*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 **10th September 2024**

In Meeting Room A13, Arborfield Green Community Centre

Commencing at **7.30 pm**

**A G E N D A**

1. **To receive and accept any apologies for absence** Local Government Act 1972 Sch12,
2. **Co-option of new councillor –** Council is asked to agree to co-opt a new councillor onto the council.
3. **To receive any declarations of interest on items on the agenda** (Disclosable Pecuniary Interests) Regulations 2012 (SI 2012/1464)
4. **Minutes of the Council Meeting** LGA 1972 Sch 12 para 41(1) – To approve the minutes of the extra ordinary meeting held on Tuesday 21st August 2024.
5. **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 10th September 2024. To include:

**PLANNING APPEAL APP/X0360/W/24/3345713**

**240179** - Land East Of Barkham Manor, Barkham Road, Wokingham, RG41 4TH

**Full application for the proposed erection of 3No detached dwellings with detached double garages and associated access and landscape works**

Council is asked to consider approving the draft response for this appeal

**Comments by 11th September**

**PLANNING APPEAL APP/X0360/W/24/3347228**

**240343** - Land at The Scrapyard, Highlands Avenue, Barkham, Wokingham

**Full application for the erection of a footpath and 9no. street lights (part retrospective)**

Council is asked to consider a response for this appeal

**Comments by 20th September**

**242231 - The Lodge, School Road, Barkham, Wokingham, RG41 4TP**

**Householder application for the proposed addition of an enclosed porch.**

Council is asked to consider a response for this appeal

**Comments by 23rd September**

1. **Approved and Refused Applications**

**241583** - 358 Barkham Road, Barkham, Wokingham, RG41 4DL

**Householder application for proposed single storey rear and side extension, first floor infill side/rear extension, single storey front extension, erection of a side car port, plus changes to fenestration.**

Application approved notification

**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 5no. rooflights plus relocation of existing solar panels.**

Application approved notification

**241505** - 330 Barkham Road, Barkham, Wokingham, RG41 4DE

**Full application for proposed change of use of existing ground floor salon to a residential annexe, plus works to the roof and changes to fenestration.**

Application approved notification

**232621** - Land west of Limmerhill Road, Wokingham

**Outline Planning Application for up to 60No. dwellings including age-restricted housing for older people with associated public open space, landscaping, ecological enhancements, drainage and other supporting infrastructure, with access from Barkham Road. Means of Access to be considered (with Appearance, landscaping, Layout and Scale to be reserved).**

Application refused notification

1. **Any Other Planning Business**

**School Road Closure Consultation**

WBC have notified of a consultation to make the closure of School Road Permanent. Council is asked to agree a response to the consultation.

**Responses to be submitted by 22.09.2024**

**NOTIFICATION OF COMMITTEE DATE**

**222306 -** Land Adjacent to Blagrove Lane, Wokingham

**Outline application, with all matters reserved except for access, for the proposed erection of up to 350 dwellings (Use Class C3) and care home (Use Class C2), with new accesses onto Barkham Road and Blagrove Lane, landscaping and onsite SANG, following demolition of outbuildings and agricultural buildings.**

Notification of this application going to the WBC Planning Committee on 11th September at 7.oopm.

1. **Ward Councillors Report** - Council is asked to receive reports from the Ward Councillors.
2. **Clerks Report –** Council is asked to receive a report from the Clerk
3. **Delegated Authority Report –** Council is asked to receive a report on Delegated Authority decisions made between July and September 2024
4. **The Coombes – Lot 2**
   1. **Update on the Purchase of Lot 2** – Council is asked to receive an update on the progress of the purchase of Lot 2
   2. **Signing of contracts** – When ready the contract of purchase will need to be signed by the Chairman of the Council and one other Councillor, which will be witnessed by the Clerk.

Council is asked to a appoint a councillor to sign the contract of purchase alongside the Chairman of the Council.

