West Ilsley Parish Council

Correspondence Address: Wilkins Centre, Burrell Road, Compton, Newbury, RG20 6NP
Meeting address: West Ilsley Village Hall, Main Street, West Ilsley, RG20 7AJ
Clerk@WestIlsley.org

To: All Members of West Ilsley Parish Council
All Councillors are hereby summoned to attend the following meeting.
Please inform the Clerk if you are unable to attend.

Notice of Meeting

MEETING: Full Council
DATE & TIME: Thursday 1st May 2025 at 8:00 pm
PLACE: West Ilsley Village Hall, Main Street, West Ilsley, RG20 7AJ

S. Marshman
Dr. S. Marshman, PSLCC, Clerk to the Council 25th April 2025

Agenda

1. To elect a Chair for the remainder of the 2024/2025 municipal year

2. To receive, and consider for acceptance, apologies for absence from Members of the Council

3. To receive any declarations of Disclosable Pecuniary Interests, Other Registerable Interests or Non-Registerable Interests and to consider any Requests for Dispensation from Members declaring a Disclosable Pecuniary Interest
   N.B. Councillors should confirm the category of interest that is being declared.

4. To receive:
   4.1 Questions or comments from members of the public regarding items on the agenda
   4.2 Representations from any member who has declared an Other Registerable Interest or Non-Registerable Interest

5. To approve the Minutes of the Parish Council Meeting held on 4th February 2025

6. To discuss any matters arising from the Minutes of the previous meeting

7. To consider the following application and to receive an update on planning application responses and decisions
   - 25/00682/FUL 1 - 2 Catmore Road, West Ilsley - Demolition of dwellings, garaging and outbuildings; replacement dwelling with integral garage

8. Finance:
   8.1 To consider approving the payments listed on the Finance Report
   8.2 To note the most recent bank reconciliation
   8.3 To receive any reports from the Internal Controller
   8.4 To receive the most recent Quarterly Budget Report *(where applicable)*

9. To consider quotes for repairs to the SID

10. To consider a request for funding from West Ilsley Village Hall

11. To discuss matters for future consideration or for information

Supporting Documents

Agenda Item 2: Declarations of Interests

DPI = Disclosable Pecuniary Interest
ORI = Other Registerable Interest
NRI = Non-Registerable Interest

