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BARKHAM PARISH COUNCIL

**Minutes** of the meeting of the Barkham Parish Council held on 11th April 2023 in the Studio Hall, Arborfield Green Community Centre at 7.30pm.

**Present**: Mrs Stubbs (in the Chair), Mr Scott, Mr Heyliger, Mr Dexter, Mr Barker, Mr Langford, Mr Wrobel and the Clerk.

**23/045 To receive and accept any apologies for absence** Local Government Act 1972 Sch12

Mr Bundred – Family event

**23/046 To receive any declarations of interest on items on the agenda** (Disclosable Pecuniary Interests) Regulations 2012 (SI 2012/1464)

Mr Langford declared an interest in application 230506, as it is a neighbour.

**23/047 Minutes of the Council Meeting** LGA 1972 Sch 12 para 41(1) **–**

The minutes of the meeting held on Tuesday 14th March 2023 were approved and signed as a true record. The minutes were signed by Mrs Stubbs.

**23/048 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.

None

**23/049 Planning**:

1. **Planning Applications –** Council discussed and agreed any comments or objections on planning applications received before 11th April 2023. As follows:

**221844** -Hogwood Farm, Sheerlands Road, Arborfield, Wokingham, RG40 4QY

**Application for approval of Reserved Matters pursuant to Outline Planning Consent O/2014/2179 (as varied by 181194, dated 14/11/2018). The Reserved Matters comprise details of 60. no dwellings, associated internal access roads, parking and landscaping. Details of access, appearance, landscaping, layout and scale to be considered.**

Barkham Parish Council have no comments on this application

**230606** -Honeysuckle Lodge and Pine Lodge, Commonfield Lane, Barkham, Wokingham, RG40 4PR

**Application to vary conditions 2, 4, 5, 8, 9, 12 and 13 of planning consent 203626 for the proposed subdivision of existing 3 no. pitch gypsy traveller site to provide 8 no. pitches (net increase of 5 no. pitches), with ancillary day rooms, storage buildings and parking following demolition of existing buildings. Condition 2 refers to the approved details; condition 4 to landscaping and boundary treatment; condition 5 to submission of an Arboricultural Method Statement; condition 8 to cycle parking; condition 9 to drainage details; condition 12 to a lighting scheme and condition 13 to bin storage. The variation is to change the internal road layout of the site, and to alter the wording of condition 4, 5, 8, 9, 12 and 13.**

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Barkham Parish Council have no comments on this application

**230506 -** 7 Lance Way, Arborfield, Wokingham, RG2 9YY

**Householder application for the proposed part garage conversion to create habitable accommodation.**

Barkham Parish Council have no comments on this application

**230791 -** 31 Barkham Ride, Wokingham, RG40 4EX

**Outline application for the proposed erection of 26 no. dwellings following demolition of the existing dwelling and garage. (All matters reserved except for access.)**

Barkham Parish Council have concerns over the extra traffic this development will cause. As it is in Finchampstead, the Clerk will contact the Planning Clerk at Finchampstead Parish Council to find out what comments they have on the proposal before submitting the comments for BPC.

**Revised Plans Consultation**

**230493** - 4 Japonica Close, Barkham, Wokingham, RG41 4XJ

**Householder application for the proposed erection of a two storey side extension.**

Barkham Parish Council have no further comments on this application. Their original comments still stand. Barkham Parish Council would like assurance that the neighbours’ concerns have been responded to.

1. **Approved and Refused Applications**

**223480** -Pype Hayes, School Road, Barkham, Wokingham, RG41 4TR

**Householder application for the proposed erection of single storey rear extension following demolition of 1no. existing conservatory, plus changes to fenestration to include rooflights.**

This application has been approved by WBC

**230110** -Langley Pond Farm Livery Stables, School Road, Barkham, Wokingham, RG41 4TN

**Full application for the proposed conversion of the existing equestrian barn, raising of the roof to create first floor accommodation and erection of a two storey front extension with porch canopy roof and 2 no. dormers to form 1 no. four bedroom dwelling with associated access, bin storage and parking, plus conversion and extension of existing stables to form a garage and storage, demolition of outbuildings and the temporary replacement of an existing trailer home.**

This application has been withdrawn by the applicant

1. **Any Other Planning Business**

**Arborfield Green Community Centre Survey** – WBC have sent out a survey to residents to inform the community centre design.

Council agreed a response is required to be submitted by the Council. The response will be drafted by Mr Dexter, Mr Langford, Mrs Stubbs and the Clerk and will be sent to all for approval

**23/050 Delegated Authority Report –** Council received a report on decisions made under delegated authority since the last meeting

**Finance**

**Purchase of Spare Battery for the Data Loggers and SID’s**

The Speed Watch Group made a request for an additional battery for the SID and Data Logger equipment to enable all devices to remain deployed around the parish, without the need to remove to recharge the batteries. The cost of the battery was £86.40.

