

GAZELEY PARISH COUNCIL

Clerk: Karen Peck, email: parishclerk@gazeleypc.co.uk
Chairman: Paul Kinnon

NOTICE OF MEETING: Full Council - Gazeley Parish Council
TIME: 7pm
DATE: Wednesday 9th July 2025
VENUE: Gazeley Village Hall

MEMBERS 7
VACANCIES 0
QUORUM 3

MINUTES

Present: Councillor Kinnon (PK) Chair, Raithaha (SR) Vice-Chairman, Connelly (RC), Grimwood (KG), Moatt (JM) and four members of the public. District Councillor Dicker (RD)

090725/1 CHAIRMANS WELCOME

The Chair welcomed everyone to the meeting and thanked them for attending.

090725/2 TO RECORD APOLOGIES FOR ABSENCE

Apologies were received from Councillor Chapman and Jolly. Personal commitments. Apologies accepted.

090725/3 MEMBERS' DECLARATIONS OF INTEREST

None were made.

090725/4 TO RECEIVE DISTRICT AND COUNTY COUNCIL REPORTS

Councillor Dicker gave a verbal report to Council, highlights included The Local Plan, Government Reorganisation.

090725/5 TO SIGN AND APPROVE MINUTES OF MEETINGS OF: Annual Parish Council Meeting of 14th May 2025

*It was unanimously **RESOLVED** to approve the Annual Parish Council Meeting minutes of 14th May 2025 as a true and accurate record of the meeting. Motion carried.*

Proposed PK Seconded RC

090725/6 OPEN FORUM FOR PUBLIC PARTICIPATION (15 minutes maximum)

A member of the public enquiries as to when the new Food Waste collections would be implemented and it was noted by 2026.

090725/7 COUNCIL BUSINESS

- a) To update on Parish Council Banking arrangements – Cllr Chapman
Councillor Chapman was absent. KG and KP updated that they had still not been given the access required. PK to contact Lloyds to progress, in LC's absence.
- b) Update on Tree Boarding Recreation Field
Savillis Rural Surveyor had updated Council that following an on-site inspection, the Estate has instructed Joshua Tree to fell the tree in question. No date for the work had been agreed but priority had been requested.
- c) Update on War Memorial Survey – Cllr Kinnon/Connelly
RC had collated all returned responses. A 10% return rate had been achieved and as a result 25 were in favour and 1 against. It was **RESOLVED** that RC would take on the project.
Proposed PK Seconded KG
- d) To review play area inspection report
The report had been received and there were no points to note.
- e) To discuss the purchase of two picnic benches for the play area
The Parish Council discussed the proposal to purchase two recycled plastic benches for the play area. Three quotes were supplied, and it was **RESOLVED** to **APPROVE** the quotation from Recycled Furniture for £660.25 excluding VAT.
Proposed PK Seconded RC
- f) To discuss Assertion 10 Compliance, Website/Email and approve IT Policy

The Parish Council discussed the need to comply with Assertion 10 in all forms. Council members expressed concerns with current email and website access and agreed unanimously this must improve. The Parish Council discussed in depth and as this was deemed urgent the quotation from TEEC for £636.00 excluding VAT which will cover Hosting (web and email), content transfer to .gov domain first year and email accounts and support was unanimously approved. Clerk to action.

Proposed RC Seconded PK

The Council unanimously APPROVED the IT Policy and Retention Policies and were adopted by Council. Motion carried.

Proposed PK Seconded RC

RD agreed to investigate the possibility of Locality Funding to assist and would contact council once he had investigated.

090725/8

FINANCE

- To approve payments, income, and bank reconciliation up to June 30th, 2025

May

Lloyds Bank – Service Charge

£4.25

HMRC, Staffing and Expenses

£369.94

HMRC – historic PAYE Debt

£540.31

June

HMRC, Staffing and Expenses (inc May and June P32)

£568.80

Corporate Tiger – printing

£29.00

Zurich – Insurance

£632.00

SP Landscapes – Grass Cutting (April)

£555.58

SP Landscapes – Grass Cutting (May)

£1301.99

Redshoes Accounting – Payroll

£50.40

Lloyds Bank – Service Charge

£4.25

Income

Interest – May and June

£53.78

HMRC VAT Refund

£504.75

All payment, income and bank reconciliation were unanimously **APPROVED**. Motion carried.

Proposed SR Seconded RC

090725/9

PLANNING TO DISCUSS

DC/25/0575/HH 31 Mill View, Gazeley

Conservatory to rear – Approved

UPDATES:

DC/25/0431/HH 29 Mill View, Gazeley

- a. Movement of front door from east elevation to north elevation b. single storey extension to side of dwelling – Approved

090725/10

DIARY DATES – 10th September 2025 7pm

Meeting closed at 7.45pm

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K Peck

Karen Peck

Clerk & Responsible Finance Officer

Gazeley Parish Council

Dated:10.09.2025

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P Kinnon

Paul Kinnon

Chair