

# CHISELDON PARISH COUNCIL



Contact details:

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**You are summoned to the Finance, Contracts and HR** Committee meeting.  
Wednesday 5<sup>th</sup> March 2025 at 7.30pm at the Chapel Office, Butts Road,  
Chiseldon.

## AGENDA

Note – for any items that are not confidential, the public should request to see “Additional information” from the Clerk prior to the meeting. The information will not be available during the meeting.

Disabilities are not always visible. Please let a member of the council know if we can assist you. We ask all those attending our meetings to speak clearly, slowly and address the room so that those with communication difficulties are able to hear you.

1. Attendances and apologies for absence to be received and approval voted on.
2. Declarations of interest and vote on any dispensations submitted
3. Public recess
4. Approve Minutes from 8<sup>th</sup> January 2025.
5. Review action points

**HR** – No items

**Finance** –

**6. To review the dividends received in the CCLA account. [See additional information.](#)**

**7. To review and vote on council funds that should remain as allocated funds, be moved to general reserves or placed in a new allocated fund account. Year-end procedure. [See additional information.](#)**

**8. To discuss and vote on a resident’s request to have a 6 month payment plan to allow them to pre-purchase a burial plot. Total costs are £520.20**  
RFO can manage monthly re-payments.

**9. To approve the costs of £320.00 to re-locate a headstone. [See additional information.](#)**

**10. To note the price increase from Easy Solutions for the provision of our accounting system Xero and support package. £6.00 per month, 17.9% increase.** We pay £33.00 a month for the software and will be paying £6.60 a month for the support from Easy Solutions. Our Easy Solution fees had remained static the past 2 years.

**11. To approve the cost of 2 new defibrillator pads from HeartSafe. (expiry date reached) £125.00 plus VAT each. £314.90 total which includes shipping.**

**12. To approve costs of £313.56 to provide and install a new rubbish bin at the end of the allotment track. Approved by EGPA committee. £278.90 remaining in current years' EGPA budget for bins.**

**13. To approve costs of £2.50 per week (£130 per annum) for emptying new rubbish bin listed in item 12 by Allbuild. Approved by EGPA committee but no EGPA funds available.**

**14. To approve costs of £110.00 to remove rubbish from the Butts Road cemetery by Allbuild. Approved by EGPA committee. No remaining funds in current year's fly tipping budget.**

**15. To approve costs of £50.00 to purchase a used street sweeping cart from Haydon Wick parish council to assist with parish cleaning for 2025/26 onwards. No current budget for these funds. Approved by EGPA committee.**

**16. To discuss and vote on any local charities or organisations where the PC can provide a donation from our remaining grants and donations fund, should any funds be remaining. [Policy loaded into MS Teams for information.](#) [See additional information](#)**

**17. To review the latest budget vs expenditure report and note any areas for concern of over and underspend. [See additional information.](#)** The Chairman of the Finance meeting is to report back to the following full council meeting with any budget lines that need consideration.

**18. Contracts – No items**

**19. Insurance and risk assessment. To review and vote on quotes received for the insurance provision for crisis management cover and internet/email cover after last risk assessment. [See additional information](#)**

**20. Items for next agenda.** (Cannot be discussed at this meeting)

Next meeting: Wednesday 7<sup>th</sup> May 2025, at 7.30pm The Old Chapel on Butts Road.

**Current Committee:**

Ian Kearsey (Committee Chairman), Chay Ford, Jon Jackson, Matt Hinton, Stephen Turley (Committee VC) and Fareed Quidwai.

**Legislation to allow the council to vote and/or act**

Item 9 Headstone LACO 1977 S3.

Item 11. Defib pads Public health act 1936. S234

Item 12. New bin. LA 1983 s.5

Item 13 Emptying rubbish bin LA 1983 s.5

Item 14 Butts Road waste clearance LGA 1892 s.8 (1)(i)

Item 15 street sweeping trolley LGA 1972 s.136

Item 16. Grant request. LGA 1972 **s.137**

Item 16. Donations LGA 1972 **s.137** or LGA 1972 s.142(2A) or LG(MP)A 1976 s.19(3)

Item 19. Insurance. LGA 1972 s140 and s111.

Chiseldon Parish Council under law, has a duty to conserve biodiversity under the Natural Environment and Section 17. Councillors will review their decisions when required, with these acts in mind, and they will be minuted accordingly.

For more details see our “Biodiversity Duty” and Crime and Disorder” policies which are on our website

[www.chiseldon-pc.gov.uk](http://www.chiseldon-pc.gov.uk)