



Chairman: Pat Sutlieff

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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 17th July 2023 in Charvil Village Hall at 8pm

Present Jane Hartley, Pat Sutlieff, Mike Heath, Matt Walker, Rob Jones,
Isabelle Bray, and Narinder Ryatt (left at 9pm)

Apologies for Absence

Absent Stephen Lucas

23/8116 Open Forum

Four members of the public attended and a member of the press.

Two of the members of the public attended as they have concerns about Planning Application number 231261, an extension at 20, Old Bath Road. Firstly, on a previous permitted development application at this property earlier in the year, there were mistakes on the planning history, including successful applications in Sonning and Winnersh. These included an application for a large two storey extension, and it was felt that this mistake may have put neighbours off objecting as it looked like a waste of time. On the application itself, the neighbour felt that he would lose both privacy and light due to the way the houses are configured if such a large extension were allowed.

A third member of the public was attending because he is interested in joining the Council. He gave a brief introduction to himself and why he wanted to join the Council, and it was explained that the Council would decide at a closed session at the end of the meeting, and the clerk would inform him of the result.

23/8117 Declarations of Interest

Councillor Ryatt is the homeowner of Uplands, that is subject to application number 231512.

23/8118 Minutes of the Council Meeting of the 19th June 2023 were approved

Finance

23/8119 To receive and approve the financial reports for June

It was resolved to approve these which was passed unanimously.

23/8120 Authorisation of Payments

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

£40.26 to A1 Locksmiths

£67.43 to the Assistant Clerk

£1243.71 to Berkshire Pension Fund

£105 to CCB

£17502.77 to Concept 17

£90.49 to Everflow
£288 to Euroloo
£110.63 to Grundon
£35 to the Information Commissioner's Office
£217.95 to the clerk
£82 to Neil Durrant
£182.40 to Parish Online
£269.09 to Smartest Energy
£720 to Stanhope Wilkinson Associates
£1135.73 to Sunshine Commercial Services
£1125.60 to Tactical Facilities Management Ltd
£116.98 to Tivoli Facilities Management Ltd
£3778.54 in Payroll

23/8121 To consider the S137 applications from Keep Mobile and Parenting Special Children, and for grant donations from Wokingham's Citizen's Advice and Charvil Art Group and to agree suitable allocations

These were awarded as follows:

Keep Mobile - £300 (S137)

Parenting Special Children - £300 (S137)

Citizen's Advice Wokingham – £600 (Grant)

Charvil Art Group - £200 (Grant)

23/8122 To give advanced approval to periodic payments to Concept 17 once the architect has confirmed that the agreed work has been completed, up to the amounts agreed in the schedule, subject to email approval with the signatories

It was resolved to approve this which was passed unanimously.

23/8123 To approve the appointment of SWA as contract administrator

It was resolved to approve this which was passed unanimously.

**23/8124 Planning, Environment and Highways Committee (PEH)
To note the Minutes of 3rd July**

These were noted.

a) To consider the following Planning Applications

231261 Application for the proposed erection of a single storey front extension, single storey side extension, two storey rear extension plus changes to fenestration following demolition of existing detached garage at 20 Old Bath Road – the clerk was asked to respond as follows:

Charvil Parish Council would like to object to this application for the following reasons.

1 Overdevelopment. These extensions are very extensive, doubling the footprint of the original dwelling. Although the plot is large, such a large extension will have a negative impact on the neighbouring properties and will adversely affect the street scene which currently has quite an open feel, but this will bring this property very close to No.22, causing a terracing effect. This will be made worse by the raising of the roofline by a further metre.

2. Loss of light. Because the dwellings are staggered, such a large two storey extension to the rear will affect the amount of natural light entering the property at number 18.

3.Loss of privacy. The large rear extension, with lots of extra windows, will overlook the garden of number 18, affecting their privacy. Added to this, the extra

window at the front of the building will look directly into the neighbour's bathroom, which is unacceptable.

231512 Application for the proposed exterior of the dormer to be cladded with cement board at Uplands, Park Lane – no Parish Council comment.

231557 Application for the proposed conversion of existing garage to create habitable accommodation plus changes to fenestration at 38, Gingell's Farm Road – no Parish Council comment.

23/8125 Amenities Committee

To note the Minutes of the Meeting on 10th July

These were noted, as was the cancellation of the fete.

To consider any replies from Oliver Cloke at the Henley Village Montessori

It was reported that since the Amenities Committee Meeting, Oliver Cloke had communicated that the current economic circumstances and the requirements of the Parish Council that wholly government funded children could attend, along with a request for smaller deposits, meant that it would not be financially viable for him to pursue the setting up of a pre-school in Charvil. Clearly, councillors were disappointed, but the clerk had been in touch with the Early Years team at Wokingham, who are keen to help provide a provider in Charvil. The clerk is to keep communicating with them to see if they can help. The Social Media assistant will post something to explain what has happened, to keep residents informed.

