Brimpton Parish Council
Minutes of the Parish Council meeting

Date:	Tuesday 4th November 2025	Time:	7.30pm
Place:	Brimpton Village Hall		
Attending:	Mr John Hicks (Chairman)		
	Mr Nick Matthews (Vice-Chairman)		
	Mr Philip Bassil		
	Mr Charles Brims		
	Mr John Dolphin		
	Mrs Wendy Matthews		
In Attendance:	Christine McGarvie (Clerk)		
	5 members of the public		

104/25 Open Forum

104.1 A resident reported that the Brimpton village sign had been damaged. This has already been reported to West Berkshire Council.

104.2 A resident reported that there is a fly tipped sofa on Brimpton Lane between Able Bridge and the school. This has been reported to West Berkshire Council.

105/25 2 Apologies for absence

District Cllr Dominic Boeck gave his apologies before the meeting.

106/25 To receive declarations of interest relating to items on the agenda

None

107/25 Minutes of the previous meeting

107.1 The minutes from the meeting of 2nd September 2025 were agreed as a true and accurate record. The Chairman duly signed the minutes.

108/25. **Matters arising from Minutes of previous meeting not otherwise on the agenda (including review of Action Tracker)**

Action Tracker

127.3/24 Thames Water tankers in Brimpton Road is likely to be an issue again this Winter as there is still no long term plan to resolve the issue.

106.2/24 Able Bridge flooding. Mr Dolphin reported that there was flooding in the recent heavy rain, so it doesn't seem as though the gulleys have been cleaned. Clerk to request an update from West Berkshire Council.

Action: Clerk

109/25 Planning and Development

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

25/02358/OOD Land Off Hockford Lane. Out of District Planning Consultation BDBC: Ref 25/01735/RET - Timber five-bar gate and area of hardstanding for access to agricultural land (retrospective). Amendment to plans

This application has already been considered at a previous meeting and the Parish Council resolved not to comment further.

110/25. Parish Environment

110.1 Update on War Memorial refurbishment

The War Memorial refurbishment is now complete and all agreed that it is greatly improved. It was agreed that the work should be paid for from CIL funds.

110.2 Update on condition of Church Spire

Mrs Brims, churchwarden, reported that a steeplejack carried out a survey of the Church Spire on 9th and 10th October. A measured survey and a detailed assessment of the state of the spire was carried out both inside and outside. The final report has been received.

The internal timbers and metal work are in good condition and structurally sound. The masonry is generally good apart from a crack in the Southwest corner. The waterproofing boards and lead soakers are in good condition, but fixings are worn out.

The shingles are in very poor condition. The lightening conductor is very old and they recommend ways to improve it. The steeplejacks did some patching of the shingles but they couldn't do much as they are in such a poor condition. The main recommendation from the architects is a full replacement of all shingles preferably with oak.

The work is likely to be very expensive. The architects have been asked for an estimate of the cost.

The scaffolding required for the work will be very expensive.

The Parochial Church Council is responsible for maintenance of the building including the spire and therefore the report needs to go to them first.

The plan is to hold a public meeting in the Parish in early 2026 to discuss putting together a working group from the whole community to agree next steps and possible fundraising. Churches can no longer reclaim all the VAT on building works.

Planning permission must be obtained from the diocese for any building work.

As well as the building work itself there will be architect costs, a bat survey and insect survey would also have to be paid for.

The church bells were not part of the survey.

Mr Brims pointed out that Greenham Trust is reluctant to support churches but will support community projects.

111/25 Finance

111.1 To approve payments & approve reconciliation against bank statements

The payment list and bank reconciliation were approved. Mr Hicks to approve the payments online.

111.2 To review the budget updates for Q2 25/26 and to consider the draft budget for 26/27 prepared by the Clerk.

The first draft of the budget for 26/27 and the budget update for Q2 25/26 were reviewed and accepted. Clerk to finalise the draft budget. The precept will be discussed and set at the December meeting.

112/25 To review any consultation documents

West Berkshire Council has asked all parish councils to consider signing the Armed Forces Covenant. Mr Hicks has reviewed the covenant and discussed it with West Berkshire Council. It was agreed that the covenant is not appropriate for parish councils in its current form as it includes pledges on housing etc. Mr Hicks will discuss with West Berkshire council and draft a new version that is more appropriate for the Parish Council and bring to the next meeting for review.

