*Barkham Parish Council*

Arborfield Green Community Centre

Sheerlands Road

Arborfield

RG2 9ND

Tel: 0118 976 2089

Email: [clerk@barkham-parishcouncil.org.uk](mailto:clerk@barkham-parishcouncil.org.uk)

Clerk: Mrs Ellen Tims

Meeting of the Council Notice

To be held on **13th June 2023**

at the Studio Hall, Arborfield Green Community Centre

Commencing at **7.30pm**

**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 9th May 2023.
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. **Co-option of New Councillor** Local Government Act 1972 S16 **–** Council to consider co-opting Mr David Williams onto the Council.
2. **Planning**:
3. **Planning Applications –** To discuss and agree any comments or objections on planning applications received before 13th June 2023. To include:

**230629** - Caldwell House, Barkham Road, Arborfield, Wokingham, RG41 4TH

**Householder application for the proposed erection of a single storey front extension, a part single part two storey part first floor side extension and a single storey rear extension with changes to fenestration and the addition of 1 no. Juliet balcony, plus the erection of a detached garage with first floor accommodation to form an annexe, following demolition of the existing detached triple garage, annexe, workshop, carport and log store.**

Comments by 04.06.2023 – Extension requested to Friday 16th June 2023

**231095** - Hogwood Farm, Sheerlands Road, Arborfield, Wokingham, RG40 4QY

**Application for the 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 258 dwellings across Parcel P10 with access via the Nine Mile Ride Extension (NMRE) and Southern Bus Loop, associated**

**internal roads, provision of Public Open Space and play areas, together with parking, cycle ways, footpaths, landscaping and sustainable urban drainage systems (SuDS). Details of access, appearance, landscaping, layout and scale to be considered**.

Comments by 10.06.2023 – Extension requested to Friday 16th June 2023

**230529** - Hogwood Farm, Sheerlands Road, Arborfield, Wokingham, RG40 4QY

**Full application for the temporary formation of a visitor’s car park, temporary formation of a SUDS drainage basin and temporary landscaping to facilitate use of units 1 and 2 as a sales centre within development phases P14 & P15 at Hogwood Farm (Reserved Matters 220175 pursuant to outline consent 181194 refers). (Retrospective)**

Comments by 16.06.2023

**223742 -** 176 Bearwood Road - **Demolition of exist Property and rebuild**

Council reviewed this application at during the council meeting in January 2023 and based on the information provided re scale etc decided to make ‘a no comment response’. Council has since learnt that there are heritage issues at stake here although the property is not listed - The NPPF requires all heritage assets to reviewed regardless of whether they are designated as such.  The house was part of the Walter estate and is in the style there-of.

Council is asked to consider if any further comments are required in light of this updated information.

1. **Approved and Refused Applications**

**230543** - 330 Barkham Road, Barkham, Wokingham, RG41 4DE

**Application for a certificate of existing lawful development for the mixed use of the building as part residential and part Beauty Salon**.

Application Approved Notification

1. **Any Other Planning Business**
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. **Finance**
   1. **Accounts** – Proposal to agree accounts and payments for May to June 2023 LGA 1972 s150 (5)
   2. **Report on Monies received**

£2,724.68 – VAT Refund

£500.25 – BVRA refund of funds from Jubilee grant (there has been an error and an overpayment of funds to be refunded back to BVRA)

* 1. **Purchase of The Coombes Woodlands – Joint with Arborfield PC**

1. Council is asked to agree to the purchase of The Coombes Woodland, using CIL funds, at a cost of £475,000, with funding from Arborfield PC, Barkham would pay £345,000 of its CIL funds for the purchase.
2. Council is asked to approve the Stamp Duty for the purchase, using CIL funds, at circa £11,500.  (This will only be payable, if we do not set up a charitable trust)
3. Council is asked to agree, that if it is deemed the best way forward, to a Charitable Trust being formed for the woodland to be transferred to for the ongoing management and protection, due to it being a joint purchase with Arborfield PC. The cost of setting up the charitable trust is £3,000
4. Council is asked to agree to the ongoing management costs of the woodlands at Circa £66,000 (including VAT) - Capital Costs for the first year will be paid for through CIL.
5. Council is asked to agree to include funding for the management of the woodlands through the Precept, which may incur a rise to the precept at a cost of Circa £36,000 (including VAT).
6. Council is asked to agree to the Solicitors fees, shared with Arborfield PC, for the purchase at a cost of £10,000.00
7. Council is asked to agree to the purchase of insurance for the woodland and for financial mismanagement insurance at a cost of circa £1,000.
   1. **CIL Monitoring form** CIL Regulations 2010 (as amended) Regulation 62A **–** Council is asked to review and approve the CIL monitoring form for the financial year 2022-2023 for publication.
   2. **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.
   3. **New Laptop Software Purchase** Local Government Act 1972 s.111 **–** Before the Clerk can purchase the new laptop, a decision is required by Council as to whether to make a one-off purchase of Microsoft Office Software, which includes Adobe Acrobat at a cost of £212.16 or whether to subscribe to office 365 at an annual cost of £123.60 per year for business, which will require a separate subscription to Adobe Acrobat at a cost of £217.56 per year. A personal subscription is available at a cost of £39 for the first year, and then a cost of £59 per annum after the initial year, which may be an option.
8. **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 2023 was £ 473,298.84

The Unity Trust Savings Account Bank balance as of the 31st March 2023 was £ 76,113.72

The Natwest Savings Account Bank balance as of the 31st March 2023 was £ 140,619.13

The Nationwide Savings Account Bank balance as of the 31st March 2023 was £140,000.00

* 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**

**Appointment of internal Auditor for Financial Year End 2023-2024 –** Council is asked to consider appointing Claire Connell as the internal auditor for the end of year financial audit.

**Proposal to merge Village Info with the BVRA magazine** – Council is asked to consider the proposal by the BVRA to merge the Parish Magazine – Village Info, with the BVRA magazine.

1. **Councillor Forum**

1. **Exclusion of public and press** Public Bodies (Admission to Meetings) Act 1960 S1 (2)

*To agree that, in view of the confidential nature of the business about to be transacted, it is advisable that the public and press are temporarily excluded and are asked to withdraw for items 14 and 15 on the agenda.*

**Part 2**

1. **Minutes of previous part 2 meeting**

To approve the Confidential Minutes of the Part 2 Meeting of the Parish Council held on 9th May 2023.

1. **The Coombes**

To receive any updates for consideration and agreement.



E. Tims

Clerk to the Council