**Minutes of the meeting duly convened and held on Wednesday 7th December 2022 at 7.30pm at The Pavilion, Station Road, Cholsey**

**Present were** V. Bolt (meeting Chair), J. Collins, P. Jenkins, L. Nixon, G. Herbert, K. Pomlett, J. Hope-Smith, M. Smith (from 8.15pm)

**Also present** C. Bird (Clerk); District Councillor Simpson; five members of the public (7.30-7.50pm); one member of the public with an interest in planning applications (8-9pm)

Start time: 7.30pm

End time: 9.45pm

1. **To receive apologies for absence**

Apologies were received from Cllr Bamford and Cllr Finch.

Cllr Neill has decided to step down from her role as Parish Councillor. There are currently three Councillor vacancies.

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

Five residents attended the meeting to speak about difficulties with street parking on Station Road. They had met with County Councillor Felix Bloomfield on 2nd December. Cllr Collins will contact Cllr Bloomfield about next steps.

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

District Cllr Simpson’s report was noted.

A report received by email from County Cllr Bloomfield was noted.

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

There were none.

1. **To approve and sign the minutes of the meeting held on 16th November 2022**

It was **resolved** to approve the minutes of the meeting held on 16th November and they were signed by Cllr Bolt.

1. **To note the Clerk’s Report**

The Clerk’s report was noted.

1. **To note the Estate Manager’s Report**

The Estate Manager’s report was noted.

Cllr Smith and the Estate Manager are continuing discussions with Bellway regarding issues with managing the Ilges Lane allotment hedge.

Regular tree surveys were discussed; frequency and costs will be investigated further by the Clerk and the Estate Manager.

A wooden kit bridge has been ordered to replace the damaged footbridge leading to the Millennium Wood. A permit is required from the Environment Agency before this work can be undertaken. It was agreed that the company supplying the bridge should apply for the permit on behalf of the Parish Council.

1. **To note the Finance Report**

Projected year-end 2022/2023 accounts were noted and a draft budget for 2023/2024 discussed, in preparation for agreeing the precept at the next Council meeting.

Thanks were expressed to the Clerk, Assistant Clerk and Finance Committee for their detailed work on the finances.

1. **To receive updates from Councillors on the Happy Hub, Warm Space and Youth Club**

Cllrs Nixon and Finch have begun meeting regularly with the Happy Hub Manager and Clerk to learn more about the Happy Hub and provide support on behalf of the Council.

Cholsey Warm Space sessions are up and running with more sessions and activities being planned for 2023.

Regrettably, having re-opened recently, the Youth Club has had to pause once more. Members of the community are busy looking at possible ways forward for the club.

1. **To consider planning applications as at 30th November 2022**

|  |  |
| --- | --- |
| P22/S3940/HH | Rear and side two-storey extension41 West End, Cholsey It was **resolved** to make no comment. |
| P22/S4109/HH | Rear single-storey extension10 Nicolls Close, CholseyIt was **resolved** to make no comment. |

1. **To note planning decisions**

|  |  |
| --- | --- |
| P22/S3351/HH | Replace flat garage roof with pitched roof3 Rowland Road, Cholsey **Granted by SODC** |
| P22/S3125/FUL | Public open space artwork (Bellway)Wallingford Road, Cholsey **Granted by SODC** |

1. **To discuss the field off Papist Way awaiting planning appeal decision**

We are awaiting the decision from the Secretary of State on the Leavesley appeal. Discussions continue among interested residents regarding the future of the field.

1. **To approve the provision of a Jubilee bench by Cholsey 1000+**

It was **resolved** to approve the provision of a Jubilee bench with inscription, organised and funded by Cholsey 1000+.

1. **To discuss purchase of a community noticeboard for Morrison’s Garage**

The garage is not within Cholsey Parish and there was some discussion as to whether a noticeboard would be used by local residents. It was agreed not to go ahead with this request.

1. **To approve payments**

The following payments were approved:

|  |  |
| --- | --- |
| Payments made between meetings | Notes |
| 1st class tree surgeons | Removal of tree on church roof | £450.00 | Authorised by email 24/11/22 |
| 1st class tree surgeons | Removal of tree on grave stone | £350.00 | Authorised by email 24/11/22 |
| Expenses | Reflectors for bollards | £11.99 | Authorised by email 24/11/22 |
| Expenses | MHSW supplies | £13.03 | Authorised by email 24/11/22 |
| Lime Stuff | Paint etc for tunnel | £266.90 | Funded by grant from GWR |
| Staff wages  | Nov-22 | £5,407.74 | Net pay |
|   |   |   |   |
|   |   |   |   |
| **Total** |  | **£6,499.66** |   |
|   |   |   |   |
| Payments for agreement |   |
| Benson Sawmill | Bollards for The Forty & other maintenance | £474.15 | Inc VAT |
| Cholsey PT | CHEC events - venue hire | £94.50 | Comes out of CHEC expenditure |
| 1st class tree surgeons | Removal of dangerous branches in rec | £480.00 | Inc VAT |
| HMRC | Employer & employee tax & NI | £551.53 |   |
| Nest | Pensions | £121.85 |   |
| Swift | Printer charges | £6.00 | Inc VAT |
| Balanced | Payroll | £54.00 | Inc VAT |
| CHEC expenses | Purchase of apple press & shredder | £100.00 |   |
| Rialtas | Finance software charges | £288.74 | Inc VAT. Inc £175 for 23/24 accounts |
|   |   |   |   |
| Total |   | £2,170.77 |   |
|   |   |   |   |
|   |   |   |   |
| AUTOMATIC PAYMENTS |   |
| Virgin | Broadband & telephone | £83.11 | Inc VAT |
|   |   |   |   |
| Total |   | £83.11 |   |
|   |   |   |   |
| PAYMENTS RECEIVED |   |
| NHS | Grass cutting £ for fairmile burial area | £1,633.32 |   |
| GWR | Funding for painting of tunnel | £670.00 |   |
| HMRC | VAT return 01/04/22-31/07/22 | £1,543.65 |   |
|   |   |   |   |
| TOTAL |   | £3,846.97 |   |
|   |   |   |   |
| PAYMENTS EXPECTED |   |
| HMRC | VAT return 01/08/22-31/10/22 | £5,070.56 |   |
|   |   |   |   |
| TOTAL |   | £5,070.56 |   |

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

Residents car parking concerns on Station Road

Councillors joining Finance and Personal Committees following the resignation of Cllr Neill

Precept request

Communications working group

Strategic plan

The next Parish Council meeting is scheduled for 11th January 2023.