

West Ilsley Parish Council

Correspondence Address: Wilkins Centre, Burrell Road, Compton, Newbury, RG20 6NP

Meeting address: West Ilsley Village Hall, Main Street, West Ilsley, RG20 7AJ

Clerk@WestIlsley.org

To: All Members of West Ilsley Parish Council

All Councillors are hereby summoned to attend the following meeting.

Please inform the Clerk if you are unable to attend.

Notice of Meeting

MEETING: Full Council

DATE & TIME: Tuesday 12th July 2022 at 7:30pm

PLACE: West Ilsley Village Hall, Main Street, West Ilsley, RG20 7AJ

Due to the recent rise in COVID cases, the Council politely requests that all Councillors and Members of the Public attending this meeting wear face coverings unless you have a formal exemption.

Due to ventilation requirements, please note that doors will be left open where possible so please dress accordingly.

Members of the Council and any Members of the Public attending are requested to ensure they only attend if they:

- Are not currently suffering from any COVID symptoms, nor have been asked to isolate or quarantine or are feeling unwell.
- Have not suffered any COVID symptoms in the last 7 days.

S. Marshman

Dr. S. Marshman, PSLCC, Clerk to the Council

6th July 2022

Agenda

1. To receive, and consider for acceptance, apologies for absence from Members of the Council
2. To receive any declarations of [Disclosable Pecuniary Interests, Other Registerable Interests or Non-Registerable Interests](#) and to consider any Requests for Dispensation
N.B. Councillors should confirm the category of interest that is being declared.

3. To receive:
 - 3.1 Questions or comments from members of the public regarding items on the agenda¹
 - 3.2 Representations from any member who has declared a [Disclosable Pecuniary Interest, Other Registerable Interest or Non-Registerable Interest](#)
4. To approve the [Minutes of the Parish Council Meeting held on 14th June 2022](#)
5. To discuss any matters arising from the Minutes of the previous meeting
6. To consider the following new planning applications and receive an [update on planning application responses and decisions](#)
 - [22/01312/LBC2 Tythe End, Main Street, West Ilsley, RG20 7AJ](#) - Installation of an Air Source Heat Pump (ASHP) to replace the existing electrical system/boiler
 - [22/01509/LBC2 Downs House, Main Street, West Ilsley, RG20 7AA](#) - Installation of CCTV camera.
7. Finance:
 - 7.1 To consider approving the payments listed on the [Finance Report](#)
 - 7.2 To note the most recent bank reconciliation
 - 7.3 To receive any reports from the Internal Controller
 - 7.4 To receive the most recent [Quarterly Budget Report](#) (*where applicable*)
8. To consider quotes to replace the fencing around the play area
9. To consider appointing an internal auditor for the 2022/23 financial year
10. To review the following policies:
 - [Scheme of Delegation](#)
 - [Health and Safety Policy](#)
 - [Vexatious Complaints Policy](#)
 - [Document Retention Policy](#)
 - [Temporary Scheme of Delegation](#)
11. To discuss matters for future consideration or for information

Date of next Meeting:

Full Council: Monday 12th September 2022 in the Village Hall

¹ Members of the public are permitted to make representations, answer questions and give evidence in respect of any item of business included in this agenda. The designated time will be 12 minutes, with no longer than 3 minutes per person. This time may be extended at the discretion of the Chairman. A question shall not require a response at the meeting nor start a debate. The Chairman of the meeting may direct that a written or oral response be given after the meeting. (Standing Orders 3e-h) Comments or questions not related to an item on this agenda should be notified to the Clerk for consideration by Council for possible inclusion on a future agenda.

