

Minutes of the Meeting of the Council held on 15th November 2021 at 8pm in Charvil Village Hall

Present Jane Hartley, Pat Sutlieff, Mike Heath, Matt Walker and Neil Jackson

Apologies for Absence Narinder Ryatt and Hilary Jones
Absent

21/7734 Open Forum

No residents attended

21/7735 To Co-opt Matthew Walker, including the signing of acceptance of Office, acceptance of the Code of Conduct and the completion of the member's interest form

These were duly signed, and Matthew Walker was officially co-opted onto the Council. Councillor Jackson then made his apologies and left

21/7736 Declarations of Interest

There were no declarations of interest

21/7737 The resignation of Councillor Gillett after the last meeting was noted

This was noted, and the Councillors expressed gratitude for his long years of service to Charvil. It was noted he was the longest serving Councillor Charvil had had, with 29 years as a Councillor.

21/7738 Minutes of the Council Meeting of the 20th of September and 18th October were approved

Because this meeting cannot be a formal Council meeting as it is not being held in person, the contents of the previous meeting were noted.

Finance

21/7739 Finance Reports

It was resolved to recommend approval of the reports which was done unanimously. It was noted that Community Infrastructure Levy make the finances look healthier than they are.

21/7740 Authorisation of Payments

It was resolved to recommend approval the payments of invoices as follows, which was carried unanimously.

£864 to Heart Cleaning Ltd
£46.50 to A1 Locksmiths
£74 to the Assistant Clerk
£61.94 to Berkshire Electrical Services Ltd
£1011.73 to Berkshire Pension Fund

£38.33 to British Gas Services Ltd
£25.81 to Bowak
£24.60 to East Shires Purchasing Organisation
£63.27 to Everflow
£262.82 to Grundon
£26.98 to Opus Energy
£82.39 to the Clerk
£864 to Loddon Door Services Ltd
£12 to Taurus Elite Security
£31.28 to Scottish & Southern Energy
£239.93 to Smartest Energy
£1031.11 to Sunshine Commercial Services
£110.35 to Tivoli Group Ltd
£2883.38 in Payroll

21/7741 To approve the recommendation of the Amenities Committee to purchase a shipping container and to approve one of the quotations

It was explained that the Parish Council needs storage of its goalposts and other bulky items, and that the Scouts also need storage, so the easiest solution at this point is to buy a shipping container and place it on the grass-crete near to the stream in the car park. The agreed supplier was Cleveland Containers.

21/7742 To note that the budget for the Village Hall and East Park Farm will be discussed at the next Amenities meeting

This was noted, and the Clerk would send the first draft out to the Chairs of Amenities and Finance, as well as the assistant clerk.

21/7743 Planning, Environment and Highways Committee (PEH)

The Minutes of a meeting on 1st November were noted.

The final plans for the Queen's Green Canopy and Community Orchard plantings were discussed. Councillor Heath has contacted Theresa May and is awaiting a response, but it is hoped she will be able to attend. It is still the plan to plant something at Chiltern Drive, but the Council is still awaiting permission. The aim is to do some initial digging on the Friday for the Community Orchard, to prepare the ground at St Patrick's on the Saturday and for all the trees to be planted on the Sunday. It is hoped all the tree wardens can help. *Clerk's note: Theresa May did attend the Community Orchard planting, and permission was granted for Chiltern Drive rather late, but some trees will be planted there in the next few weeks.*

The risk assessment for tree planting was approved.

There had been some progress on the trees felled at Simmons Field. The resident responsible was under the impression that the Borough still managed the land and that they did not care one way or another, so he had taken matters into his own hands. His communication with the Borough pre-dated the Parish Council's involvement, but unfortunately there is no written evidence from either party to verify this. The clerk will continue to follow up.

The grounds maintenance team have quoted to tidy and open up the green spaces near the young children's play area and it was resolved to approve this work which was passed unanimously.

It was agreed to approve the recommendation from the Committee to purchase Speedwatch equipment.

21/7744 Amenities Committee

The minutes of the meeting on 8th November were noted

The amended draft metal detecting policy was approved subject to a minor amendment.

21/7745 Report from the Borough Councillor

There was no Borough Councillor report this month

Items for Consideration

21/7746 To hear an update on the Neighbourhood Plan Progress

All the information has now been entered into a spreadsheet. There is a face-to-face meeting on 18th Nov to work through the initial analysis on the quantitative data. The qualitative analysis will need to be done by focus groups. The next step will be to find a date for a public meeting to keep people informed and to hopefully encourage volunteers to work on the more detailed analysis.

21/7747 To consider the dates for 2022

Due to an error by the clerk, the wrong dates had been circulated. It was agreed that the correct dates would be circulated via e-mail and approved at the December meeting.

21/7748 To consider the updated Local Plan and the implications for Charvil

The housing numbers have been slightly reduced for Charvil, and slightly increased for Twyford and Sonning. Councillors Heath and Sutlieff will attend the briefing session held by the Borough. It will be important to try to get Charvil's green spaces into the final plan.

21/7749 To hear an update on the Pavilion Project

It was agreed that the Chairman would talk to Councillor Ryatt to see if there could be a different approach.

21/7750 To note further communication from Locality regarding membership

It was resolved to join for a year's trial, which was resolved unanimously.

21/7751 To consider the make-up of the Committees in the light of the recent resignations and to nominate chairs and vice chairs where appropriate

It was agreed that Councillor Sutlieff would step up from Vice Chair to Chair of Staffing, and that Councillors Jackson and Heath would attend the next Staffing meeting to ensure it is quorate. It was also agreed that while there are so few councillors, the main meetings would be rolled into one until such time as Councillor numbers recover. When this happens, Councillor Walker will attend the Planning, Environment and Highways Committee. Councillor Sutlieff also nominated Councillor Walker as Vice Chair of Finance, seconded by the Chair, and this was carried.

21/7752 To consider what issues need advertising this month

There should be a call of Councillors, a note about Jim's resignation, that Councillor Walker has joined, a bit about the Neighbourhood Plan, Queen's Green Canopy and orchard and the pavilion project.

21/7753 To consider how best to fill the current vacancies

A few ideas were discussed before it was agreed that an advertisement would be inserted in the Village News, and that an article is written to the effect that if new Councillors do not come forward, the village may lose its Parish Council altogether, with direct control from the Borough. It was also agreed to make the advertisements more eye-catching, and also to ask the pubs if they were willing to put up an advertisement for us.

21/7754 To consider the draft map for the Country Park and suggest amendments to take back to Simon Bartlam

It was agreed the Parish would like it logo on the sign, that there should be coloured walking routes included, and that road names and some of the legend are corrected. Councillors were happy with it in principle.

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.

21/7755 To consider the two proposals for the Staffing Review and to approve one of them in the light of more information

It was resolved to approve the offer from LCC which was carried unanimously

There being no further business the meeting closed at 9.52pm

Chairman's Signature