



Minutes of the Meeting of the Council held on 23rd April 2018

Present Jim Gillett (Chair), John Hobson, Claire Andersen, James Bell, Fiona Mowlem, Paul Mundy, Daljit Ryatt, Jackie Jeffery, Adrian Keward and Jane Hartley

Apologies for Absence

Absent

7019/18 **Open Forum** – No residents attended.

7020/18 **Declarations of Interest** – Cllr. Mundy knows the applicant for the Sports Sponsorship match funding

7021/18 **Minutes of the Meeting held on 19th March 2018-** The minutes were approved by Council.

HIGHWAYS

7022/18 **To hear any news on Pipistrelle Way** – Cllr. Mowlem reported that Borough Cllr. Baker said he would chase up the issue, but it may be that, because the developer had opted not to pay the extra to have the road adopted when the road was built, the Borough would not think it fair to adopt now.

7023/18 **To hear an update on the Park Lane roundabout** – The Village Society are adopting the roundabout and have started planting fresh shrubs. Residents are already commenting on how much better it is looking.

The Chairman reported that he had been in communication with the Highways Department regarding the potholes in Waingels Road and under the railway bridge in Park Lane and is waiting for further action.

ENVIRONMENT

7024/18 **To hear an update on the idea of introducing bottle banks to Charvil** – Council and residents both felt that East Park Farm was the best location, but both the WBC contractor and the headmaster of Piggott had objected. It was suggested that Council should put one at both East Park Farm and Milestone Avenue for a trial period of three months. *Clerk's note: WBC have confirmed that their contractors will not put bottle banks at the East Park Farm car park.*

7025/18 **Feedback from the Litter Pick** – The clerk reported that there were only two councillors who attended and would appreciate greater support in future years.

7026/18 **To inform Council of the Stream Pollution and possible further action** – It was reported that the Borough Councillor had met with Thames Water and had checked the water coming from the Homestead, which was clean. The Thames Water representative felt that there may be something under the bridge causing the contamination that had been observed. Councillors who had seen the pollution felt that a check needed to be conducted in the morning because this was when oil and a strong fuel smell were most evident. It was agreed that samples would be taken from the stream and given to the Borough Councillor who would follow up

- 7027/18 To hear a report from the Borough Parish Liaison Group** – There was an update on Civil Parking enforcement; after six months, there was a 66% return on penalty fines, and WBC would like to get this to 75%. They will do extra patrols if asked, but Parishes would have to pay for it. Some parishes have complained about the Planning Portal on the WBC website is unreliable, and the Borough will take on board this criticism. Others had asked whether CIL should be spent in the Parish it was raised in, but it can be spent anywhere in the Borough.
- 7028/18 To hear an update on Councillors' involvement with the fete and any further actions that need to be taken** – The Parish Councillors are due to man both the barbeque and the bar – Cllr Hobson is to e-mail everyone to confirm their attendance. There was a discussion as to whether Council would support the fete financially to pay for the PAT testing and the clerk reported that this would need to be done within the grant award framework. It was decided to see whether Council could arrange for the PAT testing to be done by its supplier. *Clerk's note: this could not be done unless there were many items that needed testing, which is not the case.*
- 7029/18 To note progress to conform to GDPR and to consider the next steps, not least, who should be our Data Protection Officer. To also consider whether each Councillor should have a Charvil.com e-mail address.** – It was agreed that Council would take up WBC's offer to act as Data Protection officer when the offer is formalised from the Monitoring Officer, and that everyone should have and use a charvil.com e-mail address for Council business. The clerk would arrange for this to be done. *Clerk's note: this now been achieved.*
- 7030/18 To consider whether Council wishes to contact Sonning Parochial Church Council regarding the sale of Jubilee Hall** – It was resolved that the Council should write. Cllr. Hobson had drafted a letter which the Chairman had modified, and it was agreed this should be sent.
- 7031/18 To consider a request from the Wokingham Sports Sponsorship team to match fund their sponsorship of a young Charvil athlete** – Cllr. Mundy withdrew from the discussion. After some discussion, it was resolved to approve this.
- 7032/18 To decide on details for the Annual Parish Meeting on Wednesday 16th May and agree who will collate slides** – The Chairman will introduce the piece and will talk about the key issues. Each councillor will sort out their slides and send them to Cllr Keward to put them together. The assistant clerk will organise refreshments.
- 7033/18 In accordance with the resolution passed unanimously to re-consider the request to deal with the Ballet groups' financial concerns in the light of new information, to reconsider this item** – It was resolved to offer the group the committee room for free as this is purely hired for the comfort of waiting parents, and to charge the day rate throughout the booking. This was approved unanimously. *Clerks' note: this has been accepted by the Ballet group.*
- 7034/18 To consider whether Council wants to take on the vegetable plots as an asset transfer** – Council considered the proposal offered by Wokingham and it was agreed that there is little appetite for taking on the land near the vegetable plots, nor did they wish to get involved with an asset transfer of this plot. Council asked the clerk to report to Wokingham that they would like a renewal of the current lease for a further seven years.

