

Minutes of the Meeting of the Council held on 21st June at the Margaret Gimblett Pavilion

Present Neil Jackson, Hilary Jones, Pat Sutcliffe, Claire Andersen, Mike Heath, Narinder Ryatt, and Jane Hartley

Apologies for Absence Jim Gillett

Absent

21/7650 Open Forum

There were no residents present

21/7651 Declarations of Interest

There were no declarations of interest

21/7652 Minutes of the Council Meeting of the 24th of May 2021 and the Annual Meeting of the Council held in the Charvil Village Hall at 8pm

The minutes of both were approved by the Council after a few typos were corrected.

Finance

21/7653 Finance Reports

It was resolved to approve these which was done unanimously.

21/7654 Authorisation of Payments

It was resolved to approve the following payments, which was done unanimously:

£93.44 to Grundon Waste Management Ltd
£400 to Claire Connell
£38.33 to British Gas Services Ltd
£360.19 to MKR Electrical Services Ltd
£1582.31 to Berkshire Pension Fund
£285 to Wokingham Town Council
£178.71 to Dual Energy (Smartest Energy)
£28.75 to SSE
£154.47 to Clerk
£1031.11 to Sunshine Commercial Services Ltd
£36 to Assistant Clerk
£27.53 to Village Warden
£38.50 to A1 Locksmiths (Berkshire) Ltd
£691.20 to Heart Cleaning Ltd
£3995.30 in Payroll

21/7655 Planning, Environment and Highways Committee (PEH)

There was no meeting this month.

To consider the Consultation on the proposal for the redevelopment of Bridge Farm in Twyford, and whether the Council would like to respond, and if so, what is the response.

The clerk was asked to raise concerns about the timing of this consultation, as it seemed to be jumping the gun in terms of the Local Plan process, as the site is still outside of the development limits of Twyford and is on active farmland. In terms of the proposal itself, it was welcomed that there is public green space and a mix of housing types, but the cycling provision could go much further to improve sustainability, and the proposed roundabout will add to the existing traffic flow issues on the A4.

The following Planning Applications were considered

- 211676 Householder application for the proposed erection of a single storey rear extension with 2 no. roof lights at 41, Old Bath Road - no Parish Council comment
- 211799 Householder application for the proposed erection of a single storey porch, two storey front and rear extensions and part single part two storey side extension, plus changes to fenestration and remodelling of roof, following demolition of existing single storey side extension and removal of chimneys at Upton Cottage, Milestone Avenue – no Parish Council comment
- 211664 Householder application for the proposed loft conversion to form additional habitable accommodation including the installation of 2 no. pitched roof dormers to the side elevations, insertion of 6 no. new roof lights to the front, side and rear elevations, erection of a single storey side extension, plus changes to fenestration at 13, Charvil House Road – no Parish Council comment

21/7656 Amenities Committee

There was no meeting this month

It was noted that LED lighting had now been fitted in the lobby, kitchen, and committee room of the Hall.

21/7657 Report from the Borough Councillor

Borough Councillor apologised for not being able to make the meeting and will try to come to future ones providing he can come off some of the committees he is on. He sent a report of issues that have been raised with him and that he is working on. These include whether professional dog walkers can have the number of dogs exercised limited; the issue of school places, particularly at the Piggott; mobile café licenses; overgrown verges on Waingels Road; proposed backland development on Old Bath Road; and a broken manhole cover on the A4 close to Gingells Farm. There will be a Charvil Matters litter pick on 27th June. The clerk was asked to thank the Borough councillor for his report.

21/7658 Staffing Committee

The minutes of an extra-ordinary meeting of the Staffing Committee on 21st May were noted. Issues raised were discussed in Part 2.

Items for Consideration

21/7659 To hear an update on the Neighbourhood Plan Progress

It was noted that Council had been awarded the grant to progress the survey, and that the website is now up and running. The clerk is waiting for a post code to be assigned to the Village Hall, and once this has been done, the FREEPOST can be sorted out. The surveys and letters have been finalised, and there are volunteers to help with deliveries once all is ready to go. There is a working group to look at developing the policies and the evidence base consisting of Mike Heath, Jane Hartley, and Rob Jones.

21/7660 To hear an update on the Pavilion project

Councillor Ryatt informed the Council that he had been extremely busy, and so not much progress had been made, but they did have the charter and scope in

place. He then explained that the working group needed a decision from the Council as to how any public consultation should be conducted. There was agreement that consulting without some outline plan would not work, so the Council needed to agree what should be included in the new building. Then an architect could be consulted, and an outline plan could be developed as a basis for the public consultation. There was a discussion around costs, and Councillor Ryatt estimated that a like for like replacement would be in the order of £650K, with the most ambitious plans exceeding £1million. There followed a long discussion around the issues, what people thought might work, what might cause problems and what is essential. Ultimately, it was agreed that the building needs to facilitate a pre-school, the Uniform groups, and changing rooms, with associated storage. The next step was to come up with some plans that could form the basis of the Public Consultation, with some explanation of the costs and potential revenues might be. *Clerk's note: the clerk did raise the point that the agenda item did not allow for any decisions of this kind to be made, and that if the public had been aware that this would be discussed, there may have been some residents present.*

21/7661 To note efforts to fill the two Parish Council vacancies and to approve including a leaflet in the next Village News if necessary, and to consider other ideas to fill the vacancies

There is already one person who is interested, and another who is not yet eligible, as he has recently moved to the village. A leaflet was approved if it is necessary.

21/7662 To select a date for the Annual Footpath walk

It was decided to do this on 28th July.

21/7663 To note the postponement of the Fete

Because the relaxation of the Covid rules have been put back by a few weeks, the fete had to be postponed, and a possible date is 5th September

21/7664 To approve holding the Planning, Environment and Highways Committee Meeting and the Amenities Meetings in July in the Pavilion

This was approved.

21/7665 To note the new Chairs of most committees and to hear from councillors what they expect from the new appointee

This was deferred until the next meeting

21/7666 To consider how to respond to the concerns raised about the Pavilion project and how residents will be consulted

It was agreed that the clerk would reply explaining the position from the earlier discussion on the building.

By virtue of the confidential nature of the business to be contracted the press and public were excluded from the remainder of the meeting under Section 2 of the Public Bodies (Admission to Meetings) Act 1960.

21/7667 To approve a request from the clerk for 119 hours of overtime from April to June based on an average week of 7.5 hours of overtime for ten weeks and in addition, two weeks of 16 hours and 27 hours

This was approved, but it was felt there should be an overtime policy. Clerk's note: overtime is covered in the Staff Handbook.

- 21/7668 To approve the recommendation from the Staffing Committee to contract an external expert to investigate how to modify the staffing structure to support the Council most effectively**
the idea was approved, but a second quote is needed.
- 21/7669 To approve the advertisement for administrative support to ensure Council documents from 2019 onwards are accessible, and to update other parts of the existing website to maximise its effectiveness, up to a cost of £2k**
this was approved.
- 21/7670 To approve the recommendation from the Staffing Committee to pay staff for leave they could not take in 2020-21 if they cannot take it this year**
this was approved.

There being no further business the meeting closed at 9.45pm

Chairman's Signature