



Minutes of the Meeting of the Council held on 21st May 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 Borough Councillor Emma Hobbs

Absent

7055/18 **Open Forum** – No residents attended.

7056/18 **Declarations of Interest** – There were no interests declared

7057/18 **Minutes of the Meeting held on 23rd April 2018**- The minutes were approved by Council.

7058/18 **To consider any matters arising from the Annual Parish Meeting and note anything that will need to be added to a future agenda arising from this** – Some residents reported that they thought the Network Rail compound on Waingels Road would need to be there beyond August and wondered whether Network Rail may add pressure on WBC to have the road constriction removed. Another resident felt there were too many signs on the Park Lane roundabout. Another asked whether the SID could be moved to the A4 and finally, a resident complained that he had not had a reply from the Council regarding the trees on The Hawthorns. *Clerk's note: the clerk never received such an e-mail.*

HIGHWAYS

7059/18 **To hear any news on Pipistrelle Way** – There was nothing new to report

7060/18 **To consider the reply to the Chairman regarding potholes** The Chairman had complained to Wokingham, and after some time, had a reply from Gareth Wisemen apologising for the poor quality of repairs, and that to do them properly, the bridge on Park Lane will need to be closed, and there will have to be traffic lights on Waingels Road, both of which will take some time to organise. *Clerk's note: emergency repairs have been made to the worst holes.*

ENVIRONMENT

7061/18 **To hear feedback from the training session with the Veteran Tree Association** – The group had their first training session and have now started surveying.

7062/18 **To hear any more information on the Stream Pollution** – Cllr. Keward reported that the Environment Agency has cleaned out the stream under the bridge, and that he has not seen any pollution for the last three weeks. He will continue to monitor.

7063/18 **To approve the GDPR privacy notice for Staff and Councillors** – This was approved subject to minor amendments.

7064/18 **To note that Cllr. Hartley is now the main contact with the fete and to note progress** – The requirements for the fete had been confirmed and they have confirmed verbally that the Committee has Public Liability Insurance. There is a risk assessment

for the fete but Cllr. Hartley is not sure about each stall. *Clerk's note: the assistant clerk will need to see these documents.*

7065/18 PLANNING (ref 221)

a) New Applications for Information and Comment

181175 Application for the proposed conversion of existing residential unit to four self-contained flats with associated parking and amenity at 36 Park View Drive South – the clerk was asked to comment as follows:

As with the previous application, Charvil Parish Council has no concerns with the flats themselves, but because of the nature of the site, on the junction of the A4/Park View Drive South and sharing the site with a thriving shop, Council remains concerned about parking. Council is concerned where the staff running the shop will park their vehicles, as it is important to road safety that the existing customer spaces are used for their present purpose, not for staff or residents.

Council also remains concerned that there are no unallocated parking spaces.

181069 Application for the proposed erection of a single storey rear extension at 19 Cheviot Drive – no Parish Council comment

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

The revised plan is for a bigger mobile home which makes the original transgression worse.

b) Planning Application Approved – The following were noted

180821 Application for the proposed erection of single storey rear extension following demolition of existing conservatory at 40, East Park Farm Drive

180174 Application for the proposed erection of single storey side/front extension to form porch and first floor side extension to Old Bath House, 2 Strathmore Drive

180471 Application for variation to Conditions 10 and 11 of planning permission 173248 modifying the requirement that caravan residents be workers of 'A Better Service' and variation to Condition 14 to remedy errors in the maximum dimensions of the caravans at The Homestead, Park Lane

180571 Application for the proposed erection of single storey side and rear extension following the demolition of existing conservatory plus conversion of existing garage to create habitable accommodation at 8 St Patrick's Avenue

173680 Application for the proposed erection of first floor side extension to dwelling at 14, Chiltern Drive

c) Planning Applications Refused – The following was noted

180450 Application for a certificate of lawfulness for the proposed conversion of existing garage to create habitable accommodation with link to dwelling at 15 Thornbers Way.

d) To hear any news from the CPRW and any local plan developments – The Local Plan has been put on hold due to the change of Lead Planning Member at Wokingham Borough Council.

