

UNADOPTED

GROVE PARISH COUNCIL

MINUTES OF THE ANNUAL COUNCIL MEETING HELD ON TUESDAY 6 MAY 2025

Present:

Cllr C T McCarthy (Chairman)	Cllr J Leggott
Cllr S K Dexter (Vice Chairman)	Cllr F D Parnell
Cllr W R Ackers	Cllr D Rolfe
Cllr R Batstone	Cllr K Rowland (part meeting)
Cllr J Goodman	Cllr G Smeddle
Cllr A P Harker	Cllr J M Stock
Cllr K Jones	

In attendance: Two members of the public

Clerk: Mr G M Mundy

1 Election of the Council Chairman for the municipal year 2025-2026

The Chairman informed the Council that he was willing to stand as Chairman of the Council and asked if anyone else wished to stand.

There being no other nominations, it was **MOVED** Cllr Goodman **SECONDED** Cllr Dexter and **RESOLVED** unanimously

“that Cllr McCarthy is re-elected as Chairman of Grove Parish Council for the municipal year 2025-2026”

2 Receive Council Chairman’s Declaration of Acceptance of Office

The Chairman duly signed his Declaration of Acceptance of Office and was witnessed by Mr G M Mundy, Proper Officer of the Council.

3 Election of Council Vice-Chairman for the municipal year 2025-2026

It was **MOVED** Cllr Stock **SECONDED** Cllr Goodman that Cllr Dexter is re-elected Vice-Chairman for the 2025-2026 municipal year.

There being no other nominations, Cllr Dexter was re-elected Council Vice-Chairman.

4 Apologies for absence

Apologies for absence had been received from Parish Cllr M Charlton. Apologies had also been received from County and District Cllr J Hannaby.

5 Declaration of Personal or Pecuniary Interests in respect of items on the agenda for this meeting

No declarations were given at this time.

6 Sign the minutes of the Full Council meeting held on 8 April 2025

It was **MOVED** the Chairman and **RESOLVED** unanimously

“that the minutes be signed as a true record of the meeting”

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7 Clerk's summary report from the previous meetings

- Clerk (a) Minute 178(a) – Renewed lease for Wasbrough Field. The Clerk informed the Council that the solicitor is waiting for a copy of the new lease from the other sides solicitor.
- Clerk (b) Minute 178(b) – Cheque signatories and Dual authorisation signatories for electronic banking. The Clerk informed the Council that the Co-operative are checking at their end what the delay to this request is. The Clerk is waiting for their response and it may mean that another application is required.
- Clerk (c) Item 178(c) – Deed of surrender and new lease for Grove Rugby Football Club. The Clerk informed the Council that both the Deed of Surrender and new lease for Grove Rugby Football Club are both in the hands of the solicitors.
- Clerk (d) Item 178(d) – New layout proposal and quote for the re-white lining of Millbrook Square car park. The Clerk informed the Council that he has been asked by the contracted company to complete another 'new customer notice' and send it back to them, which he has done. He added that he has asked the company for a timescale on this project and has given them until 9 May 2025 to confirm that they are still interested in this work or the Council will seek further quotes.
- Clerk (f) Item 178(i) – Quote from Alternative Energy Solutions to repair the Solar Panels on the roof of Old Mill Hall. The Clerk informed the Council that he waiting to hear from the contractors when this works will be carried out.
- Clerk (g) Item 178(k) – Asset of Community Value (ACV). The Clerk informed the Council that he has not started this action due to other commitments.
- Clerk (h) Item 178(m) – Investments. The Clerk informed the Council that he is arranging for a colleague from a County Authority to come and discuss this matter further.
- Clerk (i) Item 178(n) – Christmas tree. The Clerk informed the Council that he will make arrangements over the spring/summer for a new Christmas tree to be planted.
- (j) Item 178(p) – Celebrations to mark VE day. The Clerk informed the Council that celebrations to mark VE Day in Grove will take place on the Recreation Ground on Thursday 8 May 2025 commencing at 1845 hrs. He added that Deputy Lieutenant and the Wantage Silver Band will both be in attendance.
- (k) Item 187 – Planning applications received. The Clerk informed the Council that he has informed the Planning Authority of the Council comments.

8 Questions from the public

No questions were tabled or asked by either of the two members of public attending.

9 Membership of the following

Membership of the following committee's:

- (a) Environmental Services and Planning committee. Following a discussion, it was **MOVED** Cllr Parnell **SECONDED** Cllr Ackers and **RESOLVED** unanimously

“that the membership of the Environmental Services and Planning committee as prepared by the Clerk is accepted”

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- (b) Leisure and Recreation committee. Following a discussion, it was **MOVED** Cllr Goodman **SECONDED** by Cllr Rolfe and **RESOLVED** unanimously

“that the membership of the Leisure and Recreation committee as prepared by the Clerk is accepted”

- (c) The Finance and General Purposes committee (including Staffing sub-committee). Following a discussion, it was **MOVED** Cllr Rolfe **SECONDED** Cllr Leggott and **RESOLVED** unanimously

“that the membership of the Finance and General Purposes committee (including the staffing sub-committee) as prepared by the Clerk is accepted”

The Clerk informed members that he will update and re-distribute the committee membership to all members in due course.

10 Representatives on outside bodies

Following a discussion, it was **MOVED** Cllr Parnell **SECONDED** Cllr Goodman and **RESOLVED** unanimously

“that the list of council representatives on outside bodies (as amended) as prepared by the Clerk is accepted”

The Clerk informed members that he will update and re-distribute the committee membership to all members in due course.