Action: JH

113/25 Reports

113.1 Chairman's Report

Mr Hicks and Mr Matthews attended a meeting of the Eastern Parishes on 30th September in Burghfield. West Berkshire Council outlined their proposals for local government re-organisation. Jeff Brooks, Leader of West Berkshire Council, outlined services that Parish Council could take on themselves such as cleaning gulleys, library services etc

Mr Hicks and Mr Matthews attended the District Parish Conference on 23rd October.
Planning enforcement was the first item on the agenda. They will be employing a third planning enforcement officer in the next financial year. Unfortunately, the person giving the presentation could not answer questions about the Brimpton Common planning enforcement case and explain what will happen when the grace period for the site to be cleared has expired.
There is a similar site in Aldermaston where permission was refused but the mobile home is still on site and has not been cleared.

West Berkshire Council are meeting tonight to decide whether to ratify the proposal for two new unitary councils Ridgeway Council and Oxfordshire & Shires

A Remembrance Service will be held at the War Memorial on 11th November starting at 10:50am .

113.2 Clerk's Report

Clerk has purchased a new set of pads for the defibrillator and put them in the cabinet.

113.3 Report from Village Hall Committee

Mr Dolphin reported that all internal refurbishment work at the hall is finished and almost all external work is finished.
The next project will be to refurbish the hall kitchen.
There will be a bingo evening on 15th November.

113.4 Report from Parish Council representative on the AWE Local Liaison Committee

The next meeting is on 6th November. Meeting on Thursday.

114/25 The Date of Next Meeting was confirmed as 2nd December at Brimpton Village Hall

Appendix A

Meeting Report 4th November 2025

Community Account

Statement balance 24/10/2025	Cashbook balance as at 24/10/2025	Cashbook balance after new payments made
£11,652.28	**£11,652.28**	**£9,278.49**

Payments made since last meeting

Payment method	Payee	Details	TOTAL COST
DD	Mrs C McGarvie	Salary August	311.60
EP	Mrs C McGarvie	Backpay April - August25	50.00
EP	PKF Littlejohn LLP	External Audit (£42 VAT)	252.00
DD	Mrs C McGarvie	Salary September	321.60
TOTAL			**£935.20**

New items for payment

Payment method	Payee	Details	TOTAL COST
DD	Mrs C McGarvie	Salary November	321.60
EP	Graham Sparks	War Memorial refurbishment (£330 VAT)	1980.00
DD	Barclaycard	replacement pads for hall defib (£11.20 VAT)	72.19
			£2,373.79

Receipts since last meeting date

Receipt Date	Payer	Details	TOTAL AMOUNT
30/09/2025	West Berkshire Council	2nd precept payment	5925.00
			£5,925.00

Payments not presented as of 24/10/2025

Cheque No	Payee	Details	TOTAL COST
TOTAL			

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

Savings Account balance 24/10/2025	£33,062.01

CIL	**£8,417.75**	**From Washoe Lodge must be spent by 2029.**

Appendix B

Bank Reconciliation 27th October 2025

Authority name	Brimpton Parish Council		
Prepared by	Christine McGarvie	Clerk and RFO	
Date	27th October		
Approved by	John Hicks	Chair of council	

Balance per bank statements as at 24th October 2025		£	£
	Community Account	11,652.28	
	Saving account	33,062.01	
			44,714.29
Less any un-presented payments at 24th October 2025			
			0.00
Add any uncleared receipts			
Net Bank balances as at 24th October 2025			£44,714.29

CASH BOOK	
Opening balance as per cashbook 1st April 2025	6,078.58
Add: Receipts in the year	12,962.28
Less:Payments in the year	7,388.58
Closing balance as per cash book as at 24th October 2025	£11,652.28
Opening balance savings account 1st April 2025	32,843.52
Add: Receipts in the year	£218.49
Less:Payments in the year	0
Closing balance as per cash book as at 24th October 2025	£33,062.01
Overall closing balance	£44,714.29
diff	£0.00

Appendix C

Brimpton Parish Council Meeting - 4th November 2025

Planning Applications for Consideration

		Comment deadline
1	**25/02358/OOD – Hockford Lane, Brimpton Common** Out of District Ref 25/01735/RET - Timber five-bar gate and area of hardstanding for access to agricultural land (retrospective) and erection of a wire stock fence 2m high with timber posts. Amendment: 1) Revised fence plan - fence posts amended to timber only. 2) Revised description (fence type amended only).	11/11/25

Planning Application Decisions made

1	**25/01513/HOUSE** - The Croft, Wasing Road Proposed new driveway access and garage	Approved
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.	Approved

Planning Applications Awaiting Decisions

3	**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. Going to committee on 10th December 25
4	**25/00767/OOD – 25/00799/RET** Hockford Lane erection of fencing , gate and hardstanding retrospective	Not decided. Deadline 23rd May B&DBC