**This expenditure was approved by the Chairman of council in conjunction with the Clerk.**

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**Payment for lunch for 4 councillors, the Clerk and a WBC Officer when on a visit around the Parish**

The communications group of the Council had a Parish Visit with a new Officer at WBC, and requested to buy a light lunch whilst on this visit. It was suggested a limit of £20 per person, and a total of £120, to be paid for by the Clerk using the Council Credit card.

An expenses policy to cover future expenses like this will be put to Council for consideration at the April meeting.

**This expenditure was approved by the Finance Committee.**

**Payment for printing of leaflet to inform residents of the possible purchase of The Coombes**

A leaflet was created to inform residents of the sale of The Coombes, and the Parish Councils hopes to acquire the woodlands, along with relevant background. The leaflet needed to be printed to be distributed. The cost for the printing of the leaflets was £ £149.94 and the costs is to be split with Arborfield PC as follows:

Arborfield PC £69.84

Barkham PC £80.10

The split is based on the number of leaflets required by each parish.

**This expenditure was approved by the Chairman of council in conjunction with the Clerk.**

**Payment for distribution of leaflet to inform residents of the possible purchase of The Coombes**

A leaflet was created to inform residents of the sale of The Coombes, and the Parish Councils hopes to acquire the woodlands, along with relevant background. The leaflet needed to be delivered to the residents of Barkham, and the distribution company used to deliver the magazines was proposed to be used. The cost for the distribution company to deliver the leaflets was £503.15.

**This expenditure was approved by the Finance Committee.**

**Planning**

**Ward Boundary Review Response.**

A response was drafted for the Ward boundary review, and sent to the council for approval, as it was due before the next council meeting.

**A response has been submitted.**

**23/051 Ward Councillor Report**

Mr Kaiser gave a report at the parish assembly, and only had a few items to add at the main meeting.

The District Centre Planning Application has been submitted to WBC, and will be verified and sent out for consultation soon, possibly early next week.

The change to the bin collections was voted down by Council, however the coalition in power decided not to accept the vote and the changes are due to still go ahead.

**23/052 Clerks Report -** Council received a report from the Clerk

**Land at Highlands Avenue**

No progress has been made.

**Item ongoing**

**Enforcement Issues**

Land by Coppid Hill House – No update has been received from WBC on this. The house has now been sold, and WBC are aware of this. The Clerk will contact WBC once the sale has completed for an update.

The Coombes –

* Land adjacent to White Heart Grove – No update received
* Plot B. – No update received
* Beech Wood – No update received

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**Items ongoing**

**Drainage Issues**

The Drainage Team at WBC are now aware of the well at the edge of the land and are looking into whether this is causing the flooding of the fields.

**Item ongoing**

**School Road / Langley Common Road Junction**

The road Safety Group continue to work to try to reduce the speed limit along Langley Common Road, to make the junction safer. A meeting with WBC is scheduled for April to discuss this further.

**Item Ongoing**

**The Coombes Woodland Maintenance**

This has been put on hold due to the possible sale of the woodlands.

**Item ongoing**

**Instalcom Appeal**

The Council await the inspector’s decision.

**Item ongoing**

**Next meeting with WBC Executive Officers**

The Working group has met with the Executive and some progress is being made.

**Item ongoing**

**Insight Strategy and Inclusion meeting with WBC**

BPC await the notes from the meeting, and for further meetings to be arranged.

**Item ongoing**

**District and Community Centres**

The promise by Crest to review the Community Centre option costings is yet to occur. The meeting promised for January is yet to be scheduled. The Clerk has chased, and is awaiting a response. There is now a residents survey to find out what the residents want as a community centre.

**Item ongoing**

**Solar Farm**

A contractor has now been appointed and work is due to commence later in the year. Surveys on the land are being undertaken ready for works to commence. The Liaison group is due to be created when the surveys are completed.

**Item ongoing**

**California Country Park Improvement Scheme**

No further update since the last meeting.

**Item ongoing**

**BVRA/BPC Survey**

The Survey results have been published on the BPC website. The CIL advisory committee need to meet to discuss the CIL projects suggested by the residents to see if they are feasible to take forward.

**Item ongoing**

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**23/053 Meeting with WBC Executives - Update -** Council received an update from Mr Dexter regarding the meetings with the WBC Executives.

Mr Dexter went through the timeline as to how we got to where we are now, starting back in 2019.

