Brimpton Parish Council
Minutes of the Parish Council meeting

Date: Tuesday 5th August 2025 Time: 7.30pm
Place: Brimpton Village Hall
Attending: Mr John Hicks (Chairman)
Mr Philip Bassil
Mr Charles Brims
Mr John Dolphin
Mr Nick Matthews (Vice-Chairman)
Mrs Wendy Matthews

In Attendance: Christine McGarvie (Clerk)
9 members of the public

81/25 Open Forum
No items raised

82/25 Apologies for absence
District Cllr Boeck gave his apologies.

83/25 To receive declarations of interest relating to items on the agenda
None

84/25 Minutes of the previous meeting
84.1 Mr Brims pointed out a typing error (item 71/25 Hillcourt not Hillcrest) which was corrected. The minutes from the meeting of 1st July 2025 were agreed as a true and accurate record. The Chairman duly signed the minutes.

85/25 Matters arising from Minutes of previous meeting not otherwise on the agenda (including review of Action Tracker)
Action Tracker –
25.3/24 The bridge on Brimpton Road near the Baptist Church has been repaired. This item can be listed as completed.

29.3/23 – The Queen's Memorial stone has been installed at the War Memorial. Mr Hicks thanked Mr Bassil for his work on the project.

86/25 To consider request from Baughurst PC for a local liaison committee

Baughurst Parish Council and Tadley Town Council have proposed setting up a liaison committee between the local authorities in the area. It was agreed that Brimpton Parish Council should send a representative. Mrs Matthews agreed to attend with Mr Matthews as her deputy. Clerk to accept the invitation and inform Baughurst Parish Council that Mr and Mrs Matthews will attend the inaugural meeting in October.

87/25 Brimpton Common planning enforcement update

The Chairman reported he had contacted West Berkshire's Planning Enforcement to ask why no further action had been taken to enforce the stop notices that were served regarding the new entrances that were installed without permission. WBC confirmed there have been 11 notices served but they do not take action unless it is an 'engineering operation'. A resident has been told that all the cases were being reviewed but no further update has been given to them or the Parish Council.

Since the last Parish Council meeting there has been a large fire on one of the plots that spread to adjoining plots. The Fire & Rescue Service had to attend on three occasions to extinguish the fire.

88/25 Planning and Development

88.1 To consider new planning applications received and provide updates on any already considered

25/01523/HOUSE - The Croft, Wasing Road Proposed new driveway access and garage

The Parish Council resolved to object to the second driveway as it believes it is unnecessary and questioned the need for the bungalow to have a three-bay garage in addition to the existing integral garage. The Parish Council agreed to respond that if West Berkshire Council is minded to grant permission for this garage, it should be subject to a condition (similar to neighbouring Tarkwa in 2008) that it must never be separated from The Croft and must never be developed into a separate dwelling.

25/01522/HOUSE – 26 Brimpton Common. single-storey, side and rear extension and a two-storey rear extension to the property to provide an extended kitchen/dining and living area and a utility/WC at ground floor level and an enlarged bedroom to the first floor.

The Parish Council resolved to respond with no objections.

25/01732/OOD – Out of district. 25/01735/RET – Land off Hockford Lane - Timber five bar gate and area of hardstanding for access to agricultural land

The Parish Council resolved not to comment on this application.

88.2 To agree comments to be sent West Berkshire Council on the North East Thatcham Development

The Chairman and Vice-Chairman attended a presentation given by West Berkshire Council planning officers on the North-East Thatcham Development. The meeting was informative and there was a request for input from Parish Councils on the infrastructure needs of the area. At the meeting the planning officers were aware of the impact of increased traffic travelling north towards the motorway but there was no mention of the impact of traffic moving south using Brimpton Lane.

The Chairman suggested the following response which was seconded by Mr. Matthews and unanimously agreed:

The Parish Council asks that in planning the North-East Thatcham development, West Berkshire Council bears in mind the current number of vehicles using local roads to drive south to AWE, local business parks, Basingstoke and the M3. Considering the likely increase in vehicles from this development that will want to use these roads, the Parish Council asks you to include measures to mitigate the impact on local lanes and bridges and to discourage traffic from passing through the village of Brimpton and the settlement of Brimpton Common.

