

## **Minutes of the Meeting of the Council held on 17<sup>th</sup> November 2014**

**Present** Chris Drew (Chairman), Liz Black, Paul Mundy (arrived 8.15), John Davies, James Bell, John Hobson and Jackie Jeffery.

**Apologies for absence** Jim Gillett, Lauren McCann and Borough Councillor Nick Ray

**6287/14 Open Forum** – One resident attended to discuss the zebra crossing. She informed Council that she too was concerned about the safety of the crossing, and to this end had asked Wokingham to mend the Belisha beacon pole light on the northern side of the Old Bath Road. She had been informed the spare part had been ordered but had not yet arrived. The chairman thanked her for her support and she left at 8.15pm. *Clerk's note: the light has now been fixed.*

**6288/14 Declarations of Interest** – There were no declarations of interest.

**6289/14 Minutes of the Meeting held on 20<sup>th</sup> October 2014** –The minutes were approved by Council and signed by the Chairman.

**6290/14 Matters Arising from the above Minutes** – There were no matters arising that were not on the agenda

**6291/14 PLANNING** (ref 179)

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

2302 Proposed erection of a single storey rear extension to dwelling to form a conservatory at 41, Cheviot Drive – no Parish Council comment

2407 Proposed erection of a five bed dwelling following the demolition of existing dwelling at Kenroy, Waingels Road – no Parish Council comment

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

1709 Proposed extension of front hall by repositioning of front door and side panels forward to the limit of the existing porch. Continuation of garage roofline to form new open porch which extends to the original building line at 1, Gingells Farm Road

**c) Appeal** – the following was noted:

0921 Proposed change of use of storage building (Use Class B8) to fast food takeaway (use Class A5) at 36, Park View Drive South

**d) How to ensure best practice with regard to planning applications being considered in a timely and open fashion** – After lengthy discussion, it was decided that if a planning application is received after the agenda has been issued, it will have to wait until the next meeting, unless the planning officer concerned is unwilling to let us comment after the deadline for comments. In this case, Council may have to decide to have an extra-ordinary planning meeting.

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

## FINANCE

- 6292/14 Finance Reports** – It was resolved that the Reports be approved which they were unanimously.
- 6293/14 Authorisation of Payments** – It was resolved that the Council should approve all outstanding payments, including £1164 to AES Ltd (previous cheque for £931.20 went missing in the post) and £658.80 to Good Directions Ltd. This resolution was unanimously carried.
- 6294/14 Whether to approve match funding of the Wokingham Sports Sponsorship Fund for a young cyclist in the village of £250** – It was felt that Wokingham had not provided Council with enough information to base a decision was deferred until next month. The clerk was asked to find out more and let Councillors know.
- 6295/14 To consider whether an online booking system for the Village Hall should be included in the specification for the website design** – After some discussion it was decided that some form of online diary would be useful so potential customers could check availability before contacting the Assistant Clerk. It was also decided to make sure that the chosen provider could add some form of on-line booking in the future if Council were to take on tennis courts etc.
- 6296/14 To decide, if the web specification were to remain largely unchanged, whether to decide upon one of the two quotations already received, or to find some other options.** Given that the specification has clearly changed, Council felt that it was necessary to revisit the existing candidates with the updated requirements, and to find some fresh suppliers to broaden the range of options, with the particular requirement that the website would be mobile friendly. Councillor Hobson was to send out a new version of the specifications, and was to approach some other web providers, and will bring fresh quotations to a future meeting.

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

## REPORTS

- 6297/14 Village Hall Management Committee** – The notes of the meeting on 3<sup>rd</sup> November were noted.
- The terms of reference were approved subject to the removal of mention that the chair needs to approve spending – it is sufficient to ask for approval from the clerk as Responsible Finance Officer. The Chairman has offered to try to mend the broken lock on the Committee Room door.
- 6298/14 Amenities Committee** – The notes of a meeting on 3<sup>rd</sup> November were noted.
- Cllr. Mundy had attended a meeting at Wokingham to discuss the future of the monthly amenity vehicle. The main purpose of the meeting was to explain why Wokingham were no longer willing to provide this service, but they did agree to investigate the possibility of helping parishes find an alternative service that would be fully funded by the parishes themselves. Council decided that they would take part in the annual litter pick in March. It was reported that there is less litter being dropped by the footballers now.
- 6299/14 Borough Councillor's Report** – In the absence of the Borough Councillor, there was no report.
- 6300/14 ENVIRONMENT** – An update on the nature trail in the country park was deferred
- 6301/14 Feedback form the meeting with Wokingham Borough Council regarding the transfer of assets on 24<sup>th</sup> October** – Cllr. Mundy summarised the meeting and explained that Council are waiting on financial and contractual information from Wokingham so that Cllrs Mundy and Hobson can develop a business plan to take back to Wokingham. They also explained that they had met with a representative from the Library service who discussed the idea of a pop-up library, which could indirectly bring in some revenue streams. The clerk was to write to Cllr. Ross to try to get the necessary

financial information from his officers to move on. *Clerk's note: officers from Wokingham have provided the necessary information now.*

- 6302/14 **To resolve to approve the drawing up of a business plan regarding this possible transfer by Cllrs. Mundy and Hobson** – This was provisionally approved, but it was accepted there may be a need for an extra-ordinary meeting if significant progress is made before the next meeting.
- 6303/14 **To Consider a response to the Wokingham Borough Consultation on the grass cutting schedule** – As this consultation is aimed at residents, councillors were asked to fill it in individually.
- 6304/14 **To approve the formation of a Staffing Committee, to choose its members and to consider its terms of reference** – The formation was approved, and it is to consist of Cllrs. Hobson, Jeffery and Davies. The chairman will be involved but not an active member, and was to ask Cllr. McCann if she would like to be a member. The committee was to meet to draw up its terms of reference to bring back to Council after Christmas.
- 6305/14 **To find out if there are any residents' associations in Charvil and possible contacts** - Council have been asked if they know of any resident associations in the village by Wokingham, who would like to use this information as a way of disseminating consultations, local information etc more effectively. The Chairman will include something in the Newsletter at Christmas.
- 6306/14 **Feedback from the BALC AGM** – Cllr. Hobson attended and said that the CEO of NALC gave a presentation, promoting NALC's new website, and that they hope to provide a better service to parishes, and also to help procure better services for councils by working together. There was some concern about the politicisation of parishes in the east of the county. He also reported the efforts to resurrect WDALC, and that he hoped to attend their AGM, but work might not allow him to. *Clerk's note: Unfortunately, Cllr. Hobson was unable to attend this meeting.*
- 6307/14 **Feedback from the Borough Parish Working Group** – Cllr. Jeffery reported that she went to the meeting which was primarily about planning. There was much discussion about what the department does, and what it can do for parishes. There is a training evening on 26<sup>th</sup> November, which Cllr. Jeffery and the clerk are to attend, and will feed back at the next meeting.

## **Part 2**

### **To reconsider the choice of pension provider and if the original decision stands, to pass a resolution to join the Berkshire Pension Scheme**

The resolution was passed unanimously.

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

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