

25/56	<p>Minutes The minutes of the meeting held on 19th May 2025 were approved as a correct record of the meeting and signed by the Chairman.</p>	
25/57	<p>Chair's Report The Chairman had nothing to report that wasn't covered elsewhere on the agenda.</p>	
25/58	<p>Recreation Ground and Play Areas The RoSPA PlaySafety annual playground inspection had recommended various maintenance work to be carried out. Cllr Yule and Cllr Creer would go through the report in detail and advise what maintenance they could carry out in house and advise costs for parts</p> <p>New locks had been purchased for the tennis court. A new sign was required – Cllr Yule to advise Clerk of the working and she would arrange for a sign to be made. Cllr Yule advised that he had cancelled the Skedda booking system subscription and would put together a booking system using google going forward.</p> <p>Grass would be left to grow on the area at the top of the Bonfire Field due to the existence of orchids.</p> <p>Regarding the pavilion, two quotes had been received for work on the guttering. It was resolved that Rob Creer would be invited to carry out the repairs.</p>	<p>W Yule/R Creer</p> <p>W Yule/Clerk</p> <p>W Yule</p>
25/59	<p>Benches for the Bonfire Field The budget for two benches was £1000. Quotes had been sourced from three companies. Councillors would check a local company before proceeding. It was agreed that the bench legs would be mounted on concrete.</p>	
25/60	<p>Health and Safety There was nothing to report.</p>	
25/61	<p>Highways and Public Rights of Way There was nothing to report that hadn't been covered in Cllr Furniss's report.</p>	
25/62	<p>Puttenham Down Cllr Mitchell reported that watering had been done and the dew pond had been replenished with help from Hamptons Estate with their water bowser. Cllr Creer would cut a circular path around the site and the fruit trees. The trees in the community orchard are well established and coping well with the dry weather. However, the newly planted trees in the Bonfire Field and the new hedging plants are struggling. Requests would go out on the Facebook pages for volunteer waterers.</p>	<p>W Creer</p>
25/63	<p>Community Transport Hub Cllr Blundell-Jones would speak to the contractors about painting the white triangles on the speed humps.</p> <p>Proposed contracts with GoZero for installation and management of EV Chargers had been circulated prior to the meeting. Cllr Yule</p>	<p>M Blundell-Jones</p>

and the Clerk had attended a meeting with GoZero to answer questions and they had no concerns regarding the installation and the software contract. After discussion, it was agreed that the parish council would proceed. Installation and commissioning of the EV charging points would hopefully be completed before the end of August.

W Yule

25/64

Cemetery

Regarding the grass cutting contract, three quotes had been received and it was agreed that Rob Creer would be invited to take over the contract. The golf club had kindly offered to water the new hedging.

25/65

Finance

- a) The Internal Audit report and Finance Action Plan had been circulated prior to the meeting. Actions were noted and agreed.
- b) The up to date accounts and budget report had been circulated prior to the meeting. The Clerk presented the Bank Reconciliation which was signed by the Chairman.
- c) Receipts were noted and payment confirmation approved (payment schedule appended).

25/66

Planning

There were no new planning applications for consideration.

The consultation by Taylor Wimpey for a development at Normandy/Flexford for 1000 homes was noted. The parish council would reserve comment until a formal planning application is submitted.

25/67

Items of information or inclusion on a future agenda

Annual fees and charges would be reviewed at the next meeting.

Clerk

25/68

Next meeting

15 September 2025

There being no further business, the Chairman closed the meeting at 20:55.

Puttenham Parish Council

Bank account: Lloyds Current Account

Date range: 20/05/2025 to 14/07/2025

Date	Reference	Supplier / Customer	Description	Receipt	Payment	Balance	Date reconciled
		Opening balance b/fwd			3,245.97		
22/05/2025		British Gas Business	Bonfire field electricity		124.91	3,121.06	30/06/2025
23/05/2025		Stripe Customer	Tennnis Club	83.09		3,204.15	30/06/2025
27/05/2025		B Weddell	May salaries		278.45	2,925.70	30/06/2025
30/05/2025		Stripe Customer	Tennnis Club	43.89		2,969.59	30/06/2025
02/06/2025		Zurich Insurance	Insurance		2,057.53	912.06	30/06/2025
02/06/2025		Rob Creer	Grass cutting		242.10	669.96	30/06/2025
02/06/2025		Amazon	Ground pegs		5.99	663.97	30/06/2025
03/06/2025		Locks Direct	Padlocks		93.35	570.62	30/06/2025
04/06/2025		Stripe Customer	Tennnis Club	43.89		614.51	30/06/2025
06/06/2025		British Gas Business	Electricity		21.24	593.27	30/06/2025
09/06/2025		Stripe Customer		116.70		709.97	30/06/2025
10/06/2025		Stripe Customer		58.90		768.87	30/06/2025
12/06/2025		HM Revenue and Customs	Income Tax Return		69.60	699.27	30/06/2025
12/06/2025		Stripe Customer		58.90		758.17	30/06/2025
13/06/2025		Stripe Customer		44.26		802.43	30/06/2025
17/06/2025		Stripe Customer		58.40		860.83	30/06/2025
19/06/2025		Stripe Customer		39.20		900.03	30/06/2025
20/06/2025		Lloyds Bank	Bank charges		8.50	891.53	30/06/2025
26/06/2025		Stripe Customer		39.20		930.73	30/06/2025
26/06/2025		M Blundell Jones	Spare keys		50.00	880.73	30/06/2025
26/06/2025		Cashflow	Bank transfer	1,000.00		1,880.73	30/06/2025
27/06/2025		Rob Creer	Grass cutting		132.42	1,748.31	30/06/2025
27/06/2025		X-Net (Services) Ltd	Email accounts		58.80	1,689.51	30/06/2025
27/06/2025		B Weddell	June salaries		278.45	1,411.06	30/06/2025
30/06/2025		Copse CIC	Tree planting and care		270.00	1,141.06	30/06/2025
30/06/2025		RoSPA	Playground inspection		316.80	824.26	30/06/2025