1. **Finance**
   1. **Accounts** LGA 1972 s150 (5) – Proposal to agree accounts and payments for August to September 2024 to include:

|  |  |  |  |
| --- | --- | --- | --- |
| Payments for August to September 2024 for authorisation at Council meeting on 10th September 2024 | | | |
| S/O | Staff Wages | £2,000.32 | September 2024 salaries – LGA 1972 s111 |
| DD | Nest | £198.05 | Pension Contribution Employer & Employee – September 2024 – LGA 1972 s111 |
| DD | BT | £44.72 | Internet and phone charges – September 2024 – LGA 1972 s111 |
| DD | Lloyds Bank (Credit Card) | £183.49 | Credit Card bill – September 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. |
| DD | Unity Trust | £18.00 | Account fee 2nd quarter LGA 1972 s111 |
| BACS | Tivoli | £201.84 | Bin Emptying Charges for September LGA 1972 s111 |
| BACS | Staff Expenses | £73.07 | Mileage expenses for April to September LGA 1972 s111 |

* 1. **Report on Monies received**

£340.19 – ANPC (The Coombes Woodland Maintenance share) (received in July)

£187.51 – Natwest – Interest for July

£2568.47 – CCLA – Dividends for July

£8.50 – Resident – History Book Sale

£2508.28 – CCLA – Dividends for August

* 1. **Conclusion of Audit for YE 31st March 2024** Internal Audit Accounts & Audit Regulations 2015 - Council is notified that the External Audit for the Year Ended 31st March 2024 has concluded and the council has received and Unqualified audit report, with no action needed to be taken. The required documents have been published as required.
  2. **Share of costs for Remembrance Day parade and service** LGA 1972 s111 – Arborfield PC are starting to arrange the remembrance parade. This year the traffic management company, UKTMS, who have run the road closure etc for the last few years can no longer offer their services for free.

The quote ANPC received  is for £1,015.56 plus VAT.

Council is asked to agree to fund 50% of the cost of the road closures for the Remembrance Day parade.

* 1. **Insurance Renewal** LGA 1972 s113(1)
     1. Council is asked to review and approve the insurance policy for 2024-2025. The renewal cost is £1,572.08.
     2. Council is asked to consider whether to take out cyber protection insurance at a cost of £185.92
  2. **Purchase of Official Community Speed Watch Jackets for Members** LGA 1972 s111 **–** Council is asked to approve the purchase of official Community Speed Watch. 4 Jackets are required and cost £140.00 for the 4.
  3. **Noticeboards for Arborfield Green** LGA 1972 s111 – A resident has requested the purchase and installation of two noticeboards within Arborfield Green in the location of The Stable Café and the entrance to Hazebroucke Meadow on Biggs Lane, to enable resident to be informed of things going on in the parish.

Council is asked to consider purchasing the noticeboards, and if agreed, how many to purchase. Council is asked to note that there is a plan to install a noticeboard at the new community centre once it is completed.

If agreed, Council will need to determine if the sites suggested are suitable and gain land owners permissions for the installation(s), or identify alternative site in conjunction with the land owners (WBC or MOD).

Depending on the type of noticeboard required (considerations: mounting, material and number of display boards (1,2 or 3)), prices range from £500 to £3000 each, plus installation which is price on application.

1. **Parish Office Operations**
2. **Policies –** 
   1. **Communications Policy** – Council is asked to review and adopt a communications policy for the Council.
   2. **Speed Watch and Road Safety -** Council is asked to review and adopt policy guidelines on SID deployment
   3. **Volunteer Policy -** Council is asked to review and adopt a volunteer policy for the Council.
3. **Road Safety and Speed Watch** – Council is asked to receive an update of all the activities that the group have on and to provide additional volunteer(s) for assisting with Speed Watch activities.
4. **Wildflower Planting** Community Infrastructure Levy (CIL) Regulations 2010 (as amended) **–** 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.

Council is asked to approve the areas identified by Mr Wrobel and the Clerk, so that it can be shared with WBC and assessments etc, can commence. Costs will be identified as part of the assessments and reported back to Council for approval before any work commences.

1. **Communications from Residents** – Council has been contacted by a resident to ask for support in 2 areas.

1, Change the Byway through the Coombes to a Restricted Byway and

2, Support of placing TPO on the trees along Commonfield Lane

Council is asked to consider adding its support to the proposals of the residents.

1. **Litter in the Parish** – Council is asked to discuss the litter issues in the parish and to look at ways to tackle the issue.
2. **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 9th April 2024.

1. **The Coombes**

To receive any updates for consideration and agreement.



E. Tims

Clerk to the Council