

**The Annual General Meeting of East Garston Parish Council was held in the Village Hall on  
Thursday 14<sup>th</sup> May 2026 at 7.00pm**

**MINUTES**

1. **Present:** Councillors – Stephen Reschwamm (Chair/SR), Sue Tulloch (ST), Jonathan Rabbits (JR), Annabelle Eyre (AE), Hamish Riddoch (HR)  
Liz James (Clerk),  
Parishioners: Pat Glover, Brian Cowan  
  
**Apologies:** Deana Carpenter (Vice-chair/DC), Cllr Clive Hooker
2. **Declarations of Interest:** There were no declarations of interest.
3. **Minutes of the last meeting:** The minutes of the Bi-monthly Meeting held on Thursday 12<sup>th</sup> March 2026, and the minutes of the Annual Parish Meeting held on Thursday 16<sup>th</sup> April were unanimously confirmed and adopted.
4. **Questions/comments from members of the public:**  
**Pat Glover (PG)** The WBC Community Climate Forum on 22nd April had a presentation by the Kennet Valley Wetland Reserve in Hungerford. More information here: <https://townandmanor.co.uk/wetland-reserve/>. They also had information about a grant to help make village halls more energy efficient. East Garston village hall would benefit from a battery and another heat pump, but this takes volunteer time to organise. WBC scrutiny committee recently discussed their Annual Report on the Environment Strategy, including the use and pricing of EV chargers. PG will ask for clarification on their proposed use of solar generation to offset their operational carbon emissions.  
  
**Brian Cowan:** Brian Cowan attended the meeting to alert the PC to a covenant which exists relating to the land SW of College Farmhouse. The PC noted the existence of the covenant with regards to any future planning application.
5. **Acceptance of Office and Election of Officers:** It was unanimously agreed that SR and DC should continue as Chair and Vice-Chair for the coming year. HR has completed his new councillor paperwork and has been added to the website.
6. **Planning Information since the last meeting:**

| NEW:           |                                                                                                                                                                                                                                                                                                                                                                                                 |
|----------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 26/00830/CERTE | <b>Manor Farm Cottage, East Garston Hungerford RG17 7HF</b><br>Dwellinghouse occupied by persons unconnected with agriculture for more than 10 years.<br><i>The PC has no objections to this application</i>                                                                                                                                                                                    |
| 26/00785/HOUSE | <b>East Garston House Front Street East Garston Hungerford RG17 7EU</b><br>External alterations to existing house; including 2 no. dormer windows, 1 no. roof light and new portico. Section 73 application to vary Condition (2) Approved Plans of planning permission 25/01854/HOUSE.<br><i>The PC has no objections to this application</i>                                                  |
| 26/00803/LBC   | <b>College House Front Street East Garston Hungerford RG17 7HJ</b><br>Replace existing plastic-coated metal casement double glazed units, which sit in soft wood frames, with bespoke treated timber casements on front elevation. New double-glazed 1st floor casements will have glazing bars to be more in keeping with the property.<br><i>The PC has no objections to this application</i> |

Signed:



Date:

9/7/26

|                   |                                                                                                                                                                                                                                                                                                                                                                         |
|-------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>PENDING:</b>   |                                                                                                                                                                                                                                                                                                                                                                         |
| 25/02412/FUL      | <b>P J S Agricultural Services Ltd Back Street East Garston Hungerford</b><br>Full planning permission for the demolition of the existing industrial buildings and replacement with four new residential dwellings, together with parking, landscaping and any other associated works and infrastructure.<br><p style="text-align: right;"><i>Awaiting decision</i></p> |
| 25/02765/FULMAJ   | <b>Manor Farm Station Road East Garston Hungerford RG17 7HF</b><br>Conversion of an agricultural barn to equestrian use, replacement stable building and formation of horse walker and menage together with associated works and landscaping.<br><p style="text-align: right;"><i>Awaiting decision</i></p>                                                             |
| <b>DECISIONS:</b> |                                                                                                                                                                                                                                                                                                                                                                         |
|                   |                                                                                                                                                                                                                                                                                                                                                                         |

\*The PC has received several expressions of concern from parishioners about the work being carried out at the Old Fire Station, Front Street. These concerns have been passed to the Planning Department at West Berks Council.

## 7. Receive reports:

**District Cllr Clive Hooker** was unable to attend the meeting. His most recent report can be accessed here: <https://www.westberks.gov.uk/downloadsparishcouncilreport>

**Chairman's Report:** SR welcomed HR to the PC. He updated the PC on matters arising from the recent West Berkshire Parish Council Meeting, including the status of the Local Government Review on Local Councils, an update is expected in July. SR informed the PC that recent damage to the bus shelter by Humphrey's Lane has been fixed.

**Clerk's Report:** The internal audit has been completed. The PC has received a CIL payment of £5080.43. The village bridges will be inspected by WBC Highways Department in September 2026 – HR raised the issue of damage to the road beside the spring opposite Highbury and Spring Cottage. Dog Waste Bins will now be emptied by The Shield Group rather than Tactical Facilities. The rubber chippings order for the junior playground has been delayed but should be completed ahead of the next meeting (CIL department at WBC have been alerted to the delay as CIL funds have been allocated for this). The Clerk has applied for 2 wooden bus shelters via the WBC Bus Shelter Grant – unclear when decisions will be made on this. Clerk alerted the PC to a new planning map on the PC website which shows open planning applications in the parish.

