

Minutes
of the Sulhamstead Parish Council Meeting held at
the Sulhamstead and Ufton Nerve Village Hall,
on Thursday 21st March 2019 at 6.30pm

Present: Mrs Margaret Baxter (Chairman), Mrs Liz Penston, Mr Ivan Wise, Mr Roger Ashfield, Ms Teresa Sosna and District Councillor Keith Chopping

In attendance: Mrs Elle Gibbons (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

Mrs Rosemary Sanders-Rose. Mr Richard Smith was absent from the meeting as he was attending the Theale Neighbourhood Action Group on behalf of the Parish Council.

2) Declarations of Interest by Councillors

There were none.

3) Open Forum

There were 4 members of the public present.

Mr J Duffield attended the meeting with two items to discuss. Mr Duffield asked for an update on the speeding issue on Reading Road, which is a matter he has raised at previous meetings. The Chairman informed Mr Duffield that a SID machine had been placed in Burghfield on the Reading Road close to the Post Office. The Chairman had liaised with the Clerk at Burghfield Parish Council who agreed to share the data collected with Sulhamstead Parish Council, this would be evaluated when it was available.

The second item Mr Duffield discussed was with regard to the NAG meeting which he had attended on 13th March. During the meeting it was reported that there was a recent incident in another parish and Mr Duffield expressed his concern at the lack of police involvement with regards to this incident. It was noted that the police representative at the NAG meeting had been made aware of the matter.

Mr T Holden, employed by Sulhamstead Parish Council as a litter picker, attended the meeting to ensure the Parish Council had suitable insurance in place for his litter picking role. This was confirmed by the Chairman.

Mr Holden also wanted to make the Parish Council aware of the 'Community Clean Up Day' which would take place on Saturday 27th April 2019. Members of the public would be invited to a community clean up in Sulhamstead and Ufton Nerve. Mr Holden requested permission to put up posters advertising this event. There were no objections and the request was accepted. The Chairman agreed to contact Mr Holden separately with regard to cleaning up the field adjacent to Shortheath Lane. **Action: Chairman**

4) Approval of Minutes of 17 January, 2019

The Minutes were approved.

5) Matters Arising from the Minutes of 17 January, 2019

WBC had responded to the Clerk about the issue with parked cars at the junction of Hollybush Lane and Abbots Road. The request to extend the yellow lines outside the Firlands development had been declined on the basis that there were already parking restrictions in place. The Parish Council expressed concern at this and Councillor Chopping agreed take this up with the Highways Department. **Action: Councillor Chopping**

The Chairman had previously contacted the Highways Department regarding a small footpath marker to go on Jacques Lane by the lane leading to Jackaways Cottage. The Highways Department recommended contacting the Footpath Department. The Chairman had done this and had not yet received a response. Councillor Chopping agreed to follow this up.

Action: Councillor Chopping

6) Local Matters

a) Public Open Space (POS)

i. Tender for Maintenance Contract

As the current maintenance contract had exceeded its 3-year contract, the POS maintenance contract had been put to tender to five different companies. After consideration, Sulhamstead Parish Council contracted HGS Sheffield to undertake the maintenance contract for the POS and Acorn Gardens. The company had already carried out the agreed initial 'tidy up'. The formal maintenance contract was due to commence on 1st April 2019, but it was agreed that it should start with immediate effect. The Council noted that there would still be a requirement to pay the current contractor, Mr Hurst, for March. The Council were due to go to tender for maintenance of 'The Triangle' on Shortheath Lane, However, Councillor Chopping agreed that he would undertake the mowing of the area as required. **Action: Councillor Chopping**

ii. Update on Traveller Incursion

The main gate into the field owned by Mr Brakespear had been badly damaged when the travellers gained access to the land at the end of last year. A new gate had been installed recently and the Parish Council had been informed that the cost of the gate had kindly been donated by Reading Gospel Hall Trust who supplied and fitted the gates as part of a community help project.

iii. The rubbish left by the Travellers was still in the field owned by Mr Brakespear. To date the owner had expressed no interest in having the rubbish cleared away. It was agreed that the Parish Council should investigate the possibility of the litter being professionally removed, and also if the Reading Gospel Hall Trust would be happy to donate towards this.

iv. Update on Fencing Repairs

Once the boundary lines of the POS had been confirmed, the Parish Council would replace the fence with a robust alternative, outlining a proper boundary line for the POS.

v. Firlands

Miller Homes had contacted Burghfield Parish Council requesting that they consider taking over ownership of the Public Open Space in the Firlands development.