23/8126 Report from the Borough Councillor

The Borough Councillor could not attend. *Clerk's note: he sent a report after the meeting, reporting that he is dealing with a broken fence in Milestone Crescent; that he is trying to get a broken-down van removed from Milestone Avenue; that he is dealing with fly-tipping down Milestone Avenue and that a camera will be installed there; and that he is planning a summer walk (date to be confirmed).*

Items for Consideration

23/8127 To hear an update on the Neighbourhood Plan

The Draft Plan is still a work in progress, but this is partly to do with the fact that Locality have not yet released the funding for Neighbourhood Plans this year, and it is by no means certain that the Government will release the funding. If needs be, it might be that the Parish Council has to fund the Consultant and technical reports, but this may well be money well-spent, providing that Neighbourhood Plans continue to be supported by central Government. It is unfortunate that the Local Plan has stalled, which also doesn't help matters, nor does it help that it can take up to two years from where we are with the plan to get it signed off. *Clerk's note: the funding has now been released, and it is hoped this is a sign of continuing Government support for Neighbourhood Plans.*

23/8128 With the cancellation of the fete, to consider holding an event organised by the Parish Council either before the winter sets in, at Christmas, or both, and how to re-launch the Pavilion once the refurbishment is complete

It was agreed that an event should be held at Christmas – maybe carol singing and mulled wine – it was agreed that Suzanne Newman would be asked if she would organise the carols. It was also agreed that an event should be held to launch the re-opening of the pavilion – possibly ask the groups who use our facilities if they would like to get involved and provide a barbecue or hog roast. Because of the summer break, it was agreed that Councillors Walker, Jones and Bray would organise the event as there is no meeting until September.

23/8129 To note the update on Social Media

The Media Assistant reported that there had been a bigger take-up on Instagram, and that the popular posts tend to be about very local things – the pavilion,

refurbishments of the notice board, the nursery and so on. People want information about the village, even if it is graffiti removal or clearing up fly-tipping – so what Councillors and staff need to do is to take more photographs of things they see around the village – before and after of things that have been repaired, for example. The media assistant is still waiting for biopics from most councillors which would draw interest to them, and hopefully make them more relevant to residents.

23/8130 To consider the idea of organising a painting party to paint the pavilion

The media assistant has suggested the idea of encouraging local groups to help paint the pavilion – possibly painting a mural. There may be some money left in the pavilion budget to have the job done professionally, but Councillors still liked the idea of the mural as well.

23/8131 To hear feedback from any training sessions attended

No training sessions had been attended although Councillor Heath did try to join the most recent planning session but could not find the right link.

23/8132 To find alternative dates to suggest for Councillor training, including on other days of the week

Councillor Walker offered to set up a Doodle Poll and hopefully this can provide dates that everyone can attend. Wednesdays are not possible as there are no rooms available.

23/8133 To note the breakage of one of the panels on the telephone box and to consider the best way to repair it

This was noted, and it was agreed that it would be a good idea to replace it with a printed plastic panel.

23/8134 To consider what needs advertising this month

It was agreed that the issue of the pre-school be advertised, the possible painting of the pavilion, the re-opening event for the pavilion, suggestions for how to make the exterior of the pavilion more attractive, and how to hire both buildings.

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

23/8135 To hear feedback from a meeting with a local property developer and to approve meeting with Wokingham Borough Council regarding possible CIL expenditure in Charvil in the absence of a Neighbourhood Plan

Councillors Jones, Heath and Sutlieff met with Mr Hicks and Dierdre Wells along with the clerk. They ran through the Charvil Parish Council's concerns about the numbers of dwellings proposed (75 rather than the 61 proposed in the Local plan) and what would help the parish cope with more development, and how they might be able to help. Dierdre Wells explained that because of the amount developers have to pay in CIL, there is not much scope for helping communities with the extra things that are needed any more, but they would support Wokingham spending the CIL in Charvil if the Parish does not have its Neighbourhood Plan in place by the time the Full Planning Application is approved. Given where the Parish is with its plan, it would be touch and go as to whether a plan could be in place in time. This is why it may be a good idea to talk to Wokingham, as there are clearly things required in the Village that can only be paid for by the Parish Council if it had 25% of the CIL receipts. There is clearly a need to consult residents, and it was felt this should be done after a meeting with Wokingham.

23/8136 To consider some staffing issues and to approve a way forward

It was explained that the caretaker could not find a new place to live locally, so he was resigning – he will have to give up by the end of September, and it was agreed that an advertisement would be placed in the Charvil Village News, on Notice boards and on social media. The issue of whether the media assistant could carry on even if he were not living locally was discussed and it was agreed that he could do so at least in the short term, and the situation will be reviewed in a few months' time.

The clerk also reported a few issues that had occurred concerning the newly appointed Village Warden, and the Council felt that he should be released at the end of his probation period, so the Council would also be advertising for a new Village Warden too.

23/8137 To consider a possible co-option and whether to approve the application

It was resolved to co-opt Lee Cripps, which was passed unanimously.

There being no further business the meeting closed at 10.02pm

Chairman's Signature