7035/18 PLANNING (ref 220)

a) New Applications for Information and Comment

180821 Application for the proposed erection of single storey rear extension following demolition of existing conservatory at 40, East Park Farm Drive – no Parish Council comment

180716 Application for the proposed erection of a three-bed detached dwelling at 111 Old Bath Road - The clerk was asked to object as follows:

1. *According to the MDD DPD and Borough Design Guide, any new development on gardens needs to make a positive contribution to the built area as stated in the MDD TB06. Council feels that this proposal fails to add anything positive because it will appear cramped between one house built to add a spacious feel to the street scene, and two historic cottages set in a verdant environment. While it is an improvement on the previous design put forward in 2016, Council feels this development would still have a negative impact on the area.*
2. *Given that permission has been given to build on the garden the other side of 111, Old Bath Road, to allow more another dwelling on the site of the garage would clearly be over-development. This is made worse by the loss of all front garden space to parking, which will not be compensated for by new hedge planting contrary to CC03.*
3. *Council feel that the plan is completely out of character with the development heading east on the Old Bath Road, where the majority of homes have attractive front gardens, or at least some green areas as one would expect in a village. This development will create an urban feel to this area which is clearly of character when seen in the context of the rest of this part of the village contrary to CC02.*
4. *Council is concerned by the amount of misinformation included in the application form. The garage was demolished soon after the recent sale of the site, and all natural features have been removed from the site. There is also a question mark over the parking spaces. There are two spaces allocated to this dwelling in the plan, not four as stated in the application. Lastly, this will be increasing the numbers of dwellings by one, which is also not stated in the application.*

180787 Application for the proposed temporary use of a mobile home on site for 12-month period at 111 Old Bath Road – The clerk was asked to object as follows:

1. *This site has been cleared without permission and should still be classified as a back garden. Given this is the case, siting a caravan, albeit on a temporary basis, is contrary to existing planning regulations.*
2. *To enable a mobile home to be placed on this site, hardcore has been placed over the complete site, so that it is completely out of keeping with the surrounding area. To compound this, the level of the site is significantly higher than the neighbouring properties, and so has a negative impact on the gardens of 117 and 119 Old Bath Road in terms of loss of privacy and run off from the site in wet weather.*

180829 Application for the proposed erection of a single storey front and rear extension at 15a Charvil House Road - no Parish Council comment

b) Planning Application Approved – The following was noted

173732 Application for the proposed erection of single storey side extension plus first floor side and rear extensions to 10 Gingells Farm Road

c) Planning Applications Refused – The following were noted

180224 Application for the proposed erection of 3 four-bed detached dwellings with on-site parking and access off Park View Drive South on land to the rear of 35-37 Park View Drive South

d) To hear any news from the CPRW and any local plan developments – The petition to discuss this issue at WBC has been reached, and it has been proposed that this debate should take place in Loddon Hall. The possible issues with the proximity of

Aldermaston the Grazeley sites have been resolved and the site has been shortlisted by the Government for possible extra Garden Village funding. The final decision will be taken in the autumn. The public consultation on the Local Plan will take place in May/June. Borough Cllr Hallsall is to come to the Annual Parish Meeting.

There being no further Planning business the Planning Meeting was closed.

FINANCE

- 7036/18 Finance Reports** – It was resolved that the financial reports be approved, which they were unanimously. Cllr Bell ran through the end of year figures and noted that the budgets balanced – Council had greater income than predicted and this was matched by greater expenditure.
- 7037/18 Authorisation of Payments** – It was resolved that the Council should approve all the following outstanding payments, which was done unanimously:
£83.50 to Grundon Waste Management Ltd
£25.09 to Bowak Ltd
£29.65 to British Gas Services Ltd
£449.09 to Roger Burns
£208.08 to the Assistant Clerk
£1123 to Herald Graphics
£736.48 to ISS Facility Services Ltd
£100 to Heartstart Swallowfield
£89.86 to the Clerk
£205.34 to SSE Contracting Ltd
£54 to OCS Group
£216.82 to Sunshine Commercial Services Ltd
£979.29 to NIC Services Group Ltd
£24 to Taurus Elite Security
£239.40 to Playsafety Ltd
£98.33 to the Village Warden
£231 to Dual Energy
£136.42 to CNG Ltd
£216 to Woodley and JFI Roofing
£53.22 to Drews Ltd
£99 to Hickies Music Store
£2025.51 in payroll
- 7038/18 To decide on the fresh insurance policy for the coming year** – It was resolved that Council would change to the Inspire policy from AXA subject to a couple of clarifications, which was carried unanimously. *Clerk's note: the clarifications were acceptable, so the clerk has accepted a three-year term.*
- 7039/18 To note feedback from the internal audit** – The report stated that everything was broadly ok, but that the Councillors needed to check the stated bank figures against the bank statements periodically. It was also recommended that Council should move to different payroll software, which has been done, to avoid errors.
- 7040/18 To approve the asset register for 2018** – It was resolved to approve this.
- 7041/18 To approve the date of the Finance meeting** – This was confirmed as 2nd May

There being no further Finance business the Finance Meeting was closed.

REPORTS

- 7042/18 Amenities Committee** – The minutes of a meeting on 9th April were noted. There was a discussion as to whether Council should replace the pavilion lights with LEDs but a decision was deferred until there was more evidence on how much of the electricity usage in the pavilion is for lights and how much is for other things like heating.

It was resolved to suspend Standing Orders at this Point

A decision as to whether to allow Freckles Pre-school to instruct OFSTED to assess the suitability of the pavilion was deferred.

It was reported that there would be a follow up meeting with the tennis club to consider how to improve relations on 23rd May.

7043/18 Report from the Borough Councillor – The Borough Councillor reported that fly-tipping was on the increase. She reported that the unauthorised works at 111 Old Bath Road had resulted in water running into the gardens of the existing houses when there is heavy rain, and that she has listed the planning application on this site. The Local Plan has stalled until after the Council elections at the beginning of May.

7044/18 Staffing Committee – The minutes of the meeting on Monday 26th March were noted. It was agreed that official Council documents should be issued and stored by the Council's officers. It was noted that the national pay agreement had been accepted and that the Clerk and assistant clerk would be awarded 2% increase in pay from the beginning of April, and the Village Warden 5%.

There being no further business the open meeting closed at 10.15pm

Chairman's Signature