11 Review of appointed cheque signatories for Grove Parish Council for 2025/2026

It was **MOVED** Cllr Dexter **SECONDED** Cllr Ackers and **RESOLVED** unanimously

“that the list of appointed cheque signatories (with the addition of Cllr McCarthy in due course) is approved”

12 Review of appointed dual authorisation signatories for electronic banking for Grove Parish Council for 2025/2026

It was **MOVED** Cllr Rowland **SECONDED** Cllr Dexter and **RESOLVED** unanimously

“that the list of dual authorisation signatories (with the addition of Cllr McCarthy) for electronic banking is approved”

13 Review of direct debits and standing orders

It was **MOVED** Cllr Dexter **SECONDED** Cllr Rolfe and **RESOLVED** unanimously

“that the list of current direct debits and standing orders is approved”

14 Review of the effectiveness of the system of internal controls and the Financial Risk Assessment for 2025/2026

Cllr Dexter suggested and it was agreed that both he and the Clerk review the current format and content of this document and bring back to the Finance and General Purposes committee during the coming year.

It was **MOVED** Cllr Dexter **SECONDED** Cllr Parnell and **RESOLVED** unanimously

“that the effectiveness of the system of internal controls and the financial risk assessment for 2025/2026 has been reviewed and are approved”

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15 Review of following Parish Council Core policies

Council Standing Orders – The Clerk informed the Council that the National Association of Local Councils (NALC) had made amendments to SO 18 to include recent changes to the Procurement Legislation and to ensure consistency to the Financial Regulations. He added that SO 14 has also been updated to better reflect the Code of Conduct requirements for members and that the language has changed throughout the documents so it uses gender-neutral terms in line with NALC policy.

Financial Regulations – The Clerk said that changes are to para 5.4, 5.7 and 5.11.

Treasury Management Policy – No change.

Scheme of Delegation – No change.

Code of Conduct – No Change.

Information Publication Scheme – New version 3.

Following a further discussion, it was **MOVED** Cllr Goodman **SECONDED** Cllr Stock and **RESOLVED** unanimously

“that the core documents listed above (as amended) have all been reviewed and approved”

Clerk The Clerk informed the Council that all other documents and policies will be reviewed at the first Full Council meeting on 17 June 2025.

16 Review of the Council’s Communication Policy

Clerk Following a discussion, it was agreed to defer this matter to the Full Council meeting to be held on 17 June 2025.

17 Review of the Council’s General Insurance Policy 2025/26

Cllr Rowland left the meeting to attend a prior engagement

Following a discussion, it was **MOVED** Cllr Goodman **SECONDED** Cllr Ackers and **RESOLVED** unanimously

Clerk **“that the Council has considered and reviewed the Council’s General Insurance Policy cover for 2025/26 and that the Clerk is authorised to increase the Council’s Fidelity Insurance to £800,000 in September 2025”**

18 S106 contributions list in respect of applying for s106 monies towards a 3G floodlit training area

Following a discussion, it was **MOVED** Cllr Dexter **SECONDED** Cllr Goodman and **RESOLVED** unanimously

“that the list as tabled by the Clerk is approved”

19 Continuation of weed spraying the footpaths around Grove

The Clerk informed the Council that it needed to review how often its contractors weed sprayed the footpaths around Grove. He said that although this was a responsibility of the County Council (public footpaths are a responsibility of the County Council), the Parish Council have undertaken this task without remuneration for the last 21 years.

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The Clerk added that the invoice presented for the amount of £3,005.10 was for existing Grove and not the Wellington Gate, Grove Meadows or Brookside Meadows developments because they have not been adopted by the County Council yet.

Following a discussion, it was **MOVED** Cllr Parnell **SECONDED** Cllr Stock and **RESOLVED** 10 in favour and 2 abstentions

Clerk “to accept the quote from Charlton Environmental for £3,005.10 and continue to apply 3 x weed sprays per year”

20 s106 funding request from Steventon Cricket Club for £3,806.54 towards a new 'hybrid' grass wicket (mix of artificial and real grass)

Following a discussion, it was **MOVED** Cllr Dexter **SECONDED** Cllr Batstone and **RESOLVED** 7 in favour and 5 against

“to support the application from Steventon Cricket Club”

21 Council Chairman’s communications

(a) The Chairman handed over to Cllr Goodman who spoke about the downed Venom aeroplane. He said that the owner is willing to make the pieces of the aeroplane available for it to be relocated and rebuilt.

He said that Steve Trinder (former Wantage Town Councillor) is looking into how this could be achieved and has spoken to an officer at the District Council. He said that he has been informed that this project would need the support of the Parish Council and a new location would have to be agreed.

The Clerk said that if this proposed project were to receive Council support, the Council already had a Public Art working group that could be involved. He said that the projects they are currently working on have all been costed and monies identified from housing developments in the locality. He further added that there will be a considerable amount of s106 monies arising from the Wellington Gate development in the near future which potentially could be used for this project.

Following a further discussion, it was **MOVED** Cllr Smeddle **SECONDED** Cllr Rolfe and **RESOLVED** unanimously

Clerk “that Grove Parish Council supports this project”

22 Confidential matters

It was **MOVED** the Chairman and **AGREED** in accordance with Section 1 of the Public Bodies (Admission to Meetings) Act 1960, as amended by Section 100 of the Local Government Act 1972

“that the press and public be excluded from the meeting to permit the Council to consider the confidential items”

Meeting closed: 8.34pm

Confirmed: 17 June 2025

Chairman

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