



Kingsclere Parish Council

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www.kingsclere-pc.org.uk

23rd April

SUMMONS issued under LGA 1972, Sch 12 para 10(2)

Councillors a Meeting of Kingsclere Parish Council will be held on **Monday 29th April 2024 at 7:30pm at The Main Hall, The Village Club**, at which your attendance is required.

- Clerk to the Council

Agenda of the Ordinary Meeting of Kingsclere Parish Council

1. To receive and accept members apologies
2. Declarations of interest
3. Minutes – to accept as a true record:-
 - 3.1. Minutes of Ordinary Meeting [Monday 25th March 2024](#)
 - 3.2. Minutes of Personnel, Procedure and Policy Meeting [Monday 8th April 2024](#)
 - 3.3. Minutes of Finance and Establishment meeting [Monday 15th April 2024](#)
4. Questions from the Public – to receive questions, planning representations, or comments.
The meeting will be suspended for a maximum of 15 minutes and each member of the public will be allowed no more than 3 minutes to speak. No decisions can be made by the Council during this time. After this period the meeting will be resumed, and members of the public may only speak when invited to do so. Members of the public are welcome to stay for the remainder of the meeting.
5. Chairman's Remarks
6. Clerks Report
7. Tennis Club -
 - 7.1. Lease – Update and to retrospectively agree the new lease for a 15 Year Term 15th April 2024
 - 7.2. Invoice - Approve the invoice of £1000 Plus VAT for the Legal Work to Talbot Walker
 - 7.3. Registration of Lease with Land Registry by Tennis Club update
8. Bowls Club
 - 8.1. 2025 Lease Update on discussion with Bowls Club re lease expiry Sept 2025, moving forward. CM
 - 8.2. Approve Invoice for £1006.00 Plus VAT for Legal work and disbursements to Talbot Walker
 - 8.3. Bowls Club Insurance – discussion on insurance cover
9. Biodiversity from APM – initial debate on any projects requested by CM
10. Borough Councillor – to bring forward Borough matters
11. County Councillor – to bring forward County matters
12. Clerk new Laptop Approve expenditure from Office Refurbishment budget FE approved £699 / order update.
13. CCLA Account Transfer from Barclays – Retrospective approval of the transfer of £50k from KPC's Barclays account to the new CCLA. FE Meeting approval

Distribution: Cllrs: D Conquest; S Gaines; H Jonas; C Mussett; N Peach and R Peach;

Borough Cllrs: M Bound; K Morrow; K Rhatigan. County Cllr: T Thacker.

Copies to: Police Liaison; Newbury News; Noticeboard; Website: www.kingsclere-pc.org.uk.

14. **HALC and NALC** - Approve Affiliation Fees for year £840 no VAT. Due 8th May
15. **ICCO Membership** approve subscription £100 (Institute Cemetery and Crematory Management)
16. **BDBC Play Area Inspections Scheme Invoice** approve invoice £442.04 plus VAT 81.41
17. **Review of [2023-24 Budget](#)** against actual deferred from FE meeting
18. **[Reserves](#)** – to review and update ear-marked reserve funds
19. **Internal Audit [Letter of Engagement](#)**: reviewed at FE to approve
20. **Insurance** – review required alterations to be discussed before renewal date
21. **80th Anniversary D-Day Flag** – Unable to fly from Church pole, to consider / suggest alternative options or not to purchase
22. **CCTV** signage and switch on discussion, Quality, BB, Electrical Checks and potential structural checks, Permission and Signage.
23. **Rowan Tree in the Square** – Possible removal due to invasive tree roots, previous permission lapsed, how low to take, 450mm / stump grind out only few inches, replanting plans (root issues). Ground repair to make safe / cover. Discussion on requirements prior to quotes and permission.
24. **Yew Tree in Churchyard** – shape / size discussion, what is required before applying for permission
25. **Flower Border in the Square** – discuss planting options and requirements
26. **Notice Board** – 3 bay open or close board to receive quotes and discuss options maximum spend £2357.97 Plus VAT
27. **Square Bench Slats replacement** – on the two benches in Square £517.50 for predrilled. £450 not drilled. (Inc Delivery) plus VAT
28. **Ordinary Meeting** – discuss possible change of meeting day potentially to a Thursday.
29. **Community Engagement and Media**
30. **Health and Safety** – to raise any health and safety concerns
31. **Policies from PPP Committee with queries**
 - 31.1. **[Complaints Procedure](#)** – updated option from PPP meeting for discussion
 - 31.2. **[Code of Conduct](#)** – from PPP recommend adopt BDBC version dated May 2022
 - 31.3. **FOI** – debate on if should be charging for some details
32. **Planning Matters**
 - 32.1. **TPO [53 Newbury Road](#) BDB718** lapsed need to renew (Original BDB710 1x Pine 1x Douglas Fir
 - 32.2. **[24/00672/HSE](#)** Sol Tor House Wolverton Rd, Extension ext req
 - 32.3. **[T/00181/24/TCA](#)** Old Orchard Garrett Close reduce 9 Oaks by 4m
 - 32.4. **[24/00676/LBC](#)** Old Farmhouse and Farm Cottage Wolverton
33. **Approval of [Income & Expenditure](#)** – to consider & approve accounts paid/presented for payment
34. **Approval of [Quarterly Bank Reconciliation](#)**
35. **Matters for Future Consideration** – to note any items raised in Questions from the Public to include on future agendas
36. **To Consider the Date of Next Meeting** – the next ordinary meeting is scheduled for Monday 22nd May following the Annual Meeting of the Council at 7:30pm in the village club to be confirmed this evening.