

Tidmarsh with Sulham Parish Council



Parish Councillors	
Cllr Jon Dunn, Chairman	Cllr Mark Farrington, Vice Chairman
Cllr Jonathan Pearson	Cllr Sima Elliot
Cllr Bronwyn Wynne	Cllr Jon Chishick

District Councillor
Matt Shakespeare

You are summoned to a Meeting of Tidmarsh with Sulham Parish Council
to be held at Tidmarsh Village Hall, 1 The Street, Tidmarsh, Reading, Berkshire, RG8 8ES

On Wednesday, 15th October 2025, at 8.00 p.m.

Members of the public and press are welcome to attend: at Closed or Confidential/Sensitive Items, the Public & Press will be asked to temporarily leave.

AGENDA

- 25/81 **Quorum, Notice, & Apologies for Absence**
- 25/82 **Declarations of Interests from Councillors**
- 25/83 **Approval & signing of Parish Council Minutes of the meeting held on Wednesday, 9th July 2025 & Wednesday, 24th September 2025.**
- 25/84 **Public forum - 15 minutes permitted, 5 minutes maximum per person.** Members of the public can raise matters of concern during this period.
Please email the Clerk (clerk@tidmarshwithsulham.co.uk) in advance of the meeting (no later than Monday, 13th October 2025) to ensure your item is raised.
- 25/85 **District Councillor's Report – Matt Shakespeare**
- 25/86 **Chairman's Report** (see attached)
➤ Consideration of support or engagement with South East Cyber Resilience Centre re Cyber Security for PC
- 25/87 **Parish Councillors' Reports**
- (a) **Cllr Wynne** (Report enclosed – please read prior to meeting)
- (i) Review of Parish Website – content, ownership and how best to update
 - (ii) Defibrillator project: update on installation
 - (iii) Consideration of installing water and electricity supplies to Millennium Green, including potential costs and infrastructure requirements
- (b) **Cllr Pearson**
- (c) **Cllr Farrington**
- (d) **Cllr Chishick**
- (e) **Cllr Elliot**
- 25/88 **Clerk's Report** – (See attached)
- (a) Migration to .gov.uk email addresses (in line with the Smaller Authorities Proper Practices Panel guidance and recommendations, although not yet a legal requirement).
 - (b) LGR update: Resident Engagement sessions held on 18th September 2025 with RBC and on 2nd October 2025 with WBC.
- 25/89 **Review Tasks & Actions List** (See attached)
- 25/90 **Planning Applications** (Planning Application tracker included in meeting pack)
- (a) New planning applications
 - (i) 25/01718/FUL - Pincents Kiln Industrial Park. ADJACENT PARISH OBSERVATION REQUEST. Deadline for response: 10/09/2025
 - (ii) 25/01648/LBC - Tidmarsh House, Tidmarsh Lane RG8 8HA: PARISH CONSULTATION REQUEST. Deadline for response: 10/09/2025.
 - (iii) 25/01647/HOUSE - Tidmarsh House, Tidmarsh Lane, RG8 8HA: PARISH CONSULTATION REQUEST. Deadline for response: 10/09/2025.
 - (iv) 25/01797/FUL: Land North Of Bracadale, Maiden hatch. PARISH CONSULTATION REQUEST. Deadline for response: 06/10/2025.
 - (v) 25/01718/FUL: Pincents Kiln Industrial Park, Calcot, RG31 7SD. PARISH CONSULTATION REQUEST. Deadline for response: 06/10/2025.
 - (b) Additional planning correspondence, including Decisions by WBC or Appeals lodged or Updates
 - (i) 25/00557/HOUSE - Maiden hatch Lodge, Maiden hatch, RG8 8HH: REFUSED

25/91

Financial matters

- a) Review & noting of Bank Reconciliation statements in relation to Current & Deposit Accounts (see attached)
- b) Review and approval of Income and Expenditure Reports for September and October & approval to payments (See attached schedule - supporting invoices circulated to Councillors).
- c) Formal ratification of majority consent given via email to payment of Clerk's July 2025 overtime
- d) Approval of Actuals vs Budget monitoring reports for periods ending 31st July and 31st August 2025
- e) Update on VAT126 claims application for period 16 March 2022 to 31 March 2025.
- f) Approval to Local Government Service Pay Award Agreement (a legal entitlement) for the year commencing 1st April 2025 for Parish Clerk (Increase in hourly rate from £14.60 to £15.06) & application to:
 - Backdated contractual pay: Backdated Pay for Period May to August 2025
 - Previously authorised and paid overtime for May, June and July: amounts owed following LGS uplift
 - Salary per month with effect from 30 September 2025 based on new LGS rate
- g) Consideration of and approval to overtime payment to Clerk for August (based on new LGS hourly rate).
- h) Review of Clerk's contractual hours & contractual terms – currently 28 hours per month (7 hours per week) with TOIL for additional hours (N.B However, Council agreed overtime to be paid in May, June and July in recognition of the Clerk addressing historical issues and the time taken to do so). **Recommendations:**
 1. To consider amending the existing Employment Contract to increase contractual hours per week (but not to full-time hours of 37 hours per week), subject to a review of (i) financial implications vis-à-vis current Budget and any associated necessary increase in next year's Precept; (ii) Clerk's current workload; (iii) Clerk's upcoming necessary workload; (iv) expected or desired service delivery from Clerk/RFO; and (v) benefits to Councillors and Council of current service delivery by the Clerk.
 2. To consider an amendment to the existing Employment Contract to include provision for overtime to be paid, subject to approval at a Council meeting, in extenuating circumstances such as additional hours worked at the time of Internal Audit and AGAR submission.
 3. To extend the Clerk's probationary period by 1 or 2 months with notice periods to be unaffected by such extension to enable the Council to fully consider recommendations (1) and (2), and to reach a decision;
 4. To consider whether the Council wishes the Clerk to only work 7 hours per week or to continue her current service delivery whilst deliberations on (1) and (2) are in progress and, if only 28 hours to be worked, to provide assurances to the Clerk that this will not impact her probationary period review.

25/92

Highways and Speeding

- a. Update on current initiatives
 - i. **VAS (Vehicle Activated Sign):**
 - Outcome of meeting with WBC of 26 August 2025 & inclusion in Members' Bid (Update to be provided by Cllr Pearson).
 - Ratification of PC in principle consent provided by email to approved Members' Bid submission and partial funding of c.£1,000 from CIL monies towards cost of VAS.
 - ii. Village White Gate with speed sign (Update provided in Actions List)
- b. New ideas/initiatives
 - i. Consideration of purchase of Auto Speed Watch Camera (Cllr Pearson to provide background)

25/93

Community

- a. Flooding updates and concerns
 - Silting up of the Pang just before the Mill and growth of vegetation in river, narrowing the stretch: request from resident to clear silt and vegetation.
 - Report by resident of alleged breakage or damage to drain covers/drains by heavy lorries regularly using Mill Lane leading to water not draining away and remaining for longer on local lands affecting other landowners' horses and use of working machinery.
- b. Tidmarsh Millennium Green
- c. Village Hall update (see Cllr Wynne's report as Village Hall Representative)

25/94

Date of the next meeting

Wednesday, 12th November 2025 at 8p.m. at Tidmarsh Village Hall



Mrs. Wendy Rapley, Parish Clerk