Yattendon Parish Council

Minutes of the Full Council Meeting

Minutes of the Full Council Meeting held on Thursday 12th November 2026 in Yattendon Village Hall. Commencing at 8:12 pm.

Members Present:	Councillor Adam McCormick, Chair Councillor Philip Bickford Smith, Deputy Chair Councillor James Hole Councillor Georgie Rudge
Members Absent:	Councillor Tim Magee
Officers Present:	Sarah Marshman, Clerk/RFO
In Attendance:	Carolyne Culver, District Councillor 0 Members of the Public

Minutes

26/044 To receive, and consider for acceptance, apologies for absence from Members of the Council
Resolved: To accept apologies from Councillor Tim Magee for the reasons provided to the council.

26/045 To receive any declarations of Disclosable Pecuniary Interests, Other Registerable Interests, or Non-Registerable Interests and to consider any requests for dispensation from Members declaring a Disclosable Pecuniary Interest
No declarations of interest or requests for dispensation were made.

26/046 To receive questions or comments from members of the public regarding items on the agenda and representations from any member who has declared an Other Registerable Interest or a Non-Registerable Interest
There were no questions, comments or representations.

26/047 To approve the Minutes of the Full Council Meeting held on 3rd September 2026
Resolved: Members agreed that the minutes of the last meeting should be accepted as a true record. The Chair signed the minutes.

26/048 To discuss any matters arising from the previous meeting
The Yattendon and Frilsham Sports and Social Trust has agreed to provide a grant of £1,000 towards the replacement bus shelter at Burnt Hill.

26/049 To receive a report from our District Councillor

The District Councillor reported that proposals for local government reorganisation had resumed. Elections to the new unitary authority are expected to take place in May 2028, with West Berkshire Council continuing to operate for a transitional period to allow an overlap between authorities.

Members were advised of changes to the planning system, under which a greater number of planning applications would be determined by officers. Gateway tests have been introduced to determine which applications are referred to Planning Committee.

The Council was informed that work is taking place to identify suitable community facilities that could be used as "cool spaces" during periods of extreme heat.

The District Councillor reported that the District Councillor, Compton Parish Council, and East Ilsley Parish Council had published a joint statement expressing no confidence in West Berkshire Council's handling of speed limit reviews. It was noted that Yattendon Parish Council's speed limit survey remains on hold pending clarification of the outcome of this matter.

26/050 To receive a report from Yattendon Estates

The Estate Manager provided an update on the activities of the Estate.

26/051 To receive an update on planning application responses and decisions since the previous meeting

The Parish Council has responded to the following planning applications under delegated powers since the last meeting.

Application Reference	Location	Proposed Work	Parish Council Response
26/02045/ FUL	Site Of Festive Shop, Yattendon	Change of use of land to form a seasonal ice-skating rink with temporary erection of stretch tent, together with a temporary external fenced area for the associated plant and the temporary placement of a straw bale boundary.	No objections

Since the previous meeting, West Berkshire Council has issued the following planning decisions:

Application Reference	Location	Proposed Work	Parish Council Response	WBC Decision
26/01084/ HOUSE	Homestead Cottage, Yattendon, RG18 0UR	Internal and external alterations to Listed Building and formation of new driveway within residential curtilage	No objections	Approved

26/01085/ LBC	Homestead Cottage, Yattendon, RG18 0UR	Internal and external alterations to Listed Building and formation of new driveway within residential curtilage	No objections	Approved
26/00995/ HOUSE	3 Manor Farm Cottages, Yattendon, RG18 0UE	Internal and external works together with replacement of windows and doors	No objections	Approved
26/00996/ LBC	3 Manor Farm Cottages, Yattendon, RG18 0UE	Internal and external works together with replacement of windows and doors	No objections	Approved

26/052 Finance:

a) To receive the Finance Report and approve the payments listed
Resolved: To approve the payments listed on the Finance Report in Appendix 1.

b) To receive the most recent bank reconciliation
Resolved: To note the bank reconciliation figures as provided in the Finance Report in Appendix 1.

c) To receive any reports from the Internal Controller
The Internal Controller has reviewed the accounts to the end of August 2026.

d) To receive the Quarterly Budget Report
The quarterly budget report for the period ending September 2026 was reviewed.

