

## Minutes of the Meeting of the Council held on 20<sup>th</sup> June 2016

**Present** Chris Drew (Chairman), Liz Black, Jackie Jeffery, Lauren McCann, Paul Mundy and Fiona Mowlem

### Apologies for Absence

**Absent** John Davies, James Bell, Jim Gillett and John Hobson

**6634/16** **Open Forum** - There were no residents one member of the press

**6635/16** **Declarations of Interest** – The Chairman declared that he lives close to 12 Quantock Close in Planning application 161275

**6636/16** **Minutes of the Meeting held on 16<sup>th</sup> May 2016** - The minutes were approved by Council.

**Signing of Acceptance of Office forms** – These were all signed and handed back to the Clerk

**6637/16** **PLANNING** (ref 198)

#### **a) New Applications for Information and Comment:**

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 – The clerk was asked to comment as follows:

*Council has serious concerns about the precedent set if public amenity land is allowed to become part of a private residence.*

161331 Adjoining Parish Application for proposed single storey rear extension to form conservatory at Barn Acre, Loddon Drive – no Parish Council comment

161381 Application for the proposed construction of 2 new ramps to the side and rear; removal of existing ATMs and installing new ATM to the side elevation plus relocation of air, water and vacuum stations at Texaco, Bath Road – no Parish Council comment

161392 Application for the proposed installation of mechanical plant and task lighting at the rear of store at Texaco, Bath Road – The clerk was asked to comment as follows:

*Council has some concerns about noise and light affecting residents who live on the Old Bath Road.*

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 – no Parish Council comment

161453 Application for the proposed erection of one dwelling (amendment to previous consent 152833) at 1, Park View Drive South – no Parish Council comment

161565 Adjoining Parish Application for proposed use of land for stationing of caravans for residential purposes for 2 gypsy pitches together with the formation of utility/dayrooms and hardstanding ancillary to that on land adjoining Model Farm Cottages, Bath Road Sonning – the clerk was asked to comment as follows:

*Charvil Parish Council wishes to object to this application on the following grounds.*

*1. This plot of land has been subject to a number of planning applications in recent years, and Wokingham Borough Council has been consistent in refusing any development beyond the footprint of the old farm buildings that the present cottages and barn are built on because the whole golf club complex and the fields on the north side of the A4 present a vital green gap between the settlements of Sonning and Charvil. To allow this application would be severely damaging to the continued existence of this green gap between the settlements, and could create a precedence for future development on land that is classified as countryside.*

*2. Wokingham Borough Council recently completed its consultation on traveller sites, and at present it concluded that there were enough sites up until 2019, and that it had a list of suitable sites that could accommodate the further 52 pitches that the Authority estimated as necessary by 2029, and this site was not one of them. Given the existence of a policy for such sites, it would be setting another dangerous precedent to allow a traveller site on this land.*

*3. This planning application contains a number of material errors, which Council believe make this application invalid. For example, there is reference to a mains sewer, and there is no mains sewer on this site; it states no development has started, but hardcore and tarmac have been laid, and caravans are already in situ; it is claimed there is a sustainable drainage system, but there is little evidence of this. It is Council's understanding that this application is a generic model used by this agent on many sites, and not taking into account the specifics of this site, and these errors are indicative of this.*

*4. This plot was important to the biodiversity of the area; unfortunately, all the plants and wildlife were cleared from this site before the application was lodged; however, the wider area is still of importance to local wildlife, and any further development will be detrimental.*

*5. There are no proposed parking spaces on the plan, which would appear to contravene the local planning laws, particularly for a traveller site with spaces for mobile caravans. Moreover, Council is already concerned about vehicles joining the dual carriageway that is very busy, with fast-moving vehicles – this development is only going to increase this hazard.*

