

Welford • Hoe Benham • Easton
Welford Parish Council
Weston • Wickham • Halfway

Minutes of the Ordinary Meeting of the Council held on Wednesday 5th March 2025 at 7.30pm in Wickham Village Hall

Present: Henry Burgoyne-Probyn (Chair), Martyne Ellard (Vice Chair), Paul Stanley

In attendance District Councillors Denise Gaines and Dennis Benneyworth, Angela Boyce (Parish Clerk) and 1 MOP.

1. To elect the Chairperson of Welford Parish Council

Cllr Burgoyne-Probyn, was proposed by Cllr Ellard and seconded by Cllr Stanley. It was RESOLVED unanimously to elect Cllr Burgoyne-Probyn, as the Chairperson for 2025/2026.

2. To elect the Vice Chairperson of Welford Parish Council. Cllr Ellard was proposed by Cllr Burgoyne-Probyn and seconded by Cllr Stanley. It was RESOLVED unanimously to elect Cllr Ellard as the Vice Chairperson for 2025/2026.

3. To complete the Acceptance of Office forms for both the Chairperson and Vice Chairperson. RESOLVED The Chair and Vice Chair signed their acceptance of office forms.

4. To receive apologies for absence. Apologies were received from Cllr Kynaston, Cllr Bell and District Councillor and Tony Vickers.

5. To receive any Declarations of Interest. There were none.

6. To confirm and sign the minutes of the meeting held on 5th March 2025.

RESOLVED the minutes of the meeting held on 5th March were signed as a true and accurate record.

7. Matters Arising from the Minutes of the Meeting held on 5th March 2025.

7.1 To approve and sign the contract for the new bus shelter. The Clerk obtained a further quote. There was a discussion, the PC agreed to the darker wood. It was noted that the PC would like to have a living roof aimed at promoting biodiversity, combating climate change, and enhancing green spaces. The Clerk to investigate whether this would be available and if we can get a members bid for it.

8. Open Forum There was nothing to report.

9. Reports

9.1 Chairs' Report There was nothing to report. The Chair had nothing to report.

9.2 Clerks' Report The Clerk noted that the Easton noticeboard is being delivered in the coming weeks. The Clerk noted WBC will be paving bus stop lines within the parish. There was a discussion, the clerk will circulate the notice to the PC members.

9.3 District Councillors' Report DC Gained noted that Joseph Holmes who was the interim CEO of WBC has now been chosen as the CEO. The District Parish Conference took place recently, they discussed Net Zero and Community Hubs. The Local plan has now been released. There will be an adoption meeting in mid June. Local Government reorganisation discussions are taking place. There was a discussion regarding the A4 road closure at Speen.

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There was a question regarding potholes. DC Benneyworth, advised to use the report a problem to WBC website.

10. To discuss and approve the sub committees. There was a discussion. **RESOLVED**, Cllr Ellard, Cllr Burgoyne-Probyn and Cllr Kynaston were re-elected as the members of the staffing committee.

11. To approve the appointment of the internal auditor. The PC agreed to use Kennet Business Services for the audit for financial year 2024-25.

12. MUGA and Marsh Common Maintenance To approve the contract for 2025/26. The Clerk circulated a quote from DK Gardening Services. There was a discussion, the PC agreed to continue with DK Gardening services for 2025/26.

13. To discuss and approve a grant application from Friends of Welford & Wickham Primary School. The PC received a request from Friends of Welford & Wickham Primary School for a contribution towards a project costing £6565, to refresh our school hall. There was a discussion, unfortunately, under Section 137 of the Local Government Act 1972, the PC are not permitted to use council funds. The Clerk to write to Friends of Welford & Wickham Primary School and offer other external funding sources, such as WBC or Greenham Trust.

14. Planning

14.1 Applications

25/00473/FUL Weston Farm Barn, Lambourn Road, Weston. Existing detached barn currently being used as office. Change of use to residential single dwelling. Insertion of rooflights to south (rear) pitched roof. Internal alterations only. **There were no objections.**

25/00827/FULMAJ Welford Park, Welford. Use of land for wedding ceremonies and receptions for 6 months a year (April - September), including the temporary erection of tipis and associated car parking (for a temporary period of 5 years). **There were no objections, the PC support the application.**

14.2 Decisions

24/01520/FUL Halfway Cottage, Bath Road, Halfway replace existing equestrian buildings and change the use of the land to be for the keeping of horses. **APPROVED**

25/00384/COND Stapeley House, Hoe Benham. Application for approval of details reserved by condition 3 (Materials) of approved 24/00432/HOUSE - Timber post and infill panel extension to side of existing brick garage and conversion of garage to garden room.

Extension to form garden store, gym and car port. **APPROVED**

15. Finance Payments and receipts The following payments and receipts were approved.

15.1 Payments

30/04/2025	AMT SERVICES Grit Bins	288.6
30/04/2025	BIBBY - Dog waste bins April	88.4
30/04/2025	D K GARDENING SERV MUGA and Common Maint April	175
30/04/2025	HALC subscription	130.55
30/04/2025	MISS ANGELA BOYCE Salary April	470.75
30/04/2025	MISS ANGELA BOYCE Website renewal 2025 & 2026	167.77

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30/04/2025	WICKHAM VILLAGE HALL March meeting	25
24/04/2025	GREENBARNES LTD Easton Noticeboard	904.7
22/04/2025	Lloyds - Service Charges April	4.25
03/04/2025	MISS ANGELA BOYCE Salary March	490.66
03/04/2025	BIBBY Dog waste bins March	88.4
18/03/2025	Lloyds - Service Charges March	4.25
04/03/2025	THE ROYAL BRITISH LEGION - Poppy Wreaths	66
04/03/2025	MISS ANGELA BOYCE Salary February	467.55
04/03/2025	BIBBY Dog waste bins February	88.4
04/03/2025	AMT SERVICES Grit bins	288.6

15.2 Receipts

09/04/2025	INTEREST Received	3.41
10/03/2025	INTEREST Received	3.18
29/04/2025	WEST BERKS COUNCIL Precept first instalment	6214
04/03/2025	AMT SERVICES Grit bins – reversed transaction	288.60

16. Annual Assembly update. The Annual Assembly will be held on 28th May. There was a discussion, it was agreed for the meeting to start at 7pm. Cllr Ellard has spoken to Martyn Wright - Sewage Action Group for the Lambourn Upper Valley (SAGLUV) who has agreed to do a talk and The Clerk has spoken to Sue Ellis – West Berkshire Heritage Forum who has agreed to do a talk. The Clerk to arrange refreshments and Cllr Stanley to arrange glass hire from The Five Bells.

17. Parish Plan update The Clerk circulated a draft survey. There was a discussion, the PC agreed for the survey to be sent out online. The Clerk will recirculate the draft survey for the PC to make any amendments. Then it is ready to go out.

18. To discuss and agree meeting dates for the year ahead. There was a discussion, the PC were thinking of changing the day to a from a Wednesday to a Monday to enable all Councillor's to be able to attend the meetings. The time will be 7:30pm. The clerk to check with the Hall committee if the meeting can be held on a Monday if not it will stay as a Wednesday on the following dates.

Wednesday 2nd July 2025 (this date may need to be brought forward, to sign off the annual audit)

Wednesday 3rd September 2025

Wednesday 11th November 2025

January 7th 2026

March 4th 2026

May 6th 2026

May 20th 2026.

Close of meeting

There being no further business, the Chair declared the meeting closed at 20:59pm

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The next Parish Council meeting will be held on Wednesday 2nd July 2025 at 7:30pm. (this date may need to be brought forward, to sign off the annual audit)

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