

CHACOMBE PARISH COUNCIL

E-mail: clerk@chacombeparishcouncil.org.uk

The councillors are summoned to a meeting of the Parish Council to be held on **Monday 7th September 2026** at **7pm** at **Chacombe Park Care Home**

AGENDA

24) Public Time from 7-7:15pm

25) Apologies

26) Declaration of interests on items on the agenda

27) To approve the minutes of the meeting held on 06.07.26

28) 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

29) Planning applications received

2026/2961/FUL – Bridge Lake Fishery, Wardington Road, Chacombe. Replacement of existing 5 no. fishing lodges with 8 no. fishing lodges, change of use of dwellinghouse to holiday let with additional associated accommodation unit, and new storage unit to replace existing containers.

Planning decisions received - None

Notifications of tree works received

2026/3068/TCA – Penny Royal, 19 Thorpe Road, Chacombe. Works to 1x Plum Tree.

2026/3069/TCA – Ivy Bank, 21 Thorpe Road, Chacombe. Works to 1x Magnolia Tree.

30) 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

31) Finance

- a) Approval of the bank statement balances as at 01.09.26 of £125.26 and £35,740.17
- b) Proposal to make a donation of £100 to St John Ambulance for the CPR and Defib training they provided
- c) To confirm completion of the third (Oct to Dec) and final (Jan to Mar) quarterly Internal Controls financial check for 2025-26, and the first (Apr to Jun) quarterly check for 2026-27
- 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
29.07.26	E-on	Streetlight maintenance qtr ending Jun26	£79.20
29.07.26	Shield Maintenance	Dog bin collection	£109.20
29.07.26	Complete Ground Management Ltd	Grass cutting 17th June	£409.80
29.07.26	Kirsty Buttle	Salary and office Jul	£596.78
29.07.26	HMRC	Tax & NI Jul	£26.56
31.07.26	NEST	Pension Jul	£43.36
20.07.26	Ecotricity Ltd	Streetlighting Jun 26	£63.10
31.07.26	Unity Bank	Account fee	£7.00
20.08.26	Ecotricity Ltd	Streetlighting Jul 26	£66.35
25.08.26	Shield Maintenance	Dog bin collection	£109.20
25.08.26	Kirsty Buttle	Salary and office Aug	£596.98
25.08.26	HMRC	Tax & NI Aug	£26.36
28.08.26	NEST	Pension Aug	£43.36
31.08.26	Unity Bank	Account fee	£7.00

Receipts:

07.05.26	WNC	Grass cutting grant	£820.53
30.06.26	Unity Bank	Interest	£171.33
10.08.26	National Grid	Wayleave	£64.29

Payments to be made:

Kirsty Buttle	Salary Sep plus backpay	£687.24
HMRC	Tax and NI Sep	£67.22

32) Information exchange

33) Proposal to exclude the public and the press from the meeting in order to discuss a staff matter

34) To review the Clerk's salary scale point in line with the Clerk's contract

Date of next meeting – 5th October 2026

A handwritten signature in black ink, appearing to read 'K. Buttle', with a stylized flourish at the end.

Mrs K Buttle
Parish Clerk

2nd September 2026