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BARKHAM PARISH COUNCIL

**Minutes** of the annual meeting of the Barkham Parish Council held on 11th January 2022 in the Studio Hall, Arborfield Green Community Centre at 7.30pm.

Strict following of Covid Guidance was adhered to during the meeting.

**Present**: Mrs Stubbs (in the Chair), Mr Scott, Mrs Edwards, Mr Bundred, Mr Wrobel, Cllr Kaiser and the Clerk.

**22/001 To receive and accept any apologies for absence** Local Government Act 1972 Sch12

Mr Heyliger - Isolating

Mr G Dexter - Isolating

**22/002 To receive any declarations of interest on items on the agenda** (Disclosable Pecuniary Interests) Regulations 2012 (SI 2012/1464)

All Councillors have been granted a dispensation for the discussions of the draft budget and Precept.

**22/003 Minutes of the Council Meeting** LGA 1972 Sch 12 para 41(1) **–**

The minutes of the meeting held on Tuesday 14th December 2021 were approved and signed as a true record.

**22/004 Public Participation (allotted time 15 minutes)** Public Bodies (admissions to meetings) Act 1960 s.1 extended by the LG Act 1972 s.100

Adjournment of the Meeting will be called if any members of the public wish to address the Council on any matters or concerns relating to Barkham.

A resident attended the meeting to find out more about becoming a councillor. He will notify the Clerk if he would like to be co-opted onto the Council at the next meeting.

7.40pm – Cllr Kaiser arrived

**22/005 Planning**:

1. **Planning Applications –** Council discussed and agreed comments or objections on the planning applications received before 11th December 2022, as follows:

**Listed Building Consent Notification**

**214097** - 1 Barkham Manor, Barkham Road, Barkham, Wokingham, RG41 4DQ

**Application for Listed Building consent for the proposed dismantling, repair and rebuilding of the upper timber part of the front external entrance door canopy.**

No comments

**214059 -** 2 Bramshill Close, Arborfield, RG2 9PT

**Householder application for the proposed development of a first floor rear extension, loft conversion, porch construction and internal alterations.**

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The Council object to this application on the grounds that it is over development of the site.

**214166 -** Silver Birches, Highlands Avenue, Barkham, Wokingham, RG41 4SP

**Full application for the change of use of residential curtilage (Use Class C3) to parking for a recycling centre (Use Class B2). (Retrospective)**

The Council object to this application. It is in the countryside, and is an expansion of an existing site. There was an application to convert private woodlands to a SANG which is adjacent to the site. The Council request this application is rejected and the land remains residential.

**214151** – Chloe’s Cottage, Highlands Avenue, Barkham, RG41 4SP

**Application for a certificate of existing lawful development for the use of an existing structure to be used as a residential dwelling.**

The Council object to this application. It was built without planning permission. The building was originally installed as a mobile home and Barkham Parish Council concur with the enforcement officer’s view “that Chloe’s Cottage is simply a mobile home, and the stationing of this mobile home comprises the change of use of land to which the ten year enforcement period in Section 171B(3) of the 1990 Act applies. He does not consider, in his preliminary view, that Chloe’s Cottage is a building to which the four year enforcement period in Section 171B(1) of the 1990 Act applies”.

1. **Approved and Refused Application**

**213642 -** Fieldfare, School Road, Barkham, Wokingham, RG41 4TN

**Householder application for the proposed Loft conversion consisting 1 NO. flat roof dormer to rear elevation and 2 NO. roof lights to front elevation.**

This application has been approved by WBC

**213576 -** 58 Bearwood Road, Barkham, Wokingham, RG41 4SY

**Householder application for the proposed erection of a single storey rear extension with 1 no. roof light, erection of a single storey side extension with 1 no. roof light following demolition of existing conservatory, insertion of 3 no. roof lights to existing roof, changes to fenestration and associated landscaping works.**

This application has been approved by WBC

**213690 -** Handpost Cottage, Handpost Farm, School Road, Barkham, Wokingham, RG41 4TN

**Application for a certificate of existing lawful development for the use of an existing annexe as an independent residential dwelling.**

This application has been approved by WBC

**213922** - 18 Field Place, Wokingham, RG41 4EU

**Householder application for the proposed first floor extension above the existing garage with 3 no. roof lights to the front elevations and 1 no. flat roof dormer to the rear elevation.**

This application has been approved by WBC

**213905** - Fernview Cottage, Highlands Avenue, Barkham, RG41 4SP

**Householder application for the proposed erection of a single storey side extension following demolition of existing detached garage, single storey front extension to create a porch, demolition of existing utility room, plus changes to fenestration.**

This application has been approved by WBC

1. **Any Other Planning Business**

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**Local Plan Update (LPU)**

Council reviewed the draft LPU response document and approved it to be submitted to WBC.

