



Holybrook Parish Council

Serving the communities of Beansheaf Farm and Fords Farm

Council Meeting Minutes

Date of Meeting	19 th June 2017
Location	Beansheaf Community Centre
Present	Cllrs. Albanese, Bedwell (Chair), Croal, S. Mistry, Schneider, Somner, Stewart and Tull Also present: Pam Kirkpatrick (Clerk)
Circulation	All Council and Ward Members

No.	Notes	Action
34/17/18	<p>Open forum for members of the public</p> <p>None.</p>	
35/17/18	<p>Apologies for absence</p> <p>Cllr. Evans, Lenaghan, Littlewood and H. Mistry.</p>	
36/17/18	<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, 8 and 9 - Planning. 13 – Devolution Workshop 14 – West Berkshire Minerals and Waste Local Plane Preferred Options Consultation.</p>	
37/17/18	<p>Approval and adoption of the Minutes of Council meeting 22nd May 2017</p> <p>The minutes of the meeting on Monday 22nd May 2017 were AGREED unanimously.</p> <p>Proposed by Cllr. Stewart and seconded by Cllr. Tull</p>	
38/17/18	<p>Matters arising from the Minutes</p> <p>26/17/18 – Clerk’s Report. The Clerk advised the following:</p> <ul style="list-style-type: none"> - Keep refurbishment is now complete. Members AGREED that a shelving unit and worktop may be installed to provide an area for drinks preparation. - Protruding pole at the Holymead playground has been removed. - New bark has been laid at the Underwood Road site. - Resident at Shrubland Drive has been contacted and a quote for £195.00 +VAT from SCS has been approved. - WBC have agreed to a joint letter. <p>29/17/18 – ‘Unofficial Footpath’ – Fords Farm: Resident has been contacted.</p>	PK

No.	Notes	Action
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District Councillor's Report – Verbal Report, Cllr. Argyle

Cllr Argyle reported the following:

- Member's Bids have been awarded to the Kennet Valley Community Association for refurbishments to the Holybrook Centre, and to the Friends of Linear Park towards their Trim Trail.
- West Berkshire Council is back up to its full complement of 52 members.
- The M4 will be closed between junctions 12 - 13, east bound, from 9.00pm – 6.00am on Friday 23rd and Sunday 25th June 2017.
- Traffic lights will be installed during the Carters Rise road works. Works are taking place over two days this week and will be completed following one day's work on week commencing 26th June 2017.

Members advised Cllr Argyle that traffic lights were installed during previous works but only two-way lights on a three-way junction. Residents' concerns over the lack of access were also raised and that the buses were not coming along The Chase at all after 9.30am.

Following the question; if, in West Berkshire, there are any tower blocks like that of the tragic incident in London, Cllr Argyle responded that all authorities have been told to complete inspections but, however, believed there are none in West Berkshire.

39/17/18

Planning: New applications

Members **RATIFIED** the following decisions taken by the Planning Committee:

Application no	Applicant	Address	Proposal
17/00954/FUL	Scott Thomas	25 Swanholm Gardens, Calcot	Change the use of part of the land to the side of the property from amenity land to residential curtilage and erect a 1981.2mm garden fence.

No objections

17/01385/HOUSE	Mr & Mrs Summers	3 Kilburn Close, Calcot	Two storey extension over existing garage.
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No objections.

17/01287/FUL	Bellway Homes Ltd	Land at Junction of Mill Lane, Bath Road, Calcot	Temporary sales cabin and construction of temporary sales parking associated with plots 1 and 2, all to be removed by October 2018.
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No objections. However, the Parish Council raise the following questions: What will be the proposed opening hours of the sale cabin? And, when is the build scheduled to commence?

In addition WBC Planning Department is to be informed that works vehicles continue to park on Deerhurst. This must stop. And a request made that the 5-bar gate ceases to be used before the sales cabin is opened.

In addition:

17/01507/HOUSE	Mr Turner	30 Calbourne Drive, Calcot	Single storey in-fill extension to front of existing property.
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No objections.

