

# INKPEN PARISH COUNCIL

Draft Minutes of the meeting of the Council, held on Monday 11<sup>th</sup> November 2024 at 7:30pm at Inkpen Village Hall

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

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

1. **To receive apologies for absence** Councillors Cox, Dr Thomas and Macinnes 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**  
**24/01418/FULMAJ** Oak Dean Inkpen. Erection of replacement dwelling and garage, following removal of existing; with associated parking, turning, landscaping, access, ecological enhancements and extension to residential curtilage. **There were no objections.**
  - 3.2 **Decisions** There we none
4. **To confirm and sign the minutes of the extraordinary meeting held on 16<sup>th</sup> September 2024** RESOLVED, the minutes of the meeting held on 16<sup>th</sup> September 2024 were signed as a true and accurate record.
5. **Matters Arising from the Minutes of the Meeting held on 16<sup>th</sup> September 2024**
  - 5.1 Draft questionnaire progress - There was a discussion, it was agreed that Cllr Durham will review the questionnaire and the PC will defer it at a later date.
  - 5.2 Email and website update – Cllr Corne is in the process of updating the website. He will keep the PC updated. In the meantime, The Chair has published a temporary website where details of the PC can be found. <https://www.inkpenvillagehall.org/inkpen-parish-council>. It was noted that the old website still contains old contact details. Action – The clerk to arrange for this to be removed.  
There was a discussion regarding the design statement on the website. Cllr Durham will look into updating the document.
6. **Open Forum** There was nothing to report.
7. **Reports**
  - 7.1 Chair's Reports. There was nothing to report.
  - 7.2 Clerk's Report. The Clerk noted that the members bids are currently open.
  - 7.3 District Councillor's Reports. There was nothing to report
8. **Correspondence**  
Email received regarding a tree being taken down in the village. The clerk spoke to WBC, this tree was taken down without permission, no further action required.
9. **PC laptop** To discuss and approve purchasing a new PC laptop. The clerk has been looking into laptops, it was narrowed down to 1. The clerk to look into a full cost of laptop and software and will report back to the PC at the next meeting.
10. **Advent Experience** To discuss and approve a contribution to the WBB Advent Experience. After a discussion the PC agreed they would not be in a position to contribute to the fund on this occasion.
11. **Salt bins** To discuss and approve a contractor to refill the salt bins. The clerk circulated the cost for WBC to refill the salt bins, £129.79 + vat per bin to refill. The Clerk informed the PC AMT services can refill the bins for a lower cost. There was a discussion, it was agreed to go with AMT Services.
12. **Rospa report.** To discuss the current playground inspection. The clerk circulated a recent Rospa inspection report. The Clerk will review the report. It was agreed for the clerk to look into a company to quote to come out and check the report and quote for the repairs.
13. **CIL** To discuss the Parish CIL receipts. The Clerk has emailed WBC regarding CIL receipts and is currently waiting for an update.
14. **Finance** The following payments were approved.
  - 14.1 **Payments**

Election costs	£80
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Signed \_\_\_\_\_ Date \_\_\_\_\_

# INKPEN PARISH COUNCIL

Clerks salary September and October	£703.25
HMRC PAYE September & October	£155.60
Village Hall hire (3 sessions)	£45
Grounds Maintenance	£625
WBC Bin collection and Rospa	£110.65
WBC Field Rent	£75

**There being no other business the Chair declared the meeting closed at 8:43pm.**

**The next Parish Council meeting will be held on Monday 27th January, 7:30pm at Inkpen Village Hall.**

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