



Holybrook Parish Council

Serving the communities of Beansheaf Farm and Fords Farm

Council Meeting Minutes

Date of Meeting	16 th April 2018
Location	Beansheaf Community Centre
Present	Cllrs. Bedwell (Chair), Croal, Evans, Lenaghan, Littlewood, S. Mistry, Somner, Stewart and Tull Also present: Pam Kirkpatrick (Clerk) Caroline Lenaghan
Circulation	All Council and Ward Members

No.	Notes	Action
01/18/19	Open forum for members of the public Simon Collard – present to give a presentation to Council (see item 07/18/19), and a resident who wished to observe a Parish meeting.	
02/18/19	Members accepted apologies for absence from: Cllr. H. Mistry.	
03/18/19	Declarations of Interest relevant to the Agenda Cllr. Somner declared an interest in the following items: Item 6 – District Councillors Report. Items 8 and 9 – Planning	
04/18/19	Approval and adoption of the Minutes of the Council meeting on 19th March 2018. APPROVED. Proposed by Cllr. Tull and seconded by Cllr. Evans.	
05/18/19	Matters arising from the Minutes 188/17/18 – Beansheaf Centre Windows – The replacement windows for the Linear Hall and Beansheaf Room are provisionally scheduled for fitting week commencing 23 rd July 2018. 190/17/18 - The tyres in Avon Close garage area have been removed. Cllr. Somner advised that he is still pursuing resident's concerns with WBC.	RS

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06/18/19	<p>District Councillors' report</p> <p>Cllr. Argyle gave a verbal report with the main points detailed below:</p> <p>A letter will be sent from WBC to residents in May regarding the £50.00 charge for the household Green Bin. This charge will be implemented in July 2018.</p> <p>Q. A Member asked if it was a one-off charge or could it be paid in monthly instalments.</p> <p>Cllr Argyle confirmed that a member of Planning Enforcement Department at WBC has returned to work on a part-time basis. In addition, an experienced Enforcement Officer has been recruited on a temporary basis. WBC are also seeking to recruit a new permanent Senior Enforcement Officer.</p> <p>1 Bath Road and the Padworth Recycling Centre remain ongoing. 1 Sharnwood Drive has been refused.</p> <p>The Smart Motorway works on the M4 are due to start in the summer between J8 and J9 then upwards to J12. Whilst these works are carried out the Dorking Way site (nearest to the M4) will be used by the contractors.</p> <p>Cllr Argyle, despite his best efforts, is unable to answer the question 'why Maidenhead's residents' Council Tax Bill' is approximately £500.00/y cheaper than that of West Berkshire Council.</p>	PA												
07/18/19	<p>Prospective New Councillor – Presentation</p> <p>Simon Collard, who had been proposed by Cllr Lenaghan and interviewed by Cllrs Bedwell and Tull, gave a verbal presentation explaining why he would like to become a Parish Councillor. Mr Collard also advised Members of his work experience and the skills <u>which he feels would be of benefit to the Parish Council and the residents of Holybrook</u>. It was AGREED unanimously that Mr Collard be co-opted to the Council.</p>													
08/18/19	<p>New Planning Applications</p> <p>Members to RATIFIED the recommendations made by the Planning Committee:</p> <table border="1" data-bbox="225 1272 1417 1518"> <thead> <tr> <th>Application no</th> <th>Address</th> <th>Proposal</th> <th>Decision</th> </tr> </thead> <tbody> <tr> <td>18/00804/HOUSE</td> <td>15 Camden Place, Calcot</td> <td>Garage conversion into a habitable space (lounge) with some internal works refurbishments.</td> <td>No objection</td> </tr> <tr> <td>18/00770/HOUSE</td> <td>47 Underwood Road, Calcot</td> <td>Two storey and single storey rear extension. Front garden to be block paved</td> <td>Withdrawn</td> </tr> </tbody> </table>	Application no	Address	Proposal	Decision	18/00804/HOUSE	15 Camden Place, Calcot	Garage conversion into a habitable space (lounge) with some internal works refurbishments.	No objection	18/00770/HOUSE	47 Underwood Road, Calcot	Two storey and single storey rear extension. Front garden to be block paved	Withdrawn	
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09/18/19	<p>West Berkshire Council Planning decisions – Information Item:</p> <p>17/03311/HOUSE - 19 Carston Grove, Calcot: Single storey rear extension and single storey front extension to garage. GRANTED.</p> <p>18/00328/ADV – Dunelm Mill, Calcot: 10no. illuminated flexface signs and 1 no. welcome entrance non-illuminated sign. GRANTED.</p> <p>18/00405/PASSHE – 21 Grangely Close, Calcot: Single storey rear extension. PRIOR APPROVAL IS NOT REQUIRED.</p>													

