



Holybrook Parish Council

Serving the communities of Beansheaf Farm and Fords Farm

Council Meeting Minutes

Date of Meeting	8th October 2018
Location	Beansheaf Community Centre
Present	Cllrs. Bedwell (Chair), Collard, Croal, Evans, Lenaghan, Littlewood, H. Mistry, S Mistry, Somner, Stewart and Tull. Also present: Pam Kirkpatrick (Clerk) Caroline Lenaghan (Minutes)
Circulation	All Council and Ward Members

No.	Notes	Action
89/18/19	<p>Open forum for members of the public</p> <p>Brian Baker – Present to give a presentation to Council (see 90/18/19).</p> <p>The Chairman asked Members if item 7 of the Agenda (Presentation from prospective new Councillor) be moved up to item 2. AGREED.</p>	
90/18/19	<p>Presentation from prospective new Councillor</p> <p>Brian Baker, who is self-proposed and was interviewed by Cllrs Bedwell and Tull, gave a verbal presentation explaining why he would like to become a Parish Councillor. Mr Baker also advised Members of his work experience and skills which he feels would be of benefit to the Council and the residents of Holybrook.</p> <p>AGREED unanimously that Mr Baker be co-opted to the Council.</p>	
91/18/19	<p>Members accepted apologies for absence from:</p> <p>District Councillor Argyle.</p>	
92/18/19	<p>Declarations of Interest relevant to the Agenda</p> <p>Cllr Somner declared an interest in the following:</p> <p>Item 6 – District Councillors Report Item 8 – West Berkshire 2036 Vision Items 10, 11, and 12 - Planning</p>	
93/18/19	<p>Approval and adoption of the Minutes of the Council Meeting on 10th September 2018</p> <p>APPROVED. Proposed by Cllr Stewart and seconded by Cllr Littlewood.</p>	
94/18/19	<p>Matters arising from the Minutes</p> <p>83/18/19 – Parish Council protocol for unauthorised Traveller and Gypsy sites and encampments: A representative from West Berkshire Council (WBC) was invited to attend this meeting. Unfortunately, due to personal circumstances, they are not able to attend on this occasion.</p>	

