CHACOMBE PARISH COUNCIL

E-mail: clerk@chacombeparishcouncil.gov.uk

Minutes of a meeting of the Parish Council held on **Monday 5th October 2026** at **7pm** at **Chacombe Park Care Home**

Present: Cllr Taylor, Cllr Merrow-Smith, Cllr Tustian, Cllr Williams.

In attendance – 0 members of the public.

35) Public Time from 7-7:15pm – None.

36) Apologies – Apologies received from - Cllr Jenkins, and Cllr Wright. Apologies accepted – None.

37) Declaration of interests on items on the agenda – None.

38) To approve the minutes of the meeting held on 07.09.26 – The minutes were proposed, agreed, and duly signed.

39) Outstanding matters/actions from previous meetings

a) Status of defibrillators – Cllr Williams confirmed both defibs are active.
   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 – The Village Hall Committee have copies of their deeds and they are trying to locate the originals. Cllr Wright has not replied regarding whether she can offer guidance about next steps based on documentation already obtained. **Clerk to chase her up again**.

c) Update re damaged and/or missing posts on the verge near the Village Hall – This has now been reported to Highways.

d) New PC website – The website is now live. A few changes are required such as adding in calendars, changing headings, etc. **Clerk to request admin logins for Cllr Taylor and Cllr Williams so they can make some updates.**

40) Proposal to instruct Shield Maintenance Ltd to empty the litter bins at the bus shelter on The Ring, and on the Plantation fortnightly, at a cost of £4 per empty – annual cost of £104 per bin – Proposed and agreed. **Clerk to instruct the contractor.** It was noted that the contractor has advised they will be charging a 25% surcharge due to the increase in fuel prices. This will need to be budgeted for as part of the budget discussions at the next meeting.

41) Planning applications received - None

Planning decisions 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. Approved.

Notifications of tree works received

2026/3598/TCA – Lyddon Lodge, 14 Thorpe Road, Chacombe. Works to 1x Cedar within a conservation area.

42) Finance

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a) Approval of the bank statement balances as at 29.09.26 of £12,695.52 and £34,440.17 – Cllr Taylor confirmed the balances stated are correct.

b) To confirm completion of the second (Jul to Sep) quarterly check for 2026-27 – Cllr Williams confirmed the check has taken place and all was found to be in order.

c) To confirm completion of a quarterly asset inspections and agree any actions required – Cllr Taylor has completed the check of zone 2 and the only issue raised was overgrown foliage around the noticeboard. Cllr Williams will complete his check soon. Cllr Merrow-Smith agreed to take on responsibility for completing Z1 checks from Cllr Wright. **Clerk to e-mail Cllr Merrow-Smith a copy of the inspection form.**

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

Payments made since last meeting using delegated powers: Proposed and agreed.

21.09.26	Ecotricity Ltd	Streetlighting Aug 26	£72.08
28.09.26	Shield Maintenance	Dog bin collection	£109.20
28.09.26	E-on	Streetlight repair	£46.80
28.09.26	Shield Maintenance	Dog bin collection	£109.20
30.09.26	NEST	Pension Sep	£51.98

Receipts: Noted.

28.09.26	WNC	Precept	£12,362.00

Payments to be made: Proposed and agreed.

St John Ambulance	Donation re CPR and defib training session	£100.00
E-on	Quarterly lighting maintenance	£79.20

43) Information exchange – The grass cutting contractor has contacted the PC to advise that due to increasing costs they have decided it is no longer financially viable for them to continue working with smaller parish councils, including Chacombe, after the end of this season. Cllr Taylor will try to find out who other organisations in the village use for their grass cutting and discuss the possibility of combining all grass cutting in the parish into a single contract to make it more attractive to contractors. **Cllr Taylor will also speak to the existing contractor to see how much they would need to charge to make it viable to continue in Chacombe.**

Berry Close Charitable Trust need more trustees and they have asked if members of the PC would consider becoming trustees given that Berry Close is a parish asset. They have also asked if the PC can put a contingency in the PC budget to support them with some of the work that needs doing in Berry Close, particularly in relation to the trees.

The Clerk raised the possibility of the PC holding some of its reserves in a CCLA Investment Fund to provide better returns. **Clerk to put proposal on the next agenda.**

Meeting closed @ 9:11pm

Date of next meeting – 7th December 2026

Signed…… Date……

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