



Chale Parish Council  
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Minutes of the **MEETING of CHALE PARISH COUNCIL** held on Wednesday 15<sup>th</sup> Apr 2026, commencing at 6.30pm.

**Present**

**Councillors:** Dave Stewart, Lynda Burroughs, and Dr Jeremy Lockwood.

**IW Councillor:** Not Present

**Clerk:** Mrs Michala Bailey

**Public:** 1

**37/26 APOLOGIES**

To receive and approve any apologies for absence.

**RESOLVED: Councillors Pete Gosling, Chris Parker sent apologies. Ward Councillor Claire Critchison also sent apologies.**

**38/26 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS**

To receive any declarations of pecuniary or non-pecuniary interests and written requests for dispensations on items forming the agenda.

**RESOLVED: NONE**

**39/26 MINUTES OF THE LAST MEETING**

To approve the minutes of the finance committee meeting on the 3<sup>rd</sup> November 2025, the public meeting on the 11<sup>th</sup> March 2026 and the Parish Council meeting on the 16<sup>th</sup> March 202.

**RESOLVED: Finance minutes** – Clerk confirmed that 2nd online user for Chris Parker is now complete. Councillors asked that regulations be changed to allow Clerk expenses to be paid by BACS and not cheque due to issues when not enough signatories were present at meetings. **MINUTES AGREED.**

**Public Meeting** – mop wanted Parish Council to note that he took exception to 03/26 para 5 whereby Rev'd Marsh stated that the circulated info regarding 'festival church' was incorrect. The information was taken directly from the Diocese website and was completely correct.

**NOTED.**

**Minutes of meeting in March** – 30/26 should read 'preparing to complete' and not completed. MOP also presented letter to Chair from recipient of farewell gift as at 29/26. Letter of thanks read out. **CLERK TO AMEND ACCORDINGLY.**

**40/26 PLANNING**

To review any planning applications and note any IWC decisions:

A **26/00390/HOU**. 1 Acre cottages, Spanners Close, Chale. Single story front porch

**RESOLVED: No objections raised.**

B: **26/00046/HOU**. Lower House, Church Place, Chale. Calor tank installation

**26/00065/LBC**. Lower House, Church Place, Chale. Multiple works.

**RESOLVED: Applications granted by IWC and noted by the Parish Council.**

**41/26 FINANCIAL MATTERS**

5.1 To note the bank reconciliation for March 2026

**RESOLVED: Bank reconciliation noted.**

5.2 To ratify receipts and authorise payments for April 2026

**RESOLVED: The following receipts were noted.**

07.4.26 IWC Precept

£21000.00

**Total**

**£21000.00**

**RESOLVED: The following payments were noted and authorised:**

PAY	Lloyds bank fee	£4.75
BACS	IWBRUG Membership	£12.00
BACS	WI Chale – Hall Hire April	£20.00
BACS	M.WARR – internal audit fee	£75.00
BACS	Community Action - Payroll	£793.92
BACS	M. Bailey – clerk expenses	£79.28
<b>Total</b>		<b>£984.95</b>

The Clerk requested her expense be paid by BACS this month due to there being insufficient cheque signatories present at the meeting.

**RESOLVED. Payments authorised and Clerk payment to be made by BACS and not cheque this month.**

- 5.3 To note that the Clerk does not wish to enter the Pension Scheme.  
**RESOLVED. Noted.**
- 5.4 To receive and approve the end of year accounts  
**RESOLVED. That the end of year accounts was noted and agreed.**
- 5.5 To receive and approve VAT claim for 2025/26  
Clerk advised that the VAT claim had been made to the sum of £448.68  
**RESOLVED. That the VAT claim was approved.**
- 5.6 To discuss any potential conflict of interest with BDO LLP (new auditors)  
**RESOLVED; No conflict of interests declared.**
- 5.7 To note all spending over £100 for the year 2025/26  
**RESOLVED: all payments over £100 noted.**
- 5.8 To approve the Annual Governance Statement 2025/26  
**RESOLVED. That the Annual Governance Statement for 2025/26 was noted and agreed.**
- 5.9 To resolve that Chale Parish Council meets the exemption criteria for 2025/26 (total gross income and expenditure below £25K) and wishes to be an exempt Authority, not subject to a limited assurance review (page 3 of AGS above) and that the Notice of Public Rights will be issued and dates set from 3rd JUNE 26 to 14<sup>th</sup> JULY 26.  
**RESOLVED. That the Parish Council met the exemption criteria and wished to be an exempt Authority. NOPR to be issued on 16<sup>th</sup> April.**
- 5.10 To receive and consider the findings in the internal audit report.  
Clerk advised that it was a particularly arduous Audit this year due to the new website and some issues over upto date documents being viewed by Clerk but not Auditor. This was resolved with contact to the website hosts. This was picked up by Auditor and commented on.  
**RESOLVED. Audit report noted. Chairman will take a look at the website and report back any issues he may find. All Councillors present commented on the difficulty in navigating the site.**

