



To All Members of the Council

14th December 2023

You are hereby summoned to the Annual Meeting of the Shaw-cum-Donnington Parish Council to be held on Wednesday 20th December 2023 at 7.30 pm, at Shaw-cum-Donnington Village Hall, for the purpose of transacting the following business:

AGENDA

1. Apologies for absence
2. Declarations of interest in items on the agenda
3. Approval of the minutes of the meeting on 15 November 2023
4. Matters arising from those minutes (not covered in this agenda)
5. Presentation on West Berkshire Draft Busters by David Marson
6. Correspondence: Letters & e-mails received by the Parish Council
 - The ScD Gardening Club have written to ask if they can use their closing balances to donate a new bench for Donnington Recreation Ground. See item 12 also.
 - Long Lane resident has written to complain about the ongoing flooding in Long Lane and the danger to life
7. Finance –
 - a. Agree invoiced and other payments for October
 - b. Review of the Council's investments.
 - c. To consider the draft 2024/25 budget. Please note salaries to be discussed in part 2 below.
8. District Councillors' reports
9. Planning
 - a. Applications
 1. 23/02719/LBC Old Rectory and Vicarage, Church Road, to convert to single dwelling
 2. 23/02631/HOUSE The Old Coach House, Church Road, rebuilding garden wall
 - b. Decisions
 1. 23/02314/COND Old Tannery Donnington, reserved conditions, approved.
 2. 23/02687/5DAY Donnington Priory, remove 2 felled trees blocking river, approved.
10. Update on Community Speed Watch
11. Amenities
Donnington Recreation Ground:
 - i) Update on improvements to the pavilion.
 - ii) Update on the proposed improvements to the North Western corner of the recreation ground.
 - iii) repairs to the playground equipment
12. To consider a bench or similar to commemorate Bill Graham.
13. Councillor Responsibilities. To appoint new Amenity and Recreation Ground Officers, and a new member of the Investment Advisory Group.
14. Members reports and questions
15. Exclusion of the Public due to the confidential nature of the business to be discussed
16. To agree the salaries/rates of pay for the Parish Clerk, Litter Picker, Groundsman and Cleaner.
17. To consider the quotes received for levelling Owen Road Field



EXPENDITURE BUDGET

Budget 2023/2024

Administration

Clerks Salary (inc pension & NI)	16,287
Clerk's Expenses	100
Clerks Office	720
Insurance	2,150
Office Expenses	500
Advertising	60
Newsletter	1,300
Subscriptions	655
Hire of Hall/s	500
Audit Fees	800
Conference/Training	440
Chairman's Allowance	75
Planning Allowance	100
Cllrs. Travel/Telephone	150
Website & IT Costs	1,700

Sub-total 25,537

General Maintenance

Litter and Dog Bins	2,560
Salt Bin Replenishment	200
Property Maintenance	500
Pavilion Electricity	1,200
Water	200
Groundsman's wages	2,000
Grounds Maintenance	500
Equipment Maintenance	1,600
Equipment Purchased (Capital)	1,000
Petrol	250
Pavilion Cleaning	500
Hedge Cutting	575
Rec. Field Wedkill	672
Owen Road	700
Litter Picker's wages (inc tax)	1,246
Bin emptying	-

Sub-total 13,703

Street Lighting

Maintenance	500
Electricity	5,400
New Lighting Columns	6,000

Sub-total 11,900

Footpaths

Maintenance	250
-------------	-----

Sub-total 250

Special Costs

Parish Assembly Refreshments		25	
Remembrance Wreath		50	
Village Summer Event		600	
CIL Expenditure		50,000	2
Two new SIDs		10,000	3
WBC Library Contribution		1,800	
Donations		300	
Play Area		5,000	
CPSG Expenditure		4,500	4
Conversion of old school/village hall		-	
	Sub-total	<u>72,275</u>	

TOTAL EXPENDITURE**123,665****INCOME BUDGET**

Recreation Ground Lettings	Football Club	884	
	Cricket Club	1,155	
	Other Lettings	-	
Bank Interest		6,000	
Precept		54,900	
	TOTAL INCOME	<u>£62,939</u>	

From/To Reserves:

	CIL Reserve	56,000	18
	Traffic Management Reserve	10,000	3
	CPSG Reserve	4,500	4
General Reserve for conversion of old school/village hall		-	
	SURPLUS/(- DEFICIT) 2022/2023	<u>£9,774</u>	