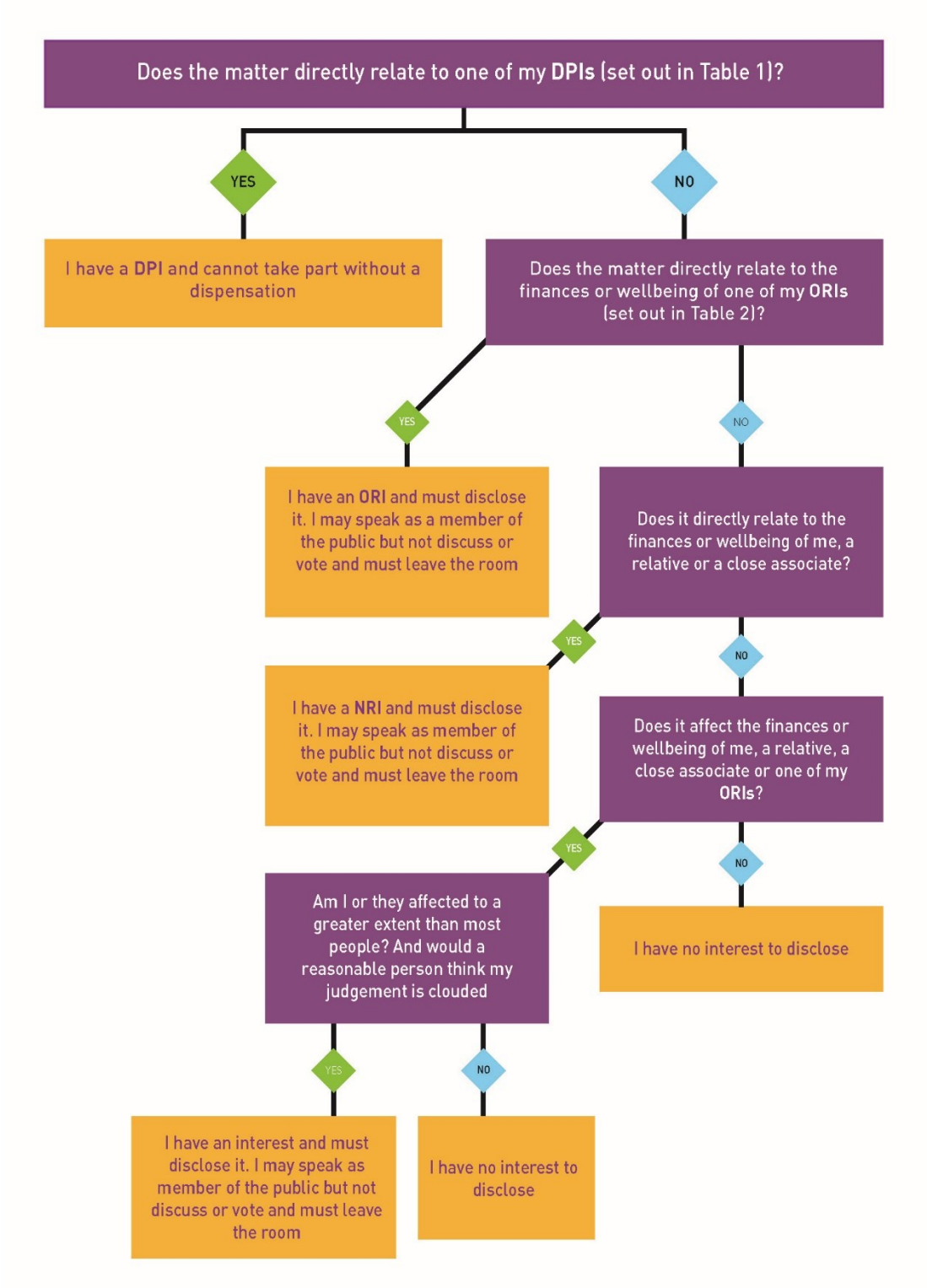


Table 1: Disclosable Pecuniary Interests

Subject	Description
Employment, office, trade, profession or vocation	Any employment, office, trade, profession or vocation carried on for profit or gain.
Sponsorship	Any payment or provision of any other financial benefit (other than from the council) made to the councillor during the previous 12-month period for expenses incurred by him/her in carrying out his/her duties as a councillor, or towards his/her election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.
Contracts	Any contract made between the councillor or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners (or a firm in which such person is a partner, or an incorporated body of which such person is a director* or a body that such person has a beneficial interest in the securities of*) and the council — (a) under which goods or services are to be provided or works are to be executed; and (b) which has not been fully discharged.
Land and* property	Any beneficial interest in land which is within the area of the council. 'Land' excludes an easement, servitude, interest or right in or over land which does not give the councillor or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners (alone or jointly with another) a right to occupy or to receive income.
Licenses	Any licence (alone or jointly with others) to occupy land in the area of the council for a month or longer
Corporate tenancies	Any tenancy where (to the councillor's knowledge)— (a) the landlord is the council; and (b) the tenant is a body that the councillor, or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/ civil partners is a partner of or a director* of or has a beneficial interest in the securities* of.
Securities	Any beneficial interest in securities* of a body where— (a) that body (to the councillor's knowledge) has a place of business or land in the area of the council; and (b) either— (i) the total nominal value of the securities* exceeds £25,000 or one hundredth of the total issued share capital of that body; or

	(ii) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which the councillor, or his/ her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners have a beneficial interest exceeds one-hundredth of the total issued share capital of that class.

* 'director' includes a member of the committee of management of an industrial and provident society.

* 'securities' means shares, debentures, debenture stock, loan stock, bonds, units of a collective investment scheme within the meaning of the Financial Services and Markets Act 2000 and other securities of any description, other than money deposited with a building society.

Table 2: Other Registerable Interest

You must register as an Other Registerable Interest:

1. any unpaid directorships
2. any body of which you are a member or are in a position of general control or management and to which you are nominated or appointed by your authority
3. any body
   (i) exercising functions of a public nature
   (ii) directed to charitable purposes or
   (iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union) of which you are a member or in a position of general control or management

Agenda Item 7: To consider the following planning applications and to receive an update on planning application responses and decisions

West Ilsley Parish Council has responded to the following planning applications using delegated powers since the previous meeting:

Application Reference	Location	Proposed Work	Parish Council Response
25/00183/HOUSE	14 Main Street, West Ilsley, RG20 7AJ	Double Storey Side Extension	No objections
24/02537/FUL	Hodcott Buildings West Ilsley Stables, West Ilsley	Formation of outdoor swimming pool to serve dwelling approved under 23/02481/FULMAJ and 23/02483/LBC	No objections
25/00685/HOUSE	School House, Main Street, West Ilsley, RG20 7AR	Erection of a two-storey rear extension, porch and associated works.	No objections

