



Chairman: Jane Hartley

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Clerk to the Council
Miranda Parker
Charvil Village Hall
The Hawthorns
Charvil, Reading
Berks RG10 9TT

Minutes of the Meeting of the Council held on 20th March 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

23/8031 Open Forum

Two residents, one who is potentially interested in joining the Parish Council, and a Henley Standard journalist attended to listen to the discussion. The media assistant was also present.

The prospective Councillor introduced himself and explained his background, that he was an accountant working in the technology sector, and that he had lived with his family in Charvil since just before the Pandemic. He is very keen to become involved in the Community and feels the Parish Council is the ideal place to become involved.

23/8032 Declarations of Interest

There were no declarations of interest

23/8033 Minutes of the Council Meeting of the 27th February 2023 were approved

Finance

23/8034 Finance Reports

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

23/8035 Authorisation of Payments

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

£29 to A1 Locksmiths

£36 to the Assistant Clerk

£1529.03 to Berkshire Pension Fund

£468 to Canon Tree Care

£40 to Dominic McKeown

£60 to Econet

£151.57 to Everflow

£84.62 to Grundon

£1958.75 to HMRC

£69.39 to the clerk

£82 to Neil Durrant

£45 to Open Spaces Society

£434.14 to Smartest Energy

1947

Chairman's Initials.....

Date.....

£257.01 credit from Scottish & Southern Energy
£1081.64 to Sunshine Commercial Services
£116.98 to Tivoli Group Ltd
£1500 to Twyford District Youth and Community Centre
£4101.34 in Payroll

23/8036 To update on advice on VAT issues regarding the renovation/rebuild of the pavilion

The Clerk reported that she had asked for advice but had not heard anything at this stage

23/8037 To note the costs of the bookings and finance system, and to approve the cost of either the one-, three- or five-year contract

This was resolved to choose the three-year contract, which was approved unanimously.

23/8038 To note that the clerk and Chair of Amenities have approved the quote from Chiltern Group to clean the tennis courts in line with the Financial regulations

This was noted

23/8039 Planning, Environment and Highways Committee (PEH)

The following planning applications were considered

230159 Application for the proposed erection of a first-floor extension and single storey front extension at 15b, Charvil House Road – no Parish Council comment

To note the following planning approvals

230221 Application for the proposed erection of a single-storey side extension, including alterations to rear fenestration at Craigalea, Lands' End Lane

230108 Application for the proposed erection of a first-floor front extension to form 3 no. front-facing gables, plus changes to fenestration at 73, Park View Drive North

223798 Application for the proposed erection of a first-floor extension over garage and two storey side extension at 32 Gingells Farm Road

To note the following Tree Preservation Order works Application

230212 APPLICATION FOR WORKS TO PROTECTED TREE(S) TPO 1136/2006, T1, London Plane – Crown reduction by 4m to approx. 12m in height and 12m in spread at the Texaco garage

230480 APPLICATION FOR WORKS TO PROTECTED TREE(S) 1586/2017 G2 T1, Lime – Fell T2, Lime – Fell at 117, Old Bath Road - the clerk was asked to comment as follows:

Charvil Parish Council do not have the expertise to comment on this application but are concerned no reference has been made to what might be planted instead, or whether there are good grounds not to replace these trees if the application to fell is granted.

b) To consider supporting the formation of a Charvil Conservation group based on the volunteers that have been helping with the work in The Hawthorns park by ensuring they are insured, and purchasing tools for them to use, up to around £300

This was approved.

23/8040 Amenities Committee

To consider taking out a contract for emptying the bins at St Patrick's

It was agreed that the Clerk should pursue this.

To consider whether there has been enough time since the letters delivered to East Park Farm residents who live on the boundary with the Parish managed area, to remove private property from Council managed land

It was agreed that the Council needed to give three weeks' notice that their property needed to be removed from public land, and that if it is not, the property may be moved onto their land. *Clerk's note: this is consistent with rules laid down by WBC, and if the residents do not comply, the Parish Council can ask for help from the Borough's ASB team.*

23/8041 Report from the Borough Councillor

The Borough Councillor could not attend and had nothing new to report as he is still progressing the topics raised last month.

