*Barkham Parish Council*

Arborfield Green Community Centre

Sheerlands Road

Arborfield

RG2 9ND

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Clerk: Mrs Ellen Tims

Annual Meeting of the Council Notice

to be held on **Tuesday 14th June 2022**

at the Studio Hall, Arborfield Green Community Centre

Commencing at **7.30pm**

**PLEASE NOTE: YOU ARE ASKED NOT TO ATTEND THIS MEETING IF YOU HAVE ANY COVID SYMPTOMS OR HAVE TESTED POSITIVE FOR COVID-19.**

**A G E N D A**

1. **To receive and accept any apologies for absence** Local Government Act 1972 Sch12,
2. **To receive any declarations of interest on items on the Agenda** (Disclosable Pecuniary Interests) Regulations 2012 (SI 2012/1464)
3. **Minutes of the Council Meeting** LGA 1972 Sch 12 para 41(1) – To approve the minutes of the meeting held on Tuesday 10th May 2022.
4. **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. If you would like to ask a specific question to be answered at the meeting, please submit the question at least 24 hours in advance

1. **Planning**:
2. **Planning Applications –** To discuss and agree any comments or objections on planning applications received before 14th June 2022. To include:

**221485** -23 Aggisters Lane, Barkham, RG41 4DW

**Householder application for the proposed erection of a single storey rear extension with 3 roof lights, including changes to fenestration and amendments to elevation materials.**

Comments by 09.06.2022 – Extension requested to 16.06.2022

**220991** - 378 Barkham Road Barkham Wokingham RG41 4DL

**Householder application for proposed single storey front extension, first floor side extension, garage conversion, erection of single storey detached garage, and changes to fenestration. A new access point for the garage.**

Comments by 12.06.2022 – Extension requested to 16.06.2022

**221608** -The Scrapyard, Highlands Avenue, Barkham, Wokingham, RG41 4SP

**Application for a certificate of existing lawful development for the erection of a building for use as an administrative office for the A1 Recycling Centre.**

Existing Lawful Certificate Notification – Not open for consultation

**221607** -The Scrapyard, Land at Highlands Avenue, Barkham, Wokingham, RG41 4SP

**Application for a certificate of existing lawful development for the use of land to store materials and equipment associated with the A1 business operations.**

Existing Lawful Certificate Notification – Not open for consultation

**221572** -Barkham Manor Farm, Barkham Road, Barkham, Wokingham, RG41 4DQ

**Householder application for the proposed construction of garden swimming pool and ancillary building with toilet, changing facilities and garden room.**

Comments by 24.06.2022

**221580** -73 Bearwood Road, Barkham, Wokingham, RG41 4SX

**Householder application for the proposed single storey rear extension, double storey side extension, raising of roof to create first and second floor habitable accommodation with 1No front three storey gable, following demolition of 2 No. chimney stacks, existing front and rear extensions and existing garage and changes**

**to fenestration.**

Comments by 28.06.2022

**221556** -23 Baston Road, Arborfield Green, Wokingham, RG2 9ZW

**Householder application for proposed single storey detached outbuilding to the rear.**

Comments by 28.06.2022

1. **Approved and Refused Applications**

**220851** - Feathercot, School Road, Barkham, Wokingham, RG41 4TP

**Application for a certificate of existing lawful development for an existing dwelling**.

Application approved notification

**220835** -30a, Barkham Ride, Wokingham, RG40 4EU

**Householder application for proposed single storey outbuilding to the rear of the property.**

Application approved notification

1. **Any Other Planning Business**

**School Road ETRO –** Council is asked to discuss the ETRO and what the next steps to take shall be.

**Local Plan Update** – Council is asked to consider the possible implications of the LPU with the change in leadership at WBC, and how the Council should proceed.

**Planning Article in the BVRA magazine** – Council is asked to consider changing the articles submitted to the BVRA for inclusion in the magazine.

**Next meeting with WBC Executives** – Council is asked to consider agenda items to be discussed at the next meeting with WBC Executives, which is to be arranged in the coming month or two.

