

Inkpen Parish Council



Draft Minutes of the meeting of the Council, held on Monday 8th September 2025 at 7pm in Inkpen Village Hall

Present: Councillor John Corne (Chairman), Mark Bates, David Thomas, Clare Macinnes and James Fisher.

In attendance: Angela Boyce (Parish Clerk) and 4 members of the public

1. **To receive apologies for absence** Apologies of absence were received from Councillor Mark Bates and Brian Cox and District Councillors Denise Gaines, Tony Vickers and Dennis Benneyworth.
2. **To receive any Declarations of Interest** There were no declarations received.
3. **Planning**
 - 3.1 **Applications**
 - 25/01825/HOUSE** | Single Storey Rear Extension | 4 Ingles Edge Inkpen Hungerford RG17 9PW. There was a discussion, there were no objections.
 - 25/01784/HOUSE** | Convert garage to annexe, add carport | Windrush Cottage Inkpen Hungerford RG17 9QY. There was a discussion, there were no objections, providing there were no further plans to extend the property and there was a covenant on,
 - 25/01708/HOUSE** | Proposed Extension over two floors with associated internal alterations | Orchard Cottage Craven Road Inkpen Hungerford RG17 9DZ. There was a discussion, The PC object on the basis of the size.
 - 3.2 **Decisions.** There were none.
 - 3.3 **To discuss planning applications received after the agenda has been published.** There were none.
4. **To confirm and sign the minutes of the meeting held on 16th June 2025.** RESOLVED, the minutes of the meeting held on 16th June were signed as a true and accurate record.
5. **Matters Arising from the Minutes of the Meeting held on 16th June 2025**
 - 5.1 **Defibrillators update** The Clerk noted the BHF defibrillator grant is now open. A resident from Craven Road has offered the PC to put a Defibrillator at their property. There was a discussion to put one in the Crown and Garter telephone box. The Clerk to contact the resident and apply for a grant from BHF.
 - 5.2 **Grant for Pond refurbishment, tree work and bench update.** The Clerk noted that there were some concerns regarding the previous grant approval for the pond work, so she went to HALC for advice, who came back and said the PC should revisit their decision as the grant does not meet the criteria. The Clerk has applied for a grant from Veolia for the tree work, the clerk to apply for a members bid for the bench.
6. **Open Forum** S/O were suspended at 19:48pm. There was a question regarding the amount of the grant that was given by the PC. The PC agreed for it to be added to the next agenda. S/O were reinstated at 20.02pm.
7. **Reports**
 - 7.1 **Chair's Reports** There was nothing to report.
 - 7.2 **Clerk's Report** The Clerk advised the vacancy is currently with WBC, if they come back confirming if no election is required. The clerk will advertise to co-op the vacancy.

Signed _____ Date _____

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- 7.3 District Councillor's Reports.** There was no report received.
- 8. Correspondence.** No correspondence was received.
- 9. Members bids grant** The Clerk obtained two quotes for 10 new tables for the Pavilion. There was a discussion, the PC approved for the clerk to apply for a members bid for the tables and the pond bench. Total project cost (excluding VAT) £1271.67 (£291.67 Bench and £980.00 Tables)
Total grant amount sought £890.16. If the members bid is not approved, the PC will discuss alternative funding.
- 10. PC website.** The clerk queried a charge of £25 per month for the website cost, it was confirmed this has been approved at a previous meeting.
- 11. Compliance with Assertion 10 (Digital & Data Standards)** The clerk noted, the new policy will need to be in place before the year end. The clerk is attending a training session in October and will update the PC at the next meeting.
- 12. 12.1 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.
The meeting was closed to the public at 20.21pm,

12.2 Clerks hours. At 20:25 the clerk left the meeting whilst the matter was discussed.

There was a discussion regarding the number of increased hours the clerk has done over the past 6 months. The PC agreed to make a one off payment to the clerk for an additional 20 hours.

The Clerk re-entered the meeting 20:30pm

There being no other business the meeting was declared closed at 20:32pm.

The next ordinary Parish Council meeting is on Monday 10th November 2025.

Signed _____ Date _____

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