Items for Consideration

23/8042 To hear an update on the Neighbourhood Plan

Councillors Jones and Heath, and the clerk, had a virtual meeting with James McCabe and Ian Church of Wokingham Borough's Planning Department, and they approved of the desire to keep our Plan concise and accessible. There was a discussion around the themes, particularly housing, and discussed the options open to us. They suggested that the group engage with the landowners and/or developers to discuss ways forward that would be acceptable to them and of benefit to the village. Meanwhile, the first draft of the Plan is progressing.

23/8043 To approve the cost of providing refreshments at the Litter Pick and to check who can attend

The cost was approved, and everyone present could attend. The media assistant thanked those who delivered leaflets, particularly the two non-councillors who helped deliver to a large part of the village.

23/8044 To note the update on Social Media and to discuss what activities the Council would like to undertake, based on the discussion held between the social media assistant and Councillors Heath and Bray

The councillors thanked the media assistant, and wondered whether things should be shared on Friends of Charvil. The trouble with that is the Council site needs to build up its own followers, so only important posts should be shared. Once it gets to 100 followers, more detailed analysis is provided by Facebook, but it is already clear that the most effective posts are about community events like the litter pick and the bird boxes. So, more posts of local interest are needed, which led onto the discussion had with the media assistant, and Councillors Bray and Heath. One possibility is to promote some of the groups the Council supports, and to organise some events in-house. There was a discussion around the Coronation, and the fact that the proposed event at East Park Farm had never materialised. Councillor Jones suggested organising a children's party on Sunday 7th May in the Village Hall for primary age children, which was approved. Councillors Bray and Walker agreed to help with the planning, and Councillor Sutlieff could help on the day. The Chair will not be available on the day but will support where she can. Councillor Heath still thought that the Council needed to have other activities planned for later in the year, and it was agreed that this should go onto the April agenda.

One event that was approved was the next Meet the Councillor session, which will be held at the Heron on the Ford on 15th June at 7.30pm. The media assistant will try to sell the event better, and this should be easier as the Council social media gets more followers.

23/8045 To hear an update on the Pavilion

The scoping works are due to take place on Wednesday 5th April, and if the architect can get a draft tender document to the Council for approval quickly, then

it may be a good idea to have an extra-ordinary meeting on 17th April to approve this and get that part of the process going. The clerk will confirm.

23/8046 To note the resignation of the Village Warden and to approve the cost of leaflets to advertise in the Charvil Village News

The resignation was noted, and it was resolved to approve the cost of the leaflets, which was passed unanimously.

23/8047 To hear an update on the request to limit the number of dogs one person can walk at a time

The clerk reported that the Borough had replied that they had tried to limit the number before, but had not been able to enforce it effectively, so were not keen to try again.

23/8048 To hear an update from the meeting with New Local

Councillor Heath reported that he, Councillor Sutlieff and the clerk had attended a meeting on how Parishes and the Borough Council could work more effectively together, facilitated by a company called New Local. There were representatives from fifteen of the seventeen parishes, and there were common themes on what was going well and what needed to be improved – the latter generally being poor communication. Stephen Conway, Deputy Leader of the Council, attended on behalf of the Borough, and thanked the participants. The aim is that this is a starting point to improve relations with the Borough so we can all serve our residents more effectively.

23/8049 To note an update on the Waingels Road sewer

It was noted that, subject to timely approval from the Secretary of State for Education for the sale of a parcel of Waingels College land, this would finally be installed this summer.

23/8050 To consider what needs advertising this month

It was agreed that the Coronation Party, the sewer, the conservation group and the East Park Farm letters should be advertised this month.

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

23/8051 To approve the co-option of the resident who would like to join the Council

It was resolved to co-opt the resident, Stephen Lucas, which was carried unanimously

There being no further business the meeting closed at 9.25pm

Chairman's Signature