

Minutes
of Sulhamstead Parish Council Meeting
held at St Mary's Parish Rooms Thursday 19th May 2016 at 6.30pm

Present: Mrs Margaret Baxter (Chairman), Mrs Rosemary Sanders-Rose, Mr Ivan Wise, Mr Richard Smith, Mr Roger Ashfield and Ms Teresa Sosna.

In attendance: Mrs Fiona Jones (Clerk)

Open Forum: Members of the Public were invited to comment on any of the items on the agenda before the meeting convened.

Declarations of Interest: Visitors were reminded that declarations of interest must be made where appropriate.

1) Apologies for Absence

Apologies were received from: Mr Chris Souden, Mr Keith Chopping and Mrs Joan Palmer.

2) Declarations of Interest by Councillors

There were none.

3) Open Forum

Mr Simon Lindley from West Berkshire Community Broadband gave an update about the project. A contract had been signed with Clarinet. Clarinet are discussing the work with Talk Talk and Open Reach. The equipment will be installed at Field Farm House and then transmitted around the village.

Mr Lindley also briefed the council on the latest status of the Spire Project. Planning permissions have been submitted and an outcome expected in June.

4) Approval of Minutes of 24 March 2016

The Minutes were approved and signed.

5) Matters arising from Minutes of 24 March 2016

Local Roads

Mr Smith had written to Councillor Chopping about number of hedges which are overgrown and potentially damaging to cars. Councillor Chopping had forwarded the email to WBC Highways Dept and an outcome was awaited.

Willink Leisure Centre

Mrs Baxter had arranged for a solicitor to review the Willink Leisure Centre Contract.

6) Local Interest

a) High Speed Broadband – covered in the open forum

b) Public Open Space

Mr Wise had had a meeting with Burghfield Scouts and agreed that they would undertake some work in the POS. Mr Wise was awaiting a date from the Scouts. **Action: Mr Wise**

c) Website

The reporting of 'real' visitors to the website had become clearer since the beginning of April, hence the reduced, but more accurate, statistics. The stats for March and April were:

4,166 unique visitors 6,713 page impressions

832 unique visitors 2,071 page impressions

a) Local Roads, signs and weight limits

A tree had been partially damaged on the green at the end of Shortheath Lane. It was agreed to appoint Bob Hirst to pollard the tree at a cost of £350. **Action: Mrs Baxter**

d) Willink Leisure Centre

The Chairman had reviewed the contract and explored the costs associated with withdrawing from the contract. Mrs Baxter will calculate the exact amount and communicate to the rest of the councillors. **Action: Chairman**

e) Land at Jordan's Lane

The owner of the land at Jordan's Lane had removed the portacabins, but building materials remain.

f) PCSO Contract and Reinstatement of Meeting

The PCSO contract had been received. Stratfield Mortimer Parish Council (SMPC) had asked for clarification on a number of points. Mrs Baxter had read the contract and was happy to proceed to signing it subject to the amendments by SMPC. A meeting with the PCSO had been arranged by Burghfield and Mortimer Parish councils for Weds 26th May, but no one was able to attend.

7) Planning Applications

a) Planning decisions taken since last meeting

16/00167/FULD – Demolition of May Cottage and replacement with 2 new dwellings.

Variations from the original approved plans had been approved by WBC.

16/00333/FULC – Single Storey outbuilding at The Oaks, Sulhamstead.

Retrospective planning permission was granted by WBC. A separate application is required for the signage currently in place

b) Benhams Farm 16/00996/OUTD

Outline application for erection of 43 x self- build/ custom built houses with associated garages and parking – matters to be considered – access. The informal position was that the planning officer would be likely to refuse planning permission, subject to further internal discussions at WBC.

c) Burghfield Park, Theale

16/01235/FUL, 16/01237/FUL, 16/01239/FUL, 16/01239/FUL

Construction of culverts under highway to enable flood alleviation and mitigation works associated with and enabled by the development of Burghfield Park (Culverts 1, 2, 3 & 4).

16/01240/OUTMAJ

Outline planning application for a residential development of up to 225 homes with associated infrastructure works, drainage works, new buildings to house sailing facilities

with associated access and parking, works to the bridge over the Kennet and Avon Canal, means of access, footways, amenity green space, landscaping and other related works. All matters reserved except access.

The developers had presented their plans to some of the councillors on 12 May. The councillors expressed concerns about the level of traffic going over the canal bridge, including buses. The application was discussed at the council meeting and it was agreed to object on the ground of concerns about the volume of traffic. **Action: Chairman**

d) Lakeside, Theale

No update

e) Home Farm, Sulhamstead 16/01117/FUL

Construction of additional silage clamp and creation of associated hardstanding. The application was discussed and no objections were raised.

8) Finance:

a) Account Balances at 31 Oct:	Current: £12,976.31
	Deposit : <u>£44,666.78</u>
	£57,643.09

An up-to-date Bank Reconciliation had been sent to the Councillors prior to the meeting.

b) Budget Forecast

Income and Expenditure to year end (2015-2016) was sent to the Councillors prior to the meeting and were approved at the meeting.

c) Audit

The Internal Auditors, Auditing Solutions, have approved the annual accounts for 2015-16. The Chairman thanked the Clerk for her hard work in preparation of the audit.

The Annual Return was approved by the Parish Councillors and signed by the Chairman and the Clerk.

The Internal Auditor's report had not been received prior to the meeting.

d) Financial Risk Assessment

The revised Financial Risk Assessment had been updated and was presented to the Council and approved at the meeting. The Chairman thanked Mr Smith for his contribution.

e) Financial Regulations

The revised Financial Regulations had been updated and was presented to the Council and approved at the meeting. The Chairman thanked Mr Souden for his contribution.

f) Long Term Investments

The application for Hargreaves Lansdown had been sent off and the Clerk was waiting for a response.

The council agreed to invest £10K in the Hargreaves Lansdown M&G Account and £30K in the Castle Trust 3 year bond. The application form needed to be completed. **Action: Chairman/Clerk**

9) Review of Post/ Any Other Business

a) Insurance

The insurance is due for renewal but the renewal had not yet been received by the Clerk. If the premium is similar to last year it was agreed not to seek alternative quotes. **Action: Clerk**

b) Planning applications are not being receive from Ufton as an adjacent parish

Investigate with WBC why SPC are not receiving Ufton's planning applications. **Action: Clerk**

c) Village Hall Committee

Mr Ashfield gave a report from the Village Hall committee meeting and passed on their thanks for the council's donation.

d) Burghfield NPD

Mr Wise enquired as to the status of the Burghfield Neighbourhood Development Plan. The Clerk agreed to contact the Burghfield clerk for an update. **Action: Clerk**

Next Parish Council Meeting

To confirm that the next Parish Council Meeting on 21 July 2016 at 7.30pm, to be held in the SUN Village Hall.

Mrs Fiona Jones (Clerk)

Distribution

All Councillors

Clerk – Sulhamstead Parish Council

Mr Keith Chopping

Notice Boards

Website