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

FINANCE

7066/18 Finance Reports – It was resolved that the financial reports be approved, which they were unanimously.

7067/18 Authorisation of Payments – It was resolved that the Council should approve all the following outstanding payments, which was done unanimously:

£83.28 to Grundon Waste Management Ltd

£58.80 to AED Locator (EU) Ltd

£29.65 to British Gas Services Ltd

£790.43 to BALC
 £151.45 to the Assistant Clerk
 £61.93 to Aquacare
 £736.48 to ISS Facility Services Ltd
 £292.66 to Castle Water
 £60.92 to the Clerk
 £116.97 to Cathedral leasing
 £59.06 to Scottish and Southern
 £231.14 to Sunshine Commercial Services Ltd
 £1005.50 to NIC Services Group Ltd
 £24 to Taurus Elite Security
 £1816.34 to Came and Company Local Council Insurance
 £125 to Sports Sponsorship recipient
 £29.91 to the Village Warden
 £178.51 to Dual Energy
 £54 to Orange Pixel Ltd
 £121.72 to Viking Payments
 £1156.56 to Royal County of Berkshire Pension Fund
 £119.50 to CNG Ltd
 £103.14 to Safe IS
 £145 to Paul Corby
 £70 to Hickies Music Store
 £2270 in payroll

- 7068/18 To approve and sign the governance statements on the Annual Return** – It was resolved that all these were in place and should be approved which was carried unanimously.
- 7069/18 To approve and sign the accounting statements on the Annual Return** – It was resolved to approve these which was carried unanimously.
- 7070/18 To note the internal auditor’s report for the end of year accounts** – This was noted and the recommendation that reserves were too big was accepted.
- 7071/18 To note and approve the changes to the asset register for April 2018 in line with the internal auditor’s comments** – It was resolved to approve these changes. The clerk was asked to find out whether the insurance values can be changed to reflect market rates for replacement. *Clerk’s note: there is no restriction on this figure, only on the actual asset register column.*
- 7072/18 To approve the contribution Council have been asked to make toward the streetlighting project** – It was resolved to accept the requested contribution of £4176.47 toward the project which was accepted unanimously.
- 7073/18 To consider changing water company and if so, to sign the direct debit mandate** – It was resolved to approve the change, which was done unanimously, and the direct debit form was duly signed.
- 7074/18 To approve and sign a letter to Barclays Bank updating the Standing orders to include the wage increase implemented in April** – It was resolved to approve this which was done unanimously and duly signed.
- 7075/18 To note the minutes of a meeting of the Finance Committee** – These were noted. **There being no further Finance business the Finance Meeting was closed.**

REPORTS

- 7076/18 Amenities Committee** – The minutes of a meeting on 14th May were noted. The issue of whether to allow Freckles Pre-school the opportunity to ask OFSTED to approve the pavilion as a suitable location for a pre-school was discussed. It was accepted that the logical conclusion of approval would be the acceptance that we would have to give notice on our very few daytime users. It was agreed that Council would allow Freckles to go ahead providing they accepted we would have to give existing users a three-month notice period, that they would have to be pack away, that evening lets start at 4.30 and

they would have to work with that, that there are storage issues to be resolved and that Council would try to arrange an outdoor space for exclusive pre-school use. The Terms and Conditions of Hire for the Sports Field were approved. It was resolved that the assistant clerk would try to get the cheapest contractor on offer to do a site visit on the hall floor by Thurs 31st May. If this was not forthcoming, it was resolved to ask KCS Flooring to reseal and polish the hall floor, which was unanimously approved.

By virtue of the confidential nature of the business to be contracted 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

7077/18 To note the latest Communication from WBC regarding the local plan – This was noted. It was noted that the process has been slowed down by the lead member of planning losing his seat, and that it is taking a little time to re-organise.

There being no further business the open meeting closed at 9.58pm

Chairman's Signature