Additional drawings/amended plans submitted for the following applications for site, Burghfield Sailing Club, Hangar Road, Sulhamstead (as adjoining Parish):

16/01240/OUTMAJ, 16/01235/FUL, 16/01237/FUL, 16/01238/FUL, 16/01239/FUL

40/17/18

No.	Notes	Action
41/17/18	<p>West Berkshire Council Planning decisions – Information Item:</p> <p>17/00271/HOUSE – 7 Dunoon Close, Calcot: Single storey side extension and single storey rear extension. GRANTED</p> <p>17/00871/HOUSE – 30 Torcross Grove, Calcot: First floor rear and side extensions and part two storey side extension. GRANTED.</p> <p>17/01142/CERTP – 14 Ballamoore Close, Calcot: Proposed single storey rear extension and loft conversion with dormer extension to rear and two roof lights in the front slope of the roof. LAWFUL</p>	
42/17/18	<p>Other Planning – Information Item:</p> <p>17/00871/HOUSE – 30 Torcross Grove, Calcot: First floor rear and side extensions and part two storey side extension. Amended drawings. Information only. No comment required.</p> <p>16/03613/OUTMAJ * as adjacent Parish – Whitehart Meadow, High Street, Theale: Outline application for residential development for up to 130 dwellings, with associated access, car parking and landscaping works. Matters for consideration: Access only.</p> <p>Members AGREED that HPC would not submit any further comments.</p>	
43/17/18	<p>Clerk’s report</p> <p>The Clerk provided a written report with the Agenda which Members noted.</p>	
44/17/18	<p>Financial Information</p> <p>a) Payments Sheet 02 – APPROVED.</p> <p>b) Members APPROVED the appointment of Alan Harland as Accountant for year ending March 2018 at a cost of £275.00.</p>	
45/17/18	<p>Grant Application</p> <p>Members discussed a Grant Application from Kennet Valley School to the sum of £400.00. It was AGREED that the grant would be awarded. However, a condition was applied stating that the monies were to be used towards the cost of the trip for the whole of Year 6.</p>	
46/17/18	<p>Devolution Workshop</p> <p>The Clerk provided a verbal report following attendance of the Devolution Workshop hosted by WBC in Newbury on 12th June 2017.</p> <p>Main points:</p> <ul style="list-style-type: none"> - WBC have a pot of money which can be used to help with devolved services. However, this is limited and is for transitional funding; - More information on devolution can be found on the Parish Portal: http://parish.westberks.gov.uk/33604; - If a Parish Council did wish to take on a service traditionally offered by the District they would need to prove that they could offer the service more cost effectively; - The Parish Council would have to ensure that there are no ‘double taxation’ issues and that they have the appropriate power to spend on the service to be adopted; - Residents’ consultation would be required. <p>Following this information Members AGREED that there are, currently no services in Holybrook which could effectively be devolved to the Parish. This will, however, be reviewed periodically by the Finance Committee.</p>	

No.	Notes	Action
47/17/18	<p>West Berkshire Minerals and Waste Local Plan Preferred Options Consultation</p> <p>Members discussed the information which had been previously e-mailed (25.05.2017). It was AGREED that no comments would be submitted as Holybrook is not affected by the Minerals and Waste Local Plan.</p>	
48/17/18	<p>Festival Update</p> <p>Cllr Stewart provided a report. The main points included:</p> <ul style="list-style-type: none"> - Most things are now in place; the shopping and site plan will be completed this week; - Posters are up, thank you to our Warden, Roger and Cllr Evans; - All the entertainments are now booked and confirmed including Owen's Animals, Fun Fair, Outdoor Academy, Big Foot and Junk Percussion; - More help is, as always, required on the day. <p>Final items AGREED:</p> <ul style="list-style-type: none"> - Ice and Starbucks to be collected on Festival morning; - Wine to be purchased; - Programmes to be given to Santander. 	RS RS MB
49/17/18	<p>Chairman's remarks</p> <p>Members were asked if they would like to make any additional comments on the Electoral Review following the Clerk's e-mail of that day. Members AGREED that no further comments were necessary.</p>	
	<p>There being no other business, the meeting closed at 8.40pm</p>	

Signed: Dated:

Minutes prepared by	Pamela Kirkpatrick
Minutes dated	26 th June 2017