

Minutes of the Meeting of the Council held on 23rd January 2023 at 8pm in Charvil Village Hall

Present Jane Hartley, Pat Sutlieff, Mike Heath, Matt Walker, Rob Jones,
and Isabelle Bray

Apologies for Absence Narinder Ryatt

Absent

23/7982 Open Forum

One resident, the caretaker and a Henley Standard journalist attended to listen to the discussion. No points were raised in the open forum.

23/7983 Declarations of Interest

There were no declarations of interest

23/7984 Minutes of the Council Meeting of the 12th December 2022 were approved

Finance

23/7985 Finance Reports

It was resolved to approve the reports, which was passed unanimously.

23/7986 Authorisation of Payments

It was resolved to recommend approval of the payments of invoices and S137 and Grant donations, which was carried unanimously.

£595 to 1st Charvil Scouts (Grant donation)

£151.42 to the Assistant Clerk

£1827.67 to Avon Services Ltd

£100 to Berkshire Multiple Sclerosis Therapy Centre (S137)

£1265.85 to Berkshire Pension Fund

£200 to Berkshire Vision (S137)

£106.79 to Bowak

£38.24 to British Gas Services Ltd

£1104 to Canon Tree Care

£38.99 to Cathedral Leasing Ltd

£324 to Drain and Able

£57.97 to Everflow

£101.51 to Grundon

£610.20 to Heart Cleaning Ltd

£1976.60 to Herald Graphics Ltd

£200 to Home-start Wokingham (S137)

£185.80 to JMVA Ltd

£864 to Loddon Doors Ltd

£1083.17 to the clerk

£82.80 to MKR Electrical Services Ltd

£1.63 to Royal Mail

£28.72 to Opus Energy Ltd
£473.06 to Smartest Energy
£83.66 to Scottish & Southern Energy
£3946.01 to Sunshine Commercial Services
£250 to The Link Visiting Scheme (S137)
£250 to Twyford, Wargrave and District Volunteer Centre (Grant donation)
£116.98 to Tivoli Group Ltd
£3289.43 in Payroll

23/7987 To note the Minutes of the Finance Committee on Monday 16th January 2023

These were noted as an accurate record of the meeting

23/7988 To approve the recommendation for the Parish Council Budget for 2023-24

It was resolved to approve the recommended budget, which was passed unanimously

23/7989 To approve the recommendation for the precept for 2023-24

It was resolved to approve the recommended 2.8% increase in the precept, which was passed unanimously

23/7990 To approve the re-appointment of Claire Connell as internal auditor for 2023-24

It was resolved to approve the re-appointment which was passed unanimously

23/7991 Planning, Environment and Highways Committee (PEH)

To approve the minutes of the meeting on 28th November 2022

These minutes were approved and signed.

The following planning applications were considered

223785 Application for the proposed erection of part single part two storey front extension, first floor rear extension plus changes to fenestration at 55 Park View Drive North – no Parish Council comment

223798 Application for the proposed erection of a first-floor extension over garage and two storey side extension at 32 Gingells Farm Road – no Parish Council comment

To note the following planning approvals

223465 Application for the proposed erection of single storey rear extension following demolition of existing conservatory at 23. Park View Drive South

223303 Application to vary conditions 2 and 3 of planning consent 220673 for the proposed erection of a part single, part two storey front extension with part pitched roof and part flat roof. Single storey front extension to porch with canopy. Changes to the main roof from hip to gable to include 2 No rooflights, rear dormer and removal of rear chimney stack to create habitable space. Single storey rear extension with changes to fenestration. Condition 2 refers to approved details and the variation is to allow changes to the height of the single storey rear extension, the addition of a roof light and changes to fenestration, including the addition of a Juliet balcony at Iffleigh, Park Lane

223329 Application to vary condition 5 of planning consent 212128 for the proposed conversion of existing dwelling to 3no. 1-bedroom self-contained flats and 1 studio self-contained flat, associated parking and amenity space, plus changes to fenestration. (Part Retrospective). Condition 5 refers to Landscaping, and the variation is to allow the retention of concrete access paths and insert grassed areas and shingle around the base of the tree (Retrospective) at 36, Park View Drive South

- 223400 Application for the proposed erection of a single storey front extension to form porch, single storey rear extension following demolition of existing conservatory plus erection of a first-floor front extension at Ash House, Milestone Avenue
- 222907 Application for advertisement consent for 1 no. externally illuminated fascia sign, 8 no. non-illuminated window vinyls, 1 no. non-illuminated post-mounted sign, 1 no. non-illuminated panel ATM sign, 1 no. non-illuminated poster frame and 4 no. non-illuminated lockable poster cases at 36, Park View Drive South

To note the following appeal that was dismissed

- 212029 Full application for the proposed erection of 1 no. 3 bed detached dwelling with associated parking and amenity space on land to the rear of 1 and 1a Milestone Crescent

b) **To Note the Speed Indicator Figures and to decide where to move it next**

The figures were noted, and it was suggested that it should be put into stealth mode in its current location, to see what effect the machine is having in its current location *Clerks note: this will be done when the batteries are next changed*

23/7992 Amenities Committee

To approve the minutes of the meeting held on 5th December 2022

These were approved and signed.

