

ECCHINSWELL, SYDMONTON AND BISHOPS GREEN PARISH COUNCIL  
 Minutes of the ordinary meeting held at Bishops Green Village Hall on  
 Wednesday 8<sup>th</sup> April 2026, commencing at 19:30 hours  
**Present:** Cllrs Stamp (Chair), Sadler, Debenham, Hardy-Giles, Monteith and Shadegg.  
**In attendance:** Sarah Jones (Clerk), 1 member of the public.

Item		Action
	<b>At 6.30pm the Neighbourhood Plan Steering Group met and held a discussion, as per the attached minutes. The was followed by the usual Parish Council meeting.</b>	
1	<b>Apologies:</b> Apologies were received and accepted from Cllr Letch.	
2	<b>Declarations of interest</b> There were no declarations of interest.	
3	<b>Minutes of previous meeting and actions arising</b> To receive and confirm the minutes of the Ordinary Meeting held on Wednesday 18 <sup>th</sup> March, and the Extra-ordinary meeting on Friday 27 <sup>th</sup> March, and matters arising. All Cllrs agreed them as a true record, and they were signed by Cllr Stamp.	
4	<b>Public participation</b> One member of the public was present. He discussed his planning application which was raised by Cllrs at the last meeting. The same planning application has been included under Item 10 on this agenda. The resident explained the situation relating to S106 rules. Cllrs discussed the application and agreed unanimously that they are not in a position to comment on S106 rules but with the division of the land falling within the settlement boundary there is no legitimate reason to object. The response of no objection was proposed by Cllr Stamp, seconded by Cllr Sadler and agreed by all Cllrs unanimously.	
5	<b>Borough Councillor's Report</b> Borough Cllr Izett was not present so there was no report.	
6	<b>County Councillor's Report.</b> Borough Cllr Mellor was not present so there was no report.	
7	<b>Planning</b> a) <b>New applications:</b>  25/01111/FUL George House Ecchinswell Road Bishops Green Hampshire RG20 4HT Proposal: Proposed new dwelling with new access, following division of existing residential plot. ESBG PC have no objections to this.  b) <b>Decisions: none</b>	
8	<b>Matters for Discussion:</b> a) <u>Website upgrade progress and emails address change</u> The website designer and clerk have held a meeting and gone through the status of the new website, the clerk has given a list of amendments and once these are in place the website will be closer to being published. The current email and website provider has sent the bill for the website domain; this will be paid and he will be reminded that the parish council need the domain to be handed over urgently; this has been requested numerous times and the email is no longer legal and needs to be amended. b) <u>CIL money project idea</u> The spread sheet of jobs is being updated and circulated. There has been an issue with illegal behaviour and a vandalized car in Bishops Green and it is hoped the project to make the new parking spaces will be moving forward soon to try and alleviate this issue. Cllr Shadegg requested that new noticeboards be purchased to replace the ones in Bishops Green, he had obtained quotes and councillors agreed unanimously that these	<b>JS</b>

