



# Kingsclere Parish Council

Clerk to the Councillors: Sandee Ackrill

Tel: 01635 298634

Email: [clerk@kingsclere-pc.org.uk](mailto:clerk@kingsclere-pc.org.uk)

37 George Street, Kingsclere, Newbury Berks, RG20 5NH

[www.kingsclere-pc.org.uk](http://www.kingsclere-pc.org.uk)

23 January

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

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

- Clerk to the Councillors

## Agenda of the Ordinary Meeting of Kingsclere Parish Council

1. Apologies
2. Declarations of interest
3. Minutes – to accept as a true record:-
  - 3.1. Minutes of Ordinary Meeting [Monday 27<sup>th</sup> November 2023](#)
  - 3.2. Minutes if the Finance and Establishment Meeting [Monday 22<sup>nd</sup> January 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. Clerk's Report to include:-
  - 6.1. Annual Parish Meeting – 18<sup>th</sup> March preparation and format discussion
  - 6.2. Spring Clean – discussion if going ahead and agree date, the Campaign date is 15-31 March
7. Allotment Fees Minute Resolution Correction – the resolution made at OM 11/23.9.2 should be corrected to state Pole Rents will increase annually in line with RPI from January 2025.
8. Amendment of Date The Annual Meeting of the Council and the May Ordinary Meeting – previously agreed last year for the 27<sup>th</sup> May – this is a Bank Holiday suggested amendment to the 20<sup>th</sup> May.
9. Recommendations from Finance and Establishment Committee –
  - 9.1. Review and Ratify [Budget 2024/25](#)
  - 9.2. Review and Approve Parish Precept
10. County Councillor – to bring forward County matters
11. Borough Councillor – to bring forward Borough matters
12. Community Engagement and Media
13. Health and Safety – to raise any health and safety concerns
14. Approval of [Interim Internal Audit Report](#)
15. Approval of [Financial Risk Assessment 2023](#) recommended following its review by FE Committee
16. Approval [Asset Register](#) as recommended following review by FE Committee
17. National Allotment Society Membership Renewal – Invoice £55.00 Plus VAT received – Approval required

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](http://www.kingsclere-pc.org.uk).

18. **Clerks SLCC Membership** due 1<sup>st</sup> March 2024 £288 approval required.
19. **Grant Request Kingsclere Village Club** - £1000 requested towards replacement of Electrical Consumer Units
20. **Grant Request Kingsclere Pre School** (Formerly Busy Bees)- £250 requested towards Uniforms
21. **Electricity Contract Renewal (Churchyard Supply Pillar)**– due to high increase in charges as the contract has ended and the problematic situation of lack of un metred contracts options - decision from FE Committee is to recommend disconnection the supply currently, until an alternative option is found/ suggested. Unless Clerk can find cheaper metered option for conversion. Update and decision.
22. **Bowls Club and Tennis Club Lease Completion Expenditure** –
  - 22.1. Invoice for Bowls Club lease renewal will be due soon permission to pay on receipt maximum of quoted amount of under £1000.
  - 22.2. Invoice for Tennis Club lease renewal will be due soon permission to pay on receipt a maximum of quoted amount of £1000.
23. **Planning Matters**
  - 23.1. [T/00012/24/TCA](#) Mulberry Cottage Foxs Lane – 1x Apple Tree Fell
  - 23.2. [22/01856/FUL](#) Porch Farm – discussion / to note recent Highways Revised Access Documents 01<sup>st</sup> Dec23 and Vision Transport Planning Document CM
  - 23.3. [T/00038/24/TCA](#) 23 Byfields Road – reduce 2 trees and remove 2 trees
  - 23.4. [24/00140/FUL](#) Kingsclere Nursery, New Dwelling
24. **Approval of Income & Expenditure** – to consider & approve accounts paid/presented for payment
25. **Approval of Quarterly Bank Reconciliation**
26. **Matters for Future Consideration** – to note any items raised in Questions from the Public to include on future agendas
27. **To Consider the Date of Next Meeting** – the next ordinary meeting is scheduled for Monday 26<sup>th</sup> February 2024 at 7:30pm in the village club, subject to confirmation at this meeting.
28. **Exempt Business – to propose and pass a resolution in accordance with the public bodies** (admission to meetings) Act 1960 to exclude the public and press for the discussion of the following matters where publicity might be prejudicial to the special nature of the business.
  - 28.1. **Litter Warden – Pay review for April 2024 reference** Cost of Living Wage Rise in the November budget
  - 28.2. **Tennis Club Lease** – update and discussion and Hold Over letter situation update.
  - 28.3. **Bowls Club Lease** – Draft Lease forwarded to Bowls Club update and discussion.