

Tidmarsh with Sulham Parish Council

Minutes of the annual meeting of Tidmarsh with Sulham Parish Council, on Wednesday 11th May 2022, held at Tidmarsh Village Hall. The meeting started at 8.39pm.

Present:

Councillors Cllrs Solvej Biddle (SB), Jon Chishick (JC), Sima Elliot (SE), Andrew Madden (AM), Jonathan Pearson (JP) and Steve Webb (SW, chairman).

In attendance: Jennie Currie (Clerk), 0 members of the public.

22/051 Public forum

There were no members of the public.

22/052 Apologies for absence

No apologies for absence were received.

22/053 Declarations of Members' Interests for this meeting

No declarations of interests were received.

22/054 Election of the Chairman for 2022-23

Cllr Elliot proposed Cllr Webb as Chairman for 2022-23, Cllr Chishick seconded the proposal.

RESOLVED that Cllr Webb would be the Chairman for 2022-23 and the Clerk would arrange the signing of his acceptance of office.

22/055 Election of the Vice Chairman for 2022-23

Cllr Elliot proposed Cllr Pearson as Vice Chairman for 2022-23, Cllr Biddle seconded the proposal.

RESOLVED that Cllr Pearson would be the Vice Chairman for 2022-23 and the Clerk would arrange the signing of his acceptance of office.

22/056 Minutes of the meeting held on Wednesday 7th April 2022

RESOLVED that the minutes of the meeting held on Wednesday 7th April 2022 were a true and accurate record and were signed by the chairman.

22/057 Confirmation of documents

Cllr Pearson proposed Standing Orders 2021 and Financial Regulations March 2020, Cllr Biddle seconded the proposal.

RESOLVED that no changes would be made to the Council's Standing Orders 2021 and Financial Regulations March 2020.

22/058 Councillor's areas of responsibility and representation with external bodies

RESOLVED that the following appointments would be made:

Areas of responsibility:

Steve Webb - website, Sulham noticeboard

Jon Chishick - finance, Tidmarsh noticeboard

Solvej Biddle - Tidmarsh noticeboard backup

Representation with external bodies:

AWE Liaison Group - Jon Chishick

NAG - Jon Chishick

22/059 Review of the Council's subscriptions and memberships

RESOLVED that the Council's subscriptions and memberships would be:

Berkshire Association of Local Councils (inc. National Association of Local Councils)

Society of Local Council Clerks

22/060 Review of the Council's direct debits and standing order payments

RESOLVED that the Council's direct debits and standing order payments would be for:

Clerk's salary by monthly standing order

Clerk's office allowance by monthly standing order

Information Commissioner's Office by annual direct debit

22/061 Review of the Council's policies and procedures

RESOLVED that no changes would be made to the Council's Code of conduct February 2021, Risk assessment 2015 and Publication Scheme 2019.

22/062 Meeting dates for 2022-23

RESOLVED that the Council will meet at 7.30pm (unless otherwise stated) on the following dates:

2022:

Wednesday 8th June (with the Millennium Green Trust AGM)

Wednesday 13th July

Wednesday 10th August

Wednesday 9th September

Wednesday 12th October (with the Millennium Green Trust meeting)

Wednesday 9th November

Wednesday 14th December

2023:

Wednesday 11th January

Wednesday 8th February (with the Millennium Green Trust meeting)

Wednesday 8th March

Wednesday 5th April 8pm Annual Parish Assembly

Wednesday 12th April

Wednesday 10th May inc. Annual Meeting of the Council

22/063 District Councillor's Report

Cllr Hurley was not present.

22/064 Parish Councillors' Reports

Cllr Elliot reported that she had attended a road traffic incident that had taken place near her home on Mill Lane near Moor Copse. A road sign had been damaged and she asked the police who attended the scene to recommend that the speed limit be reduced.

Cllr Madden had spoken to the company, Solar Streets, about solar panels. The parish council would be asked to encourage residents to register for the scheme and the council would receive a commission in return.

Cllr Pearson provided members with an update on the District Council's plans to develop a solar farm at Grazeley. He had also spoken with Solar Streets.

Cllr Chishick advised that he would not be able to attend the NAG meeting on Wednesday 18th May at 4.30pm in Purley, due to a medical appointment. He asked if another member would attend.

Cllr Webb expressed his thanks to Cllr Elliot and the Clerk for arranging the refreshments and glasses for the Annual Parish Assembly.

22/065 Clerk's Report

The Clerk advised that the District Parish Conference would take place on Thursday 26th May at 6.30pm via Zoom.

