

Minutes of the Meeting of the Council held on 18th July 2016

Present Chris Drew (Chairman), Liz Black, Jackie Jeffery, Lauren McCann, Paul Mundy, Fiona Mowlem, Jim Gillett and John Hobson

Apologies for Absence John Davies and James Bell

6655/16 Open Forum - There were no residents, one member of the press and Francesca Hobson from WBC Flooding team attended to give an update of the present position and push for the need for community engagement. The aim is to raise certain roads that often flood, such as the area near the Showcase roundabout, the A321 in Wargrave and the A327 in Shinfield. Various legal measures have, or are in the process, of been taken so that WBC can prevent building within 8 metres of a river; force relevant residents and businesses to keep water courses clear etc. They are also working with other agencies to reduce the effect of flooding – for example, actions to the south of this area can cause unintended consequences on flooding on the Loddon in this area.

In the spirit of joint working, WBC would like to develop flood action groups, as they have done very effectively in Swallowfield. This allows groups to access funds to provide residents with various domestic flood defences, such as flood proof doors. These groups are better placed to target the most vulnerable in the community. If it is not possible to form a flood action group, then WBC would like to encourage volunteers to come forward as flood wardens. The Chairman explained that there had been various attempts to encourage people to come forward to be flood wardens, but so far to no avail. Fran Hobson said she would be willing to knock on doors to see whether volunteers could be found – training will be given. She said dog-walkers are ideal, as they have to go out in all weathers, and would notice if ditches were blocked etc. An article will also be put into Charvil News and a link included on Facebook so that residents can assess their own flood risk. The Chairman thanked Fran Hobson for coming and she left at 8.40pm.

6656/16 Declarations of Interest – The Chairman declared that he lives next door to Planning Application No. 161714, at 10, Wenlock Edge.

6657/16 Minutes of the Meeting held on 20th June 2016 - The minutes were approved by Council.

6658/16 PLANNING (ref 199)

a) New Applications for Information and Comment:

161646 Application for the proposed erection of a single storey rear extension to 6, St. Patrick's Avenue – no Parish Council comment

161657 Application for the proposed erection of a two storey front extension, part two storey, part single storey rear extensions, following demolition of existing single storey side extension at 3, Strathmore Drive – no Parish Council comment

161714 Application for the proposed erection of a single storey rear extension to include part demolition and part conversion of existing garage to form

habitable accommodation plus single storey front extension to existing garage at 10, Wenlock Edge – no Parish Council comment

b) Planning Applications Approved – the following approvals were noted

- 161275 Application for the proposed erection of a single storey side extension following demolition and removal of existing garage and carport, change of use of part of existing amenity land to residential at 12, Quantock Close
- 161384 Application for the proposed erection of a detached single garage, conversion of loft space to habitable accommodation and changes in fenestration at 159 East Park Farm Drive
- 160618 Application for the proposed erection of a part two storey, part first floor side extension, following demolition of existing garage at 30, Gingells Farm Road
- 161119 Certificate of Lawful Development for the replacement of underground tanks at Texaco, New Bath Road, Charvil
- 161497 Certificate of Lawful Development for erection of a pergola at 10, Charvil House Road

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

FINANCE

- 6659/16 Finance Reports** – It was resolved that the financial reports be approved, which they were unanimously
- 6660/16 Authorisation of Payments** – It was resolved that the Council should approve all outstanding payments including £530.41 to NIC Services Group Ltd and £772.25 to the Performing Rights Society
- 6661/16 To consider the draft terms of reference for the Finance Committee** – This was deferred due to the absence of the Chair of Finance
- 6662/16 To consider grant applications from Citizen’s Advice Bureau (CAB), Charvil Art Group and an S137 application from Berkshire Vision** – It was resolved to grant £275 to CAB, £250 to Berkshire Vision and £175 to Charvil Art Group, which was approved unanimously

