

**Minutes of Wokefield Parish Council Quarterly Meeting
14th May 2025 held at Burghfield Community Sports Association**

A	Open Forum Nothing was put forward.	
B	<u>Present:</u> Cllr Richard Thorne (RT) Cllr Chris Faulkner (CF) Cllr Jim Thompson (JT) <u>In attendance:</u> Mrs Sandra Faulkner (Interim Clerk) <u>Meeting opened at:</u> 19:53	
1	<u>Apologies, Absences and Quorum</u> a) Apologies had been received from Cllr V Poole and Cllr N Carter. b) Absences None c) Quorum: The Clerk declared the Meeting to be quorate.	
2	<u>Declarations of Interest by Councillors</u> There were no declarations of interest.	
3	<u>Minutes of the quarterly Council Meeting held on 29th January 2025</u> The Minutes of the quarterly Council Meeting held on 29th January 2025 had been circulated by email. It was agreed that apart from a mistake in numbering they were a correct record of the meeting. Proposed by: Cllr Richard Thorne Seconded by: Cllr Jim Thompson In Agreement: All The minutes were signed by the Chair as a true and correct record of the meeting.	
4	<u>Matters Arising</u> <u>4a Matters Arising from 6 January 2021</u> 6 - Goring Lane Speed Limit Concern/Possible Footway - A petition from local residents had been received indicating their unhappiness with the current situation. RT reported that there had been a further accident at the junction between Goodboys Lane and Goring Lane in the last 10 days involving a motorcyclist who had been injured. There had also been an accident at the end of James Lane. CF would share the petition with NC. RT proposed going to Police & Crime Commissioner if no joy. JT reported that the police had advised that unless an accident was reported they were unaware. It was possible to report on their website. JT to add link to website. RT will advise local residents who drew up the petition. JT had attempted to compare statistics from crash map but no roads with similar speed limit and number of junctions in short distance. He had forwarded details of B3349 Heckfield to Mattingley and Padworth Road. Both of these had 40 speed limit and/or double white lines.	CF JT RT

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	<p>CF suggested arranging a meeting with local residents to bring all information together before forwarding to Council. RT offered to host at showroom premises.</p> <p><u>4b Matters Arising from 5 October 2022</u> 6.2 Financial Matters- SF had written to HMRC and awaiting activation codes. She was also sourcing a Payroll software system to match the criteria HMRC dictated. Would continue to progress.</p> <p><u>4c Matters Arising from 18 January 2023 & 29th January 2025</u> 9 - Hedging - CF had continued submitting notices to West Berks. JT had contacted AWE who had cut verges and hedgerow. It was agreed that if not improved over the summer the parish council would look to arrange a private contractor. JT reported he had received no response regarding the trees and ownership. He would try once more.</p> <p><u>4d Matters Arising from 11 November 2023</u> 9 - Notice Boards - Noticeboards had been ordered and a contractor engaged to erect them once delivered. Complete.</p> <p>11 - Any Other Business - Pitchkettle Farm - JT had not received a response from NC, would send a reminder.</p> <p><u>4e Matters Arising from 13th August 2024</u> 9 - Screening Solar Farm & Bloomfield Hatch solar farm - No further updates had been received. Aware Mearings and James Lane recently resurfaced at great cost, if about to dig up to lay cables. SF to write to NC for an update.</p> <p><u>4e Matters Arising from 9th October 2024</u> 6.2 Authorisation of future payments - Invoice had been received and payment made. Complete.</p>	<p>SF</p> <p>JT</p> <p>JT</p> <p>SF</p>
5	<p><u>District Councillors' Reports</u> Cllr NC had forwarded reports which had been posted on the website. No items were raised as District Councillors not present to respond.</p>	
6	<p><u>Financial Matters</u> 6.1 Balance stood at £11,707.88. £3,582.74 of this was CIL money with restrictions attached. Payments made since last meeting: £465 to West Berkshire Library Service £743.24 to S Faulkner (wages from 2022 & 2023) 6.2 Authorisation for future payments Employers NI from previous year £23.60</p>	<p>SF</p>

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	<p>Tax for wages from 22/23 and 23/24 (once PAYE complete) £187.60 BALC £81.90 SLCC £80.00 CPRE £60.00 S Faulkner wages accrued from 24/25 £520.75 Tax on this £130.00 SF Expenses £60.60</p> <p>These were approved for payment.</p>	
7	<p><u>Planning Matters</u> JT reported that Wokefield had submitted an application to repair a grade II listed wall. No objections.</p> <p>RT asked if any further news regarding the containers. JT advised that according to the West Berks planning site a decision was still awaited.</p>	
8	<p><u>Any Other Business</u></p> <p>Parish Clerk Role CF had been approached following discussions RT had had with an individual. CF had drawn up a job description with desired tasks to be undertaken. He was proposing the role be for 100 hours per annum but for this to be regularly reviewed. The committee agreed salary to be offered having undertaken some benchmarking and that the role needed to be rewarded appropriately moving forward. It was also agreed that SF should be paid at the equivalent hourly rate for the current financial year whilst in role. CF to arrange meeting if individual wished to continue.</p>	CF
9	<p><u>Proposed Dates for years meetings:</u> Wednesday 9th July 2025 @ 7.30pm Wednesday 22nd October 2025 @ 7.30pm Wednesday 14th January 2025 @ 7.30pm Monday 11th May 2025 @ 7pm for APA, AGM & quarterly meeting.</p>	
10	<p><u>Date of Next Meetings</u> 9th July 2025 @ 7.30pm</p>	
	<p><u>Meeting Declared Closed</u> Time: 2057hrs</p>	

Chairman's signature: Date:

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