



Draft Minutes of the meeting of the Council, held on Monday 10<sup>th</sup> March at 7:30pm at Inkpen Village Hall

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

In attendance: District Councillor Tony Vickers, Angela Boyce (Parish Clerk) and 1 member of the public.

1. **To receive apologies for absence** Councillors Cox, Corne, Durham, Dr Thomas and District Councillors, Dennis Benneyworth and Denise Gaines
2. **To receive any Declarations of Interest** There were none.
3. **Planning**  
There was nothing to report.
4. **To confirm and sign the minutes of the meeting held on 27<sup>th</sup> January 2025** RESOLVED, the minutes of the meeting held on 27<sup>th</sup> January were signed as a true and accurate record.
5. **Matters Arising from the Minutes of the Meeting held on 27<sup>th</sup> January 2025**
  - 5.1 **Website update.** The Chair will speak to Cllr Corne with a view to get the Clerk to take over the website.
  - 5.2 **Laptop Update.** There was a discussion, The clerk has looked into MS office package through IONOS for 7.99 per month. The PC agreed for the Clerk to purchase a new HP laptop.
6. **Open Forum** To receive any questions, comments, or representations from the public. The meeting will be suspended for a maximum of 15 minutes. Each member of the public is limited to 5 minutes. No decisions can be made by the Council during public question time. After this period, the meeting will be resumed.
7. **Reports**
  - 7.1 **Chair's Reports.** The Chair noted he has been made aware of a large number of chickens roaming around on the bridleway, near the common, towards Heads Lane. The PC will remind residents that they should be in keeping with regulations, regarding their animals in public places and keeping them safe.  
The Chair noted, the residents from Upper Green have asked the PC for a grant for tidying of the pond, tree work and a new bench, for £1000. It was agreed to put this on the next agenda for approval. The Clerk will check if they can apply for a grant through AONB or a members bid. The Chair discussed having an annual village clean up and asking local nurseries for donations of flowers and plants to plant around the village including a litter pick. To be looked into.
  - 7.2 **Clerk's Report.** The Clerk informed the PC of the sad news of the passing of Jo Naylor, The Communities Together Officer at WBC. Jo was a great help to the PC and will be sadly missed. The Clerk will send on the PC's condolences on to WBC.  
The Clerk noted she had received a grant application from Inkpen Church requesting an annual donation for the bulletin for £400. The PC agreed in principle as this has been included in the budget. It will be added to the next meeting agenda and the payment will be raised in May.
  - 7.3 **District Councillor's Reports.** S/O were suspended 8.05pm DC Vickers noted he will be calling in the planning application for Trapps Hill under the heritage value. Cllr Vickers noted about assets of community value in view of the PC of a local community group looking at turning the Swan Pub into a community asset. He will send an email to the clerk to circulate to the PC. There was a discussion regarding mains sewage and drainage in the village. There was a discussion about the upcoming highways maintenance in the village. Cllr Vickers discussed No Name roads. S/O were reinstated 8.37pm.
8. **Correspondence**

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



9. **Litter bin service** There was a discussion, the PC approved to take away the litter bin emptying service for 2025/26 for the two bins at the Pavilion, away from WBC and moving it to Tactical Services from 1<sup>st</sup> April. The clerk to notify the contractor and WBC.
10. **Budget 2025/26** There was a discussion. The Clerk to make some amendments. The Budget for 2025/26 financial year was agreed.
11. **Auditors fees** The Clerk spoke to KBS who have agreed to do the Audit for the cost of £50. There was a discussion, the PC agreed to go ahead.
12. **WBC Service Delivery** To discuss WBC Service Delivery. The Clerk circulated a document from WBC proposing that they take over certain services within the parish, like tree services and library services. There was a discussion, the PC would like further information and clarification before making a decision. The clerk to get clarification from WBC.
13. **Inkpen Parish open Day** There was a discussion, it was agreed that the PC would hold an open day on Sunday 18<sup>th</sup> May from 10am – 2pm. The clerk to contact local groups to come to the open day.  
**District Councillor Vickers left the meeting**
14. **Inkpen Bulletin.** The Chair will pass over the Information for publication to the Clerk, for her to take over the monthly bulletin article.
15. **Finance** The payments and receipts for the previous month were approved (report attached).

**There being no other business the Chair declared the meeting closed at 9:04pm.**

**The next Parish Council meeting will be the Annual meeting of the PC, held on Tuesday 13<sup>th</sup> May, 7:30pm at Inkpen Village Hall.**

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