

Minutes
of the Sulhamstead Parish Council Meeting held at The Parish Room, St Mary's Church
Sulhamstead Abbots on Thursday 15 March 2018 at 7.00pm

Present: Mrs Margaret Baxter (Chair), Mr Richard Smith, Mr Roger Ashfield, Mr Ivan Wise, Mrs Liz Penston, Mrs Rosemary Sanders-Rose, District Councillor Keith Chopping.

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

Ms Teresa Sosna and Mr Stuart Stanley.

2) Declarations of Interest by Councillors

Councillor Sanders-Rose declared that Mrs F Hornblow representing SUN-E was her daughter. The Chairman declared that she was a neighbour of Mr D Taylor from Jackaways Cottage, and that she would not comment on the matter outlined in 3) below.

3) Open Forum

Mr D Taylor from Jackaways Cottage informed the Council that there is a footpath that runs through his property. He considered that people using the footpath might result in an invasion of privacy and a possible security risk, although he did acknowledge that he was aware of the footpath when he bought the property. He expressed an interest in making arrangements to have the footpath removed and he was seeking the opinion of the Council. Councillor Sanders-Rose commented that she believed the path was well used but it had been obstructed lately and as a result was not the statutory width. She also drew attention to the fact that Mr Taylor was well aware of the footpath when he bought the property. Councillor Penston asked if it was possible to divert the path but Mr Taylor replied it was not. The Chair thanked Mr Taylor for consulting the Parish Council but explained they were unable to comment until they were in receipt of a formal application for the removal of the footpath. She suggested that he followed the formal process laid out for such applications and that the Council would comment if an application was forthcoming. It was also suggested that he might ask the local community, by placing an article in the Parish Magazine, how frequently they walked this route.

Mr T Holden asked for formal permission from the Parish Council to clean the war memorial in the graveyard at St. Mary's Church, Sulhamstead Abbots and the Council unanimously agreed to grant this. The Chairman thanked Mr Holden for all his hard work within the community.

Mr V Knight spoke on behalf of Ufton Nerve Scout Group. He explained that they were trying to raise money for a camp oven. He asked for a donation towards the cost of £350 and the Chair agreed to discuss the request under item 8f on the agenda.

Mrs F Hornblow spoke on behalf of Sulhamstead and Ufton Nerve Events (SUN-E). She briefed the Council on the purpose of the charity and how money raised would be split between local organisations. She requested a donation towards a gazebo which was costed at £493. The Chairman agreed to discuss the request under item 8f on the agenda.

4) Approval of Minutes of 18 January, 2018

The Minutes were approved by the Council and signed by the Chairman. Proposed by Councillor Penston and seconded by Councillor Smith.

5) Matters arising from Minutes of 18 January 2018

Matters carried over from the last minutes were covered under the relevant sections of the agenda.

6) Local Interest

a) Public Open Space (POS)

The Chair reported that there had been a number of incidents in the POS over recent months, including vandalism to the bridge, unauthorised pruning of trees and bushes and individuals entering the POS with trail bikes. The latter was of particular concern as it was potentially dangerous to other users of the POS, particularly those with children or dogs. The Chair had discussed these incidents with Mr Wise and Bob Hirst and it was proposed to erect a fence and kissing gate to restrict access to pedestrians only. A quote of £1000 had been obtained and the Council unanimously agreed to proceed with the works. Proposed by Councillor Sanders-Rose and seconded by Councillor Wise. Councillor Ashfield suggested that there also needed to be some signage to reinforce that the POS was only for pedestrians. This was also agreed and the Chair said she would contact Councillor Stanley who had previously volunteered to create other signage for the POS. **Action: Chairman and Councillor Stanley.**

The Council discussed whether to take action against the individual who had pruned trees and bushes in the POS without permission. It was decided not to pursue the matter on this occasion.

Following the damage to the bridge by Thames Water's heavy equipment, the Chair was having a meeting with them on 20th March to discuss reimbursement of the costs, and to discuss possible further work as required in order to render the bridge safe for their equipment. **Action: Chair**

b) Website

The stats for January and February were:

1187 unique visitors 3,433 page impressions

1024 unique visitors 3,222 page impressions

The Chair, Councillor Smith and the Clerk had met with Mr Steve Hounsome who maintains the website. They had agreed some changes and as a result Mr Hounsome had made a number of improvements to the website. Councillor Smith agreed to review the work so far and liaise with Mr Hounsome to make any further changes he felt necessary. **Action: Councillor Smith**

c) Local Roads, Signs and Weight limits

Shortheath Lane

No progress had been made on the placement of CCTV equipment to record overweight vehicles crossing the canal bridge. The person responsible at WBC was on long term sick leave, so no progress was likely to be made until that staff member returned to work. **Action: Councillor Smith and Councillor Chopping**

A Councillor from Mortimer PC had asked for help with downloading data from a SID machine and Councillor Smith had agreed to look into it. **Action: Councillor Smith**