Progress is being made slowly. We now have a single point of contact to raise queries regarding existing issue with. Next meeting is set to take place on the 18th April 2023, with regular meetings afterwards to be arranged.

**23/054 Finance**

* 1. **Accounts** – Proposal to agree accounts and payments for March to April 2023 LGA 1972 s150 (5)

|  |  |  |  |
| --- | --- | --- | --- |
| Payments for March to April 2023 for authorisation at Council meeting on 11th April 2023 | | | |
| S/O | Staff Wages | £1085.00 | April 2023 salary – LGA 1972 s111 |
| DD | Nest | £105.44 | Pension Contribution Employer & Employee – April 2023 – LGA 1972 s111 |
| DD | Plusnet | £32.14 | Internet and phone charges – February 2023 – LGA 1972 s111 |
| DD | Lloyds Bank (Credit Card) | £334.67 | Credit Card bill – February Payments – LGA 1972 s111  £9.50 – Post Office - Stamps  £2.00 – WBC - Parking Charge  £40.04 – Switch Electronics - Speed Watch SID components  £21.24 – Tribal Signs – Litter Pick dates for signs  £149.94 – Solopress – Leaflet printing  £72.15 – The Bull – Lunch for meeting (approved by Chairman)  £35.60 – Sainsburys – Litter pick refreshments  £1.20 - Barkham Village Stores – Office supplies  £3.00 – monthly fee |
| BACS | Tivoli | £65.26 | Bin Emptying - LGA 1972 s111 |
| BACS | Rialtas | £210.56 | Accounting Software Package Subscription LGA 1972 s111 |
| BACS | Amazon | £35.74 | Printer Ink LGA 1972 s111 |
| BACS | HMRC | £323.58 | Tax and NI Payment for 4th Quarter LGA 1972 s111 |

**Note:** Council noted that the payment for the wreath had only just been made due to the RBL only just sending the bank details for payment over. The Payment was raised on Wednesday 29th March and was authorised by Mr Heyliger and Mr Bundred.

* 1. **Report on Monies received –** No monies have been received
  2. **Accounts –** Council reviewed and approved the income and expenditure Accounts as at 31st March 2023. The Clerk explained any variances and these were accepted. Council was also informed that the bank statements and reconciliations have been checked and approved Mrs Stubbs, a member of the finance committee. Mr Dexter queried the CIL income to check it was correct. The Clerk will check and report back to council via email.
  3. **WBC request to fund bus services through CIL –** Council considered the Borough Council’s request to all Town and Parish Councils for some financial help with the additional cost of contracted bus services in the borough.

For Barkham Parish Council a contribution of £8,466.12 per year for a 3 year contract period is requested. The service which the funding would contribute towards is what is currently known as the Leopard 3 service, operated by Reading Buses. The contracted journeys would be the later evening journeys and the Sunday service between Arborfield and Shinfield, all other journey would be operated on a commercial basis. The new contracts are due to commence from 1st September 2023 and run until 2nd September 2026.

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Motion to fund the service proposed by Mr Langford, this was seconded by Mr Heyliger.

Vote to fund the service – 4 For, 3 against – Motion carried.

Council agreed to fund the bus service through CIL

* 1. **VAS Connection charges and ongoing costs** – Council approved expenditure to connect a BPC owned VAS to the power supply of a lamp post on Barkham Road.

Council approved:

Connection to the unmetered electricity supply at a cost of approximately £180 (+VAT),

A street furniture licence at £47.30 (+VAT) and

The estimated costs for the electricity the unit will use at approximately £50 per year.

The costs for the licence fee and unmetered supply charges are subject to annual increases. The costs quoted are valid from 1st April 2023.

**23/055 Parish Office Operations**

**Councillor and Employee Expenses Policy** – Council reviewed and adopted a policy for Councillor and Employee Expenses.

**Thank you to retiring Councillors –** Council extended it thanks to Mr Scott and Mr Kaiser for their service to the Council.

**23/056 Councillor Forum**

Mr Dexter raised the work share after the Elections, as it needs to be considered due to low numbers of councillors.

Mr Wrobel asked of Cllr Kaiser for clarification of the bin changes and why this has not been challenged. It cannot be challenged by the councillors as the leadership over ruled and said the vote was advisory. The Constitution does not cover this, so it cannot be challenged.

Mr Heyliger raised that a CIL meeting needs to be arranged.

**23/057 Exclusion of public and press** Public Bodies (Admission to Meetings) Act 1960 S1 (2)

Council agreed that, in view of the confidential nature of the business about to be transacted, the meeting was closed to the public. The 2 residents in attendance left the meeting and the part 2 discussions began.

**Part 2**

**23/058 Minutes of previous part 2 meeting**

**23/059 The Coombes**