West Berkshire District Council has confirmed the following decisions since the previous meeting:

Application Reference	Location	Proposed Work	Decision
24/02218/HOUSE	38 Churchway, West Ilsley, RG20 7AH	Solar PV panels installation on roof.	Approved
25/00183/HOUSE	14 Main Street, West Ilsley, RG20 7AJ	Double storey side extension	Approved
25/00334/COND	Hodcott Buildings, West Ilsley Stables, West Ilsley	Approval of details reserved by Condition No. 4 (Condition Survey) of Approved Application 23/02483/LBC : Redevelopment of Hodcott Buildings to allow the repair, restoration, extension to, and change of use of the Grade II listed threshing barn to residential use; the re-building of the former cottages to provide ancillary accommodation; associated building operations and landscaping	Approved

Agenda Item 8: Finance

Finance Report

Status at last bank reconciliation 31st March 2025	
Account	**Amount**
Lloyds Current	£4,828.67
Lloyds Savings	£37,804.44
Total	**£42,633.11**

Income	Amount
Interest - Feb, Mar	£62.07
HMRC VAT refund	£533.44
Total	**£595.51**

Payments to be approved			
Payment	**Payee**	**Payment Detail**	**Amount**
17-Feb-25	Hugo Fox	Website	£11.99
28-Feb-25	Staff Costs	Staff Costs Feb	£413.19
12-Mar-25	ICO	Registration	£47.00
17-Mar-25	Hugo Fox	Website	£11.99
21-Mar-25	Staff Costs	Staff Costs Mar	£395.64
09-Apr-25	Royal Mail	Postage	£3.60
09-Apr-25	SquareSpace	Web domain renewal	£12.00
15-Apr-25	Hugo Fox	Website	£11.99
23-Apr-25	Poppy Shop	Remembrance wreath	£29.49
23-Apr-25	Royal British Legion	Tommy and Woman in War Statues	£350.00
25-Apr-25	Etsy	Wreath centre design	£8.00
25-Apr-25	Staff Costs	Staff Costs Apr	£395.64
		Total	**£1,690.53**

Bank Reconciliation – to 31st March 2025

	Lloyds Current	Lloyds Savings	Total
Opening Cash Account Balance - 1st Mar 2025	**£5,283.30**	**£37,775.46**	**£43,058.76**
Add: Receipts in the month	£0.00	£28.98	£28.98
Less: Payments in the month	(£454.63)	£0.00	(£454.63)
Transfers	£0.00	£0.00	£0.00
Closing Cash Account Balance - 31st Mar 2025	**£4,828.67**	**£37,804.44**	**£42,633.11**
Closing Balance of Bank Account - 31st Mar 2025	**£4,828.67**	**£37,804.44**	**£42,633.11**
Add: Receipts not banked	£0.00	£0.00	£0.00
Less: Payments not Completed	£0.00	£0.00	£0.00
Net Balances - 31st Mar 2025	**£4,828.67**	**£37,804.44**	**£42,633.11**
List of Receipts not Banked - 31st Mar 2025			
Item		**Amount**	
None			
	Total	£0.00	
List of Payments not Completed - 31st Mar 2025			
Item		**Amount**	
None			
	Total	£0.00	

