

Minutes of the Meeting of the Council held on 15th December 2025 in Charvil Village Hall at 8pm

Present Matt Walker, Katrin Harding, Pat Sutlieff, Stephen Lucas, Mark A'Bear, and Jane Hartley.

Apologies for Absence Narinder Ryatt, and Lee Cripps

Absent

25/8732 Declarations of Interest

Councillor Harding stated that she was the Executive Member for Environment and Climate Emergency, and Councillors Harding and Hartley are part of the Fete Committee

25/8733 Open Forum

Five residents attended, two regarding the Angling Club, two regarding Speedy Fuels, and one to listen to the meeting. One resident explained his memory of how and why the Angling Club was set up, and how the original committee had slowly withered to one remaining member, so all the workload fell to him, and after years of this, is happy to pass the running of the club to new people. The second resident is a member of the club but not part of the committee and has offered to take over the running of the club if that will keep the Charvil resident fishing rights open.

A third resident spoke about Speedy Fuels, and the success in getting the residents to write in their concerns regarding the current planning application. He requests that the Parish Council consider employing a planning consultant to help fashion any comments that may need to be made to the planning committee if the application gets that far. A fourth resident mentioned that a planning consultant had already identified weaknesses in the application and wanted to know whether the Parish Council was willing to take a lead on the matter if it goes to the planning committee. The agenda items for both topics were then brought forward for the convenience of the attending residents, but the Minutes are recorded below in the order presented in the agenda.

The four residents left by 8.30pm.

25/8734 To approve the Minutes of the Full Council Meeting of 17th November 2025

These were approved and signed.

25/8735 To note the Clerk's report

This was noted.

Finance

25/8736 To receive and approve the financial reports

It was resolved to approve these which was passed unanimously.

25/8737 Authorisation of Payments

It was resolved to recommend approval of the payments of invoices, which was carried unanimously.

£82.50 to A1 Locksmiths

£99.67 to the Assistant Clerk

£35.52 to Avern Industrial Cleaning Supplies

£1844.81 to Berkshire Pension Fund

£1000 to Citizen's Advice, Wokingham

£70 to Dominic McKeown

£168 to Gardner Mechanical Services Ltd

£87.38 to Grundon

£4274.32 to HMRC

£300 to Locality

£1022.99 to the clerk

£36 to the Media Assistant

£322.49 to MKR Electrical Services Ltd

£400 to My Cancer, My Choices

£107.50 to Safelincs Fire Safety Solutions Ltd

£417.47 to Smartest Energy

£1321.85 to Sunshine Commercial Services Ltd

£1269.50 to Tactical Cleaning & Hygiene Services UK Ltd

£192.24 to Tactical Facilities Management Ltd

£18 to Taurus Elite Security

£1403.80 to The Blue Moose Graphics Company

£1500 to Twyford District Youth Centre

£250 to Twyford, Wargrave and District Volunteer Drivers

£13.20 to Unity Bank

£1316 to Wise Roofing

£118.45 to Yu Energy

£5271.30 in Payroll

25/8738 To hear an update on the strategic plan

The PULSE survey is out and live, and it is hoped to get some feedback on possible new equipment from this. It has been agreed that Amenities will consider areas of the plan under its remit in more detail, to feed back into the main plan. It was noted that smaller expenditure items for new equipment will come from the Village Improvements budget, and larger items will come from CIL or grant funding.

25/8739 To consider grant applications from Citizen's Advice Wokingham, My Cancer, my Choices, and the Twyford, Wargrave and District Volunteer Centre

It was resolved to grant £1000 to Citizen's Advice, £400 to My Cancer, My Choices, and £250 to the Twyford and District Volunteer Centre, which was approved unanimously.

25/8740 To consider employing a planning consultant to advice on Application 252782, former Prince Bros site to change to fuel storage and distribution centre

This item was discussed after the Open Forum. After some discussion, it was resolved to approve appointing a planning consultant who has worked on various local cases at a cost of £725 ex VAT if the application goes before the Wokingham Planning Committee.

Planning, Environment and Highways Committee (PEH)

25/8741 To note the Minutes of 1st December

These were noted.

To note that the bus shelter repairs should be done this week

This was noted.

To note that the ex-village warden has agreed to repair the broken bench

The clerk reported that the bench had been repaired and was asked to pass on thanks to the ex-warden.

25/8742 Amenities Committee

To note the Minutes from 8th December

These were noted.

