

SULHAMSTED PARISH COUNCIL

Minutes of the meeting held on Monday 20th July at 7.30pm in The SUN Village Hall

PRESENT

Margaret Baxter – Chairman
Rosemary Sanders-Rose
Ivan Wise
Roger Ashfield
Richard Smith
Teresa Sosna
Joan Palmer

Mr Keith Chopping joined the meeting at 8.15pm.

In Attendance: Mrs Elisabeth Shaw-Brookman – Clerk

1 APOLOGIES

Apologies were received from Chris Souden.

2 DECLARATION OF INTEREST BY COUNCILLORS

None

3 OPEN FORUM

Member of the public were invited to comment on any of the items on the agenda before the meeting convened. Members of the public were reminded that declarations of interest should be made where appropriate.

Members of the public present raised concerns about the proposed solar farm at Sulhamstead Stud Farm, and the presence of deer in the public open space. The solar farm planning application would be discussed under item 7f, and it was concluded that there was nothing that could be done to deter deer from entering the public open space.

4 APPROVAL OF THE MINUTES OF THE MEETING ON 21st MAY 2015

These were approved as a true record and signed.

5 MATTERS ARISING FROM MINUTES OF 21ST MAY 2015

- a) The Clerk had been asked to purchase “dog fouling” signs for the Public Open Space and the play park area. This had not been done and the action was carried forward. **ACTION:** Clerk.

- b) The Clerk was asked to pass on a request to Thames Valley Police to hold a speed check on Sulhamstead Hill and Whites Hill. This action had not been done and was carried forward. **ACTION:** Clerk.
- c) It was agreed that there would be no road sign at the crossroads of Hollybush Lane, Sulhamstead Road and Shortheath Lane. The Clerk was asked to inform West Berkshire Council accordingly. **ACTION:** Clerk.
- d) The Chairman had requested a copy of the contract between the Parish Council and the Willink Leisure Centre.
- e) The Chairman had agreed to contact the Manager at MacDonalDs with regard to a donation towards the cost of picking up litter. This had been done but unfortunately MacDonalDs were sympathetic but unwilling to make a contribution.
- f) The Clerk had contacted Lloyds Bank to update the list of Councillors who could authorise payments.

6 LOCAL INTEREST

- a) Public Open Space – nothing to report.
- b) Website

The website continued to be well supported. The statistics for May and June were:

3421 unique visitors 6079 pages viewed
 3666 unique visitors 6125 pages viewed

The Council were pleased to note that the website was well used and was helping to serve the community.

- c) Local Roads, Signs, Weight Limits and Ufton Nerve Rail Crossing

A planning application had been received for the proposed bridge to replace the rail crossing at Ufton Nerve. The Parish Council had offered no objections but had asked the applicant to consider the approach to the bridge that were currently single track roads.

- d) Willink Leisure Centre – discussed under Matters Arising, item 5d.
- e) Litter Pickers

The Chairman reported that there was an issue with regard to the provision of insurance for the Litter Pickers. The company that had

previously supplied insurance had declined to do so on renewal due to the risks involved. The Chairman suggested that Public Liability Insurance may be the best way forward and had undertaken to obtain estimates for such insurance. **ACTION:** Chairman.

- f) St Michael's Church Yard – there was nothing to report and it was agreed that this item would be removed from the agenda at future meetings.
- g) The recent Parish Council elections had caused some confusion because of the North and South wards within the Parish, and the location of Councillors within those wards. It was suggested that the two wards should be merged and it was agreed that this should be done. The Chairman agreed to make the necessary enquiries.
ACTION: Chairman.

7 PLANNING APPLICATIONS

- a) Planning decisions taken since the last meeting were:

15/00923/HOUSE	Bankside, Jordans Lane	approved
15/01422/HOUSE	29 Normoor Road	approved
15/01302/FUL	Thames Valley Police	approved
15/01406/HOUSE	Rose Cottage	approved
15/01670/HOUSE	8 Bluebell Drive	decision awaited

- b) Firlands

The Firlands planning application had been allowed on appeal. The Council were extremely disappointed at this decision and it was agreed that the Chairman would write to West Berkshire Council to express that view. **ACTION:** Chairman.

- c) Benhams Farm

Mr Atkinson of Charlesgate Homes would be giving a presentation of his plans for the Benhams Farm site to the Parish Council on Thursday 23rd July.

- d) Ufton Nervet Rail Crossing – see minute 6c.

- e) A planning application had been received for the construction of a solar farm located at the Stud Farm, Sulhamstead. A number of members of the public attended the meeting to make clear their objections to the proposal, and the Council took note of their comments. After discussion, the Council were unanimous in the view that a strong objection should be lodged with West Berkshire Council. The chairman agreed to draft a response. **ACTION:** Chairman.

8 FINANCE

a) Account Balances, Bank Reconciliation and Pro Forman Invoices

Account Balances:	Current Account	£12,649.63
	Deposit Account	£14,654.92
	Bond	<u>£30,000</u>
	TOTAL	£57,304.55

There were no pro forma invoices presented for payment.

An up to date bank reconciliation had been sent to Councillors prior to the meeting, and there were no comments.

b) On-Line Banking – see Matters Arising 5f.

c) Budget Forecast

Estimated income and expenditure to the year end had been sent to Councillors prior to the meeting and was agreed at the meeting.

d) Audit

Mazars, the external auditors, had approved the audit it and would be displayed on noticeboards and the website when formal authority had been received. **ACTION:** Clerk

e) Financial Risk Assessment

The Auditors had required the Council to check and update the Financial Risk Assessment on an annual basis. This would be done by the Finance Committee at their meeting in early September and the risk assessment would be presented to the full Parish Council on 17th September.

f) Financial Regulations

Mr Souden had produced a draft of the updated Financial Regulations. These were awaiting the finalisation of the online banking. The Finance Committee would review these at the meeting in September and report back to the full Council on 17th September. The draft Financial Regulations were adopted as an interim measure.

9 NEW CLERK

The Chairman reported that a new Clerk had been appointed to replace Mrs Shaw-Brookman, who was leaving the area in early August. Mrs Fiona Jones would be joining the Council after a handover. The Councillors presented

Mrs Shaw-Brookman with a gift, thanked her for her excellent support and wished her and her husband well in their new life in Wales.

10 REVIEW OF POST/ANY OTHER BUSINESS

The Council had received a letter from West Berkshire Council asking their views on the proposal that the new access road to the Charlesgate Homes development of Hollybush Lane should be called 'Oakley Drive'. This was discussed and agreed.

The next meeting of the Parish Council will take place on 17th September 2015 at 7.30pm in the SUN Village Hall.

Mrs Margaret Baxter (for Mrs E Shaw-Brookman)

DISTRIBUTION

All Councillors
Clerk – Sulhamstead Parish Council
Mr Keith Chopping

3rd August 2015