**Instalcom** – Council is asked to receive an update on the Instalcom site.

1. **External Report –** Council is asked to receive a report from Cllr Kaiser on items relating to WBC
2. **Delegated Authority Report** – Council is asked to receive a report on decision made under Delegated Authority
3. **Clerks Report –** Council is asked to receive a report from the Clerk
4. **Review and adoption of Parish Documentation** – Council is asked to approve the policies listed below:

**Standing Orders,**

Council is asked to decide whether to approve and readopt the Standing Orders (Reviewed and re-adopted February 2021) with the amended with minor Changes,

or

whether to change the current SOs for the shorter and simpler set, as proposed by Mr Scott and Mr Bundred.

**Financial Regulations and Polices.**

Council is asked to approve the Financial Regulations (Reviewed and re-adopted November 2019)

**Operations**

Asset Register (Updated March 2022)

**Finance** Accounts and Audit Regulations 2015 s.6

Financial and Risk Assessment (Approved May 2018 Reviewed Annually)

1. **Finance**
   1. **Accounts** – Proposal to agree accounts and payments for May to June 2022 LGA 1972 s150 (5)
   2. **Report on Monies received**
   3. **Update on Tivoli payment for April** – Council is asked to note, that no payment was made to Tivoli in May for Aprils bin emptying due to the invoice not being received. The Clerk has chased this, and due to the increase, invoices have not yet been issued. The Clerk will chase again to be able to pay the 3 months outstanding in July.
   4. **Transfer of monies to Savings Accounts** – Council is asked to agree to transfer money from the Unity Trust Current Account to the Natwest and Nationwide Savings accounts, as there is high levels of monies held in the Unity Trust accounts. To ensure as much money is protected as possible Council is asked to transfer £55,000 to each of the savings Accounts held with Natwest and Nationwide.
   5. **CIL Monitoring form –** Council is asked to review and approve the CIL monitoring form for the financial year 2021-2022 for publication.
   6. **Bus Stop Replacement –** Council is asked to decide whether to replace the Bus Shelter by the Bull, and whether to look into moving of the shelter, closer to the bus stop. 2 Quotes have been received for the replacement shelter, and should the Council decide to move the shelter, extra costs may be incurred. Should Traffic Management be required to replace the shelter at either location, an extra cost may be incurred over the amount of the quote.
   7. **Parish Online Mapping Software** Local Government Act 1972 s.111 – Council is asked to consider re-purchasing Parish online Mapping Software at a cost of £237.60.
   8. **Grant to fund Refugee Welcome Event –** Council is asked to agree in principle to make a grant payment to help fund a Refugee Welcome Event.Wokingham Churches Together are planning a Refugee Welcome Event at Elms Field on the 16th July to welcome refugees and their support families to the borough. It has been suggested that they may require some grant funding from the Parishes

**By virtue of the confidential nature of the business to be contracted the press and public are to be excluded from the meeting for the next business item under Section 2 of the Public Bodies (Admission to Meetings) Act 1960. Press and public may re-enter the meeting once the business item has concluded.**

* 1. **Staff Salary Increase –** Council is asked to consider a salary increase for the Clerk of 1 Salary Scale point.

1. **Approval and signing of Parish Accounts for the Financial Year End** Internal Audit Accounts & Audit Regulations 2003 reg 2
   1. Council is asked to receive a report on the internal audit
   2. Council asked to approve the accounts for the Year End.

The Unity Trust Current Account Bank balance as of the 31st March 2022 was £ 140,829.23

The Unity Trust Savings Account Bank balance as of the 31st March 2022 was £ 75,334.39.

The Natwest Savings Account Bank balance as of the 31st March 2022 was £ 85,014.38

The Nationwide Savings Account Bank balance as of the 31st March 2022 was £85,000.00

* 1. Council is asked to approve the **Annual Governance Statement** for the Annual Audit
  2. Council is asked to approve the **Annual Accounting Statement** for the Annual Audit

1. **Parish Office Operations**
   1. **Investment Strategy –** As the Council holds over £100,000, an investment strategy is required. Council is asked to approve an investment strategy for the Parish Council Funds.
2. **Councillor Forum**



E. Tims Clerk to the Council