



Chairman: Pat Sutlieff

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

www.charvil.com

Minutes of the Meeting of the Council held on 16th October 2023 in Charvil Village Hall at 8pm

Present Jane Hartley, Pat Sutlieff, Mike Heath, Rob Jones, Stephen Lucas, Matt Walker, and Lee Cripps

Apologies for Absence Isabelle Bray

Absent Narinder Ryatt

23/8165 Open Forum

One resident attended.

23/8166 Declarations of Interest

There were no interests declared.

23/8167 To approve the Minutes of the Council Meeting of the 18th September 2023

These were approved and signed.

Finance

23/8168 To receive and approve the financial reports

It was resolved to approve these which was passed unanimously.

23/8169 Authorisation of Payments

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

£111.74 to the Assistant Clerk

£1458.21 to Berkshire Pension Fund

£60104.44 to Concept 17

£312.86 to Euroloo

£54.31 to Everflow

£150 to Everycare Reading

£59.41 to Grundon

£1904.90 to HMRC

£242.40 to industrial Air

£35.95 to Mike Heath

£262.76 to the clerk

£228.98 to Smartest Energy

£3000 to Stanhope Wilkinson Associates

£1135.73 to Sunshine Commercial Services

£979.20 to Tactical Facilities Management Ltd

£543.35 to The Heritage Fruit Tree Company

£3770.96 in Payroll

23/8170 To hear an update on the five-year plan and moving it forward

Councillor Hartley introduced this topic, and there followed a long discussion, the conclusion of which was to have a separate list of maintenance to inform the Amenities budget discussions and its own five-year maintenance plan. As far as the five-year plan itself, there was discussion around engagement, whether it was purely a financial plan or something broader, how to prioritise the aspirations, but no clear direction on how to move it forward, beyond the first part of the plan being the modernisation of the East Park Farm playground.

23/8171 To note the approval of the Neighbourhood Plan application

The approval was noted.

23/8172 To consider what the Council wishes to do regarding the VAT on the pavilion

This was deferred because the clerk was waiting for further advice.

23/8173 Planning, Environment and Highways Committee (PEH)

To note the Minutes of 2nd October

These were noted. It was reported that the bushes in front of the 40MPH signs on the A4 have been cut back but not sufficiently.

23/8174 Amenities Committee

To note the Minutes of the Meeting on 9th October

These were noted.

To hear an update on the idea of a Repair Café

So far, there is one volunteer who can mend electrical items. It was agreed that we would carry on trying to find volunteers, and that we could ask the school to include something, put notices on the boards, and possibly use "next door".

To consider ways of making the service road barrier safer to open and close, or to replace it

It has come to Councillors' attention that the lock on the service road barrier is a potential hazard, and it was agreed to ask the assistant clerk to look into ways of making it safer, or to replace it.

To consider whether to repair the alarm control panel at the hall or to replace it with one that has a twenty-year lifespan

It was resolved to replace it which was passed unanimously.

To consider and approve the quote to replace the fire control panel at the pavilion

It was resolved to approve the quote.

To note the Amenities budget will be on the next Amenities Agenda

This was noted.

23/8175 Report from the Borough Councillor

The Borough Councillor could not attend but sent a report to the clerk. He is trying to help with the evidence gathering to see if it would be a good idea for double yellow lines on East Park Farm Drive between the roundabout and T-junction; waiting for a decision on whether the signage on the mini-roundabout on Old Bath Road can be improved; discussing whether a cap could be put on the number of dogs a dog walker can walk at one time; and has moved the Countryside walk to 9th December.

Items for Consideration

23/8176 To hear an update on the Neighbourhood Plan

The green mapping of Charvil is currently being undertaken by Thames Valley Environmental Records Centre (TVERC), and the results will be shared at a

workshop on 16th November. Representatives of TVERC will come to visit the parish at some point. The clerk and Councillor Jones had a meeting with a representative of AECOM to discuss Design Codes. She asked a lot of questions to get a better understanding of Charvil and will recommend the panel that they approve our application. She also touched upon whether a housing needs assessment would be a good idea, as this would give us more influence on what is suitable for Charvil. As far as the assessments of the two sites are concerned, the Consultant should be able to come back with his thoughts either this week or next.