Quarterly Budget Report – to 31st March 2025

	Q1	Q2	Q3	Q4		24/25 Total		Budget		%
Income										
Precept	£5,350.00	£0.00	£5,350.00	£0.00		£10,700.00		£10,700.00		100.0%
Grants & Donations	£0.00	£0.00	£0.00	£0.00		£0.00		£0.00		
Interest	£101.99	£90.63	£84.50	£94.10		£371.22		£150.00		247.5%
Other	£0.00	£0.00	£0.00	£0.00		£0.00		£0.00		
Total Income	**£5,451.99**	**£90.63**	**£5,434.50**	**£94.10**		**£11,071.22**		**£10,850.00**		**102.0%**
Expenditure										
Administration										
Subscriptions/Fees	£74.95	£0.00	£73.35	£47.00		£195.30		£190.00		102.8%
Insurance	£589.70	£0.00	£0.00	£0.00		£589.70		£570.00		103.5%
Audit fees	£0.00	£170.00	£0.00	£0.00		£170.00		£190.00		89.5%
Office Equipment/Stationery	£0.00	£0.85	£0.00	£0.00		£0.85		£20.00		4.3%
Training	£8.75	£0.00	£36.00	£0.00		£44.75		£150.00		29.8%
Staffing Costs/Expenses	£99.60	£116.25	£115.35	£113.55		£444.75		£430.00		103.4%
Meeting Rental	£0.00	£130.00	£0.00	£0.00		£130.00		£120.00		108.3%
Software Fees	£0.00	£0.00	£0.00	£0.00		£0.00		£0.00		
Website	£39.97	£29.97	£29.97	£29.97		£129.88		£90.00		144.3%
Email Hosting	£0.00	£0.00	£152.50	£0.00		£152.50		£60.00		254.2%
Election Fees	£0.00	£0.00	£0.00	£0.00		£0.00		£0.00		
Total Administration	**£812.97**	**£447.07**	**£407.17**	**£190.52**		**£1,857.73**		**£1,820.00**		**102.1%**
Playground										
Annual Inspection	£78.00	£0.00	£0.00	£0.00		£78.00		£100.00		78.0%

Maintenance	£0.00	£30.82	£0.00	£1,290.00		£1,320.82		£1,000.00	132.1%
Playground Total	**£78.00**	**£30.82**	**£0.00**	**£1,290.00**		**£1,398.82**		**£1,100.00**	**127.2%**
Village Maintenance									
Defibrillator	£0.00	£0.00	£0.00	£0.00		£0.00		£100.00	0.0%
Mower Service	£211.58	£0.00	£0.00	£0.00		£211.58		£150.00	141.1%
Flood Mitigation	£0.00	£0.00	£0.00	£0.00		£0.00		£1,210.00	0.0%
Tree Works	£0.00	£350.00	£0.00	£375.00		£725.00		£500.00	145.0%
Other	£0.00	£0.00	£0.00	£0.00		£0.00		£50.00	0.0%
Village Maintenance Total	**£211.58**	**£350.00**	**£0.00**	**£375.00**		**£936.58**		**£2,010.00**	**46.6%**
Staff Employment Costs	**£1,014.24**	**£1,014.24**	**£1,146.40**	**£1,104.42**		**£4,279.30**		**£4,800.00**	**89.2%**
Other									
Donation to Library Service	£0.00	£0.00	£130.00	£0.00		£130.00		£130.00	100.0%
Other	£0.00	£0.00	£0.00	£0.00		£0.00		£0.00	
Other Total	**£0.00**	**£0.00**	**£130.00**	**£0.00**		**£130.00**		**£130.00**	**100.0%**
Total Expenditure	**£2,116.79**	**£1,842.13**	**£1,683.57**	**£2,959.94**		**£8,602.43**		**£9,860.00**	**87.2%**
Surplus/Deficit for Quarter/Year	**£3,335.20**	**-£1,751.50**	**£3,750.93**	**-£2,865.84**		**£2,468.79**			
Cash Balance at End of Quarter	**£43,969.04**	**£42,135.38**	**£45,837.95**	**£42,633.11**					

Agenda Item 9: To consider quotes for repairs to the SID

The Speed Indicator Device (SID) owned by the parish council has recently sustained damage and requires repair. The supplier of the device has been contacted and has provided a repair quote of £415 + VAT.

It should be noted that the council does not currently hold an earmarked reserve for SID maintenance or repairs. Additionally, no funding for SID repairs is included in the 2025/26 budget. Therefore, the cost of this repair would need to be met from the council's general reserves, which stood at £15,998.77 as of the close of the 2024/25 financial year.

Council members are asked to consider approving the repair expenditure and authorising the use of general reserves for this purpose.

Agenda Item 10: To consider a request for funding from West Ilsley Village Hall

Please read the full report from the Village Hall, which is provided below this information.

The Village Hall Committee has submitted a proposal for financial support towards their repair and solar panel installation project. The total project cost is £39,480. Of this, £19,600 has already been secured. An additional £1,000 will be sought from alternative funding sources, and the Village Hall Committee has committed to contributing £3,880 towards the project. A contingency of £3,948 has also been included in the project budget, which the Village Hall plans to fund itself.

The Village Hall Committee is requesting £15,000 from the council to help cover the remaining costs. The council currently holds £11,849.34 in earmarked reserves for the village hall. As part of their proposal, the Village Hall Committee has suggested that £10,000 of the earmarked reserves be used to fund the project, leaving £1,849.34 available for future projects. They also propose £5,000 of funding to come from the precept.