**Tree Preservation Order (TPO)**

Council considered submitting a TPO application to protect trees on land as requested by a resident. The trees are located between Barkham Bridge, and the junction of Langley Common Road and School Road, towards the perimeter of Barkham Square (Ordnance Survey grid positions SU 77533 66681, SU 77585 66658 and SU 77520 66651). Council agreed to submit an application to protect the trees.

**Letter to Mr Bellinger, WBC, regarding Consideration of smaller area of The Coombes for listing as a Local Green Space**

An area of the Coombes was submitted by BPC to be included as a Local Green Space. The Council considered Mr Dexter’s proposal of writing to Mr Bellinger, including a draft letter, to request a smaller section be designated as a green space. Cllr Kaiser suggested making a reference to the fact that The Coombes is classified as Ancient Woodland, which is disappearing at a faster rate than any other habitat. Council agreed to send a letter requesting this, with a few changes to be made. The header of the email is to be worded as ‘Consideration of listing part of The Coombes as a Local Green Space’, reference to Ancient Woodland disappearing at a fast rate, and an outline map of the area being proposed is to be included with the letter.

**22/006 External Reports – Cllr Kaiser – Ward Councillor for Barkham**

LPU consultation is ongoing. Not had as many responses as they were expecting yet. The results of the consultation will not be known until August, and then the next stage is another consultation. WBC have written to Michael Gove regarding the number of houses that have been allocated by Government.

Mr Bundred commented that the LPU consultation is not easy to find and access on the WBC website, and you have to sign up to be able to access. Cllr Kaiser requested this be reported to WBC as feedback on the process.

There are 120 refugees living in a hotel in Wokingham, which WBC is dealing with.

The budget is currently being worked on. The Council is facing difficulties this year with funding various areas, it is estimated that the council will overspend by £2 million, but this will come out of contingencies. The cost of adult social care is estimated to cost £21 – 27 million, Government have allocated a grant to help, but it is nowhere near the amount needed to cover costs.

Question by Mrs Edwards – Who is paying for all the testing?

The Government have given grants to support WBC. WBC have also given grant to help support businesses.

Question on the Solar Farm. Has the solar farm been approved as the decision notice for the application has not been published? The solar farm has been approved and has not been called in by Government. It is currently with the contractor for the project, who is going through reserved matters. There will be a total of 5 solar farms in the borough, one will be Twyford way, and another will be adjacent to a solar farm owned by West Berkshire Council.

**22/007 Clerks Report**

**Land at Highlands Avenue**

No progress has been made. The Clerk has not been able to obtain a response from the Solicitors.

**Item ongoing**

**Meeting with CEO**

Item have been agreed to be included. Letter has been drafted and is to be sent to the CEO.

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**Item closed**

**Enforcement Issues**

Land by Coppid Hill House – No update recieved

The Coombes –

* Land adjacent to White Heart Grove – No updates have been received regarding these cases since the last meeting
* Plot B. – No updates have been received regarding these cases since the last meeting
* Beech Wood – No updates have been received regarding these cases since the last meeting

**Items ongoing**

**Phone box Adoption**

No further progress has yet been made.

**Item ongoing**

**Queens Platinum Jubilee**

A working group is to be set up to discuss the event and identify possible activities for the day.

**Item ongoing**

**Asset of Community Value – The Bull at Barkham**

The application has been drafted and is to be agreed by the Council.

**Item closed**

**School Road / Langley Common Road Junction**

The Road Safety Group met with WBC Highways and the issue will be looked at and assessed by Highways.

**Item Ongoing**

**Green Belt**

Decision not to support was made at the December meeting.

