West Ilsley Parish Council

Full Council Meeting

Minutes of the Full Council Meeting held in West Ilsley Village Hall on Tuesday 9th September 2025. Commencing at 7:33 pm.

Members Present:	Councillor Tim Pearey (TP) – Chair Councillor Alan Bloor (APB) – Deputy Chair Councillor Georgie Carlisle Smith (GCS) Councillor Rachel Hudson (RH) Councillor Katy Morris (KM) Councillor Jonny Rayfield (JR)
Members Absent:	None
Officers Present:	Sarah Marshman, Clerk/RFO
In Attendance:	District Councillor Carolyne Culver (7:50 pm – 8:19 pm) 3 Members of the Public

Minutes

25/035 **To receive apologies for absence from Council Members and consider their acceptance**
All Members were present, so there were no apologies.

25/036 **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**
There were no declarations of interests or requests for dispensation.

25/037 **To receive:**
Questions or comments from members of the public regarding items on the agenda
Representations from any member who has declared an Other Registerable Interest or Non-Registerable Interest
There were no questions, comments, or representations.

25/038 **To approve the minutes of the Parish Council Meeting held on 20th May 2025**
Resolved: Members agreed that the minutes of the last meeting should be accepted as a true record. The Chair signed the minutes.

25/039 **To discuss any matters arising from the Minutes of the previous meeting**
There were no matters arising.

25/040 **To receive a report from the District Councillor**
The District Councillor provided an update on recent developments at West Berkshire Council. She highlighted concerns regarding the sale of social housing within the district, noting that the proceeds have not been reinvested locally. She is currently reviewing this matter further.

25/041 **To consider the following application and to receive an update on planning application responses and decisions**
Application responses and decisions are given in Appendix 1.

25/042 **Finance:**
To consider approving the payments listed on the Finance Report
Resolved: To approve the payments listed on the Finance Report in Appendix 2.

To note the most recent bank reconciliation
The bank reconciliation to 31st August 2025 was noted as shown in the Finance Report in Appendix 2.

To receive any reports from the Internal Controller
The Internal Controller has reviewed the accounts to the end of August 2025.

To receive the most recent Quarterly Budget Report
The quarterly budget report to 30th June 2025 was reviewed.

25/043 **To discuss the requirements of Assertion 10 of the 25/26 AGAR on data and digital compliance**
The council reviewed the requirements and will continue to review them at each meeting until completed.

25/044 **To consider adopting an IT Policy**
Resolved: To adopt the IT Policy. Action: Clerk

25/045 **To consider adopting an updated Model Publication Scheme**
Resolved: To adopt the updated Model Publication Scheme. Action: Clerk

25/046 **To consider adopting the Data Audit**
Resolved: To adopt the Data Audit. Action: Clerk

25/047 **To consider applying to relist The Harrow as an asset of community value**
Resolved: To apply to relist The Harrow as an asset of community value. The Clerk and APB will complete and submit the form and obtain community statements where needed. Action: Clerk/APB

25/048 **To discuss the parking around the Catmore Road junction**

A meeting will be arranged with the Principal Engineer in Traffic and Road Safety, and the Road Safety Officer for West Berkshire Council. The council will review any suggestions following the meeting.

Action: TP

25/049 **To consider initiating a petition to West Berkshire Council for a weight restriction on Bury Lane, and to agree next steps for promoting and submitting the request**

Resolved: To submit a petition to West Berkshire Council requesting that the council take immediate steps to assess and introduce an appropriate weight limit on Bury Lane, supported by signage and enforcement, to protect the village from further damage, disruption, and risk to life.

The Clerk was requested to submit the petition in early October and to advertise the petition via the WIN and at village events.

Action: Clerk

25/050 **To consider changes to the council's banking arrangements**

a) **the transfer of council accounts from Lloyds Bank to Unity Trust Bank, and closure of the Lloyds accounts**
b) **the opening of a deposit account with the CCLA Public Sector Deposit Fund**

Resolved:

1. That current and savings accounts be set up with Unity Trust Bank.
2. Following the setup of the above accounts, a CCLA Public Sector Deposit Fund account will be opened with an initial investment of £25,000, with interest to be reinvested to allow for compound growth.
3. That all Councillors be appointed as authorised signatories, except for the Internal Controller.