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<p>94/18/19 Cont.</p>	<p>Matters arising from the Minutes (continued)</p> <p>83/18/19 – Parish Council protocol for unauthorised Traveller and Gypsy sites and encampments: A representative from West Berkshire Council (WBC) was invited to attend this meeting. Unfortunately, due to personal circumstances, they are not able to attend on this occasion.</p> <p>87/18/19 - Neighbourhood Watch (NW) - The Clerk confirmed that she had contacted WBC regarding NW. There is a NW website to support co-ordinators and residents, along with social media updates. The Clerk found a NW phone App that another Local Authority is using. WBC has advised that they will look into this further.</p> <p>The Clerk confirmed that she will forward the NW information to Cllr Croal. A Member asked how many roads in the Parish are in the NW Scheme. The Clerk is to report back.</p> <p>79/18/19: Clerk's report (litter) – Members acknowledged the response to a resident from WBC's Countryside Department.</p> <p>86/18/19: WW1 Centenary – The 'Tommy' statue cannot be fitted on the wall. The Clerk has been unable to contact Pirbright Parish Council regarding the lamp post poppies. However, the British Legion can supply them for a donation. It is too late to order these items this year. Members then discussed purchasing a ceremonial bench. The Clerk is to look into this further.</p> <p>The Clerk, as requested, provided statistics regarding incidents on the M4 between Junctions 8 – 13 which Members noted.</p>	<p>PK</p> <p>PK</p>										
<p>95/18/19</p>	<p>District Councillors' report – Cllr Somner</p> <p>Cllr Somner gave a verbal report with the main points being:</p> <p>There have been approximately 24,000 residents in West Berkshire who have signed up for the Green Bin Scheme. This is above WBC's expectation of 20,000 residents.</p> <p>The Clerk advised that Cllr Argyle has contacted the WBC Enforcement Officer and is awaiting a reply.</p> <p>The Clerk advised that green waste has already been dumped in the Parish. Member's discussed this and asked Cllr Somner to investigate the possibility of communal green waste areas locally.</p>	<p>RS</p>										
<p>96/18/19</p>	<p>West Berkshire 2036 Vision</p> <p>After a discussion Members AGREED not to make any formal representation.</p>											
<p>97/18/19</p>	<p>Potential extinguishment of Public Footpaths & Bridleways that are not currently recorded</p> <p>Members AGREED not to make any formal representation.</p>											
<p>98/18/19</p>	<p>Planning: New applications</p> <p>Members AGREED the following:</p> <table border="1" data-bbox="233 1865 1506 1995"> <thead> <tr> <th>Application no</th> <th>Applicant</th> <th>Address</th> <th>Proposal</th> <th>Decision</th> </tr> </thead> <tbody> <tr> <td>18/02316/HOUSE</td> <td>Mr & Mrs Sinclair Browne</td> <td>112 Underwood Rd, Calcot</td> <td>Single storey side and rear extension.</td> <td>No Objection</td> </tr> </tbody> </table>	Application no	Applicant	Address	Proposal	Decision	18/02316/HOUSE	Mr & Mrs Sinclair Browne	112 Underwood Rd, Calcot	Single storey side and rear extension.	No Objection	
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99/18/19	<p>West Berkshire Council Planning decisions – Information Item:</p> <p>18/02055/HOUSE – 19 Bath Road, Calcot: Single storey glass canopy and raised decking to rear elevation of property. GRANTED.</p> <p>18/02202/HOUSE – 12 Fernhurst Road, Calcot: Two storey side extension. GRANTED.</p>											
100/18/19	<p>Other Planning:</p> <p>18/02259/PASSHE – 4 Fortrose Walk, Calcot: Single storey rear extension: 4m from rear wall x 2.7m height x 2.7m eaves height. GPD. No comments required.</p> <p>APP/W0340/W/17/3191683 – Burghfield Sailing Club: Appeal postponed until 22nd January 2019</p> <p>Members discussed the TOWN and U+Is public exhibition regarding a proposed development at Pincents Lane, Tilehurst. The Council will wait for the Planning Application before submitting any comments. An extraordinary meeting maybe required.</p>											
101/18/19	<p>Clerk's report</p> <p>The Clerk provided a written report with the Agenda.</p> <p>In addition, a thank you letter has been received from Reading Citizens Advice for the grant of £200.00 the Council allocated to them.</p> <p>Cllr Argyle, as Health and Safety Officer, completed his check without any issues.</p> <p>Facebook likes = 201 Facebook followers = 216</p>											
102/18/19	<p>Financial Information</p> <p>a. Payments – Sheets 5 – 2018/19. APPROVED.</p> <p>b. Information item: A VAT claim for £7,036.35 has been made for the period 1st April 2018 – 31st August 2018.</p> <p>c. Information item: The half-year Internal Audit will take place on Tuesday 16th October 2018.</p> <p>d. Information item: The external auditor has returned Section 3 of the AGAR which is now on public display.</p>											

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103/18/19	<p>Litter</p> <p>The Clerk gave a verbal update and Members AGREED the following:</p> <ol style="list-style-type: none"> 1. The proposed dates/times/venues for Community Litter Picks 2019. 2. Community Litter Pick information letter (with minor amendments). 3. Risk Assessment form. 4. Equipment to be borrowed from WBC. <p>Members would like to promote the Community Litter Pick days in the press, parish newsletter and on social media.</p>	PK
104/18/19	<p>Traffic/Speeding</p> <p>Members acknowledged the speed data record of Charrington Road provided by WBC and asked the Clerk to publish.</p> <p>Cllrs Littlewood and Lenaghan AGREED they will have SID in the Parish week commencing 22nd October 2018. The Clerk to book the SID through WBC.</p> <p>Members PROPOSED that the permanent SID discussion should be held by the Finance Committee before a final decision is made by full Council.</p> <p>Members would like the Clerk to find out the cost involved regarding undertaking an independent traffic survey within the Parish.</p>	PK PK
105/18/19	<p>The Garage</p> <p>The Clerk is to enter into discussions with WBC regarding the future of the Garage.</p>	PK
106/18/19	<p>Festival Report</p> <p>Cllr Somner, as Chairman, gave a verbal report with the main points detailed below:</p> <p>The Festival AGM is postponed until 22nd October 2018. The Festival Accounts have been completed and signed off.</p>	
107/18/19	<p>Chairman's remarks</p> <p>Cllr Bedwell has advised the following:</p> <p>There is one space left for the District Parish Conference on Tuesday, 6th November 2018. If any other Councillors would like to attend, please inform the Parish office.</p> <p>1 Sharnwood Drive has gone to the Secretary of State for appeal. The Parish Council have 5 weeks from the 3rd October 2018 to make any further formal representations. Any previous comments made by Holybrook Parish Council will be taken into account.</p>	
There being no other business, the meeting closed at 9.25pm.		

Signed: Dated:

Minutes prepared by	Caroline Lenaghan
Minutes dated	9 th October 2018