

**INKPEN PARISH COUNCIL**

A meeting of the Inkpen Parish Council Meeting was held on Monday 13<sup>th</sup> May 2024 at 7.30pm at Inkpen Village Hall.

**Those attending the meeting were:** Councillor Bates (Chairman), Councillors Cox, Corne, Durham, Fisher, Lester and Dr Thomas. There were no Residents attending.

**1. Apologies for absence:** None recorded.

**2.** Chairman, Councillor Bates handed over to the Clerk, who requested nominations for each role on the Parish Council.

Election of Officers:

Parish Council:

Chairman:           Nomination: Councillor Bates.           Elected nem con

Vice Chairman: Nomination: Councillor Cox           Elected nem con

Planning Sub Committee

Chairman:           Nomination: Councillor Corne           Elected nem con

Vice Chairman: Nomination: Councillor Durham           Elected nem con

**3. Minutes of the previous meeting** – the draft minutes of the meeting held on 19<sup>th</sup> February 2024 were approved as a true record and signed by the chairman.

**4. Declaration of Interest: None recorded**

4.1 The following declaration is made on all minutes for clarification.

Inkpen Parish Council is the Corporate & Custodian Trustee of the Memorial Playing Field Trust and registered with the Charity Commission as the Corporate and Custodian Trustee. Trust meetings and funds are held separately as required by the Charity Commission and confirmed annually by the External Auditors.

**5, Matters Arising from the Minutes**

a) Update on Parish emails and new address system – Councillor Corne. Carried forward to next meeting.

b) Draft questionnaire progress – Councillors Durham and Bates

A draft had been circulated prior to the meeting and was ready for circulation to residents. Access to the form will be available on-line and from hard copy printed for completion by residents, to give a steer of future Parish requirements. Further discussion on circulation of the questionnaire will be decided.

c) Clearance of the ditch and fallen trees in Post Office Rd.- Councillor Lester

There was no progress made on clearance of the ditch as it required some specialist services and workers with a permit to work on the roadside. The Clerk advised that the ditch clearance should be by open tender to invite local contractors with an opportunity to tender. The fallen tree had been removed as it presented a danger to residents. Councillor Thomas wished to review his understanding of events leading up to the tree removal and choice of contractor to carry out the work. Following discussion, Councillor Lester left the meeting and discussion was terminated.

d) Miss Lawrence Grant funding: Councillor Thomas confirmed the transfer of outstanding funds had been transferred to the Inkpen History Society bank account plus £200.05 from the unspent Parish Plan.

NB: Due to an unscheduled occurrence, the Chairman closed the meeting.

**Meeting closed at 8.45pm. Date of the Next Meeting:** Dependent on availability of Councillors.

**AOB Carried Forward to next meeting:** – Councillor Thomas wished to clarify the query raised by Mrs. Jones at the August Parish Council meeting – re the existence of the duplicate Inkpen website.

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Signed:.....Date: .....