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BARKHAM PARISH COUNCIL

**Minutes** of the annual meeting of the Barkham Parish Council held on 9th May 2023 in the Studio Hall, Arborfield Green Community Centre at 7.30pm.

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

**23/060 Election of Chairman** Local Government Act 1972 S15(2)

Mrs Stubbs was proposed as the Chairman of the Council.

Proposed by: Mr Langford

Seconded by: Mr Wrobel

Vote – All agreed

Mrs Stubbs was duly elected as Chairman of the Council

**23061 Election of Vice Chairman** Local Government Act 1972 S15(6)

Mr Langford was proposed as the Vice Chairman of the Council.

Proposed by: Mr Heyliger

Seconded by: Mrs Stubbs

Vote – All agreed

Mr Langford was duly elected as Vice Chairman of the Council

**23/062 To receive and accept any apologies for absence** Local Government Act 1972 Sch12

None

**23/063 To receive any declarations of interest on items on the agenda** (Disclosable Pecuniary Interests) Regulations 2012 (SI 2012/1464)

None

**23/064 Minutes of the Council Meeting** LGA 1972 Sch 12 para 41(1) **–**

The minutes of the meeting held on Tuesday 11th April 2023 were approved and signed as a true record. The minutes were signed by Mrs Stubbs.

**23/065 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.

1 resident attended to put themselves forwards to join the council. Council accepted their application to join the council and they will be formally co-opted at the June meeting of the Council.

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**23/066 Co-option of Existing Councillor –** Council to co-opt Mr Mike Barker back onto the Council, after complications with nomination forms for election, and Mr Barker being on holiday and unable to correct in time to be nominated for election.

Proposed by: Mr Langford

Seconded by: Mr Dexter

Vote – All agreed

Mr Mike Barker was formally co-opted back onto the Council. All relevant forms were completed and signed, witnessed by the Clerk.

**23/067 Council Resource Issues –** Council discussed Council resource issues and decided on a solution to assist with distributing Council related work out. Council agreed to look into possibly employing another member of staff to work alongside the Clerk and take on some of the existing duties and new duties as they arise.

The Clerk will work with Mr Dexter and Mr Barker to devise a job description for the role. To assist with this the Clerk will contact the other clerks to ask if they can share any copies of job descriptions for deputy clerks etc.

**23/068 Election of representatives**

**Barkham Village Hall Management Committee –** Mr Wrobel

**BALC –** Shared amongst Councillors as and when meetings arise

**WDALC** – Has now been disbanded – This will be removed from the list

**Parish Planning Working group** – This will continue to function within the main council meeting with specific project teams appointed as and when necessary to review larger strategic applications.

**Finance Committee** – Mrs Stubbs, Mr Barker, Mr Langford and Mr Wrobel – The Finance committee will only meet when necessary to discuss the budget and precept or when the need arises. All functions of the Finance Committee will be taken to council.

**Road Safety Group** – Mr Heyliger, Mr Barker, Mr Dexter, Mrs Stubbs and 2 resident representatives - This group will also absorb the Highways group, and will include drains and greenways.

**Highways group** – Absorbed into Road Safety and will be removed from the list

**Trustees for Barkham Charity Trust** – Mrs Stubbs

**Community Liaison Group with Crest** – Mrs Stubbs and Mr Langford

**Parish/Town Forum Meetings with WBC** – Mrs Stubbs and Mr Wrobel

**Community Centre at Arborfield Green** – Mr Langford, Mr Dexter and Vacancy to be filled in June

**Parish Magazine** – Mr Stubbs, the Clerk and a vacancy to be filled in June

**CIL Advisory Committee** – Mrs Stubbs, Mr Wrobel, Mr Dexter, Mr Barker and Mr Heyliger

**WBC Climate Emergency Meetings** – Mr Wrobel

**Improving relations with WBC Working** Group – Mr Dexter, Mr Heyliger, Mr Barker and Mr Langford

Mr Wrobel offered to take on any issues regarding fly tipping and rubbish, should they arise

**23/069 Planning**:

1. **Planning Applications –** Council discussed and agreed any comments or objections on planning applications received before 9th May 2023. As follows:

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**230872** - Arborfield Green District Centre, Arborfield Green, Arborfield, Berkshire

**Application for approval of Reserved Matters pursuant to Outline Planning Consent O/2014/2280 (dated 02/04/2015). The Reserved Matters (access, appearance, landscaping, layout and scale) comprise details of a mixed-use District Centre including 200 dwellings, commercial floorspace (Use Class E), a pre-school, public open space, pedestrianised high street, and a mixed-use community centre building including cafe, associated community facilities and day nursery. New vehicular, pedestrian and cycle accesses to be provided with associated internal roads, parking, landscaping, drainage, substations, plant, bin and cycle storage.**

The Clerk is to contact Finchampstead Parish Council to see what their thoughts are on the application, the Clerk will also send the slides presented by Mr Langford at the meeting for their information.

The Council are minded to object to this application. Points and concerns raised by BPC to Crest and WBC have still not been addressed. Final comments will be agreed under delegated authority, once a response has been received from Finchampstead PC.