To consider how to develop a Marketing Strategy for the Pavilion

It was agreed that the times that need filling are daytime, term-time. Various ideas were proposed, including offering use to the school or its contractors, and reasons why it was not an attractive option for many groups were also discussed, the main one being that there is limited parking available near the building. It was agreed that a longer discussion should be on the next Amenities Committee agenda.

To note the Finance Committee Minutes of the 24th November 2025

These were noted.

25/8743 Borough Councillor's Report

There were no reports from either Borough Councillors Smith or Akhtar. Borough Councillor Harding reported that the financial settlement for the Borough was likely to be challenging. She said that there would be no changes for the northern parishes from the Community Governance Review. The WBC executive will be discussing an updated speed limit policy in January, with a view to introducing 20 mph zones in suitable locations. Parish will have input into these decisions.

Items for Consideration

25/8744 To note that the Examination stage of the Neighbourhood Plan has been slightly delayed and the decision on the referendum date is now currently due to be made by the Borough in February

This was noted.

25/8745 To consider ways to recruit more councillors

Ideas put forward included advertising at every event that the Council does, ask people each Councillor knows, and keep advertising on the channels available to us. Councillor Hartley is to put together some key bullet points about what the Parish Council does, and this will form the basis for publicity material. There was one resident who is potentially interested in joining and has been asked to contact the clerk. It was also agreed to try again with Meet the Councillors events.

25/8746 To hear feedback on the visit of Councillors Hartley and Harding to the Beavers

The visits went well, and the leaders are going to put a proposal together regarding things they would like to make the facilities better for them.

25/8747 To review the Christmas event

The event was well attended with over 90 residents present. Some people with tickets didn't attend but others without tickets turned up anyway. The food offering was about right. The feedback was positive although councillors could not engage with everyone as much as they would have liked. The visit from Santa was particularly successful, as was the school choir. The school were very keen to be involved again next year.

25/8748 To consider whether to run the Community Heroes initiative again, and if so, what categories to include

It was agreed to run it again, with two categories, individual of the year, and group/organisation of the year. An article should be included in the next edition of the Village News for next year's launch, with the closing date in the first week of May and the winner announced at the Annual Parish Meeting on 20th May.

25/8749 To consider what to do for a grand opening of the playground when it is complete

It was agreed that the opening should be at the end of the school day, so that the school can be involved. The council will ask the school PSA if they would like to provide the refreshments, and Infinity will be asked if they will provide ribbons etc. There was a discussion about finding a celebrity to open it, but no names were forthcoming at this stage.

25/8750 To hear an update on youth engagement and to receive the youth offer needs assessment

Councillors A/Bear and Hartley are meeting with some of the Piggott sixth formers on 17th December. They will take the PULSE survey for the students to complete.

25/8751 To note the Minutes from the BALC AGM

These were noted.

25/8752 To note the Minutes for the Borough Parish Liaison Meeting and to confirm who can attend the next meeting on 12th February at 7pm.

The Minutes were noted, and Councillor Lucas will attend the next meeting.

25/8753 To consider how to ensure the future of free fishing tickets for Charvil residents

This was discussed at the beginning of the meeting. It was agreed that the Chair and clerk would talk to the person currently in charge to see if the website etc can be transferred to the resident who is willing to take over. Once this has been done, the resident taking over will work with the Parish Council to ensure everything is working. He will attend the Amenities Committee on a six-monthly basis.

25/8754 To note the Social Media report and to note the successful production of the Village News earlier than planned to allow advertising of the Christmas event

The social media reports were noted, and all seems to be going well. The format for the Village News is much improved, and several residents have commented on it.

25/8755 To note the outstanding action list and to hear any updates

This was noted, and there are no updates on last month, although the list of frequently asked questions regarding the pavilion were briefly discussed at the last Amenities meeting

25/8756 To note the Fete Annual Report and to confirm the date of next year's fete as 6th September

The report was noted, and the date confirmed.

25/8757 To note any agenda items for the next meeting

Topics include setting the dates for Community engagement events, developing the plan for the playground opening, and how to advertise the Neighbourhood Plan referendum

By virtue of the confidential nature of the business to be contracted the press and public were excluded from the remainder of the meeting under Section 2 of the Public Bodies (Admission to Meetings) Act 1960

25/8758 To consider and approve a new cleaning contractor for February 2026 for at least three years

It was resolved to appoint Tactical Group to clean the facilities which was approved unanimously. The Council thanked the clerk and amenities manager for their hard work on this tender.

There being no further business the meeting closed at 9.57pm

Chairman's Signature