Clerk to send this response to West Berkshire Council.

Action: Clerk

89/25 Parish Environment

89.1 To consider War Memorial refurbishment and whether to re-install the railings.
At the last meeting it was agreed that the railings around the War Memorial should be shot blasted, painted and replaced. Since then, some residents have questioned whether the War Memorial looks better without the railings in place. In addition to those who conveyed their views to councillors, The Chairman asked for views from those who receive the Parish Update. Nine replies were received, of which six were in favour of replacing the railings. The Chairman proposed the Parish Council confirm its earlier decision to restore and replace the railings. Councillors voted by five to one in favour in favour of doing so.

Mr. Dolphin has obtained a second quote for shot blasting the railings at a cost of £180. The Parish Council agreed to accept this quote and Mr Dolphin will deliver the railings to the shot blasting company after which they will be replaced.

Action: Clerk/JD

89.2 To discuss whether to ask WBC to implement a Residents' Parking Zone for Enborne Way and Bannister Place
At the end of July, the school held a sports day which led to parents parking for longer than usual in Enborne Way and Bannister Place. Some parents parked in an inconsiderate way and there were reports of parking in front of driveways, garages and in disabled parking places. Following this, some residents approached the Parish Council to ask if it would support parking restrictions in the road.

The Clerk approached West Berkshire Council to find out the process for requesting a Traffic Restriction Order should the Parish Council wish to do so. WBC replied that for various reasons they would not support the idea of a residents parking zone. After some discussion, it was agreed that a Residents Only Parking Zone would not resolve the issue and not all residents would want this as it would involve charging and also restrict visitors' parking.

The Chair of the Governors said the Headteacher regularly asks parents to park considerately but would ask her to re-iterate this and the need to drop off promptly. The school will also be asked to inform residents when there are any events planned which would mean that parents are likely to need to park for longer.

90/25 Finance
90.1 To consider the External Auditor's report for 24/25 AGAR and decide whether any action is required
The Parish Council considered the External Auditor's report and agreed that no further action was required. The Clerk will publish the notice of completion of audit.
The Clerk pointed out that the Parish Council will need to adopt an IT policy before the next audit due to a new assertion 10 in the AGAR. Clerk to draft a policy for review at the next meeting.

Action: Clerk

90.2 To approve payments & approve reconciliation against bank statements
Payments as listed in the appendix were agreed and Mr. Matthews will approve them online as the Chairman will not be available.

91/25 Reports

91.1 Chairman's Report

The Chairman reported on a meeting he and the Vice-Chairman had held with Andrew Perkins, CEO Wasing Estate on 17th July. They discussed the Brimpton Common Fuel Allotment and Wasing Estate have agreed to continue to help with small forestry jobs at the allotment. Manor Farm was discussed and Mr. Perkins confirmed that the Estate have no plans to develop the farm buildings at the moment.

91.2 Clerk's Report

The Clerk reported that the defibrillator at the Village Hall needs a new battery and will need new pads in November. This is likely to cost more than the amount budgeted but it was agreed that there is no option but to order the required consumables to ensure that it is fully functional.

Action: Clerk

The Local Government Pay Award has been agreed and is 3.2%. The official confirmation hasn't been received from HALC/NALC yet. The pay increase will be back dated to April 25. Clerk to implement.

Action: Clerk

Clerk has put the SID up at the hall on the new post and will continue to send reports to councillors.

Action: Clerk

91.3 Report from Village Hall Committee

The solar panels are working well and the hall is currently in credit with the electricity provider. The rendering work is in progress. It is not going to be possible to patch the walls as the existing render is in a poor condition. The project will therefore cost more than expected.

The VJ commemorative event has over 40 confirmed bookings. SSAFA may attend the event.