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

REPORTS

- 6663/16 Amenities Committee**- The Minutes of a meeting on 4th July were noted. It was resolved to amend the hire rates to £12.50 per hour daytime standard rate, £6.50 per hour daytime community rate, £14 per hour evening standard rate and £8.50 per hour evening community rate. All hirers should pay for all the time they are in the building. This was approved unanimously.
- It was resolved to approve the terms and Conditions for the pavilion which was done unanimously. The change of management will be announced in the Charvil Village News.
- The defibrillator has been installed at the Village Hall by MKR Electrical Services at a reduced rate. To be fully operational, the defibrillator guardians have to send through their first report to the ambulance service. Either Cllr Bell or Gillett will do this as soon as possible
- It was noted that there are still outstanding works that Council feel WBC need to see to before the pavilion can be fully transferred to Charvil PC’s management. These include ensuring the toilets are all working, making sure the floor is sound, and addressing the emergency lighting issues that were highlighted in the risk assessment.
- It was reported that Cllr Gillett was arranging a meeting with residents affected by the sewer issues in Waingels Road at the Village Hall which, as a Parish meeting, would be free of charge.

- 6664/16 Staffing Committee** – Progress on the recruitment of a new Assistant clerk was noted. It was agreed that the closing date for applications would be 5th August, and that interviews would probably be held in the third week of August. The interview panel would consist of the clerk, Cllr Hobson and the chairman.
- 6665/16 HIGHWAYS**
The signage at Pipistrelle Way has been changed so that both road signs have a dead-end road sign. Some of the residents of the road have asked whether the name of the road could be amended to remove the “Way” as this suggests it goes somewhere, and also, whether the middle stretch of road could be adopted by the council as the road near the newest house has been, as has the area near the social housing closest to the Old Bath Road. The clerk has been asked to investigate.
- 6666/16 ENVIRONMENT**
The date chosen for the “Get Charvil Walking” initiative is Sunday 11th September, starting from the pavilion at 2pm. The hope is to encourage people to bring picnics, and possibly provide some light refreshments.
- 6667/16 To consider the progress of the lease on East Park Farm** – The draft lease is progressing slowly but there are still bits that need ironing out.
- 6668/16 To hear reports from the clerk from the latest meeting with WBC officers and from Cllr Jeffery from the Borough Parish Liaison Group** – The clerk had a presentation from Select Business Services, who are pulling together various services offered by the Borough which could be of interest to the non-profit sector in the area. This is of some interest to Charvil who are already using the legal service. Both groups had reports on the Local Plan – due to go to initial consultation on 4th August – and on the Grass cutting contract, which is slowly bedding in. The clerk had a brief report on the future direction of the borough, which will involve a major shake-up of how things are organised, and it will be this that the Chief Executive and the Leader of the Council will be coming to talk to the Council about. Cllr Jeffery also had presentations on Supporting Vulnerable Children and Families in the Community, and on the Budget Engagement Plan.
- 6669/16 To consider whether Charvil should develop a Community Emergency Plan** – Council felt this was a good idea but not the highest priority at present. The clerk was asked to look at other parish’s plans to use as a template.

By virtue of the confidential nature of the business to be transacted, the press and public are excluded from the meeting during consideration of the following item under Section 2 of the Public Bodies (Admission to Meetings) Act 1960

- 6670/16 To approve the payment of back pay to the assistant clerk as a result of a long standing error in the number of hours being paid for** - It was resolved to approve this payment, which was done unanimously
- 6671/16 To consider the CIL balance for Charvil that has been accumulated so far** – This figure was noted, and Council would like some further guidance on what it can spend this on before drawing up a plan. It was noted that there is some CIL training on 17th October, but this may be a bit late.
- 6672/16 To consider the current position at Jubilee Hall** – It was noted that many of the present users of the hall are worried about its future.

There being no further business the open meeting closed at 10.10pm

Chairman’s Signature