23/8177 To hold a debrief on the Pavilion project

The project went well but there are still some snagging issues that need to be sorted out. Some things may be the responsibility of SWA, and if these are expensive, then the Council will review.

23/8178 To hear feedback from a meeting with Ricky Josey regarding upgrading the East Park Farm playground

Councillors Sutlieff, Bray and Walker met with the Amenities Manager and Ricky Josey on 11th October, He suggested the plot ought to be bigger, and squarer, to help get the area from out of the trees. Given that there is quite a lot of unused green space, he suggested that a small children's bike track, and perhaps a couple of goals with metal nets to encourage youngsters away from the goal mouths on the field. The playground should be accessible, cater for children up to the end of primary school age, and have a mixture of woodchip and wet pour surfaces. There are grants available, and it could be worth seeing if there is any S106 money available. The next step is for Councillors to go to visit other new playgrounds in the Borough to get an idea of what is out there, and to see whether planning permission is required. Ricky Josey is willing to provide details of fitters and providers that the Borough uses, and the likely cost would be between £75k to £100k.

23/8179 To plan for a Christmas event at the hall

The date is set for Sunday 17th December at 5pm to 7pm. Suzanne Newman has agreed to play carols, and there will be drinks and mince pies. There will be a collection for Woodley Foodbank, and maybe a Christmas jumper competition or some such for children. There may also be a tree and the lights will be turned on. This will be a ticketed event with social media sign up.

23/8180 To note the update on Social Media

The Media Assistant reported that take-up has really slowed. Popular posts were about the pavilion and acorn planting. Mike Heath suggested there need to be follow-on messages about the acorn planting with the date being 25th November to tie in with National Tree Week, and the replacement limes to be planted on 26th November. He suggested 2nd December for Community Orchard hole digging and 3rd December for the tree planting. *Clerk's note: the hole digging will take place earlier with a small group as it can be hazardous, and the tree planting will still be on 3rd Dec, weather permitting.*

23/8181 To note feedback from a meeting with Claire Waite, head of Charvil Piggott

The clerk, Chair and Amenities manager had a productive meeting with the head and discussed many issues. It was agreed to build upon the collaborative work that has been taking place, and to ensure that lines of communication remain open.

23/8182 To consider progress so far on the website, and next steps

Councillor Bray and the clerk have been working out what is possible, what needs to be most visible and such like, but do not want to go too far without full council input. It will be possible to share posts with social media, which would make

keeping the newsfeed up to date. Councillor Hartley is keen for there to be information on the cost-of-living crisis, which would be much easier on a new platform, but the danger with such topical information is that the Council need to be pro-active in ensuring this kind of information is not left for too long after its relevance is past. The problem is that there are constraints on staff time, so this needs to be borne in mind. There was a discussion on what the aim of the website is, but no conclusions. The social media assistant has agreed to join the clerk and councillor Bray in moving this forward.

23/8183 To see who would like to have a training session to gain a deeper understanding of both buildings so that staff are less likely to be called out at weekends when Councillors are covering or when the Amenities Manager needs a second opinion

All Councillors were interested in such training and this would be arranged by the Amenities Manager.

23/8184 To remind Councillors of the training evening on Weds 8th November at 6.30pm

This was noted, and all were told this would be at the school because Council facilities are unavailable on a Wednesday.

23/8185 To consider a Scout bird box proposal

The Council have been approached by the Scout group because they would like to undertake a follow-up project from last winter's successful bird box building project, by building bat boxes. They would like some funding for the materials, and some suggestions of suitable trees. If possible, they would like some help building them as well. The Council were willing to help with funding, and will help to advertise the need for extra volunteers, and have some ideas regarding suitable locations.

There being no further business the meeting closed at 10.10pm

Chairman's Signature