



## Minutes of the Meeting of the Council held on 18th September 2017

**Present** Jim Gillett (Chairman), John Davies, Paul Mundy, Fiona Mowlem, John Hobson, Jackie Jeffery and James Bell

### Apologies for Absence

**Absent** Claire Andersen

**6885/17** **Open Forum** – There was one member of the public and two residents interested in being co-opted onto the Council

The member of the public was interested in the after-effects of the weed-killer used in the Spring by the grass cutting contractors, as no grass has yet grown back even after such a wet summer. The Borough intimated that they would re-seed outside of this resident's house but the contractor felt that it may be next year before any seed would take due to the concentration of the poison. Borough Councillor Hobbs has agreed to deal with it in the resident's behalf.

Two residents of the parish, Jane Hartley and Adrian Keward, attended to put themselves forward for co-option to the Council, to fill the two current vacancies. They ran through their reasons for wanting to join the council, where their areas of expertise lay, and what they could bring to the table.

*Clerk's note: as there were two applicants for two posts, both are eligible for co-option.*

**6886/17** **Declarations of Interest** – There were no declarations of interest

**6887/17** **Minutes of the Meeting held on 21st August 2017-** The minutes were approved by Council.

**6888/17** **To note the resignation of Cllr Davies from his role as Chair of the Amenities Committee and to elect a replacement as well as a new Chair of Environment, and a new vice chair of Planning** – The Chairman thanked Cllr. Davies for what he has achieved as Chair of Amenities, particularly with the hall. Cllr Mundy was proposed by Cllr Davies to replace him as Chair, and the Chairman seconded this. Cllr. Mundy was elected unanimously. Cllr. Andersen was proposed to fill the vacant post of Chair of Environment by the Chairman and was seconded by Cllr. Mundy. Cllr. Andersen was elected unanimously. The Chairman wished to step down as vice chair of planning and proposed Cllr. Mowlem to fill his place and was seconded by Cllr. Jeffery. Cllr Mowlem was elected unanimously.

**6889/17** **PLANNING** (ref 213)

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

172439 Application for the erection of detached dwelling, hard and soft landscaping and associated work at 111 Old Bath Road – no Parish Council comment

172520 Application for the proposed erection of single storey rear extension to dwelling plus part conversion of existing garage at 6 Wenlock Edge – no Parish Council comment

172567 Application for proposed erection of single storey side extension following conversion of existing car port to garage and existing garage to habitable accommodation at 13, Strathmore Drive – no Parish Council comment

**b) Planning Application Approved** – The following was noted

171771 Application for proposed erection of first floor side extension and single storey rear extension at Stumbles, Charvil House Road

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

171757 Application for the erection of proposed of two storey side extension plus erection of proposed of single storey rear extension to dwelling at 47 Chiltern Drive

171933 Application for certificate of lawfulness for the proposed erection of single storey rear extension to dwelling plus part conversion of existing garage at 6 Wenlock Edge

**d) Planning Application Withdrawn** – The following was noted

171721 Application for the proposed single storey side extension at 15, St. Patrick's Avenue

**e) To consider the complete move to paperless plans, issues with WBC's planning processes and how best to display plans for discussion** – The change to paperless plans was noted, and it was accepted that Council needs to use the projector for discussion. The clerk was asked to find out whether plans could be standardized, or at the very least if naming conventions for files could be used.

**f) Local Plan Update** – The Chairman had been contacted by John Halsall about The Campaign to Protect Rural Wokingham and the two public meetings on Thursday 28th Sept and Sat 30th Sept. He also mentioned that the five-year housing supply issues were not caused by Wokingham but by the slow delivery by the developers. The Chairman will provide a further update at the next meeting.