**Item closed**

**Litter at the Arborfield Green Rugby Fields**

A resident has copied BPC into an email sent to WBC and Crest’s Arborfield Community Team, asking for more bins around the rugby fields. WBC has responded to and met with the resident

**Item closed**

**Bus Shelter Repair**

The Clerk is obtaining quotes to have the bench at the Langley Common Road shelter repaired or replaced. A proposal to replace the bus shelters with modern shelter is being raised at the Council meeting.

**Item Ongoing**

**Trees at The Junipers (Barkham Fields) (possible CIL Project)**

The Clerk has had an email from WBC who provided an update and requested feedback regarding tree planting at Barkham Playing fields. WBC confirmed that their ecology officer has carried out a survey of the site so they can understand the current habitat and investigate how it can be improved with tree planting.

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The suggestion following the survey is to plant approx. 30 fruit trees on the site to provide a community orchard. This would be allowing for a 10m buffer around the two Jubilee oaks that are currently on the site and allow appropriate spacing between each newly planted tree. WBC would like to know if there would be an opportunity to work with Barkham Parish Council to arrange some maintenance support for the early establishment of the trees on this site?

A Teams meeting can be set up with the Clerk to discuss this in a little more detail.

**Item Ongoing**

**22/008 Asset of Community Value**

Council discussed the Asset of Community Value application and agreed to submit the application and supporting documents to WBC to re-list The Bull Public House as an Asset of Community Value.

**22/009 Finance**

* 1. **Accounts** – Proposal to agree accounts and payments for December 2021 to January 2022 LGA 1972 s150 (5)

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| --- |
| Payments for December 2021 to January 2022 for authorisation at Council meeting on 11th January 2021 |
| S/O | Staff Wages | £945.32 | January 2021 salary - LGA 1972 s111  |
| DD | Nest | £92.95 | Pension Contribution Employer & Employee – January 2021 - LGA 1972 s111 |
| DD | Plusnet | £33.60 | Internet and phone charges – January 2021 - LGA 1972 s111  |
| DD | Lloyds Bank (Credit Card) | £3.00 | Credit Card bill – December Payments£3.00 – monthly fee. – LGA 1972 s111 |
| BACS | Tivoli | £59.33 | Bin emptying – December LGA 1972 s111 |
| BACS | HMRC | £261.10 | Tax and NI payment 3rd Quarter LGA 1972 s111 |
| DD | Unity Trust | £18.00 | Quarterly Charge LGA 1972 s111 |

The transactions will be authorised by Mrs Stubbs and Mrs Edwards

* 1. **Report on Monies received**

None

* 1. **Draft Budget**

Council discussed the draft budget. The Council unanimously agreed the budget and set the precept. The precept has been set at £34.18 per Band D Household, which is an increase of 4.95%. The appropriate forms will be completed and sent to WBC by 1st February 2022.

* 1. **Village Hall Window Replacement CIL Funding Request** – Council decided to fund the replacement windows, providing the Village Hall agree to terms and conditions relating to the payment of the grant, and repayment if not spent correctly.

**22/010 Parish Office Operations**

1. **CIL Policy and Request Form**

Council reviewed a draft policy for CIL applications and a draft application form and project progress and project completion form for CIL requests by external organisations. Council decided the policy needed further review and this will be done ready for the February meeting.

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1. **Queens Jubilee Celebrations - Working Group**

Council discussed a working group, with the BVRA to organise the Queens Jubilee Celebration in June. It was agreed that Mrs Stubbs and Mrs Edwards along with the Clerk would be assigned to the working group to start planning a celebratory event for the Jubilee. All ideas etc will be reported back to Council for approval.

**22/011 Councillors Forum**

Mrs Edwards – Possible CIL idea. To update the play equipment at Barkham Fields (The Junipers).

Mrs Stubbs raised that The Junipers fields are listed as Barkham Fields at WBC, please can we start referring to The Junipers as Barkham Fields from now on to avoid confusion at WBC.

9.35 – Mrs Edwards left the meeting.

Mr Scott said that at the December meeting he had raised the issue at the level crossing, but had not been able to discuss this. He was going to return to it at the February meeting, but wanted to say today that all he is asking for is to meet with WBC Highways to discuss the issue. Mrs Stubbs supported this request, and it was agreed that they should arrange for the pair of them to meet with Highways on the council's behalf

Mrs Stubbs raised that she would like to list a crossing on Barkham Street as a project for CIL funds.

There being no further business the meeting closed at 9.47pm.