

CHOLSEY PARISH COUNCIL

Minutes of the meeting duly convened and held on Wednesday 18th May 2022 at 7.30pm at The Pavilion, Station Road, Cholsey

Present were Cllrs D. Bamford (Chair), K. Pomlett, R. Ford, V. Bolt, J. Finch, J. Hope-Smith and G. Herbert.

Also present the Clerk.

18. To receive apologies for absence

Apologies were received from Cllrs Parks, Smith, Jenkins, Neill and Seed.

Apologies were accepted from Cllr Dyer-Lynch

Apologies for lateness were received from Cllr Herbert.

19. To hear questions or comments from members of the public (max 15 mins)

There were none.

20. To receive any reports from County and/or District Councillor

There were none.

21. To receive Declarations of Personal and Pecuniary Interest for any agenda items

Cllr Bamford declared a personal interest in the aerial photos.

22. To approve and sign the minutes of the meetings held on 4th May 2022

It was **resolved** approve and sign the minutes.

23. Neighbourhood Plan Update

Cllr Pomlett reported that the consultations have been completed. 119 residents attended. All regulatory bodies have been consulted. Responses are being collated and will be published on the website. This will feed into the plan which will need to be reviewed by council. To be presented at the meeting on 15th June.

24. To discuss Estate Manager's Matters

- **To agree contract to clear further allotment space at Cholsey Meadows**
It was resolved to accept the quote to clear the allotment space.
- **To consider employment on a short-term contract employee to make repairs to playground equipment**
It was resolved appoint the employee on a short-term contract at the same rate as the handyman to complete the work needed on the playground equipment.
- **To approve moveable goals for Cholsey United**
It was resolved to approve the storage of movable goals on the recreation ground by Cholsey United at their own risk.
- **To approve purchase of lawn mower**
It was resolved to purchase a lawn mower.

25. To discuss request from Complementary Health Centre for reserved spaces in the car park

It was resolved to create to reserved spaces for the CCHC during their working hours.

Mrs L. Dalby, Parish Clerk – 01491 652255

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Signage will be the responsibility of the CCHC.

26. To consider marking out parking spaces in the car park and signage

It was resolved to investigate marking out car parking spaces at the Pavilion to make more efficient use of the car park.

Cllr Herbert joined the meeting.

27. To discuss aerial pictures of the recreation field

Deferred to next meeting.

28. To consider s137 applications from

- The Cholsey Volunteers

It was agreed in principle to award the grant once the use of the grant has been clarified as this money will be vired from the Older Persons Worker Role and should cover the same services.

- Cholsey 1000 Plus for Jubilee Celebrations

It was **resolved** to award £500 to Cholsey 1000 Plus for the Jubilee Celebrations.

29. To approve purchase of email addresses

Cllr Pomlett reported 4 quotes had been sought. Only 2 came back with quotes. ASAP has quoted £152+ VAT per month for the emails and a one of installation charge of £1450+VAT. A policy is required for the use of the emails and share point. The other quote was considerably more expensive.

It was **resolved** to accept IT Software Update and 365 Migration & Ongoing IT Support Proposal from ASAP.

Proposed Cllr Pomlett **Seconded** Cllr Bolt **Carried** Unanimously

30. To approve payments

Payments made between meetings		
Assistant Clerk	Office Expenses	£61.70
HCI Data Ltd	Web domain	£142.80
HMRC	PAYE/NI	£736.59
Total		£941.09
Payments for agreement		
Hawthorn Pest Control	Pest control Feb/March/April	£504.00
Swift Digital	Photocopier Contract	£84.19
GLS	Office Supplies	£16.31
GLS	Office Supplies	£122.40
GLS	Office Supplies	£60.59
Big Sky Theory	Aerial Photos	£75.00
R&T Cleaning Services	Happy Hub Cleaning	£200.00
J Drewe	Grass Cutting	£1,295.00
Gallagher	Insurance	£1,789.77

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Balanced	Payroll	£54.00
HMRC	PAYE/NI	£738.49
HMRC	PAYE/NI	£0.39
D Seed	Expenses	£3.85
Resident	Allotment Refund	£1.00
C Hunt	Expenses	£32.23
Rialtas	Training	£660.00
Total		£5,637.22

AUTOMATIC PAYMENTS

Grundon	Waste Removal	£54.49
Nest	Pensions	£122.24
Virgin Media	Phone/Broadband	£71.32
Staff	Salaries March	£6,356.93
Total		£6,604.98

PAYMENTS RECEIVED

Residents	Allotment rents	£2,016.00
Chadwicks	Burial Fees	£1,540.00
Chadwicks	Burials	£570.00
TOTAL		£4,126.00

CURRENT ACCOUNT

Current Account Balance to date	£281,396.61
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RESERVES ACCOUNT

Reserves Account Balance to date	£24,911.35
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PROJECTS ACCOUNT

Projects Account Balance to date	£65,492.31
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It was resolved to approve the payments.

31. To approve adoption of Internal Control Policy

It was **resolved** to adopt the Internal Control Policy.

It was **resolved** that councillors would not meet any outside bodies on their own. It was noted that councillors can not individually award contracts they should be approved at meetings and the proper officer award the contract.

32. To consider planning applications as at 1st April 2022

P22/S1710/HH	Demolish rear extension walls. Proposed rear extension. 49 Station Road Cholsey It was resolved to make no comment.
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33. Items for report or inclusion on next agenda

- The next meeting will be 15th June.

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- Neighbourhood Plan
- Proposal for a regular surgery for the Parish Council at the community café.
- Results of Forty Consultation.
- Graveyard path
- 20 mph zone
- Transport questionnaire result
- Thames Report
- 2500 bricks have been collected for the path and work will hopefully begin in September.

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