*Barkham Parish Council*

Arborfield Green Community Centre

Sheerlands Road

Arborfield

RG2 9ND

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Clerk: Mrs Ellen Tims

Meeting of the Council Notice

To be held on **9th July 2024**

In Meeting Room A13, 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 11th June 2024.
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 9th July 2024. To include:

**241524** - 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 s.73 planning permission 181194, dated 14/11/2018). The Reserved Matters comprise details of 186 dwellings across Parcels P4 and P5, access via Wheat Street and Sheerlands Road, associated internal roads, parking, landscaping, footpaths, cycle ways and sustainable urban drainage systems (SuDS). Details of access, appearance, landscaping, layout and scale to be considered**

Comments by 18.07.2024

**241608** - 20 Oak Drive, Arborfield, Wokingham, RG2 9GJ

**Householder application for proposed loft conversion to create habitable space, 1 no. pitched roof rear dormer and changes to fenestration.**

Comments by 18.07.2024

1. **Approved and Refused Applications**

**241043** - 312a Barkham Road, Wokingham, RG41 4DA

**Householder application for the installation of an electric security gate. (Retrospective)**

Application Approved Notification

**223764** – Sports and Community Infrastructure, West and East of Princess Marina Dr, Arborfield Garrison, Reading, RG2 9BH

**Application for approval of Reserved Matters pursuant to O/2014/2280 for the refurbishment of the existing rugby, football, cricket pitches and tennis courts, the demolition of the existing Pavilion building and the erection of a new Pavilion building, the provision of two play areas, Multi-Use Games Area (MUGA) and allotments, with associated internal access roads, parking, landscaping, footpaths and drainage. Access, appearance, landscaping, layout and scale to be considered.**

Application Approved Notification

**240665** - 178 Bearwood Road, Barkham, Wokingham, RG41 4SH

**Full application for the proposed erection of 1 no. four bedroom detached dwelling with associated landscaping following demolition of the existing dwelling and garage.**

Application Approved Notification

**241351** - 8 Lance Way, Arborfield, Wokingham, RG2 9YY

**Householder application of proposed demolition of existing carport, followed by single storey side and rear extension.**

Application Approved Notification

1. **Any Other Planning Business**
2. **Ward Councillors Report** - Council is asked to receive reports from the Ward Councillors.
3. **Clerks Report –** Council is asked to receive a report from the Clerk
4. **Delegated Authority Report –** Council is asked to receive a report on Delegated Authority decisions made between June and July 2024
5. **Finance**
   1. **Accounts** LGA 1972 s150 (5) – Proposal to agree accounts and payments for June to July 2024 to include:

|  |  |  |  |
| --- | --- | --- | --- |
| Payments for June to July 2024 for authorisation at Council meeting on 9th July 2024 | | | |
| S/O | Staff Wages | £2,000.32 | July 2023 salaries – LGA 1972 s111 |
| DD | Nest | £198.05 | Pension Contribution Employer & Employee – July 2023 – LGA 1972 s111 |
| DD | BT | £44.72 | Internet and phone charges – June 2023 – LGA 1972 s111 |
| DD | Lloyds Bank (Credit Card) | £125.96 | Credit Card bill – June Payments – LGA 1972 s111  £3.00 – monthly fee, £5.88 – Microsoft – MS Office Subscription, £108.00 – Map printing (CWC), £4.50 – WBC Parking charge, £1.59 – Aldi – Bin Bags, £2.99 – Screwfix – Cabinet key. |
| BACS | Amazon | £5.69 | Office Stationary – LGA 1972 s111 |
| DD | Unity Trust | £18.00 | Account fee 1st quarter LGA 1972 s111 |
| BACS | HMRC | £622.87 | Tax & Ni for 1st quarter LGA 1972 s111 |
| BACS | Netwise | £528.00 | Website hosting fee LGA 1972 s142 |
| BACS | Tivoli | £311.69 | Bin Emptying Charges for April, May & June LGA 1972 s111 |
| BACS | WBC | £25,000 | CIL Expenditure – Share of Cost for California Country Park Improvement project (as agreed on 13th December 2022, when funding bid was made by WBC) Community Infrastructure Levy (CIL) Regulations 2010 (as amended) |

* 1. **Mistake on accounts for June** – Council is asked to note that an incorrect amount was listed for the CHAPS fee at the June Meeting, the fee was listed as £18 when the correct figure should have been £28.
  2. **Report on Monies received**
  3. **CIL Expenditure** Community Infrastructure Levy (CIL) Regulations 2010 (as amended) **– The Junipers Play Equipment** – Council is asked to consider the quotes sent by WBC for the replacement of the play equipment and enhancement of the play area as requested by WBC, and to select a contractor to carry out the works. WBC will then undertake the project and invoice BPC for the costs.
  4. **Change of Current Account level through Unity Trust –** Council is asked to note that due to the income received in the previous 12 months, the Unity Trust Current account level has been reviewed by Unity Trust and the level has been increased to level T2. This means that the Council will continue to pay the £6 per month account fee, but will also be charged 15p per transaction made. Based on last year’s number of transactions this may equate to an extra £20-£30 per year costs. The change comes into effect on 08.07.2024.
  5. **Parish Accounting Information**
     + 1. **Income and Expenditure Report** – Council is asked to receive an income and expenditure report for April – June 2024
       2. **Bank Reconciliations** – Council is informed that the bank statements and account reconciliations have been checked and agreed.

1. **Parish Office Operations**
2. **Coombes Woodlands**
   1. **Coombes Woodland Management Agreement with Arborfield PC –** Council is asked to approve the Coombes Woodland Management Agreement with Arborfield PC which sets out the agreement for the Council’s working together to manage the Woodlands
   2. **Coombes Woodland Committee TOR’s –** Council is asked to approve and adopt the updated Coombes Woodland Committee’s TOR’s which have been updated to reflect some items contained within the Management Agreement
3. **Approval of Completion of Probationary Period -** To review and approve the successful completion of the probationary period for the Deputy Clerk.

Council is asked to approve the successful completion of the probationary period for the Deputy Clerk and to confirm their status as a permanent employee of Barkham Parish Council.

1. **Policies**

**Safeguarding Policy** – Council is asked to review and adopt a safeguarding policy for the Council, which will inform the Coombes Woodland Volunteer Group Policy and Procedures.

1. **Wildflower Planting –** WBC have said that to be able to assist in Wildflower planting for next year, BPC need to identify where they would like the planting to be undertaken, so that the Countryside Services can best advise which department will be needed to assist with the project – If planting is to be done on highway verges, then Highways will need to be involved, if in fields or recreation areas, it will be a different department.

Council is asked to identify areas or allocate a small working group to identify where the planting is to be undertaken to progress the project with the relevant team.

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 13, and 14 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 April 2024.

1. **The Coombes**

To receive any updates for consideration and agreement.



E. Tims

Clerk to the Council