22/066 Planning

- i. **Members noted that no planning applications had been received.**
- ii. **Additional planning correspondence**

Members noted the following correspondence:

M4 (J3 to 12) Smart Motorway Development Consent Order 2016 SI 2016/863 - Consultation on an application to make a non-material change.

22/067 Speeding

The Clerk had circulated an email from a resident of Tidmarsh, Cllr Hurley had also been sent the email. Cllr Pearson spoke about new Community Speed Watch schemes.

Members requested that the Clerk contacts the District Council to advise on how the speed of traffic in Tidmarsh could be monitored. **Clerk**

Members requested that the Clerk contacts Thames Valley Police to ascertain when the fixed cameras were in use over the past 2 years and if we could have the data for the number of vehicles and the speeds they were recorded at. **Clerk**

Members requested that the Clerk updates the resident and invites them to the next meeting. **Clerk**

22/068 New footway adjacent to Tidmarsh Millennium Green

No report had been received from David Wildish, Principal Engineer at West Berkshire District Council, so the matter would be deferred.

22/069 Creating a route to connect PRowWs on Mill Lane/Sulham Lane

Cllr Webb advised that Sulham Estates had confirmed that the highway verge was in excess of 1m between SULM/5/1 and SULM/6/1. Members requested the Clerk provides this information to the Officer and request that they look at the project again. **Clerk**

22/070 Action list

Members reviewed the action list.

Cllr Pearson had inspected the Sulham noticeboard and would complete the repair of it. **JP**

22/071 Financial matters

- i. **To receive the internal auditor's report for 2021-22**

Cllr Biddle proposed the internal auditor's report for 2021-22, Cllr Elliot seconded the proposal.

RESOLVED that the internal auditor's report for 2021-22 had been received.

- ii. **Approval and signing of the 2021-22 Certificate of Exemption**

Cllr Biddle proposed that the 2021-22 Certificate of Exemption, be approved and signed, Cllr Elliot seconded the proposal.

RESOLVED that the 2021-22 Certificate of Exemption, be approved and signed by the Chairman.

- iii. **Approval and signing of the 2021-22 Annual Governance Statement**

Cllr Biddle proposed that the 2021-22 Annual Governance Statement, be approved and signed, Cllr Elliot seconded the proposal.

RESOLVED that the 2021-22 Annual Governance and Accountability Return, including the Certificate of Exemption, be approved and signed by the Chairman.

- iv. **Approval and signing of the 2021-22 Accounting Statements**

Cllr Biddle proposed that the 2021-22 Accounting Statements, be approved and signed, Cllr Elliot seconded the proposal.

RESOLVED that the 2021-22 Annual Governance and Accountability Return, including the Certificate of Exemption, be approved and signed by the Chairman.

22/071 Financial matters continued**v. Approval of payments**

Cllr Webb proposed the payments. Cllr Chishick seconded the proposal.

RESOLVED that the following payments be authorised:

2021/22 that the following payments be authorised:

Amounts received					
Date	Description	Payment Method		Total amount	
11/04/2022	Interest	transfer		0.36	
26/04/2022	Precept 1 of 2	transfer		4,550.00	
Total receipts				£4,550.36	
Payments					
Date	Description	Invoice #	Payment Method	Ref	Total amount
07/04/2022	itQED - antivirus	19468	BACS	8	43.20
20/04/2022	Brissco	PRO19580	BACS	9	61.80
20/04/2022	Scofell	27969	BACS	10	1,212.00
24/04/2022	Tactical FM Ltd	SI-109	BACS	11	12.89
23/04/2022	Cloud Next - domain	178086	BACS	12	16.77
06/04/2022	APA refreshments - SE	4 receipts	BACS	13	48.32
13/04/2022	BHIB Councils Insurance	LCO01888-643412	BACS	14	483.48
29/04/2022	D Weller - Internal Audit	001/22/TSPC	BACS	15	45.00
30/05/2022	Clerk's salary	Month 2	SO	16	362.60
30/05/2022	Office Allowance	Month 2	SO	mins	25.00
04/05/2022	BALC	INV-0367	BACS	17	119.21
Total payments					£2,430.27

Cllrs Chishick and Webb would authorise the BACS payments.

JC & SW

vi. Budget monitoring report

Cllr Biddle proposed the May 2022 budget report. Cllr Chishick seconded the proposal.

RESOLVED that the May 2022 budget report be approved.

Close of meeting

It was noted that the next meeting of the Council would be held on Wednesday 8th June 2022. There being no further business the Chairman declared the meeting closed at 9.59pm.

Signed: _____ Date: _____