Supporting Documents

Agenda Item 2: Declarations of Interests

DPI = Disclosable Pecuniary Interest

ORI = Other Registerable Interest

NRI = Non-Registerable Interest

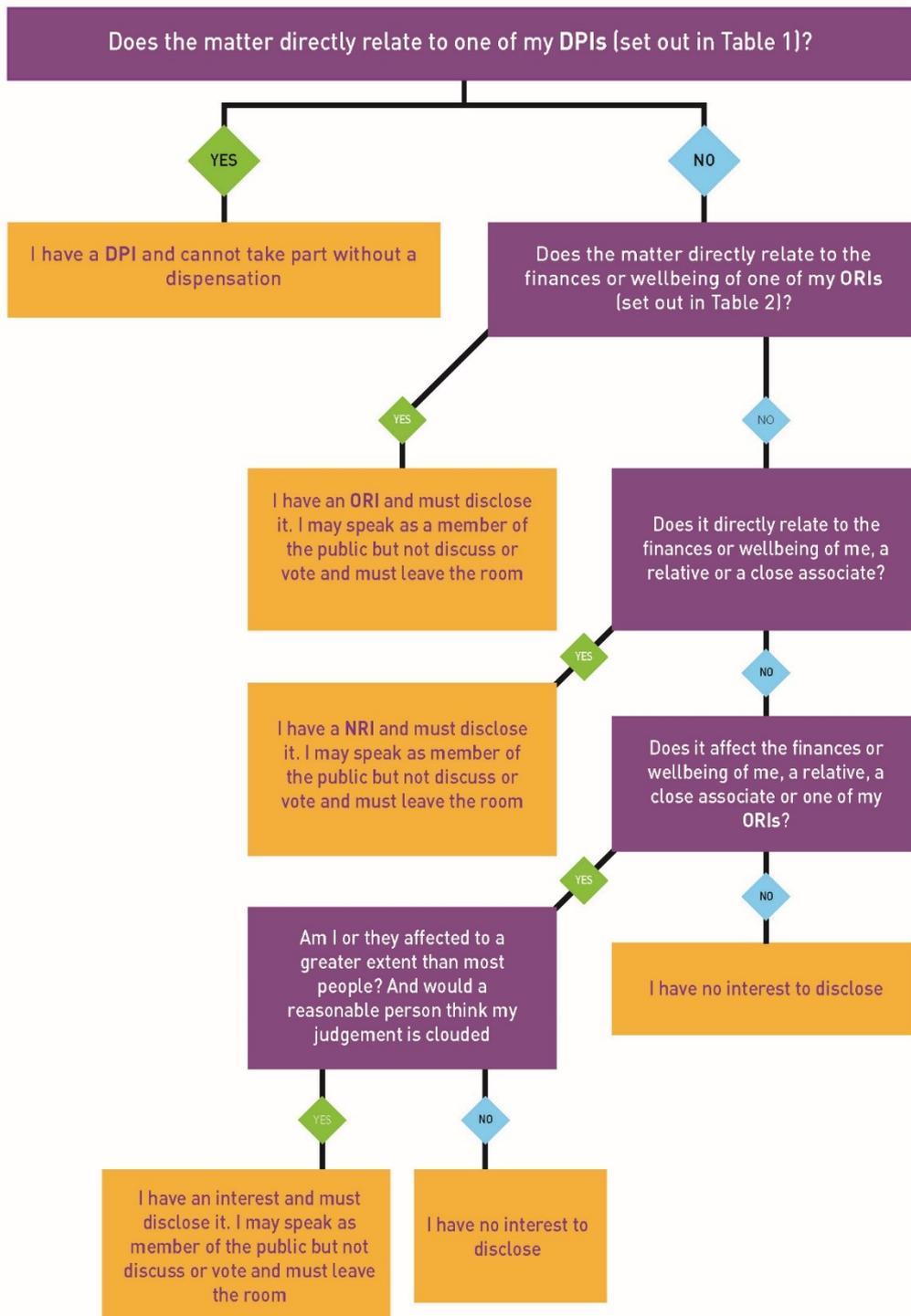


Table 1: Disclosable Pecuniary Interests

Subject	Description
Employment, office, trade, profession or vocation	Any employment, office, trade, profession or vocation carried on for profit or gain.
Sponsorship	<p>Any payment or provision of any other financial benefit (other than from the council) made to the councillor during the previous 12-month period for expenses incurred by him/her in carrying out his/her duties as a councillor, or towards his/her election expenses.</p> <p>This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.</p>
Contracts	Any contract made between the councillor or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners (or a firm in which such person is a partner, or an incorporated body of which such person is a director* or a body that such person has a beneficial interest in the securities of*) and the council — (a) under which goods or services are to be provided or works are to be executed; and (b) which has not been fully discharged.
Land and* property	Any beneficial interest in land which is within the area of the council. 'Land' excludes an easement, servitude, interest or right in or over land which does not give the councillor or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners (alone or jointly with another) a right to occupy or to receive income.
Licenses	Any licence (alone or jointly with others) to occupy land in the area of the council for a month or longer
Corporate tenancies	Any tenancy where (to the councillor's knowledge)— (a) the landlord is the council; and (b) the tenant is a body that the councillor, or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/ civil partners is a partner of or a director* of or has a beneficial interest in the securities* of.
Securities	Any beneficial interest in securities* of a body where— (a) that body (to the councillor's knowledge) has a place of business or land in the area of the council; and (b) either— (i) the total nominal value of the securities* exceeds £25,000 or one hundredth of the total issued share capital of that body; or (ii) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which the

	councillor, or his/ her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners have a beneficial interest exceeds one hundredth of the total issued share capital of that class.
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* 'director' includes a member of the committee of management of an industrial and provident society.

