

ORLETON PARISH COUNCIL

**Councillors are summoned to attend the next meeting of Orleton Parish Council
on Thursday, 18th September 2025 at 6.00pm in Orleton Village Hall**

****Members of the public & press are very welcome to attend****

AGENDA

1. To consider apologies for absence.
2. To receive Declarations of Interest and written requests for Dispensation for this meeting.
3. **Open Discussion:**
 - 3.1. Chair's opening remarks
 - 3.2. To receive views of residents on parish matters (up to 15 minutes)
4. To consider Minutes of the last meeting on 17th July 2025 for approval.
5. **Finance & Compliance**
 - 5.1. **AGAR 2024-25:** to note conclusion of the external audit (Section 3), if received.
 - 5.2. **Bank Reconciliation:** to review reconciliation reports (July and August 2025) for approval.
 - 5.3. **Pay Scales 2025-26:** to note the Local Government Pay Award increasing the Clerk's hourly rate from £19.20 to £19.81 per hour, backdated to 1st April 2025.
 - 5.4. **Orleton Evergreens Grant:** to note the end of project report.
 - 5.5. **Volunteer Activities:** to consider the principle of insurance and the impact of restricted volunteer tasks on the Lengthsman budget 2025-26 and ongoing.
 - 5.6. **Printing Subscription:** to approve a regular payment of £5.49 per month per 100 pages, subject to usage, from December 2025 (4 months' free).
 - 5.7. **Standing Orders:** to consider the latest NALC model policy and suggested revisions for adoption.
 - 5.8. **Financial Regulations:** to consider the latest NALC model policy and suggested revisions for adoption.
 - 5.9. **Communications Policy:** to consider the introduction of a policy to provide guidelines for internal and external communications.
6. **Planning**
 - 6.1. To note the following applications commented on since the last meeting:
 - 6.1.1. **P250258/L** – Millbrook Cottage, Orleton SY8 4HW: Proposed installation of flood defences.
 - 6.1.2. **P252158/K** – Works to Trees in a Conservation Area – The Farm, Orleton SY8 4HP
 - 6.1.3. **P252355/K** – Works to Trees in a Conservation Area – 9 Millbrook Close, Orleton SY8 4JR
 - 6.1.4. **P252342/J** – Works to Trees covered by TPO – The Old Vicarage, Orleton SY8 4HN
 - 6.1.5. **P252371/K** – Works to Trees in a Conservation Area – The Alders, 7 Millbrook Close, Orleton SY8 4JR
 - Representations *supporting* the above applications were submitted by the Clerk on behalf of the PC, having first consulted with councillors and the Tree Warden, as appropriate.
 - 6.2. **New Applications:** to review new planning applications published on the PC's website, if appropriate.

Signed:

A.M. Maynard

Date:

13 - 09 - 2025

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7. Highways

7.1 **Traffic Regulation Orders (TRO's):** to receive a status update on the following and to agree next steps, if appropriate:

7.1.1 **B4361 Speed Reduction:** reduction from 40 to 30mph on the B4361 on the approach to the Maidenhead junction.

7.1.2 **Yellow Lines:** possible options for improving safety on the bend by the school.

7.2 **Additional Lengthsman Tasks:** to consider a request for the Lengthsman to undertake clearance of debris, overgrowth and sediment from Brimfield Brook and from such other locations, including catchpits and hydrants as may be deemed necessary.

7.3 **Other Highways Matters:** to receive a report from Cllr Bishop.

7.4 **Street Signage:** to consider an enquiry from Connexus regarding Little Furlongs signage.

8. **Flooding & Land Drainage:** To receive a status update from Cllr Lane.

9. Community

9.1. **Dog Waste Collection, Green Lane:** to receive an update and consider a request from Orleton Rise Caravan Park for the supply of bin liners.

9.2. **Public Toilets:** to note an issue raised on lack of public facilities in the village and to agree next steps, if any.

9.3. **Orleton Village Hall:** To receive an update from Cllr Rogers.

10. **[Open Session]:** To receive a report from Ward Councillor, Dan Hurcomb.

11. **Payments Schedule:** *NB: all invoices listed have been examined, verified and certified by the Responsible Financial Officer (RFO):*

11.1 To **VERIFY** payments made since the last meeting under delegated powers or previously approved:

Ref:	Payee:	Description:	Gross Payment (£):
11.1.1	HMRC	Employer PAYE Q1/25-26	1,159.29
11.1.2	M Bradford	First Aid Kit	42.54
11.1.3	Leo Pest Control	Dog Waste SI-106695 & 106964	170.40
11.1.4	Yatton Farm Serv.	LM Inv. 1082 (Spraying)	444.00
11.1.5	Yatton Farm Serv.	LM Inv. 1084 (strimming God's Acre)	84.00
11.1.6	Yatton Farm Serv.	LM Inv. 1085 (Estate Maintenance tasks)	912.00
11.1.7	ICO	Data Protection Fee (DD – new amount)	47.00

Signed:

A.M. Maguire

Date:

13-09-2025

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11.2 To **NOTE** the following receipts since the last meeting on 17.07.2025:

Ref:	Payee:	Description:	Gross Receipt (£):
11.2.1	NEST	Pension Credit Refund	81.53
11.2.2	HCC Creditors	Footpaths Claim 24/25	1,819.00
11.2.3	HCC Creditors	Lengthsman Claim Q1 25/26	565.00

11.3 To consider the following payments for **APPROVAL**:

Ref:	Payee:	Description:	Gross Payment (£):
11.3.1	Clerk – A Morgan	Salary Sep 25	As per staff contract
11.3.2	Clerk – A Morgan	Office Stationery & Archive	81.33
11.3.3	Clerk – A Morgan	Dog Waste Sign	13.74
11.3.4	Leo Pest Control	Dog Waste SI-107249	85.20

12. To note **Correspondence**

13. Matters for next Agenda – no discussion

- 13.1. To review and update the Reserves Policy.
- 13.2. To review the budget tracker report for the half year to 30.09.2025.
- 13.3. To note results of the internal PC bank reconciliation – H1/2025-26.
- 13.4. To review and update the Grants & Donations Policy and associated forms.

Agenda items to the Clerk no later than Friday, 3rd October 2025
(clerk@orleton-pc.gov.uk)

Next Meeting: Thursday, 16th October 2025, 6:00pm, Orleton Village Hall

Signed: A. M. Morgan

Date: 13-09-2025 (3)