**230034** - Reading FC Training Ground Park Lane Finchampstead Wokingham RG404PT

**Application to modify a Section 106 Planning Obligation to allow amendments to Schedule 1 (Affordable Housing) of the Section 106 Agreement dated 30th March 2021 relating to planning permission 163547.**

Barkham Parish Council have no comments on this application

**230997** -31 Barkham Ride, Wokingham, RG40 4EX

**Full application for the temporary stationing of a sales office for a period of one year. Renewal of 213928. (Retrospective)**

Barkham Parish Council have no comments on this application

1. **Approved and Refused Applications**

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

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

This application has been approved by WBC

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

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

This application has been approved by WBC

1. **Any Other Planning Business**

**EV Charging points in Arborfield Green** – Council considered what they are able to do to get the EV charging points in Arborfield Green Commissioned by the developers. Council agreed to write to executives at WBC, who oversee the development, to ask why they have not been installed as operational and what they will do to get them commissioned.

**Solar Farm** – Mr Dexter raised that although the Solar Farm has been delayed, the Counicl need to keep track of developments and progress with the plans.

**23/070 Delegated Authority Report –** Council received a report on decisions made under delegated authority since the last meeting

**Finance**

**Upgrade of full length of Footpath BA10**

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Council had agreed to upgrade the footpath BA10, but due to the solar farm and greenway construction, agreed to only upgrade part of the path. Due to the lengthy delay that the Solar Farm Project now faces WBC contacted to ask if the Council would now like to upgrade the full path. Due to the imminent timeframe of the works commencing, a decision was needed that could not wait until the council meeting for agreement.

It was agreed that the full footpath would be upgraded using CIL funds, and the cost would be £40,300.00 including wooden path edgings, dig out to be levelled on site, plus an additional £3,900.00 if dig out needs to be removed.

**This expenditure was approved by majority of the full council.**

**Planning**

**Arborfield Green Community Centre Consultation.**

The Community Centre liaison group representatives met to discuss the consultation and submit the response.

 **A response has been submitted.**

**23/071 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 Coombes –

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

**Items ongoing**

**Drainage Issues**

The Drainage Team have repaired a broken pipe at Barkham Playing Fields and have jetted the pipe to ensure it is clear. The wetness seems to be reducing. It will be monitored and any further problems reported.

**Item ongoing**

**School Road / Langley Common Road Junction**

A meeting with WBC took place in April, The police are nor supportive of reducing the speed limit. The Road safety group will continue to push for the reduction in the limit on this road.

**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 still 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**

No further update at this time.

**Item ongoing**

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**District and Community Centres**

The Council has responded to the survey to find out what the residents want as a community centre, The planning application for the district Centre is to be discussed.

**Item ongoing**

**Solar Farm**

This has now been delayed due to issues with the National grid, possibly for as long as 11 years.

**Item ongoing**

**California Country Park Improvement Scheme**

No further update since the last meeting.

**Item ongoing**

**BVRA/BPC Survey**

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**

**23/072** **Review and adoption of Parish Documentation**

**Standing Orders,**

Council approved the Standing Orders (Reviewed and re-adopted June 2022)

**Financial Regulations and Polices.**

Council approved the Financial Regulations (Reviewed and re-adopted November 2019)

**Operations**

Council approved the Asset Register (Updated March 2023)

Council approved the Scheme of Delegation (Adopted May 2021)

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

Council approved and adopted the updated Financial and Risk Assessment (Approved May 2018 Reviewed Annually) – Updated April 2023

**23/073 Finance**

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

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| --- |
| Payments for April to May 2023 for authorisation at Council meeting on 9th May 2023 |
| S/O | Staff Wages | £1085.27 | 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) | £36.47 | Credit Card bill – February Payments – LGA 1972 s111£0.95 – Co-op – Milk£32.52 – Elesa UK – Speed watch unit parts£3.00 – monthly fee |
| BACS | Tivoli | £65.26 | Bin Emptying - LGA 1972 s111 |
| BACS | Amazon | £36.92 | Printer ink and paper LGA 1972 s111 |
| BACS | Westcotec | £4614.00 | Speed Watch Camera Kit - LGA 1972 s111 |
| BACS | Arborfield PC | £1,447.84 | BPC Share of costs for looking into purchasing The Coombes LGA 1972 s111 |
| BACS | Hampshire ALC | £1046.43 | BALC and NALC subscription fees - LGA 1972 s143 |

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Note: Clerks Wages for April 2023 was stated as £1085.00 at the April meeting, this was incorrect, and should have read £1085.27

* 1. **Report on Monies received**

£782.15 Interest from Nationwide,

£6,119.00 1st Precept payment,

£419.84 Arborfield PC – Share of costs for possible purchase of The Coombes

**23/074 Parish Office Operations**

None

**23/075 Councillor Forum**

Mr Wrobel informed the Council that the patio replacement at the Village Hall, funded through CIL, has been completed and showed the Council photos of the work.

Mr Wrobel also extended thanks to the BVRA for the celebrations for the Coronation, which was seconded by Mr Dexter. The day was a success and was well attended, at the height of the daytime celebrations, there were approximately 90 people, and for the evening Barn Dance, there were 120 people there. Mr Wrobel asked if a letter of thanks can be sent to the BVRA on behalf of the parish council for organising the day. The Clerk will draft a letter and send it out for approval.

Mr Dexter raised that it would be good to meet the new Ward Councillor for Barkham. The Clerk will contact Mr Pittock to arrange a meeting to introduce the councillors and Mr Pittock to each other.

Mrs Stubbs reported that the bracken at the Junipers was starting to grow again, and that it needs to be treated. The Clerk will contact the Tree team at WBC who had agreed that the bracken would be treated, as part of the tree planting process, to ask for them to arrange for the treatment to be applied.

**23/076 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 resident in attendance left the meeting and the part 2 discussions began.

**Part 2**

**23/077 Minutes of previous part 2 meeting**

**23/078 The Coombes**