



Minutes of the Meeting of the Council held on 24th February 2020

Present Jim Gillett, Adrian Keward, Paul Mundy, Claire Andersen, Roanna Collis, Jo Akeju and Pat Sutlieff.

Apologies for Absence Neil Jackson, Jane Hartley

Absent

7390/20 Open Forum – One resident attended to talk about the field behind Park View Drive North that has been included as a site in the Draft Local Plan. He felt that the best defence against this development is that around 30% of the 5 hectares that have been selected are in flood zone three, and the Borough themselves write that development should only be in zone three if there is no alternative, and many of the sites put forward are in zone one. He also said that Bridge Farm in Twyford is in zone three. He was concerned that the Parish Council seem to accept the development of the field off Park Lane and felt that this field should be defended. There was some discussion of the wildlife on Park View Drive North, and that there are some rare species in the area. He also felt that the Parish Council should publicise its responses to the consultation, and that that WBC should at least give us figures on how many respondents to the consultation from Charvil there are. The Chair thanked him for coming and he left at 8.15pm.

7391/20 Declarations of Interest – There were no declarations of interest

7392/20 Minutes of the Council Meeting of the 20th January 2020 – These minutes were approved by Council.

FINANCE

7393/20 Finance Reports – These were approved unanimously

7394/20 Authorisation of Payments – It was resolved that the Council should approve all the following outstanding payments, which was done unanimously:

£181.50 to Grundon Waste Management Ltd
£1140 to Canon Tree Care
£36.19 to British Gas Services Ltd
£18.50 to A1 Locksmiths (Berkshire) Ltd
£1237.55 to Berkshire Pension Fund
£348.28 to the Assistant Clerk
£61.94 to Aquacare
£1205.54 to the Clerk
£962.59 to Sunshine Commercial Services Ltd
£116.97 to Cathedral Leasing Ltd
£107.14 to Tivoli Group Ltd
£451.23 to Dual Energy
£32.28 to SSE
£99.44 to Viking Payments
£923.28 to Edge IT Systems Ltd
£64.53 to Everflow
£402.09 to JJ Plumbing

£22.12 to Contract Natural Gas
£2388.53 in payroll

- 7395/20 To review and approve the Bank Statement Reconciliations** – This was deferred due to the absence of Jane Hartley.
- 7396/20 To approve the re-allocation of £6000 from general reserves to earmarked, to cover possible charging of rates on the pavilion to balance the budget-** It was resolved to approve this, which was done unanimously.
- 7397/20 To approve and sign the phone box contract and pay the £1 fee** – This was deferred to the next Amenities meeting, and the clerk was to ask other parishes of their experiences. *Clerk's note: Sonning have had no problems since taking on a similar agreement a few years ago.*
- 7398/20 Planning, Environment and Highways Committee** – The minutes of the meeting on 3rd February were noted. It is clear there is much local consternation about the Charvil sites included in the Local Plan, and it was discussed whether Council needed to hold another meeting. It was decided to hold this at the beginning of the next PEH Meeting on 2nd March at 7.30pm. As the consultation is complicated, it was decided that a working group be formed to draft some responses for Full Council approval on 16th March. This working group is to consist of Councillors Andersen, Gillett, Akeju and Hartley. The Council approved the idea of concentrating on a couple of areas of the Climate Emergency and these would be flooding and car usage. It was noted that the Parish would need to develop a climate emergency plan but are waiting on a template from Wokingham. *The template will be considered at the PEH meeting at the end of March.*
- 7399/20 Amenities Committee** – The minutes of the meeting on 10th February were noted. It was resolved to approve the increase of 2% across all facilities, and to increase the hall by a further £1 and the committee room by 60p to remove the charge for the kitchen. After some discussion it was agreed that Bank Holidays should be charged at the weekend rates, and as the new caretaker was happy to work on these days, bookings would be taken, subject to his availability. Council have appointed Keith Hayward, who will start as soon as a satisfactory DBS is received.
- 7400/20 Report from the Borough Councillor** – There was no report this month.
- Items for Consideration**
- 7401/20 To consider and approve the idea of developing a Neighbourhood Plan for Charvil and how best to progress it quickly** – The idea of developing a Neighbourhood Plan was approved, and Council should apply for a grant for the plan. The clerk was to start the process by contacting the Borough Council. *Clerk's Note: The first step is to identify the area to be included in the Local Plan and a statement, and this needs to be open for consultation – it is simple and there is no fee. It has been suggested that we meet with the representatives of WBC who can provide us with the necessary support, and the clerk is awaiting a suitable date to be suggested.*
- 7402/20 To note any progress with the five-year plan and how to move the process forward** – Cllr. Mundy had spoken to an architect about how we approach redeveloping East Park Farm, if that is the decision taken. Architect fees will be 3-5% of the total build cost. It was suggested there should be a working party and the Chairman was to contact John Halsall to see if there was any progress in varying the lease.
- 7403/20 To note the appointment of a new Village Warden, subject to references** – All references had been received and Stephen Maskell is due to start at the beginning of April.
- 7404/20 To hear a verbal report on meetings attended by the clerk, and from the Borough Parish Liaison Forum** – There was no report from the Forum in the absence of Cllr. Hartley. The clerk had attended two meetings; one the regular Clerk's forum where there was an update on the Borough's Climate Emergency. Parish Councils will need to develop their own plans to feed into the main Borough one. There was an update on the CAB taskforce, and there will be a drop-in session in the Pavilion on 26th Feb. *Clerk's note: this was very poorly attended because CAB did not advertise it, although the Parish Council did try.* There was an update from BALC that they will not share their

service level agreement although this was promised at their AGM. It was suggested withholding subscription payments until this document is forthcoming. The second meeting the clerk attended was the Partnership Working Group with the Borough – the Localities Officers will be more in touch with parishes. *Clerk's note: The clerk and assistant clerk have met with the Localities Officer for Charvil and had positive discussions.* Borough Councillor inductions will now include information on Parishes and how they relate to the Borough.

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

- 7405/20 To approve an over-time claim from the assistant clerk from December to the start of the employment of the caretaker** – It was agreed that Council would wait until the caretaker starts and then will pay the outstanding amount
 - 7406/20 To approve the delegation of powers to the Staffing Committee to finalise the contracts for members of staff** – This was duly approved
 - 7407/20 To consider whether the Council would appoint a new litter picker as well as Village Warden, in the light of the wish of our present contractor to retire** – This was approved
- There being no further business the meeting closed at 9.50pm**

Chairman's Signature