To consider what to do regarding weekend bookings when the caretaker is on leave

The clerk explained that the Caretaker is the only member of staff employed to work at weekends, and up until now it has always been assumed that the assistant clerk would cover, which is unfair as she then has no days off in a week. Consequently, other options need to be explored. After some discussion about the pros and cons of the key safe, it was decided that the first option would be to ask Councillors to fill in where they can, the second option was to ask the Village Warden to see if he could cover, and the least favoured option was to use the key safe, but only for trusted customers. It was also agreed that Councillors would ensure timely responses to such requests. *Clerk's note: the village warden agreed to be included in the list for such requests.*

To decide whether to offer regular hall users discounted rates in the light of the increases decided last month

It was agreed that regular users of the hall only, would be offered a 5% discount on the agreed annual increase for weekday bookings, and 10% for weekend bookings. The assistant clerk was requested to provide a definition of regular for future reference

To approve retrospectively the purchase of a scrubber dryer for the pavilion

It was resolved to approve this expenditure which was passed unanimously.

23/7993 Report from the Borough Councillor

The Borough Councillor could not attend the meeting but sent a brief message to say that he is dealing with various issues concerning the 20mph flashing lights near the school, trying to help a family be rehoused due to Anti-social behaviour, trying to get dangerous parking issues dealt with in the village, trying to reduce fly tipping and litter in Charvil. The Chair asked the clerk whether the Borough Councillor could try to have more dialogue with the Parish Council.

Items for Consideration

23/7994 To hear an update on the Neighbourhood Plan

The vision has been modified and it has been decided to adopt a different approach to the plan. Now, each topic leader is going to draw up a first draft of their respective chapters by the next meeting on 10th February. Once this has

been done, it may be easier to attract a suitable consultant, because everyone will be clearer as to what needs to be done. The other main topic was the meeting with the Environment Agency on the removal of the temporary barrier, and the existing and future flood risks to Charvil.

23/7995 To hear an update on the Pavilion project

The first point of discussion was whether the Council are trying to renovate the pavilion to last to the end of the lease, or to repair it to last another five years, by which time the funds may be available to revert to the rebuild plan. The general feeling was that the Council are still looking to rebuild, so at this point, the repairs should be tailored to that end. The clerk has been asked to get costings for all recommended items of repair from the architect before a final decision is made. It was suggested the Council ask the Borough whether they would contribute to the cost of the repairs given that they laid the path that is causing a lot of the problems.

23/7996 To decide upon a date for the litter pick – either on 25th or 26th March

It was agreed that the litter pick would take place on Sunday 26th March, starting from the Village Hall, with refreshments.

23/7997 To note a complaint about dogs on the pitches, and off leads around the school, and to decide whether the Council wants to take any further action

There was a general concern about dangerous dogs, and particularly dogs near the school at drop-off and pick-up time. There were also concerns about the numbers of dogs each professional dog walker can walk at any one time, but this falls under the control of the Borough Council. The clerk was asked to see whether the dog warden would be able to visit Charvil at school pick-up time, and to talk to any dog owners with their dogs off lead at this time.

23/7998 To consider whether the Council should organise a community event to mark the Coronation

The Chair explained that she did not mean that the Council should organise an event, but rather other people in the village have asked whether they would have Council permission to use the East Park Farm pitches for an event on Sunday 7th May. This may include music, a bouncy castle, and possibly the Parish Council should have a presence there. It was agreed that Council would give their permission. *Clerk's note: all paperwork will have to be in place but at present there is no indication of who is taking responsibility for this event.*

23/7999 To consider how to recruit more Councillors

It was felt that more needs to be done to get across what the role is, that it is not all about party politics – Charvil is a non-political parish. It was suggested that an advertising campaign should be conducted on social media, and possibly get some radio interest, and also use personal contacts, and approach other groups to see if anyone is interested.

23/8000 To consider the plan for updating the website

Of the various options forwarded to the clerk from the web designer, they consensus was that the "Pressville" theme was the best as it had a more modern look and feel. The clerk would ask the web designer to progress using this theme.

23/8001 To consider whether to repair the fence at St Patrick's

It was decided not to repair it at this point.

23/8002 To consider whether to buy the materials needed for the manufacture of bird boxes by the Scouts, so they can put them up at Eat Park Farm and the Country Park

It was agreed to cover the costs of this, which is £150, upon receipt of an invoice.

23/8003 To note the consultation on allowing the pumping station to be sited on Waingels College land and whether to support this

The Council fully supports this.

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

23/8004 To consider and approve a new cleaning contract for the Hall and Pavilion

It was resolved to give the contract to Tactical Cleaning Ltd, on the understanding that cleaning materials are included. *Clerk's note: cleaning materials are included.*

There being no further business the meeting closed at 10.04pm

Chairman's Signature