	<p>could be purchased. The clerk will establish when the next lot of lengthsman hours are, so he can be asked to cement the new noticeboards into the ground.</p> <p>c) <u>SID purchase progress</u> The working party need to set a date to install the SIDs. A resident has asked if they can not be put up near their property. They will be advised the posts have already been installed and the SIDs will be moved around on a regular basis.</p> <p>d) <u>Neighbourhood Plan Review Process</u> The steering group meeting took place at 6.30pm. Cllrs agreed to accept the Terms of Reference for the review. The clerk will authorize the first payment to the new consultants.</p> <p>e) <u>Sustainability and Environmental working party update</u> Cllr Sadler circulated information relating to the areas to be covered, and this will be presented to the public at the Annual Assembly.</p> <p>f) <u>BGCA and EVH updates</u> Cllr Sadler reported that income from regular hires is good. The treatment room is being well used. Bingo is running weekly and well attended. The hall is an approved receiver of food from Waitrose; this is food that would otherwise go to waste and is helpful and running well There has been an attack on the youth workers car. The CPSO is patrolling the area. Cllr Hardy-Giles reported that the logo and website have been updated. £6,112 has been raised by the fundraising committee.</p> <p>g) <u>Bus shelter grant</u> The clerk has received 2 quotes, she is seeking one more and will then apply for the grant.</p> <p>h) <u>S106 monies available and possible projects</u> Cllr Monteith advised he will look into S106 agreements and establish if there are any projects for these monies. He will report back at the June meeting.</p> <p>i) <u>AGM and Annual Assembly arrangements</u> The final arrangements have been made and the clerk will ask EVH if they have a projector which can be used. Refreshments will be organized. Chair and Vice Chair nominations were requested through the following month. There may be a period where there is no Chair and the clerk will look into what happens in this instance.</p>	<p>SJ</p> <p>SJ</p> <p>LM</p> <p>SJ</p> <p>SJ</p> <p>SJ</p>																														
9	<p><b>Finance</b></p> <p><b>a) Electronic payments made in April:</b></p> <table border="0"> <tr> <td>S Jones</td> <td>Clerk's salary (March)</td> <td>£817.75</td> </tr> <tr> <td>D McClelland</td> <td>Litter warden – (March)</td> <td>£453.46</td> </tr> <tr> <td>HMRC</td> <td>PAYE – DM, SJ</td> <td>£233.00</td> </tr> <tr> <td>D McClelland</td> <td>Expenses</td> <td>£40.00</td> </tr> <tr> <td>Office costs</td> <td>Microsoft Office package</td> <td>£104.99</td> </tr> <tr> <td colspan="2">Less payment to Westcotec</td> <td></td> </tr> <tr> <td colspan="2">for x 2 Speed Indicator devices</td> <td>£11,011.20</td> </tr> <tr> <td colspan="2">Less payment to Flexinet 10.03.26</td> <td>£45.50</td> </tr> <tr> <td colspan="2">Less payment to Business Stream</td> <td>£47.98</td> </tr> <tr> <td colspan="2"><b>Total</b></td> <td><b>£12,753.88</b></td> </tr> </table> <p><b>b) Actual/against budget</b> The actual/against budget will be finalised for the FY 25-26 and will be presented at the May meeting.</p> <p><b>c) Annual Accounts Sign off</b> The annual accounts are being signed off and will be presented at the May meeting. .</p> <p><b>d) Internal audit update</b> The clerk confirmed she has booked the Internal Audit for May 6<sup>th</sup>.</p>	S Jones	Clerk's salary (March)	£817.75	D McClelland	Litter warden – (March)	£453.46	HMRC	PAYE – DM, SJ	£233.00	D McClelland	Expenses	£40.00	Office costs	Microsoft Office package	£104.99	Less payment to Westcotec			for x 2 Speed Indicator devices		£11,011.20	Less payment to Flexinet 10.03.26		£45.50	Less payment to Business Stream		£47.98	<b>Total</b>		<b>£12,753.88</b>	
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10	<p><b>Correspondence</b>  18.03.26 – West Berks Council; New West Berkshire Local Plan – Call for Sites deadline extended to Monday 13 April 2026</p> <p>20.03.26 – BDBC Update on Draft Basingstoke and Deane Local Plan (2024-2042)</p> <p>26.03.26 – HALC; Hampshire ALC Statement on LGR Decision Announcement</p> <p>07.04.26 – Meeting set up with Robert Webb -the clerk will organise this.</p> <p>07.03.26 -Resident; last months planning application and discussion.  26/00404/VLA Land At Burnside Mill Lane Ecchinswell Newbury Hampshire  Proposal: Discharge of S106 agreement attached to BDB/33024 to remove restriction requiring The Barn and Yard and the Mill House to remain in the same ownership and occupation – this was discussed and finalised under Item 4.</p>	SJ
11	<p><b>Highways and Rights of Way</b>  Cllr Shadegg pointed out that signs about dog fouling in the parish are out of date; he will get new signs and distribute in the village.  The diversions down Hyde Lane are unacceptable but the parish council are not being given sufficient notice (or any at all) so are unable to provide any assistance.  HCC are being contacted regularly with all the issues and potholes on the roads in the Parish but action has been slow.</p>	
12	<p><b>New Business</b></p> <p>a) <u>Recruitment of new clerk update</u>  The clerk has received an application via the advertisement put on the HALC website, and also a local clerk. She will invite both to interviews with Cllrs Stamp and Sadler.</p> <p>b) <u>1<sup>st</sup> Quarter Safety Review</u>  The quarterly safety review was not carried out so will be on the agenda for the June meeting.</p> <p>c) <u>Election process and next steps</u>  The relevant forms have been signed by all Cllrs except Cllr Letch who has been unable to complete his. They will be returned to the BDBC offices by the clerk on Thursday 9<sup>th</sup>.</p> <p>d) <u>Chair and Vice Chair nominations</u>  This was discussed under Item 8 (i).</p> <p>At the end of the meeting Cllr Hardy-Giles advised this will be his last meeting as he is stepping down from the council. He was thanked for his hard work and contribution.</p>	
13	<p><b>Communications</b> – newsletter (Clerk) and other media output  It was agreed the draft minutes do not need to be published this month.  Items for the magazine were agreed.</p>	
14	<p><b>Review of calendar items</b>  Calendar items for May 2026 were noted.</p>	
15	<p><b>Date of next meeting:</b> Wednesday 13<sup>th</sup> May 2026; AGM at 7.00pm followed by the Annual Assembly at 7.30pm at Ecchinswell Village Hall.  There being no further business, the meeting closed at 8.37pm.</p>	

**ACTIONS:**

Cllr Shadegg had obtained quotes and councillors agreed unanimously that new noticeboards could be purchased.

The clerk will establish when the next lot of lengthsman hours are, so he can be asked to cement the new noticeboards into the ground.

The clerk will authorize the first payment to the new consultants.

The final arrangements have been made and the clerk will ask EVH if they have a projector which can be used.

Refreshments will be organized.

There may be a period where there is no Chair and the clerk will look into what happens in this instance

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