6. *Wokingham Borough Council has invested much time, energy and money drawing up its core strategy, undertaking consultations on all aspects of its development plans, and latterly adopting a policy on traveller sites, which Council applaud as it should all allow for sustainable development. It would be a great shame if all these efforts prove fruitless when confronted by an application such as this, which is clearly designed to abuse the systems that have been put in place.*

**b) Planning Applications Approved** – the following approvals were noted

- 160898 Application for single storey extension to form orangery at 5, Gingells Farm Road
- 160492 Application for a Certificate of Lawful Use for the erection of a single storey rear extension with glazed lantern at 49 East Park Farm Drive
- 160723 Application for proposed erection of front dormer window plus addition of 3 roof lights to 88 Milestone Avenue
- 153162 Application for the proposed erection of part single, part two storey side and rear
- 160619 Application for a Certificate of Lawfulness for the proposed erection of a single storey rear extension at 15 Simmons Field, Charvil

**c) Planning Applications Refused** – The following were noted

- 160601 Application for the proposed erection of a single storey front/side extension and 1<sup>st</sup> floor side extension over existing garage at 2, Strathmore Drive
- 160849 Application for the proposed erection of one new dwelling following demolition of existing garage on land adjacent to 111, Old Bath Road
- 160902 Application for the erection of single dwelling with triple garage and associated access on Land off Waingels Road

**d) Planning Applications Withdrawn** – The following were noted

- 153307 Adjoining Parish Application for proposed use of land for stationing of caravans for residential purposes for 2 gypsy pitches together with the formation of utility/dayrooms and hardstanding ancillary to that on land adjoining Model Farm Cottages, Bath Road Sonning
- 160707 Application for a Certificate of Lawfulness for the proposed erection of a single storey rear extension to include part demolition and part conversion of existing garage, single storey front extension to existing garage at 10 Wenlock Edge

**e) Appeal date** – The following was noted

- 143292 The appeal date for proposed erection of 25 dwellings on Park Lane, Charvil is now on 20<sup>th</sup> September 2016

**f) Application for Screening Opinion** – The following was noted

- 153134 The application for a solar farm in Loddon Drive Charvil would constitute Environmental Impact Assessment development

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

**FINANCE**

- 6638/16 Finance Reports** – It was resolved that the financial reports be approved, which they were unanimously
- 6639/16 Authorisation of Payments** – It was resolved that the Council should approve all outstanding payments including £1116.62 to NIC Services Group Ltd, £22441.20 to S & C Slatter and £4199.05 to RES Group which was done unanimously.
- 6640/16 To review and complete the Annual Governance Statement for 2015/16 Annual Return** – This was duly completed and signed by the chairman and the Responsible Finance Officer
- 6641/16 To review and approve the Accounting Statement for the 2015/16 Annual Return including the Bank Reconciliation** – It was resolved to approve these documents, which was done unanimously, and the Statement was duly signed by the Chairman and the Responsible Finance Officer
- 6642/16 To consider the draft terms of reference for the Finance Committee** – This was deferred due to the absence of the Chair of Finance
- 6643/16 To consider a report on the VAT issues concerning the Council and to decide whether the Council should become VAT registered in the light of taking on the new facilities** – The report was noted, and it was felt that if possible, Council would prefer to remain unregistered. The clerk emphasised that this may mean having to forego claiming back all VAT on business related activities so it was agreed the situation would be monitored by the Finance Committee
- 6644/16 To approve and sign a letter to Barclays Bank for the updated rates of pay in lieu of 1% pay increase backdated to April 2016** – This letter was approved and signed by Cllrs Drew and Jeffery.