Action: Clerk

25/051 **To consider the purchase of wreaths for Remembrance Sunday**

Resolved: That two commemorative wreaths be purchased for upcoming remembrance events

Action: Clerk

25/052 **To consider direct payment to the contractor for Village Hall roof repairs and solar panel installation, up to the value of the grant awarded**

Resolved: That the Council agrees to proceed with direct payment to the contractor for the Village Hall roof repairs and solar panel installation, not exceeding the value of the grant awarded.

Action: Clerk

25/053 **To review the following policies:**

- **Document Retention Policy**
- **Health and Safety Policy**
- **Vexatious Complaints Policy**

Resolved: That the Document Retention Policy, Health and Safety Policy, and Vexatious Complaints Policy have been reviewed and approved.

25/054 **To receive an update on flooding**

West Ilsley Parish Council has arranged a meeting with a flood engineer from West Berkshire Council to discuss local flood risk and mitigation. The District Councillor will attend.

25/055 **To receive an update on WIRSA**
The trustees will convene to review next steps.

25/056 **To receive an update on speeding**
As noted in Minute 25/048, the council will meet with representatives of West Berkshire Council to discuss traffic issues within the village.

25/057 **To discuss matters for future consideration or for information**
In accordance with the council's Scheme of Delegation, the Clerk has authorised tree works adjacent to the pond at £650 + VAT. This expenditure falls within the agreed budget for tree works and aligns with the Clerk's delegated authority for routine operational decisions.

Communication from West Berkshire Council/West Berkshire Libraries regarding the creation of a pop-up library or a community bookshelf was discussed. It was agreed that this was not needed as the Village Hall already provides access to a community bookshelf.

There being no further business, the meeting was closed at 8:43 pm.

Dates of forthcoming meetings:
Full Council: 18th November; 10th February 2026 and 19th May 2026 (Annual Meeting of the Parish Council and Annual Parish Meeting)

Signed: _____ Dated: _____

Appendix 1: 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
25/01159/HOUSE	School House, Main Street, West Ilsley, RG20 7AR	Revised access (dropped kerb) in connection with 25/00685/HOUSE	No objections
25/01300/LBC	31 Main Street, West Ilsley, RG20 7AA	Retention of unauthorised works: Demolition of brick boundary wall, re-built to the front and replaced with wooden fence to the rear.	No objections

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

Application Reference	Location	Proposed Work	Decision
25/00921/HOUSE & 25/00922/LBC	4 West Ilsley House, Main Street, West Ilsley, RG20 7AA	Section 73A: Repairs to lower garden wall (retrospective).	Approved
25/01079/COND	Hodcott Buildings, West Ilsley Stables, West Ilsley	Approval of details reserved by Conditions (10) Hard Landscaping and (11) Soft Landscaping of planning permission 23/02481/FULMAJ: 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
25/01159/HOUSE	School House, Main Street, West Ilsley, RG20 7AR	Revised access (dropped kerb) in connection with 25/00685/HOUSE	Approved
25/01310/COND	Hodcott Buildings, West Ilsley Stables, West Ilsley	Application for approval of details reserved by condition 3 'safety and stability', 5 'structural engineering report and method statement' and 9 'details of all roof, wall and floor - barn' 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 in part and refused in part

Appendix 2: Finance Report

Status at last bank reconciliation 31st August 2025	
Account	**Amount**
Lloyds Current	£3,693.25
Lloyds Savings	£41,438.75
Total	**£45,132.00**

Income	Amount
Interest Apr, May, Jun, Jul, Aug	£134.31
Total	**£134.31**

Payments to be approved			
Date	**Payee**	**Payment Detail**	**Amount**
15-May-25	Hugo Fox	Website	£11.99
23-May-25	Staff Costs	Staff costs May	£397.44
16-Jun-25	Royal Mail	Postage	£0.87
16-Jun-25	Hugo Fox	Website	£11.99
23-Jun-25	Staff Costs	Staff costs June	£401.72
15-Jul-25	Hugo Fox	Website	£11.99
23-Jul-25	Staff Costs	Staff costs July	£395.64
15-Aug-25	Hugo Fox	Website	£11.99
21-Aug-25	Staff Costs	Staff costs Aug	£453.52
		Total	**£1,697.15**