



Holybrook Parish Council

Serving the communities of Beansheaf Farm and Fords Farm

Council Meeting Minutes

Date of Meeting	6 th November 2017
Location	Beansheaf Community Centre
Present	Cllrs. Bedwell (Chair), Croal, Evans, Lenaghan, Littlewood, H. Mistry, Somner and Tull Also present: Pam Kirkpatrick (Clerk) Caroline Lenaghan
Circulation	All Council and Ward Members

No.	Notes	Action
104/17/18	<p>Open forum for members of the public</p> <p>None.</p>	
105/17/18	<p>Apologies for absence</p> <p>Cllrs. Albanese, S. Mistry and Stewart.</p>	
106/17/18	<p>Declarations of Interest relevant to the Agenda</p> <p>Cllr. Somner declared an interest in the following items: 6 – District Councillor’s Report, 7 – WBC Winter Service 2017/18 - Consultation 8 - WBC Parking Scheme Amendment 26. 9, 10 and 11 – Planning.</p>	
107/17/18	<p>Approval and adoption of the Minutes of the Council meeting on 2nd October 2017</p> <p>Proposed by Cllr. Somner and seconded by Cllr. Croal. APPROVED.</p>	
108/17/18	<p>Matters arising from the Minutes</p> <p>76/17/18 – The Clerk is still waiting for a reply from WBC.</p> <p>99/17/18 – Cllr. Somner confirmed that he has contacted Alok Sharma MP’s office staff regarding a follow up meeting. Response awaited.</p> <p>91/17/18 – A Member asked about the Padworth Recycling Centre Planning Application being resubmitted. Cllr Somner advised that there is an Eastern Planning Meeting this week. However, there is no mention of Padworth Recycling Centre on the Agenda and, therefore, no further update at present.</p> <p>59/17/18 - At the July meeting Members approved the removal of the ‘wet pour’ site at the Underwood Road play area. At this meeting, Members discussed the quotes and information provided by the Clerk and after a formal vote AGREED the following:</p> <ol style="list-style-type: none"> Sunshine Commercial services are to remove the ‘wet pour’ area and to return it to grass using grass seed. At a cost of £1,340.40 including VAT. However, the Clerk is to contact the company to find out the best time of the year for this work to be carried out. The Agility Trail at Holymead play area to be installed by Safe & Sound and booked in for January 2018. This is at a cost of £7,670.01 excluding VAT. 	PK

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109/17/18	<p>District Councillor's Report – Verbal Report, Cllr. Somner</p> <p>WBC have issued a number of press releases including the Winter Service Plan and the reporting of various scams.</p> <p>The Public Protection Partnership has launched a new grant scheme (with a total fund of £50,000 available) to help local communities address community safety.</p> <p>The Boundary Review is ongoing. However, the proposed changes to the Calcot Ward appear fixed with the Ward now encompassing Holybrook and the Calcot golf course area. The Ward is to be called Tilehurst South and Holybrook.</p> <p>The application for 1 Bath Road has been currently withdrawn.</p> <p>There is a District Councillors' Ward Surgery on Saturday morning, 11th November 2017 at Sainbury's in the Newbury College area at the back of the restaurant.</p> <p>A Member highlighted the amount of garden fires in the Fords Farm area. The advice given was, if the fires are a nuisance, report them to Environmental Health who will take the appropriate action where possible.</p>																					
110/17/18	<p>WBC Winter Service Plan 2017/18 – Consultation</p> <p>Members AGREED to make no comment.</p>																					
111/17/18	<p>WBC Parking Scheme Amendment 26, as adjacent Parish</p> <p>Members noted the information provided and AGREED to make no comment.</p> <p>Members went on to discuss parking issues outside Kennet Valley School, whereby people are parking on double yellow and zig- zag lines.</p> <p>It was suggested and AGREED that the Clerk address this with the Police. Cllr. Somner also advised that he would be happy to take up any concerns residents have with parking in the Parish if they contact him directly.</p>																					
112/17/18	<p>Planning: New applications</p> <p>Members RATIFIED the following decisions taken by the Planning Committee:</p> <table border="1" data-bbox="252 1447 1382 1839"> <thead> <tr> <th>Application no</th> <th>Applicant</th> <th>Address</th> <th>Proposal</th> </tr> </thead> <tbody> <tr> <td>17/02640/HOUSE</td> <td>Mr Pavu</td> <td>31 Albury Gardens, Calcot</td> <td>Single storey rear extension.</td> </tr> <tr> <td colspan="4">No objections.</td> </tr> <tr> <td>17/02855/HOUSE</td> <td>Mr T Aspell</td> <td>13 Bath Road, Calcot</td> <td>Section 73: Variation of Condition 2 – 'Plans approved' of previously approved application 17/00283/HOUSE: Two storey rear and side and single storey rear extensions.</td> </tr> <tr> <td colspan="4">No objections.</td> </tr> </tbody> </table>	Application no	Applicant	Address	Proposal	17/02640/HOUSE	Mr Pavu	31 Albury Gardens, Calcot	Single storey rear extension.	No objections.				17/02855/HOUSE	Mr T Aspell	13 Bath Road, Calcot	Section 73: Variation of Condition 2 – 'Plans approved' of previously approved application 17/00283/HOUSE: Two storey rear and side and single storey rear extensions.	No objections.				
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16/01239/FUL, 16/01237/FUL, 16/01235/FUL, 16/01238/FUL *as adjacent Parish – Burghfield Sailing Club, Sulhamstead: Construction of culverts under highway to enable flood alleviation and mitigation works associated with and enabled by the development of Burghfield Park (culverts 4, 2, 1 and 3). NOTE: These are amended drawings. Any previous comments submitted will be taken into consideration.						
113/17/18	<p>West Berkshire Council Planning decisions – Information Item:</p> <p>17/02367/HOUSE – 4 Embrook Way, Calcot: Conversion of garage to a study and front single storey extension. GRANTED.</p> <p>17/02104/HOUSE – 79 Carters Rise, Calcot: Loft conversion with rear facing dormer. REFUSAL</p> <p>17/02429/HOUSE – 28 Embrook Way, Calcot: Replacement garage. GRANTED</p> <p>17/02444/HOUSE – 7 Dunoon Close, Calcot: Proposed wooden shed/outbuilding with permitted development rights – 2.5m x 3.5m in area, less than 2.5m in height (retrospective). GRANTED (details enclosed for information).</p>					
114/17/18	<p>Other Planning – Information Item:</p> <p>17/02540/HOUSE – 22 Cambrian Way, Calcot: two storey extension above existing conservatory base and wall. Amended plans received. Information only.</p> <p>APP/W0340/W/17/3176740 – 1 Sharnwood Drive, Reading: Development of two flats and associate parking. DISMISSED (enclosed for information)</p> <p>17/02323/FULD – 1 Bath Road, Calcot: Regulation 3 – Proposed 5 affordable residential apartments. Demolition of 1 affordable residential dwelling. WITHDRAWN</p> <p>17/02201/CERTP – 12 Montrose Walk, Calcot – Erect a 3m single storey rear extension. WITHDRAWN.</p> <p>17/02230/ADV *as adjacent Parish – Ikea Ltd, Pincents Kiln, Calcot – Internally illuminated parapet sign on west elevation of IKEA store – WITHDRAWN.</p> <p>17/02237/FUL & 17/02238/ADV *as adjacent Parish – Ikea Ltd, Pincents Kiln, Calcot – Erection of navigation tower with internally illuminated static sign at Ikea store. REFUSED (enclosed for information).</p>					