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

## **FINANCE**

**6890/17 Finance Reports** – It was resolved that the financial reports be approved, which they were unanimously.

**6891/17 Authorisation of Payments** – It was resolved that the Council should approve all the following outstanding payments:

£79.90 to Grundon Waste Management Ltd

£17.83 to EDF Energy

£154.38 to Contract Natural Gas Ltd

£29.65 to British Gas Services Ltd

£61.93 to Aquacare

£205.02 to the Assistant Clerk

£1106.68 to ISS Facility Services Ltd

£1584 to IPS Fencing of Slough

£99.43 to Castle Water

£861 to Herald Graphics

£141.57 to the Clerk

£689.52 to NIC Services Group Ltd

£139 to the Society of Local Council Clerks

£1500 to Rapid Commercial Cleaning Services Ltd

£216.82 to Sunshine Commercial Services Ltd

£1807.91 for payroll

£512.30 to Royal Berks Pension Fund

£553.68 to HM Revenue and Customs

£385 to Dual Energy

**6892/17 To note the return of the external audit from the auditors** – This was noted

- 6893/17 To consider the three quotations for a speed indicator unit** – It was resolved to select Morelock, which was approved unanimously
- 6894/17 To consider the development of the five-year plan** – Cllr. Bell presented a plan of action to Council, whereby all assets will be listed, with an expected lifespan, so replacements can be budgeted for on a long-term basis. Once this is done, it will be easier to factor in new ventures and how much we will need to raise on top of non-earmarked reserves. At the same time, income stands can also be factored in, so at present, it makes sense to front-load expenditure at the pavilion while Council has the grant from WBC, so hopefully by the time this stops, all major expenditure will be done, and there will then be a process of rolling maintenance. In future, CIL money will become available and this will allow for new capital projects. The aim will be to work towards a comprehensive rolling plan.
- 6895/17 To note the progress with changing the trustees for the Skipton Building Society account and to approve the rolling over of the bond for a further year** – Cllrs Mowlem and Mundy have both completed the identity checks and application forms to become trustees, so Council are now awaiting confirmation of this change. It was resolved to roll over the bond for another year, which was approved unanimously.
- 6896/17 To note that all recipients of grants have thanked the Parish Council** – This was noted.

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

## **REPORTS**

- 6897/17 Amenities Committee** – The notes of a meeting on 4th September were noted. The meeting was not quorate so the following items were brought to the attention of Council
- To consider whether to hold teenage parties and if so, whether to increase the deposit – This is a result from complaints from neighbours about noise and mess, and because of damage to some of the property stored in the hall, which resulted in £45 being withheld from the £200 damage deposit. Council felt that as the deposit more than covered the damage there is little argument to increase it further, but that the topic of teenage parties should be discussed further by the Amenities Committee.
- To consider whether to allow for the signing of damage deposit cheques at the Amenities Committee meeting to speed up the return of deposits – this was approved.
- To consider how Litter Picker's absence should be covered in future – it was agreed Council would try to find another litter picker to work alongside the current contractor, and see if they could do handyman duties. Council need to decide whether this role should be filled by an employee or a contractor.
- 6898/17 Report from the Borough Councillor** – There was no report this month
- 9899/17 Highways**
- It was reported that Council now had the name of a contact at Bewley Homes to ask if they would be happy for Pipistrelle Way to be adopted and the clerk is to write to him. There have been complaints from residents in Old Acres Lane that cars belonging to residents of River Court are being parked on the chevrons on the Old Bath Road, severely impairing visibility when joining the Old Bath Road. This is compounded by speeding from the Twyford direction. The police have been contacted and their intervention has helped to a degree, but the situation needs to be monitored.
- 6900/17 Environment**
- It was noted that TPO request 172452, to remove dead wood and crown the oak adjacent to 11, The Hawthorns, has been granted with conditions. It was also noted that the Veteran Trees Association are still requesting a tree warden for Charvil. Our flood warden is considering getting involved but is trying to find out more at present.
- 6901/17 To consider how Council can best support the fete committee to keep the event going in the future** – It was agreed to allow the committee free lets of the committee room for meetings, and to support the new chairman. It was felt closer collaboration with the school would be helpful, as well as a closer relationship with the Parish Council. It was agreed that Cllr. Hobson would attend the extra-ordinary meeting on 10th Oct.

- 6901/17 **To Consider BALC training offered this autumn** – It was agreed that Adrian Keward would attend the fundamental councillors training, that the clerk would attend the Local Council Finance Update Session and both the clerk and assistant clerk would attend Preparing for the General Data Protection Regulation Briefing session.
- 6902/17 **To Consider who might attend the training session on Civil Parking Enforcement on Monday 25th September** – No-one could attend this meeting
- 6903/17 **To consider who might attend the training session on the joint Minerals and Waste Plan on 19th October** – No-one could attend this meeting

**There being no further business the open meeting closed at 9.47pm**

Chairman's Signature .....