A Bingo Night is planned for September.

92/25 The Date of Next Meeting was confirmed as 2nd September at Brimpton Village Hall

Appendix A

Meeting Report 5th August 2025

Community Account

Statement balance 24/07/2025	Cashbook balance as at 24/07/2025	Cashbook balance after new payments made
£8,614.31	**£8,614.31**	**£6,925.48**

Payments made since last meeting

Payment method	Payee	Details	TOTAL COST
DD	Mrs C McGarvie	Salary June	311.60
DD	Barclaycard	springback binder	14.99
EP	Mrs P Brims	Refreshments Queen's memorial event	20.00
EP	Mrs B Scott	Refreshments Queen's memorial event	33.13
TOTAL			**£379.72**

New items for payment

Payment method	Payee	Details	TOTAL COST
DD	Mrs C McGarvie	Salary August	311.60
EP	Graham Sparkes	Metal post at village hall (VAT £45)	270.00
EP	Brimpton Village Hall	6 months hall hire	100.00
DD	Barclaycard	SSAFA donation - £734.45. Metal post £99.98 (£16.67 VAT)	834.43
DD	Digital House Md Ltd	Website hosting (£44 VAT)	172.80
			£1,688.83

Receipts since last meeting date

Receipt Date	Payer	Details	TOTAL AMOUNT
			£0.00

Payments not presented as of 24/06/2025

Cheque No	Payee	Details	TOTAL COST
TOTAL			

Receipts not cleared as of 24/06/2025			
Receipt date	**Payer**	**Details**	**TOTAL COST**

Savings Account balance 24/07/2025	£32,952.63
CIL	**£8,417.75**

From Washoe Lodge must be spent by 2029.

Appendix B

Bank Reconciliation 30th July 2025

Authority name	Brimpton Parish Council		
Prepared by	Christine McGarvie	Clerk and RFO	
Date	30th July 2025		
Approved by	John Hicks	Chair of council	
Balance per bank statements as at 24th July 2025		£	£
	Community Account	8,614.31	
	Saving account	32,952.63	
			41,566.94
Less any un-presented payments at 24th July 2025			
			0.00
Add any uncleared receipts			
Net Bank balances as at 24th July 2025			£41,566.94

CASH BOOK	
Opening balance as per cashbook 1st April 2025	6,078.58
Add: Receipts in the year	7,037.28
Less:Payments in the year	4,501.55
Closing balance as per cash book as at 24th July 2025	£8,614.31
Opening balance savings account 1st April 2025	32,843.52
Add: Receipts in the year	£109.11
Less:Payments in the year	0
Closing balance as per cash book as at 24th July 2025	£32,952.63
Overall closing balance	£41,566.94
diff	£0.00

Appendix C

Brimpton Parish Council Meeting - 5th August 2025

Planning Applications for Consideration

		Comment deadline
1	**25/01523/HOUSE - The Croft, Wasing Road** Proposed new driveway access and garage	20/8/25
2	**25/01522/HOUSE – 26 Brimpton Common.** single-storey, side and rear extension and a two-storey rear extension to the property to provide an extended kitchen/dining and living area and a utility/WC at ground floor level and an enlarged bedroom to the first floor.	14/8/25
3	**25/01732/OOD – Out of district . 25/01735/RET – Land off Hockford Lane.** Timber Five bar gate and area of hardstanding for access to agricultural land.	

Planning Application Decisions made

1	**25/00751/FUL – Park Court –.** External alterations to building following confirmation that Prior Approval is not required for change of use from office to residential	Approved
2	**25/01156/LBC – Stonehouse, Crookham Common Road –** Roof and chimney repairs	Approved

Planning Applications Awaiting Decisions

1	**23/02548/FUL - La Capana –** Change of use of public house to car sales removal of the first floor residential to use for office space **.**	Still not decided. B&DBC
4	**25/00767/OOD – 25/00799/RET Hockford Lane** erection of fencing , gate and hardstanding retrospective	Not decided. Deadline 23rd May B&DBC