

**Minutes of the Meeting of Caldecott Parish Council held on Thursday 14<sup>th</sup> March 2024  
at 7.30 pm in the Village Hall.**

**Present  
2024/14** Cllrs MacDermott (Chair), McCole, Bennett, Parker (arrived 8.11 pm) and Hook, Mrs Medwell (Clerk), County Cllr Andrew Brown and 1 member of the public.

**Apologies  
2024/15** None

**Declarations  
2024/16** There were no changes to the Member's Register of Interests.  
There were no Declarations of Interest in items on the agenda.

**Open Forum  
2024/17** There was nothing raised.

**Minutes  
2024/18** The minutes of the Parish Council Meeting held on 4<sup>th</sup> January 2024 were approved as a true record of the meeting and duly signed by the Chair.

Proposed Cllr McCole      Seconded Cllr Bennett

**Matters  
Arising  
2024/19** There were no matters arising not covered elsewhere on the agenda.

**Highways and  
Rights of Way  
2024/20** The Council was pleased to note that the deteriorated surface area at the layby /entrance to the play park had been repaired.

Cllr Bennett advised that she had emailed the MP's office once again for dates on the proposed feasibility study, the response being that this had been chased but no further information given. Cllr Brown undertook to pursue this as a member's query.

**AB**

**Parish Assets  
2024/21** **Replacement of Flagpole**  
The Chair advised that the base of the flagpole he had available through work was not compatible with the existing base and therefore would not be suitable. The Council acknowledged that the current flagpole would need to be replaced at some stage, but that it was not in a financial position to do so at present. It was suggested that a fundraising event to replace this could be looked at.

**Safety Review of Assets**

The Chair advised that he had checked the parish assets. All are ok but he suggested replacing the tired signs in the noticeboard and to put up a 'Fixmystreet poster' for information on how residents can report issues in the village themselves. The Chair will take responsibility for the second set of noticeboard keys. He also undertook to fix back up the fallen Defib information sign in the phonebox.

**AM**

**Specific Items  
2024/22** **a) Allotments**  
It was noted that there are currently two vacant allotments – these will be offered to the next on the waiting list.

**b) To consider adopting a Communication Policy and Social Media Strategy**

Model policies on the above had been circulated to all Councillors prior to the meeting. The Council **agreed** in principle to look at tailoring a suitable policy relevant to Caldecott for approval at the next meeting.

**c) Review of Garage Tenancies**

Further discussions took place on the review of the garage tenancy agreements. Advice received from both RCC and LRALC was to seek independent legal advice on drawing up a new agreement. The Council **agreed** to put together some terms of reference regarding ongoing maintenance, length of lease and transfer of ownership before referring to solicitor. Cllr MacDermott will collate some model examples; Cllr Bennett will contact a local resident/solicitor for some advice on this.

**AM/MB**

**d) To approve Risk Assessment**

The Risk Assessment had been circulated to all councillors prior to the meeting. An amendment was made under 'Land' to ensure there was consistent agreements across all tenants. BACS payments were added under rents received. The Risk Assessment was then duly approved.

Proposed Cllr MacDemott                      Seconded Cllr McCole                      All in favour.

Cllr Parker arrived at this point.

**Finance  
2024/23**

**a) Payments**

J Medwell – Clerk Back Pay	£85.66
ABC – Mowing	£1,032.00
CHT – Torch for Defib	£11.94

**b) Bank Reconciliation**

Lloyds Account	£5,579.86
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The Bank Reconciliation was unanimously approved and then duly signed by the Chair.

All matters pertaining to finance are displayed on the website on [www.caldecott-pc.gov.uk](http://www.caldecott-pc.gov.uk)

**Correspondence  
2024/12**

Cllr Parker raised complaints of dog fouling in graveyard, both from a resident and the mowing contractor. The Council will keep raising awareness of this and will highlight with the pink marker spray. Cllr Parker also advised that she had received a request for a slowdown sign on the Main Road by the Church Lane junction. The Clerk will raise the possibility of this with RCC.

**JM**

A report of blocked drains outside the Plough Inn had been received. The Clerk will report. Flooding survey – circulated.

**JM**

Cllr Brown updated the Council on RCC finances.

**Business and  
Date for Next  
Meeting  
2024/13**

Communication Policy      Garage Tenancies

The next meeting of Caldecott Parish Council will be the Annual Village Meeting and the Annual Meeting of the Parish Council to be held on Thursday 9<sup>th</sup> May 2024 in the Village Hall.

Cllr McCole gave her apologies for this meeting.

The meeting closed at 8.38pm.