the following reason.

**20.1 Clerks contract.** There was a discussion regarding the Clerks contract. It was agreed to employ the Clerk on a permanent basis.

**There being no other business the Chair declared the meeting closed at 8:57pm.**

**The next Parish Council meeting will be held on Monday 10<sup>th</sup> March, 7:30pm at Inkpen Village Hall.**

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