However, council members should note that the £5,000 has not been included in the precept allocation for the 2025/26 financial year. If this funding were to come from the precept, the council would need to significantly review other planned work for the year, as the precept is already allocated to ongoing commitments. Alternatively, the council could fund the £5,000 from general reserves instead of adjusting the precept allocation.

It is also worth considering that the council could use the full £11,849.34 earmarked reserves for the project, requiring only £3,150.66 to be drawn from the council's general reserves. This option would eliminate the need to seek additional funding from the precept and minimise the impact on general reserves.

To meet the funding requirements, the council's general reserves, which stood at £15,988.77 as of the close of the 2024/25 financial year, may need to be utilised. Considering the council's precept for 2025/26 is £11,000, the Practitioners' Guide 2025 advises smaller authorities to maintain general reserves equivalent to between three and twelve months of net revenue expenditure. For smaller councils such as West Ilsley, general reserves should ideally be closer to twelve months of expenditure, i.e., £11,000. Current reserves exceed the three-month minimum but are aligned with the twelve-month guideline.

Council members are therefore asked to evaluate the financial implications of approving the funding request, including the suggested funding sources, and to consider the impact on both earmarked and general reserves in light of the recommendations provided.

Council members are invited to discuss and consider approving the allocation of £15,000 to the Village Hall project, along with the proposed funding structure.

Business plan for the roof repair and installation of solar panels and electric vehicle charging point at West Ilsley Village Hall

Executive Summary

West Ilsley Village Hall has a significant expanse of south-facing roof. This roof is in need of repair due to recent leaks and the age of the roof. This provides an opportunity to explore use of the roof to generate solar power. Photovoltaic panels on this south-facing aspect could generate around 9,500 kWh (kilowatt-hours) of electricity annually, enough to comfortably power a family house, when combined with batteries to store excess power.

This would not only reduce running costs of the electricity heated hall, it could provide a charging point for electric vehicles (EVs) for residents or visitors to the village and could generate funds to support running of the hall through selling of the excess power back to the grid or through charging of EVs of non-residents. There are also environmental benefits through local production of clean energy and provide an emergency source of electricity during power outages.

Current state of the roof

Three quotations have been received which recommend the following work:

- Remove all existing tiles from main roof and put aside for reuse.
- Remove all existing battens and membrane and clear from site.
- Supply and fix new breathable membrane in conjunction with sawn and treated battens fixed with galvanised fixings.
- Relay existing salvaged tiles and fittings and make up any loss with new tiles to match existing.
- All cement work to be done with a remix mortar mix.
- Remove all existing guttering and clear from site.
- Supply and fix new black plastic guttering with new fixtures and fittings.

The best quotation is £19,600 + VAT.

Exploring the opportunity for solar panels

Three quotations have been received, of which the most competitive recommends:

1 x 9.46 kWp Solar PV System + 9.5 kWh Battery Storage

	GOODS & SERVICES	TOTAL
A	22 x 430W All Black Longi Mono Panels - Manufacturers 25 Year Product & 25 Year Performance	£11,880.00
B	1 x GivEnergy Gen3 5kW Hybrid Dual Tracking Inverter - Manufacturers 12 Year Product Warranty	Incl above
C	1 x GivEnergy 9.5 kWh Battery - Manufacturers 12 Year Product Warranty	Incl above
D	Grid Connected Battery Management System For Grid Charging	Incl above
E	All Black Roof Mounting Kit	Incl above
F	All Black Bird Protection Mesh	Incl above
G	Generation Meter, Isolators and all Electrical Components	Incl above
H	Access Equipment	Incl above
I	Design & Installation	Incl above
J	Testing, Commissioning & MCS Certificate	Incl above
K	10 Year Insurance Backed Workmanship Warranty & Deposit Protection	Incl above

	TOTAL
Sub total (ex VAT)	£11,880.00
VAT @ 0%	£0.00
TOTAL (inc VAT)	***£11,880.00***

Exploring the opportunity for an EV charging point

One quote has been received for installation of an electric vehicle charging point, and the recommendation is as follows:

Hardware:

- ZOLB EV Fast AC Dual 22kW charger (Pedestal Mounted): £1,995.00

Note, these are designed for high use environments, are robust and very reliable. They are specifically designed for use in the commercial/public environment and we can load balance, depending on exact power supply conditions.