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

## **REPORTS**

- 6645/16 Amenities Committee**- The Minutes of a meeting on 6<sup>th</sup> June were noted. It was resolved to take the amended terms and conditions for the pavilion back to the Amenities Committee in July. There will be no music after 8pm except with prior agreement. The clerk was concerned whether Council was acting legally by assuming all present contracts for pavilion users ended with the present booking period, and was waiting to hear back from the legal representative. *Clerk's Note: It was confirmed by Wokingham that after the current booking period ends, Council could impose its own fee levels on all users except those from Wokingham Borough Council, who will be entitled to a discount.*
- 6646/16 Staffing Committee** – The minutes of the Staffing Committee on 23<sup>rd</sup> May were noted. The clerk is to arrange a staffing committee meeting to agree a job specification etc. for the role of Assistant Clerk in the light of the intention of the Assistant Clerk to leave her post at the end of August.
- 6647/16 HIGHWAYS**  
The clerk has been in touch with Simon Botham of Twyford Police, and he has reported that the new Neighbourhood Inspector is reviewing how to undertake speeding enforcement and will let us know in due course. The clerk has been asked to chase WBC regarding the Pipistrelle Way signs. *Clerk's note: the new sign is on order and will be in place in the next few weeks.* It was noted that Cllr Hobbs has arranged a meeting with residents of Milestone Avenue about the state of the road and what the best solution is.
- 6648/16 ENVIRONMENT**  
TPO 266/1984 at 1,2 and 3 Foxes Walk – It was noted that some of the works have been allowed but that most have been refused as they are seen as detrimental to the health of the trees. The Chair of Environment explained her idea to Get Charvil Walking by arranging a community walk. It was agreed Council should choose a weekend in September and then promote this.

It was reported that the Forest School is up and running again and that Simon Bartlam has provided them with some willow and logs for their clearing. Cllr McCann is helping with this project. It was suggested that when the children are out there, there is some signage to advertise the fact to dog walkers.

The clerk reported that she has been contacted by Local Greenspace and Conservation Development who are looking for projects in parishes to get involved in. The clerk was asked to contact them to see whether there could be some joint working.

The local complaints about the grass cutting regime were discussed and the clerk reported that she was due to meet Pete Baveystock to show him the areas causing most consternation, particularly in East Park Farm. *Clerk's note: WBC are to arrange for the grass to be cut in the residential parts of East Park Farm, but may still leave smaller areas for wildlife.*

- 6649/16 To consider the progress of the lease on East Park Farm** – The draft lease seems to contain clauses that differ from the Heads of Terms agreed by Council, and these need to be amended before any progress can be made.
- 6650/16 To consider the progress of replacement street lighting in East Park Farm** – The clerk reported that Wokingham have agreed that the street lighting removed when the school was built be re-instated, and have asked Council to confirm the preferred route through the park. It was generally agreed that it would be best if the lighting could follow the new path until the tennis courts and then go between the MUGA and the tennis courts as this would be of greatest benefit to Pavilion and car park users.
- 6651/16 To note the latest Fire Service Consultation and to consider how Council may like to build a relationship with its assigned officer in the Wokingham Fire team** – The clerk was asked to contact the fire service to invite Lee McDonald to a future meeting, and to see whether he could write a short piece for the newsletter to promote the outreach work to vulnerable residents.
- 6652/16 To hear the report back on a meeting between Cllr Bell and the Piggott School** – In Cllr Bell's absence, the Chairman read a written statement from him which suggested that Piggott was very sympathetic to the families involved, but that they had followed the correct procedures, and could not differentiate the admissions criteria for different key stages as it is officially one school on two different sites. There are now very few children waiting for a place, but unfortunately they may miss out, but in a very few years, the issue of siblings outside catchment should work its way out of the system. Cllr Bell is to continue to work with the school in an effort to help families in the future even if there is little they can do for the 2016 cohort.
- 6653/16 To consider whether Council is happy for the clerk to ask Berkshire Record Office to store the old minutes, agendas and financial records** - Council resolved that this was a sensible course of action and asked the clerk to go ahead.
- 6654/16 To consider the WBC consultation on new flooding bye-laws** – Council had no comment to make.

**There being no further business the open meeting closed at 9.35pm**

**Chairman's Signature .....**