26/053 To consider a grant request for churchyard maintenance
Members considered a grant application from Yattendon & Frilsham Parochial Church Council seeking a contribution towards churchyard maintenance. It was noted that the Parish Council makes provision for churchyard maintenance within its annual budget and has provided funding for this purpose in previous years.
Resolved: To award a grant of £2,500 towards churchyard maintenance.

26/054 To consider actions relating to the provision of salt bins
Members considered the provision of salt bins within the parish and agreed to seek the views of residents living adjacent to the bins before considering any further action.

26/055 To consider the budget and set the precept for 2027/2028
Resolved: To adopt the budget and to set the precept at £14,513. This is an increase of £927, or 6.8%.

26/056 To consider adopting a revised Health and Safety Policy
Resolved: That the revised Health and Safety Policy be adopted.

26/057 To receive an update on the playground installation project
Further discussion needs to take place on the preferred location for the playground before this can be progressed.

26/043 Matters for future consideration and information

The Parish Council discussed the current parish boundary and noted that, on the southern edge of the village, the boundary departs from the line of the M4 and abuts residential properties. Members agreed that further information should be obtained regarding the process for requesting a parish boundary alteration and requested the Clerk to contact West Berkshire Council to seek advice on the relevant procedure. No request for a boundary review is to be made at this stage.

Members discussed reports of traffic problems arising from the emergency closure of Everington Lane between 3rd and 5th November 2026. Concerns were raised regarding the use of Manstone Farm Road as part of the diversion route, given its narrow single-track sections and limited opportunities for larger vehicles to pass. It was resolved that the Clerk contact West Berkshire Council to raise the Parish Council's concerns and seek clarification regarding the assessment of the diversion route.

There being no further business, the meeting was closed at 9:06 pm.

Chair of meeting: _____ Date: _____

Appendix 1: Finance Report

Status at the last bank reconciliation on 31st October 2026	
Unity Trust Bank Current	£5,909.90
Unity Trust Bank Savings	£12,097.53
Total	**£18,007.43**

Income received 8th May - 4th November 2026	
Precept	£6,793.00
Interest	£73.47
Grant for replacement bus shelter	£1,000.00
Total	**£7,866.47**

Payments to be approved				
Date	**Method**	**Payee**	**Payment Detail**	**Amount**
31-Aug	FEE	Unity Trust Bank	Bank account fee	£7.00
02-Sep	Card	Lloyds Bank	Card fee	£3.00
07-Sep	BACS	Staff costs	Inc. salaries for all staff, expenses, pension contributions and PAYE for Aug	£678.80
10-Sep	Card	Premier Print	Speed signs	£65.06
23-Sep	BACS	SLCC Enterprises	Training	£23.10
23-Sep	BACS	The Old Forge Florist	Flowers	£40.00
30-Sep	FEE	Unity Trust Bank	Bank account fee	£7.00
02-Oct	Card	Lloyds Bank	Card fee	£3.00
06-Oct	BACS	Staff costs	Inc. salaries for all staff, expenses, pension contributions and PAYE for Sep	£586.75
07-Oct	Card	Helping Hand Environmental	Litter picking cart	£125.00
21-Oct	BACS	Tactical Facilities Management Ltd	Refuse disposal Sep	£95.89
31-Oct	FEE	Unity Trust Bank	Bank account fee	£7.00
02-Nov	Card	Lloyds Bank	Card fee	£3.00
06-Nov	BACS	Staff costs	Inc. salaries for all staff, expenses, pension contributions and PAYE for Oct	£535.12
12-Nov	BACS	Yattendon and Frilsham Parochial Church Council	Courtesy Light	£48.00
12-Nov	BACS	Tactical Facilities Management Ltd	Refuse disposal Oct	£95.89
			Total	**£2,323.61**

Transfers			
Date	**Account From**	**Account To**	**Amount**
17-Aug	Unity Current	Lloyds Corporate Card	£3.00
16-Sep	Unity Current	Lloyds Corporate Card	£3.00
20-Oct	Unity Current	Unity Savings	£3,000.00
16-Oct	Unity Current	Lloyds Corporate Card	£68.06
		Total	**£3,074.06**