Installation:

Broad indication for the install element (ex-VAT) is between £1k - £2k , though this depends on distance from supply to charger location, wall mounted or pedestal mounted further away (and digging required).

PV Note: Speaking to the engineers, you are currently on single phase supply, which would limit the charging speed to 7.4kW; if you are installing PV, then depending on the setup, the power from the PV can absolutely feed in to power the EV chargers, which could be net neutral cost to you and all upside on the income. If we are connecting to a system with PV feeding in, we would need to install a dynamic load balancer (£995) to ensure that the max power is always delivered to the chargers.

To get the max 22kW power from the units you would need a 3 phase supply and circuit - it is possible to upgrade your premises to 3 phase, though this needs to be done via the network operator and could cost over £3k.

Maintenance and Warranty: All hardware and workmanship carries warranties of between 10 and 25 years.

Expected costs

Item	Cost
Solar PV system and battery	£11880
EV charging point	£5000
Upgrade to 3 phase power	£3000
Repair to roof	£19600

TOTAL	**£ 39480**
Contingency 10% overspend	£ 3948

Return on investment

	Power	Cost / saving / income per year
Energy produced	8500kWh	(Installation cost)
Energy used by hall	4390kWh	Saving: £0.55/kWh = £2415
Energy sold (EV)	1560kWh*	Income: Charging £0.70/kWh = £1092
Energy sold (grid)	2550kWh	Income: Octopus £0.15/kWh = £382.5
Total savings/income	-	£3889.50 per year

*Assumes only 1 car charging with 30kWh per week (52 per year) at 22kW charging point. Increasing this conservative number of cars would reduce the amount of energy sold back to the grid at the lower price, thus provide increased income. A further increase in the number of cars being charged, which would be in excess of the energy produced by the PV panels and stored in the battery, would provide further income to the hall, equivalent to the payment for EV charging (eg. £0.70/kWh) minus the cost per kWh to the hall (£0.55/kWh).

Market research of West Ilsley residents

A survey was undertaken in March 2024 to ask West Ilsley village residents about the appetite for electric vehicle charging points at the village hall. The survey was performed using MS Forms (Microsoft) and received responses from 31 respondents from separate households.

1. **Electric Vehicle Ownership**: Out of 31 respondents, 7 currently own an electric vehicle, while 24 do not. However, 9 of those who do not currently own an EV plan on purchasing or renting one in the next 3-5 years.
2. **Home Charging Facilities**: Among the EV owners, 8 have the facilities to charge their electric vehicle at home, while 6 do not.
3. **Usage of Village Hall Charging Point**: If an EV charging point was available at the Village Hall, 5 respondents would use it, 14 would not, and 10 said it depends on certain factors.
4. **Frequency of Charging Station Use**: When asked how often they or people associated with their household would use the charging station, most respondents (20) said they would rarely use it. Others said they would use it weekly (3), monthly (3), or multiple times a week (1). No respondents said they would use it daily or nightly.
5. **Preferred Charging Duration**: Most respondents (12) would prefer the charging to take less than 1 hour, while others would prefer 1-2 hours (8), 2-6 hours (4), or overnight (1).
6. **Expected Cost of Charging**: When asked about the cost of charging an EV, most respondents (7) expect to pay 40-50p per kWh at a village charging station.
7. **Concerns About Installation**: The feedback related to mainly to potential for parking issues, what would be the booking system and potential for a fire risk.

The survey demonstrates that there is an increasing need for such charging stations, particularly when considering residents who may have visitors with needs to charge an EV or users of the pub or cricket club, which mirrors the national picture of a shortage of suitable charging points.

Benefits and Impact

- Reduced (free) energy costs for the village hall

- Fixing of the village hall roof which is in need of repair
- Providing a service to the community (an electric vehicle charging point for those without access to one, at a cheaper than market rate)
- Generating income for the village from non-resident usage of EV charging point
- Generation of carbon-free energy
- Providing a source of power for the village in case of power outage

Request

The village hall management committee are seeking funding towards the cost of the roof repair and installation to make this a viable project:

Anticipated funding

Item	Applied for
West Berkshire Members bid*	£1000
Parish Council support^	£15000
West Berks village hall community grant	£14600 [secured]
Greenham Trust	£5000 [secured]
Village hall reserves and fundraising	£3880 + £3948
TOTAL	**£ 39480** + £ 3948

*Once bulk of funding secured

^Provisionally made up of £10,000 from Parish Council reserves allocated to the village hall (£11,849.34) plus £5,000 precept