Chairman asked the Clerk how many additional hours had been spent on the Audit this year due to the issues with the website and asked if the Clerk had submitted her overtime hours for this. Clerk confirmed 15 hours in total were spent on the Audit/paperwork and that those hours had NOT been claimed. Chairman proposed that the Clerk should be compensated to sum of £200.00 for those hours. This was agreed by Councillor L. Burroughs and Cllr DR J Lockwood. Chairman wanted to thank and compliment Clerk on her high standard of work and commitment to her role.  
**RESOLVED: Clerk to submit £200 for payment to Community Action**

## **42/26 POLICY REVIEWS**

### **6.1 New IT Policy**

Councillors read and agreed to new policy. Some discussion over Data Controller (clerk) and emails whereby all agreed that they were responsible for their own protection on equipment used.

Councillors mentioned that the new email system was not easy to use.

**RESOLVED. Clerk to agenda the website and email usage for next meeting and all Councillors to list the issues that are having so they can be addressed.**

### **6.2 Email Privacy and Privacy Notice**

Clerk advised that this policy review was not required as it has already been reviewed for the forthcoming year.

**RESOLVED: already agreed previously. Not reviewed.**

## **43/26 PHONE BOX UPDATES**

No update regarding the phone box at St Andrews church.

Cllr Dr Lockwood confirmed that he had received support for the phone box renovation at Chale Green from Visit IOW, Rambler's Association and will require written confirmation for the Parish Council that they will maintain the box when completed. Dr Lockwood will be completing the 'Chale Trail with an archaeologist to gather more information about the history and scientific interests around the village which will go into the new leaflet. Issues with getting quotes for the repair etc may arise. Launch is still hoped for 2027.

**RESOLVED: Clerk will circulate and email to all IOW Clerks for referral/advice of anyone used locally for a similar project.**

## **44/26 PARISH PLAN UPDATES**

Councillor Andrew Burroughs sent minutes of the Parish Plan subcommittee. A further update is expected in May.

**RESOLVED: Ongoing agenda item.**

## **45/26 FORTHCOMING EVENTS**

All events noted.

**RESOLVED: Events noted.**

## **46/26 S137 FUNDING REQUESTS**

**RESOLVED: None Received.**

## **47/26 TO RECEIVE REPORTS FROM:**

**The Clerk.** The clerk's report was circulated prior to the meeting. She confirmed that the 'Vintage Tractor on the Green' event has been cancelled. The caravan issue on Appleford Road is still being looked at. According to Island Roads the owners of the caravans have made contact with them confirming they still have an interest, therefore the vans are not considered abandoned. Councillors agreed that a legal route to get them removed will now be explored. Councillors agreed that the owners should be storing/parking these structures on their own land, driveway or find a suitable place to do so.

**RESOLVED: Clerk to write to Island Roads requesting details of the owners? Then to write to the owners asking that they be moved. Clerk to collate chronological list of contact regarding this for the considered future legal action.**

### **Parish Councillors.**

Cllr Dr Lockwood confirmed that he had checked both defibrillators and both in order.

**RESOLVED: None**

### **Chairman – Dave Stewart.**

Chairman reminded all that the next meeting would be the Annual Parish Meeting followed by the Annual Parish Council Meeting, Wednesday 13<sup>th</sup> May, 6.30 at The Hub, Spanners close.

**RESOLVED: None**

**Ward Councillor Claire Critchison**

This report was circulated prior to the meeting and read out by the chairman. It will be appx to the minutes.

**48/26 QUESTIONS FROM MEMBERS OF THE PUBLIC**

MOP stated he has attended the SWAY AGM and circulated a new Memo of Association which now includes a paragraph stating that all adults are now included. He also presented Council with copies of complaints obtained from Island Roads website regarding the caravans. It was concluded that the more people complained the better in this instance.

**RESOLVED: NONE**

MEETING CONCLUDED AT 8.20pm.