



CASTLE EATON PARISH COUNCIL

Minutes of the Annual Parish Council Meeting 29th April 2024

Present

Cllr C Williams - Chair

Cllr S Cooper Caine – Vice Chair

Cllr L McVey

Cllr M Patrick

T. Whyborn (Clerk)

Three residents

Chair C Williams and Vice Chair S Cooper Caine confirmed that they are happy to continue in the roles of Chair and Vice Chair.

1. Apologies for absence

Cllr P Hall was not present, he had resigned from his role as a Councillor.

2. Declarations of Interest

None declared.

3. Approval of Minutes of previous Meeting – 25th March 2024

Approved, signed, and passed to the Clerk.

4. Matters arising from Minutes of Previous meeting – 25th March 2024

None raised

5. Items for Discussion

a. AD Plant update

The applicant has proposed another new route for entry / exit into the plant which has not been disclosed on the planning Portal, National Highways have issued three months to consider it.

Chair C Williams has been in discussion with Hannington Parish Council, Latton Parish Council and Blunsdon Parish Council, regarding the potential that it may pass through their Parishes.

Issues raised by residents in the Recess.

Permission was granted for Resident C. O'nion to park her minibus on the Village Hall Carpark by the Village Hall Committee. Resident T. Ross has complained as it can be seen from her garden.

The Parish Council and Village Hall Committee are still happy for Resident C. O'nion to park the minibus in the carpark if needed.

Resident J Hughes has volunteered to have it on her drive. Chair C Willimas will confirm with J Hughes.

Resident D. Saunders emailed Councillor Vijay Manro regarding his lack of visibility within the Parish, and why he never comes along to any Parish Council meetings, he hasn't responded to the email. Residents feel that Castle Eaton is the forgotten Village.



6. Finance – Annual Return

a. Internal Auditors Report 2023/2024

Agreed, C. Williams Chairman, passed to Clerk.

b. Accounting Statement 2023/2024

Agreed, signed by, Clerk T Whyborn, C Williams Chair, passed to Clerk.

c. Annual Governance Statement 2023/2024

Agreed, signed by C Williams Chair, passed to Clerk.

d. Bank Statement Reconciliation 2023/2024

A handwritten signature in black ink, appearing to read 'C Williams', is positioned in the lower center of the page.

Castle Eaton Parish Council Bank Reconciliation

Financial Year Ending 31/03/2024

Receipts and Payments

Balances @ 01/04/23

| | |
|-----------------------------------|-------------------|
| Current Account-1529286 | £10,157.22 |
| Deposit Account-01200108 | £500.00 |
| CBF Account-71707268 | £29,934.01 |
| Opening Balance @ 01.04.23 | £40,591.23 |

Receipts

| Name | Net Amount |
|----------------------------------|------------------|
| Precept | 18,355.00 |
| VAT Refund | 4,373.88 |
| Donation From VCC for Playground | 4,000.00 |
| Bank Interest | 232.35 |
| Securities/Interest | 5.30 |
| Total Receipts | 26,966.53 |

Payments

| Name | Net Amount |
|------------------------------|------------------|
| Annual Council Memberships | 114.57 |
| Annual Insurance | 129.23 |
| Urn | 70.82 |
| Travel Costs | 23.40 |
| Grass Cutting | 2,297.00 |
| I.T. Costs | 328.30 |
| Internal Audit | 150.00 |
| Payroll Expenses | 8,992.14 |
| Playground Repair | 16,388.00 |
| Office Supplies, Printer Ink | 10.91 |
| Post Office | 250.00 |
| Village Hall booking | 46.00 |
| Village Hall Grant | 4,573.00 |
| VAT | 3,835.92 |
| Total Expenditures | 37,209.29 |

Balances C/fwd From 31.03.23

| | |
|--------------------------|-------------------|
| Current Account-1529286 | £10,157.22 |
| Deposit Account-01200108 | £500.00 |
| CBF Account-71707268 | £29,934.01 |
| | £40,591.23 |

| | |
|----------------------------|--------------|
| Opening balance @ 01.04.23 | £ 40,591.23 |
| Receipts | £ 26,966.53 |
| Payments | -£ 37,209.29 |

| | |
|-----------------------------------|--------------------|
| Closing Balance @ 31.03.24 | £ 30,348.47 |
|-----------------------------------|--------------------|



Castle Eaton Parish Council Bank Reconciliation

Financial Year Ending 31/03/2024

Balances @ 31/03/24

| | |
|--------------------------|------------|
| Current Account-1529286 | £11,475.97 |
| Deposit Account-01200108 | £500.00 |
| CBF Account-71707268 | £18,372.50 |

| | |
|--------------------------------|-------------------|
| Balance C/fwd @ 1/4/23 | £40,591.23 |
| + Total Reciepts | £26,966.53 |
| - Total Payments | £37,209.29 |
| Balance C/Fwd @31/03/24 | £30,348.47 |

7. General Finance

a. Ad hoc Payments

None

b. Bank Statements

Approved by all Councillors.

| Transaction Date | Transaction Description | Debit Amount | Credit Am | Balance |
|--|-------------------------|--------------|-----------|------------------|
| Opening Balance 19th March 2024 | | | | 12,229.45 |
| 28/03/2024 | T M WHYBORN | 753.48 | | 11,475.97 |
| 08/04/2024 | Garden Services | 2,415.00 | | 9,060.97 |
| 08/04/2024 | Audit | 150.00 | | 8,910.97 |
| 08/04/2024 | VH Rental | 50.00 | | 8,860.97 |
| 09/04/2024 | Interest | | 0.52 | 8,861.49 |
| 17/04/2024 | Precept Payment | | 9,681.36 | 18,542.85 |
| 18/04/2024 | Quickbooks | 23.16 | | 18,519.69 |
| 19/04/2024 | Precept Payment 2 | | 137.50 | 18,657.19 |
| Closing balance 20th April 2024 | | | | 18,657.19 |

| Transaction Date | Transaction Description | Debit Amount | Credit Am | Balance |
|--|-------------------------|--------------|-----------|------------------|
| Opening balance 19th March 2024 | | | | 18,372.50 |
| 09/04/2024 | INTEREST (GROSS) | | 18.98 | 18,391.48 |
| Closing balance 20th April 2024 | | | | 18,391.48 |



8. Planning Applications

S/HOU/24/0311 - Erection of a garden office & summer house with covered veranda and seating area

At: 6 The Street, Castle Eaton Swindon SN6 6JZ

Castle Eaton PC have no objection to the application.

9. AOB

There will be an increase in Website costs to £150.00 per year as the website has to be made compliant to WCAG AA accessibility guidelines, by October 2024.

All Councillors approved this.

It was approved by The Village Hall Committee to have two green bins, Clerk T Whyborn will arrange payment to SBC £126.

These are to be used by the village for village clean ups, should a resident have a surplus of green waste they can ask if it is possible to use the bins. It should be checked that they have paid for their own green waste subscription before approval is given.

Currently the Lock is broken, Chair C Williams will replace the lock to stop any abuse of the usage.

The process of recruiting a new Councillor in replacement of P Hall will begin.

10. Date of Next Meeting

Possible dates TBC

Meeting was adjourned at 8.30pm by Cllr Colin Williams – Chairman

Minutes submitted by: Teresa Whyborn - Parish Clerk

Approved by: Cllr Colin Williams - Chair

