

## **Minutes of the annual meeting of Cholsey Parish Council duly convened and held on Wednesday 4<sup>th</sup> May 2022 at 7.30pm at Cholsey Pavilion**

**Present were** Cllrs D. Bamford (Chair), K. Pomlett, R. Ford, P. Jenkins, M. Smith, I. Neill, G. Herbert, D. Seed, J. Finch, V. Bolt, and S. Park.

**Also present** the Clerk and one member of the public.

**1. To elect the Chair of the Council and to receive the Chairman's Declaration of Acceptance of Office**

Cllr Bamford was **proposed** by Cllr Neill and **seconded** by Cllr Jenkins **Carried**

Cllr Bamford signed the declaration of acceptance of office in the presence of the Clerk.

**2. To elect the Vice Chair of the Council and to receive the Vice Chair's Declaration of Acceptance of Office**

Cllr Bolt was **proposed** by Cllr Bamford and **seconded** by Cllr Jenny **Carried**

Cllr Bolt signed the declaration of acceptance of office in the presence of the Clerk.

### **Public Participation Session**

A representative from Cholsey United explained they would like to purchase some roll out goals to replace the current goal posts mostly for health and safety reasons (carrying the goals and the holes in the ground). In principle it was agreed to allow the goals.

**3. To receive apologies for absence**

Apologies were accepted from Cllr Dyer-Lynch.

Apologies were noted from Cllrs Hope-Smith and Smith.

**4. To receive any declarations of pecuniary or personal interest from Members**

There were none.

**5. To approve the minutes of the meetings held on 6th April 2022**

It was **resolved** to approve the minutes with one amendment.

Cllr Park to make a notice for planters.

**6. To appoint members to serve on the under mentioned Committees/Working Groups:**

a) Finance Committee – Cllrs Neill, Pomlett and Bamford

b) Personnel Working Group – Cllrs Bamford, Neill, Finch and Herbert

c) Communications Working Group Cllrs Pomlett and Seed

d) Environmental Initiatives Working Group – Cllrs Herbert, Seed, Hope-Smith and Richard Harding.

e) Neighbourhood Development Plan Working Group Cllrs Pomlett, Herbert, Ford, Park and Beryl Guiver, Emma Green and Colin Worley

f) Planning Working Group Cllrs Smith and Jenkins

g) Transport Initiatives Working Group Cllr Ford and members of CHEC.

**Proposed** Cllr Bamford **Seconded** Cllr Bolt **Carried**

**7. To discuss the management of Estate Matters**

Cllr Seed is working with the Clerk and Estate Manager towards a proposal for a future meeting.

**8. To approve and adopt the following:-**

- a) Standing Orders for Cholsey Parish Council.
- b) Financial Regulations for Cholsey Parish Council.
- c) Complaints policy
- d) Publication Scheme
- e) Risk Assessment
- f) Grants Policy

**Proposed** Cllr Bamford **Seconded** Cllr Bolt **Carried**

It was resolved to review each document over the coming months.

**9. To review the Council asset register**

Add planters. Review the walls?

It was **resolved** to confirm the asset register subject to adding the planters.

**10. To review the Council insurance policy and discuss/decide on alterations**

Include the skate park.

It was **resolved** to accept the insurance.

**11. To appoint an Internal Auditor.**

It was resolved to appoint IAC Consulting and to review the appointment once they have been in place for five years.

**12. To elect Parish Council Representatives to:**

- a) The Day Centre – Cllr Finch
- b) Cholsey 1000 Plus – Cllr Bolt
- c) The Youth Club – Cllr Bamford
- d) CCDT – Cllr Neill
- e) Pavilion Trust – Cllrs Bolt, Dyer-Lynch and Park.

**Proposed** Cllr Bamford **Seconded** Cllr Pomlett **Carried**

**13. To agree cheque signatories**

It was **resolved** to confirm Cllrs Neill, Bolt and Jenkins as signatories and add Cllrs Bamford, Pomlett and the Assistant Clerk and make all councillors able to confirm online payments.

**14. To note Estate Managers Report**

It was resolved the note the report. Cllr Seed to investigate labelling the allotments. One of the bus shelters is in serious need of repair and a bench.

**15. To consider planning applications as at 29<sup>th</sup> April 2021**

<b>P22/S1050/FUL</b>	Proposed new detached dwelling Land Adjacent to 1 Sandy Lane Cholsey. It was <b>resolved</b> to <b>object</b> to the application. Confirm if the tank has been removed.
<b>P22/S1462/HH</b>	Single storey side extension with rooflight over 43 Rothwells Close Cholsey. It was <b>resolved</b> to make <b>no comment</b> on the application.
<b>P22/S1569/HH</b>	Rear extension of coach house to provide relocated garage bay & associated works. The Hazels 12 Church Road Cholsey It was <b>resolved</b> to make <b>no comment</b> on the application.

**16. Finance**

The Clerk reported that the internal auditor has visited. Allotment payments are coming

Lucy Dalby Parish Clerk 01491 652255 [clerk.cpc@outlook.com](mailto:clerk.cpc@outlook.com)

The Parish Office, The Pavilion, Station Road, Cholsey

in. A full report will be available at the next meeting once the 2021-22 accounts have been finalised.

Website payment to be confirmed.

**17. Items for report or inclusion on next agenda**

- Jubilee poster to be added to the website
- Encourage members to respond to OCC Climate Change survey
- May Green Fair was very successful especially for CHEC
- Electric vehicle charging points
- Discharges into the Thames from Thames Water
- Graffiti on skate park and sign
- Concern about weedkilling by Bellway – speak to Mark – what is being used and is it being used correctly?
- Drone footage now available.

Cllr Smith joined the meeting.

- It was agreed to ask members to bring devices to share documents and images during meetings.
- Parking restrictions outside the shops
- Shared spaces for the Forty