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10/18/19	<p>Clerk's report</p> <p>The Clerk provided a written report with the Agenda which Members noted.</p> <p>The Clerk has since been advised (Point 3 - Beansheaf Centre) that the area with the loose slabs belongs to HPC and not WBC. Therefore, the Clerk will arrange for the slabs to be made secure.</p> <p>The Clerk is investigating delivery issues with the April newsletter.</p> <p>Members unanimously APPROVED the quote from ISS Facility Services for £4007.70 + VAT for replacement bark at the Holymead Playground. In addition, it was proposed that an annual maintenance plan (HPC playgrounds) be put on the next Finance Meeting Agenda. AGREED.</p> <p>The Clerk advised that there has been good response from the Community Infrastructure Levy (CIL) Survey so far. However, one resident asked that his concerns regarding the selected projects be raised with Council. Members discussed the content of the complaint and AGREED a formal response.</p>	PK
11/18/19	<p>General Data Protection Regulations</p> <p>Members REJECTED the <u>proposed</u> employment of BALC with regards the Data Protection Officer role, the Clerk is to investigate other independent companies that may offer the same or similar service.</p> <p>A resident left the meeting at 8.28pm</p>	PK
12/18/19	<p>Financial Information</p> <ol style="list-style-type: none"> 1. Payments – sheet 12-2017/18 APPROVED. Note: any further lamp purchases should be for the LED equivalent only. 2. Information item: Alan Harland completed preliminary work on 2017/18 accounts on Wednesday 28th March 2018. Final accounts work is scheduled to be completed on Monday 30th April 2018 3. Information Item: Castle Water, from 8th March 2018, will increase their charges from £19.00 per month to £35.99 per month. This is based on an estimated usage for the year. 4. Information item: Relyon have increased their charges by 4% from April 2018. <p>In addition, Members AGREED the EMR for 2018/19 will be: Beansheaf Centre improvements – total cost of windows projects plus sum for kitchen from precept; Large Grants – remain the same; Play Equipment – to be replenished to the same level as 2017/18.</p>	
13/18/19	<p>Grant Application</p> <p>Members APPROVED the grant application from Standby Volunteer Group for £150.00.</p>	PK

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14/18/19	<p>Crime and Disorder</p> <p>a. Cllr Littlewood gave a verbal report of the Neighbourhood Action Group meeting. The main points are:</p> <ul style="list-style-type: none"> i. Sharon Briggs, who works with Susan Powell at WBC came to observe the meeting. ii. Indiscriminate parking and parking on grass verges is not considered a Police matter. However, WBC Highways Enforcement Officers may be able to help. iii. Door knocks have been completed. <p>b. Members had sight of information regarding speed warning vehicle activated signs. Members AGREED speed reducing measures are potentially a good idea for Holybrook. DELEGATED: Cllr Littlewood to find further information and report back to Council.</p> <p>It was noted that verges have been destroyed/damaged by the Bellway development. It was unanimously AGREED that the Parish write to Highways to advise of the issues. DELEGATED Clerk.</p>	<p>CL</p> <p>PK</p>
15/18/19	<p>District Parish Conference</p> <p>Cllr Croal was unable to attend the meeting. No report given.</p>	
16/18/19	<p>Controlled locality determination of Reading as per NHS Pharmaceutical Regulations</p> <p>DELEGATED: Clerk to respond that the Parish Council wish for it to be ensured that appropriate pharmaceutical facilities are available to all residents.</p>	
17/18/19	<p>Holybrook Festival 2018, verbal report, Cllr Somner</p> <p>A brief verbal report was given advising that the Festival preparations are progressing nicely and are on target.</p> <p>Any help on the day would be very much appreciated.</p>	
18/18/19	<p>Chairman's remarks</p> <p>Cllr Bedwell advised that the Annual General Meeting will be at 7.00pm on Monday 14th May 2018. All Councillors are expected to attend.</p> <p>Cllr Bedwell gave a brief report on the Reading Local Plan (which had previously been e-mailed to Members on 9th April 2018). It was AGREED that no formal representation will be made.</p>	
<p>There being no other business, the meeting closed at 8.58pm.</p>		

Signed: *M R Bedwell* Dated: *21/05/18*

Minutes prepared by	Caroline Lenaghan
Minutes dated	5 th April 2018