* 'securities' means shares, debentures, debenture stock, loan stock, bonds, units of a collective investment scheme within the meaning of the Financial Services and Markets Act 2000 and other securities of any description, other than money deposited with a building society.

Table 2: Other Registerable Interest

You must register as an Other Registerable Interest:

- a) any unpaid directorships
- b) any body of which you are a member or are in a position of general control or management and to which you are nominated or appointed by your authority
- c) any body
 - (i) exercising functions of a public nature
 - (ii) directed to charitable purposes or
 - (iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union) of which you are a member or in a position of general control or management

Agenda item 6: To receive an update on planning application responses and decisions

West Ilsley Parish Council has responded to the following planning applications using delegated powers since the previous meeting:

Application Reference	Location	Proposed Work	Parish Council Response
None			

West Berkshire Council has confirmed the following decisions since the previous meeting:

Application Reference	Location	Proposed Work	Decision
None			

Agenda Item 7: Finance

Finance Report

Status at last bank reconciliation 30th June 2022	£53,026.32
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Income	Amount
None	£0.00
Total	£0.00

Payments to be approved

Payment Date	Payee	Payment Detail	Amount
None			£0.00
Total			£0.00

Quarterly Budget Report

	Q1	2022/23 Total	Budget	%
Income				
Precept	£5,350.00	£5,350.00	£10,700.00	50.0%
Grants & Donations	£0.00	£0.00	£0.00	-
Total Income	£5,350.00	£5,350.00	£10,700.00	50.0%
Expenditure				
Administration				
Subscriptions/Fees	£73.52	£73.52	£165.00	44.6%
Insurance	£451.75	£451.75	£420.00	107.6%
Audit fees	£242.50	£242.50	£535.00	45.3%
Office Equipment	£2.94	£2.94	£25.00	11.8%
Training	£0.00	£0.00	£100.00	0.0%
Staffing Costs/Expenses	£95.40	£95.40	£400.00	23.9%
Meeting Rental	£0.00	£0.00	£120.00	0.0%
Software Fees	£47.96	£47.96	£204.00	23.5%
Election Fees	£0.00	£0.00	£0.00	-
WiFi	£0.00	£0.00	£300.00	0.0%
Total Administration	£914.07	£914.07	£2,269.00	40.3%
Website				
Maintenance	£0.00	£0.00	£100.00	0.0%
Hosting	£10.00	£10.00	£140.00	7.1%
Website Total	£10.00	£10.00	£240.00	4.2%
Playground				
Annual Inspection	£70.00	£70.00	£120.00	58.3%
Maintenance	£0.00	£0.00	£1,000.00	0.0%
Playground Total	£70.00	£70.00	£1,120.00	6.3%
Village Maintenance				
Defibrillator	£0.00	£0.00	£250.00	0.0%
Mower Service	£0.00	£0.00	£150.00	0.0%
Flood Mitigation Works	£0.00	£0.00	£1,000.00	0.0%
Tree Works	£0.00	£0.00	£300.00	0.0%
War Memorial Repairs	£263.00	£263.00	£1,700.00	15.5%
Village Maintenance Total	£263.00	£263.00	£1,700.00	15.5%
Staff Employment Costs	£990.26	£990.26	£4,000.00	24.8%
Other				
Village Hall Window Works	£0.00	£0.00	£5,620.00	0.0%
Donation to Library Service	£0.00	£0.00	£130.00	0.0%
Other Total	£0.00	£0.00	£5,750.00	0.0%

Total Expenditure	<u>£2,247.33</u>	<u>£2,247.33</u>	<u>£15,079.00</u>	<u>14.9%</u>
Surplus/Deficit	<u>£3,102.67</u>	<u>£3,102.67</u>		
Cash Account Balance at End of Quarter	<u>£53,026.32</u>			