**Action: Clerk to contact WBC Highways regarding the road damage opposite Highbury**

**Action: Clerk to chase Caloo re. quote for servicing of gym equipment**

## 8. Finance and Compliance:

### a) Payments & receipts

*Payments since the previous meeting:*

| Name                | Goods/Service                            | Amount incl VAT | Approved |
|---------------------|------------------------------------------|-----------------|----------|
| Cripps Fencing      | Cherry Tree Top Removal – Jubilee Meadow | 600.00          | SR/DC    |
| E James             | Salary – March                           | 271.61          | SR/DC    |
| X-Net               | Email forwarding 2026-2027               | 24.00           | SR/DC    |
| Tactical Facilities | Dog waste – March                        | 88.40           | SR/DC    |
| Scofell             | Grounds maintenance – mowing March       | 320.81          | SR/DC    |

Signed:



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|                         |                                    |                  |       |
|-------------------------|------------------------------------|------------------|-------|
| Penny Post Publishing   | Village Newsletter 2026            | 295.00           | SR/DC |
| Unity Bank              | Service Charge                     | 7.00             |       |
|                         |                                    |                  |       |
| Autela Payroll Services | Payroll charges Dec-March          | 102.00           | SR/DC |
| FWRP                    | Junior Play Equipment – clean      | 240.00           | SR/DC |
| E James                 | Salary – April                     | 310.25           | SR/DC |
| Tactical Facilities     | Dog waste – April                  | 88.40            | SR/DC |
| Chris McGowan           | Internal Audit 2025-2026           | 90.00            | SR/DC |
| E James                 | Microsoft 365 Subscription         | 79.99            | SR/DC |
| Scofell                 | Grounds maintenance – mowing April | 320.81           | SR/DC |
| BALC                    | Annual subscription fee            | 144.10           | SR/DC |
| West Berks Council      | Library grant – Lambourn library   | 500.00           | SR/DC |
|                         |                                    |                  |       |
|                         |                                    |                  |       |
|                         | <b>TOTAL</b>                       | <b>£ 3482.37</b> |       |

*Received since the previous meeting:*

|                    |                                 |                    |
|--------------------|---------------------------------|--------------------|
| HMRC VTR           | Tax Rebate (Sept-March)         | 657.74             |
| West Berks Council | Precept 1 <sup>st</sup> Payment | 5500.00            |
| West Berks Council | CIL payment                     | 5080.43            |
|                    |                                 |                    |
|                    | <b>TOTAL</b>                    | <b>£ 11,238.17</b> |

*Upcoming expenses:*

|        |                     |                |
|--------|---------------------|----------------|
| Zurich | Insurance 2026-2027 | 500.00         |
|        |                     |                |
|        | <b>TOTAL</b>        | <b>£500.00</b> |

*Bank balances:*

|                 |                    |
|-----------------|--------------------|
| Current Account | £ 11,683.48        |
| Deposit Account | £ 12,109.82        |
| <b>TOTAL</b>    | <b>£ 23,793.30</b> |

*Funds breakdown:*

|                       |           |        |
|-----------------------|-----------|--------|
| General Fund          | £7,634.83 |        |
| Special & Emergencies | £6,000.00 | frozen |
| CIL Fund              | £5,833.85 |        |
| Open Space Dev.       | £3,934.36 |        |
| Defib. Fund           | £390.26   |        |

- b) Certificate of Exemption: The certificate of exemption was approved and signed.
- c) Annual Governance Statement: The Annual Governance Statement was completed and signed.
- d) Accounting Statements: The accounting statements for 2025/2026 were approved and signed by the SR.
- e) Elector's Rights: The Clerk proposed Wednesday 3<sup>rd</sup> June to Tuesday 14<sup>th</sup> July for the Notice of Public Rights. These dates were accepted by the PC, notice will be given accordingly.
- f) Fixed Asset Register: The fixed asset register was distributed prior to the meeting.
- g) Insurance and Insurance Register: Zurich insurance to be renewed for the coming year.
- h) Risk Register: The Risk Register was accepted and signed.
- i) Annual Subscription review: The PC agreed to continue subscriptions to CCB, BALC, SLCC, and CPRE.

Signed:



Date:

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**Action: Clerk to submit AGAR Certificate of Exemption and provide HW with relevant paperwork for website.**

**Action: Clerk to display Notice of Public Rights on or before Monday 1<sup>st</sup> June**

9. **Community Bids:** It was agreed that there are no suitable projects/proposals that warrant applying for Community Bid Funding this year.

10. **Millenium Field:** ST alerted the PC of the need to 'make-good' the strip of land damaged by sewage works carried out by Thames Water. JR suggested that Scofell might be able to carry out repairs. JR mentioned that the cricket net needs attention, ST offered to take a look and find someone to help with repairs.

**Action: Clerk to contact Scofell to arrange a quotation**

**Action: ST to look at cricket net and arrange repair as necessary**

11. **Village Maintenance:** Recent damage to the Memorial Railings was discussed. SR highlighted that the railings on the bridge by the Memorial have also been bent. ST raised the Village Fete which takes place on 16<sup>th</sup> August and asked that mowing should take place during the week of 12<sup>th</sup> August.

**Action: ST to contact Dave Knight to see if quote for repairs has been received**

**Action: Clerk to contact WBC Highways about the railings**

**Action: Clerk to arrange for Scofell to mow Jubilee Meadow during week before fete**

**Action: SR to arrange a work party to clear nettles etc in Jubilee Meadow ahead of fete**

12. **Any other business:** There was no other business.

:pm

The meeting was concluded at 7:58pm

**Date of next meeting**

**Thursday 9<sup>th</sup> July**

2026 meeting dates:

9<sup>th</sup> July

10<sup>th</sup> September

12<sup>th</sup> November

Signed:



Date:

9/7/26