Burghfield Parish Council had advised Miller Homes that the Firlands development was actually in the Parish of Sulhamstead, and that they would not consider the request until Sulhamstead Parish Council had been consulted and given the option to take ownership of the land in question. To date no request had been received from Miller Homes.

b) Local Roads

i. Reading Road – Speed Signs

Mortimer Parish Council were currently purchasing a SID with their CIL funds and had offered the Parish Council use of it upon request. The Clerk agreed to liaise with Mortimer Parish Clerk to arrange this in due course. **Action: Clerk**

c) Litter Pickers

The Parish Council noted that there was a vacancy within the Parish for a Litter Picker. It was agreed that this would be advertised immediately. **Action: Chairman**

d) Willink Leisure Centre

The Chairman and Councillor Wise would be attending the next Leisure Centre Committee meeting. The date of the next meeting had not yet been agreed. **Action: Chairman and Councillor Wise**

e) Salt Bins

The Parish Council had received a request for a salt bin in Bluebell Drive. It was agreed that the request would be assessed before next Winter. **Action: Chairman and Councillor Wise**

f) Telephone Box

Sulhamstead Parish Council were currently awaiting a formal request from Burghfield Parish Council to take responsibility for the Telephone Box on Abbott's Road. The request would be considered once a formal request had been received.

7) Planning Applications

a) Planning Decisions

19/00128/HOUSE, 10 Three Firs Way, Sulhamstead

Planning permission was granted.

18/03149/FUL, Benhams Farms, Burghfield Common

Planning permission was granted.

18/02188/HOUSE, Pinecroft, Sulhamstead

The appeal was allowed and planning permission granted for the erection of a side extension and creation of first floor living accommodation.

b) New Applications

19/00128/HOUSE, 10 Three Firs Way, Burghfield Common

No objections

19/00247/COMIND, Sulhamstead Cricket Club, Sulhamstead

No objections

c) Hollytree House, Shortheath Lane, Sulhamstead

It has been reported that a new paved driveway had been installed at the entrance to the property immediately adjacent to Holly Tree House on Shortheath Lane. However, there was no history of a planning application granting permission for a new entrance in that location. The Chairman agreed to contact the owners of the house requesting to see all planning permissions granted.

8) Finance

a) Account Balances at 28 February, 2019:

Current Account:	£56,312.10
Deposit Account:	£4680.79
Investment:	£10,000.00
Notice Account:	<u>£25,165.93</u>
	£96,158.82

b) Update on Separation of Council Funds

Three separate bank accounts had been set up with Unity Trust to separate the Council funds into General Funds, CIL Funds and POS Funds. The next step would be to transfer all funds from the Lloyd's account into the new Unity Trust accounts as previously agreed.

Action: Clerk

c) Community Infrastructure Levy

A newsletter was due to be circulated to residents to inform them about a number of issues, including CIL funding. The aim was to seek suggestions on possible community projects that might benefit from CIL funds. Councillor Wise had requested feedback on the draft newsletter and would make necessary amendments ready for circulation in May. The issue of CIL funding would also be included in the Parish Magazine. **Action:**

Councillor Wise

9) Donations

a) West Berks Library Services

This request would be considered at the end of the financial year.

b) West Berkshire Heritage Forum

This request would be considered at the end of the financial year.

c) Willink Leisure Centre

This request would be considered at the end of the financial year.

10) Review of Post/ Any Other Business

The Clerk had contacted WBC Highways Department regarding the possible extension of white lines outside the Parish Church. This request was declined and the Parish Council agreed this should be passed to the church.

Councillor Wise had previously contacted the website manager, and reported that the website was out of date and in need of work to make it more relevant to residents. The Chairman offered to meet with Councillor Wise on a monthly basis to review website information to ensure it was up to date. **Action: Chairman and Councillor Wise**

Councillor Sosna raised the matter of the continued comments being made on the Facebook page of the Burghfield Common Settlement Residents Action Group. Of particular concern was

the fact that the comments were incorrect and were presented as fact, rather than personal opinion. After some discussion it was agreed to continue to monitor the situation, but not to take any further action at the present time.

Next Parish Council Meeting

The Chairman reminded Councillors that the next meeting would be the Annual Meeting, followed by the Parish Council meeting. This would take place on Thursday 16th May 2019 at 6.00pm, and would be held in the Parish Rooms, St Mary's Church, Sulhamstead Abbots. The Chairman also reminded Councillors that the Chair and Vice Chair of the Parish Council would be elected at the next Annual Meeting. She requested that any Councillor wishing to be considered for election to either post should inform the Clerk at least two weeks before the meeting.

Mrs Elle Gibbons (Clerk)

Distribution

All Councillors

Clerk – Sulhamstead Parish Council

Mr Keith Chopping

Notice Boards

Website