*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 **9th January 2024**

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)

All Councillors have been granted a dispensation for the purpose of setting the budget and Precept.

1. **Minutes of the Council Meeting** LGA 1972 Sch 12 para 41(1) – To approve the minutes of the meeting held on Tuesday 12th December 2023.
2. **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 9th January 2024. To include:

**223764** - Sports and Community Infrastructure, West and East of, Princess Marina Drive, Reading, RG2 9BH **Application for approval of Reserved Matters pursuant to Outline Permission O/2014/2280 for refurbishment of existing sports facilities, erection of a new pavilion, play facilities and allotments. Re-consultation on revised plans and supporting information. Amendments to red line boundary (incorporating tennis courts), pavilion building design, sports pitch and allotment layout, car and cycle parking, design of play areas and landscaping scheme. Additional pedestrian crossing and maintenance access. As described within applicant cover letter**

Comments by 18.01.2024

1. **Approved and Refused Applications Report**

**231708** - 331 Barkham Road, Barkham, Wokingham, RG41 4DJ

**Householder application for the installation of children’s play equipment (retrospective).**

Application approved notification

**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.**

Application approved notification

**232787** - Ridgelands House, Barkham Road, Barkham, Wokingham, RG41 4TG

**(Retrospective) Householder application for the proposed erection of a Timber Treehouse Structure with A-Frame Timber Zip Line in the Rear Garden**

Application approved notification

1. **Any Other Planning Business**

Letter to WBC – Mrs Stubbs would like to propose a letter be sent to the planning department regarding changes to applications not being notified to the parish council, and officer visits not being made to neighbouring properties on planning applications. There have been several issues with this recently, and Mrs Stubbs feels the parish council should raise this with the planning department.

Council is asked to agree to a letter being drafted and sent to WBC Planning Department.

1. **Ward Councillor Report** – Council is asked to receive a report from Cllr Ian Pittock
2. **Delegated Authority Report** – Council is asked to receive a report on decisions made under Delegated Authority during December.
3. **Clerks Report –** Council is asked to receive a report from the Clerk
4. **Finance**
   1. **Accounts** – Proposal to agree accounts and payments for December 2023 to January 2024 LGA 1972 s150 (5)

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| --- | --- | --- | --- |
| Payments for December 2023 to January 2024 for authorisation at Council meeting on 9th January 2024 | | | |
| S/O | Staff Wages | £ 1262.92 | January 2024 salary – LGA 1972 s111 |
| DD | Nest | £130.43 | Pension Contribution Employer & Employee – January – LGA 1972 s111 |
| DD | Plusnet | £32.14 | Internet and phone charges – January 2024 LGA 1972 s111 |
| DD | Lloyds Bank (Credit Card) | £151.84 | Credit Card bill – December Payments – LGA 1972 s111  £3.00 – monthly fee  £5.88 – Microsoft – MS Office Subscription  £7.35 – Post Office – Posting court documents  £2.50 – WBC Car Park – Parking fee for meeting  £133.11 – Ashburnham Insurance – Increase in coverage for The coombes Insurance (to be split with Arborfield PC) |
| BACS | Tivoli | £71.78 | Bin emptying – January 2024 LGA 1972 s111 |
| BACS | Amazon | £55.42 | Printer Ink LGA 1972 s111 |
| BACS | HMRC | £611.21 | Tax and NI for October, November and December 2023 LGA 1972 s111 |
| BACS | WBC | £225.00 | Election Costs Charges LGA 1972 s111 |

* 1. **Report on Monies received**
  2. **Parish Accounting Information**
     + 1. **Income and Expenditure Report** – Council is asked to receive an income and expenditure report to date at end of December 2023.
       2. **Bank Reconciliations** – Council is informed that the bank statements and account reconciliations have been checked and agreed by Mrs Stubbs at the finance meeting held in December.
  3. **CIL Expenditure** CIL Spend Community Infrastructure Levy (CIL) Regulations 2010 (as amended)

**Fly tipping Cameras**

Council is asked to consider the final plans and proposal to install fly tipping cameras in Commonfield Lane. **Total cost of proposal for 2 years from CIL funds is approximately £20,565.00**

Council is asked to agree to waive the Financial Regulations for obtaining 3 quotes for this project, due to it being a collaborative project with WBC and the need to use the same contractors as WBC, to enable WBC to monitor the cameras.

Council is asked to agree to the installation of Cameras at the Commonfield Lane location for a minimum period of 2 years.

* 1. **New Bin Request –** A request has been made by residents for a new bin to be located at the junction of Sandy Lane and Barkham Road. WBC removed the one that was originally there, and it was well used by residents, so the Parish Council has been asked if they are able to replace it.

Council is asked to agree to the funding of the bin, subject to the Clerk obtaining quotes for a new bin and the cost of emptying the bin. The Clerk will also need to seek permission from WBC to re-site a bin in the location. This will need to be completed before the final agreement can be made.

1. **Draft Budget** LGA 1972s.41(4) **–** Council is asked to note that no changes have needed to be made since agreement in December, and that the Clerk will submit the budget and Precept to WBC as agreed at the December Meeting.
2. **WBC partnership working meetings**
   1. **Partnership working with WBC –** Council is asked to receive an update on the recent meeting with WBC to discuss ongoing issues within the parish. These include:

* The crossing at Farley Hill School.
* The crossing point on Biggs Lane at Hazebrouke Meadows
* Langley Common Road Speed Limit and School Road Junction.
* Reporting back to WBC executive on how the meetings have been going

1. **Parish Office Operations**

**Deputy Clerk Position** LGA 1972 S.112– Council is asked to review the deputy clerks position and advert. No applications have been received and the position needs to be reviewed with regards to hours and where to advertise.

Council is asked ro review and agree changes to the proposed hours of the deputy Clerk position

Council is asked to agreed to advertising in the following places:

WBC job website (Free)

Indeed job website (cost?)

Linked in Website (Cost?)

Wokingham Paper (£200 + VAT for 2 weeks)

**Biodiversity Policy** Natural Environment and Rural Communities Act 2006 S.40 – Under the Natural Environment and Rural Communities Act 2006 there is a duty on public authorities in England to have regard to conserving biodiversity as part of their policy or decision making.

Council is asked to agree and adopt a Biodiversity policy for Barkham Parish Council.

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 15 and 16 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 14th November 2023.

1. **The Coombes**

To receive any updates for consideration and agreement.



E. Tims

Clerk to the Council