A resident had reported that there were vehicles speeding on the entrance to Shortheath Lane and had requested traffic calming. Councillor Smith noted that this area was actually in Ufton Nervet Parish and the Clerk agreed to inform Ufton Nervet Parish Council about this matter. **Action: Clerk**

The pot holes on Sulhamstead Hill had been reported by Councillor Ashfield and they had been repaired. Councillor Smith had also reported further potholes on Sulhamstead Hill which had worsened since the recent bad weather. The Chair asked the Clerk to report a number of large potholes on Hollybush Lane, just outside Burghfield Common. **Action: Clerk**

d) Household Waste and Recycling

Councillor Chopping reported that the planning application to allow the Padworth Recycling Centre to handle general waste might go before the Eastern Area Planning Committee in April or May 2018.

e) Willink Leisure Centre

No action had yet been taken with regards to the Willink Leisure Centre contract. It was agreed that the Chair would meet with the representative from WBC to discuss possible options going forwards. **Action: Chair**

f) Feedback from BALC Training

Councillor Stanley had attended a workshop on the new GDPR rules at the end of November but was not present at the meeting. The Clerk agreed to contact Councillor Stanley to request an update for the Council at the next meeting. **Action: Clerk and Councillor Stanley.**

g) Transparency Fund

The Council had been successful in receiving a grant to purchase a laptop in order to meet new Transparency Rules. Further expense was required to purchase a warranty and software and this was unanimously agreed by the Council. **Action: Clerk**

7) Planning Applications

a) Planning Decisions

17/03484/HOUSE 57 Normoor Rd., Burghfield Common

First Floor front extension and the construction of a 2 bay garage with home office above. The application was withdrawn.

17/02578/RESMAJ Firlands, Hollybush Lane, Burghfield Common

Approval of reserved matters following outline permission 14/01730/OUTMAJ (Appeal reference APP/W0340/A/2228089)-Erection of 90 dwellings with vehicular access to Hollybush Lane and associated public open space, landscaping and drainage work. Matters seeking consent: Appearance, Landscaping, Layout and Scale.

The application was approved.

Appeal Ref: APP/W0340/W/16/3152933 Benhams Farm, Hollybush Lane, Burghfield Common

Outline application for the erection of 43 x self build/custom build houses with associated garages and parking. The initial application was for access.

The appeal was dismissed and no costs were awarded to the appellant.

17/03381/CERTP 5 Abbots Road, Burghfield Common

Certificate of Lawful Development for a single storey rear extension.

The application was considered lawful.

b) New Applications

18/002936/LBC2 TVP Training Centre, Sulhamstead

Various refurbishment works including internal, external, mechanical and electrical works. The application was discussed and no objections were raised.

8) Finance:

a) Account Balances at 28 February, 2018:	Current: £ 43,613.57
	Deposit: £ 4,678.43
	Investment: £10,000.00
	Bond: <u>£0</u>
	£58,292.00

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

b) Budget Forecast

Income and Expenditure year to date were sent to the Councillors prior to the meeting and were approved at the meeting.

c) Bond

The Chairman confirmed that £25,000 had been invested in a 32 day notice savings account with Lloyds Bank, with a variable interest rate that tracked the bank base rate, currently 0.57%.

e) Community Infrastructure Levy (CIL) 2017/18

There was a discussion about possible projects that might benefit from CIL funds. There was some discussion and uncertainty about the type of projects that would qualify for such funds. Councillor Penston agreed to investigate further with WBC. Any decisions regarding allocation of the funds were postponed until this information was available at the next meeting. **Action: Councillor Penston**

f) Donations

A request from Charlotte Messer was declined. Action: Clerk to inform Miss Messer.

SUN-E – it was agreed to wait until further information about CIL had been obtained before deciding on a grant. SUN-E had also applied to UNFAC for a donation and the outcome of that request was also awaited.

Ufton Nerve Scouts - £150 donation was agreed.

Tadley CAB - £100 donation was agreed.

9) Review of Post/ Any Other Business

Litter picking

There had been an issue with one litter picker and it was agreed to terminate their contract. It would be necessary to re-advertise the post. **Action: Clerk**

The amount of litter and how quickly it returns after litter picking was discussed. Mr Holden suggested that signage may be a solution, but the Council did not feel this would be effective in the long run. The lack of public dustbins was discussed and it was agreed to look into having a litter bin and a dog waste bin installed near the village hall. **Action: Clerk**

GDPR

The Clerk informed Councillors that there might be some actions required to ensure the Council was compliant with the new legislation. It was suggested that a questionnaire be completed on the ICO website to determine what action might need to be taken. **Action: Clerk**

Next Parish Council Meeting

To confirm that the next Parish Council Meeting will be on Tuesday 15th May, 2018 at 7.00pm, to be held in the Parish Room, St Mary's Church, Sulhamstead Abbots.

Mrs Fiona Jones (Clerk)

Distribution

All Councillors

Clerk – Sulhamstead Parish Council

Mr Keith Chopping

Notice Boards

Website