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115/17/18	<p>Clerk's Report</p> <p>The Clerk provided a written report with the Agenda which Members noted.</p> <p>The Clerk attended the SLCC Training Course, which was interesting, covering the changing role of the Clerk, Social Media and much more. For information the Parish Council has access to Nicholas Hancox, SLCC's National Legal Advisor. Nicholas could potentially help with queries relating to CIL expenditure. The Clerk was also provided with all of the presentations and information relating to the course on a memory stick. Members are welcome to borrow this if they would like to look at the course information in more detail.</p>	
116/17/18	<p>Financial Information</p> <ol style="list-style-type: none"> a. Payment Sheet 06– APPROVED. b. 2nd half of the Precept, £59,411,50 was received on 2nd October 2017 c. Both Bank of Ireland accounts have now been formally closed. However, the money from one of the accounts has not been transferred. Bank of Ireland is currently looking into the situation and it is hoped that the money concerned will reach the new bank account shortly. d. The Parish Council are in receipt of a new CIL money payment to the sum of £26,552.89. This is in relation to the current Bellway development, Mill Lane. e. The first Internal Audit for financial year 2017/18 will take place on Thursday 9th November 2017. 	
117/17/18	<p>Finance Committee – Verbal Report, Cllr Tull</p> <p>Cllr. Tull gave a summary of the Finance Meeting following which Members RATIFIED:</p> <ol style="list-style-type: none"> 1) The proposed draft budget. 2) Grant application from Berkshire Multiple Sclerosis Therapy Centre. The Finance Committee proposed a sum of £350.00. The proposal was AGREED by all Councillors 3) The CIL Projects to be taken forward for public consultation. It was noted that the consultation will now take place during February as quotes are still awaited from some outside agencies on certain projects. <p>For information purposes only: Income/Expenditure report 01/04/2017-30/09/2017</p>	
118/17/18	<p>Beansheaf Centre Windows:</p> <p>Members acknowledged that the deposit of £3,700 has been paid to Abbey Windows to hold the price quoted for Linear Hall and Beansheaf Room windows.</p> <p>Members AGREED the project to be completed in this financial year. However, the Clerk is to make regular VAT claims and reports to the Council.</p>	
119/17/18	<p>Crime and Disorder</p> <p>Members noted the report from Neighbourhood Action Group and the statistics provided to Thames Valley Police.</p>	

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120/17/18	<p>Chairman's remarks</p> <p>Cllr. Bedwell advised that Beansheaf Pre-school had received a GOOD rating in their recent Ofsted report. This is a reflection of the consist effort the staff at the Pre-school make.</p> <p>On Sunday 12th November 2017, Cllr Bedwell will be attending the Remembrance Service at Theale Parish Church and laying a wreath on behalf of Holybrook Parish Council.</p> <p>Following the closure of the slip road, out of Fords Farm on to the A4, for works at the Bellway development site. It was noted that the road and grass verges were left in an unsatisfactory condition. Therefore, Cllr. Bedwell reported this to the appropriate department at West Berkshire Council.</p> <p>It had been noted that there has been a car parked outside of the Bellway site on the Chase. It is felt that the situation should be monitored to see if parked cars on the Chase become a major concern. If so, the next step would to bring it to the attention of Highways.</p> <p>The Clerk read out an email from Cllr. S Mistry regarding his absence from the meeting. As he wished to explain that, through the company he works for, he is currently working on a Community Project based in Swindon. Members felt that the cause was both amazing and very interesting.</p> <p>Members AGREED that, as in previous years, the December meeting will be brought forward to 7.00pm.</p>	
	There being no other business, the meeting closed at 9.01pm	

Signed: Dated:

Minutes prepared by	Caroline Lenaghan
Minutes dated	8 th October 2017