CHACOMBE PARISH COUNCIL

E-mail: clerk@chacombeparishcouncil.org.uk

The councillors are summoned to the Annual Meeting of the Parish Council to be held on **Monday 6th July 2026** at **7pm** at **Chacombe Park Care Home**

AGENDA

15) Public Time from 7-7:15pm

16) Apologies

17) Declaration of interests on items on the agenda

18) To approve the minutes of the meeting held on 11.05.26

19) Outstanding matters/actions from previous meetings

a) Status of defibrillators
   i) School site
   ii) The Ring

b) Update regarding possibility of completing first registration of the land owned by the village hall, the allotments owned by the Parish Council (PC), and the playing field currently managed by the Betty Cameron Trust

c) Update re damaged and/or missing posts on the verge near the Village Hall

20) Planning applications received

2026/2294/LBC – Wesley House, Wesley Place, Chacombe. Listed building consent for Internal alterations to form a shower room and installation of an external rear vent. Support. (Response made using delegated powers.)

Planning decisions received – None

2025/3384/S73 – Apple Tree Barn, Thorpe Road, Chacombe. Variation of condition 2 (approved plans) to make changes to external elevations and internal layout. Revision to parking and garage building including revised siting of Planning Permission 2024/4794/FULL (Change of use and alteration of agricultural building (Use Class Sui Generis) to a dwelling (Use Class C3) and erection of detached garage (to include the removal of existing storage building)) Approved.

2025/4134/FULL – Penny Royal, 19 Thorpe Road, Chacombe. Replacement of single glazed windows with double glazed hardwood units. Approved.

21) To consider the options for the future of the website:

- Remain with the existing website providers, at a cost of £1259.29 + VAT for the hosting only (no support included with this, SSL certificate is extra) for the next 3 years, which includes 2GB storage per e-mail account which is currently not enough for at least 2 of the users
- Move to a Parish Online website at a cost of £250 for the first year, and £350 for subsequent years, which includes 5GB storage per e-mail account, a .gov.uk domain, an SSL certificate, Clerk control of the e-mail systems, and includes support

22) Finance

a) Approval of the bank statement balances as at 30.06.26 of £145.22 and £37,840.17

b) To confirm completion of the third (Oct to Dec) and final (Jan to Mar) quarterly Internal Controls financial check for 2025-26

c) To confirm completion of a quarterly asset inspections and agree any actions required

d) To note and approve the following payments and receipts:

Payments made since last meeting using delegated powers:

20.05.26	Ecotricity Ltd	Streetlighting April	£72.58
02.06.26	Complete Ground Management Ltd	Grass cutting April	£819.60
02.06.26	Zurich	Annual parish insurance	£396.00
02.06.26	Kirsty Buttle	Salary, office, and exp May 26	£601.98
02.06.26	HMRC	Tax & NI May	£27.36
29.05.26	NEST	Pension May	£43.36
02.06.26	Gallagher	Berry Close Insurance	£380.75
09.06.26	ICO	Data Protection Fee	£47.00
31.05.26	Unity Bank	Account fee	£7.00
22.06.26	Ecotricity Ltd	Streetlighting May	£68.42
24.06.26	Shield Maintenance	Dog bin collection	£109.20
24.06.26	Complete Ground Management Ltd	Grass cutting 21st May	£409.80
24.06.26	Kirsty Buttle	Salary and office Jun 26	£596.98
24.06.26	HMRC	Tax and NI Jun	£26.36
30.06.26	NEST	Pension Jun	£43.36
24.06.26	Kirsty Buttle	Reimbursement - SIM, One Drive, and batteries	£24.65
30.06.26	Unity Bank	Account fee	£7.00

Receipts:

07.05.26	WNC	Grass cutting grant	£820.53
30.06.26	Unity Bank	Interest	£171.33

23) Information exchange

Date of next meeting – 7th September 2026

K. Buttle

Mrs K Buttle
Parish Clerk

1st July 2026