

Minutes
of the Sulhamstead Parish Council Meeting held at
the Sulhamstead and Ufton Nerve Village Hall,
on Thursday 16th May 2019 at 6.30pm

Present: Mrs Margaret Baxter (Chairman), Mrs Rosemary Sanders-Rose, Ms Teresa Sosna, Mr Roger Ashfield, Mr Peter Prewer, Mrs Diane Woodward

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

Apologies were received from Mr Ivan Wise, Mrs Liz Penston and Mrs Fiona Jones.

The Chairman expressed her thanks to Mr Richard Smith who had recently stepped down from the Parish Council. Mr Smith had served as Vice Chairman and Councillor for many years, and had contributed a great deal to the local community.

The Chairman also recorded her thanks to Mr Keith Chopping, who had represented the District Council for many years.

2) Declarations of Interest by Councillors

The Chairman and Councillor Sanders-Rose declared an interest in planning application 19/00895/FULD, The Old Manor, Sulhamstead.

3) Open Forum

There were 4 members of the public present.

All members of the public present; Mrs J Taylor, Mr B Taylor, Mrs E Strike and Mr I Clarke, had attended to express their concerns about planning application 19/00709/FULD, 57 Normoor Road, Burghfield Common.

Mr Clarke explained that various planning applications had been submitted for this area of land in previous years. Residents were concerned that the latest application to develop a single storey dwelling had not addressed the previous concerns with regard to the trees that were subject to Tree Protection Notices, or the over development of the site and the increased traffic that would ensue. There was also an issue with groundwater flooding in the area. The Chairman explained that the Parish Council could only comment on planning matters and that the application would be discussed and the Council would agree their response. If necessary, a site visit would be arranged, although the Parish Council had visited the site on two previous occasions.

4) Approval of Minutes of 21 March, 2019

The minutes were approved and signed as a true record.

5) Matters Arising from the Minutes of 21 March, 2019

There was an outstanding action regarding 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 Mr Chopping had previously agreed to take this up with the Highways Department. The Chairman agreed to follow this up with Mr Chopping. **Action: Chairman**

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. Mr Chopping had previously agreed to investigate. The Chairman agreed to follow this up with Mr Chopping. **Action: Chairman**

The 'Community Clean Up Day' held on Saturday 27th April had been a very successful event with 50 bags of litter collected. The Chairman expressed her thanks to Mr Holden for organising the event.

Mr Chopping had previously agreed to undertake to cut the grass on 'The Triangle' on Shortheath Lane. The Chairman wanted to record her thanks to Mr Chopping for carrying out the maintenance as promised.

The Chairman had contacted the property owner of Hollytree House, Shortheath Lane, Sulhamstead, requesting to view the planning approval for a driveway that had been recently installed on the property. To date there had been no response from the property owner. The Chairman agreed to follow up. **Action: Chairman**

6) Local Matters

a) Public Open Space (POS)

i. Update on Traveller Incursion

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. A local resident had contacted the Parish Council to offer a donation towards the cost of clearing the field. This was noted but it was agreed that as the litter was on private land, there was nothing further that the Parish Council could do to resolve the problem.

ii. Update on Fencing Repairs in the POS

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.

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**

The Council had received an email regarding SID training which was being offered by WBC. It was agreed the Chairman would forward this information to Mr Duffield who had shown interest in the training at a previous meeting. **Action: Chairman**

ii. Local Lanes – Possible reduction in the National Speed Limit

Councillor Sosna expressed her concerns about the general problem of speeding in the lanes in and around the Parish. Most of the roads in question were subject to the national speed limit of 60 mph. Given that a lot of the lanes are narrow or single track, this was considered to be dangerous. Councillor Sosna agreed to investigate the possibility of having the speed limit reduced to 30 mph. **Action: Councillor Sosna**

c) Litter Pickers

The Parish Council have filled the vacancy for a Litter Picker.

d) Fly Tipping

A resident had reported litter that had been fly tipped in Sulhamstead Abbots. The rubbish had contained personal information relating to the origin of the rubbish. This had been reported to Pangbourne Police who had shown no interest. Councillor Sosna advised the litter had been removed and a member of WBC had retrieved the personal information mentioned and would be investigating further action. The Chairman agreed to draft a letter to Pangbourne Police expressing disappointment at their lack of interest in the complaint.

7) Planning Applications

a) Planning Decisions

16/01239/FUL, Burghfield Sailing Club, Sulhamstead

Appeal to be resumed 13th May 2019.

17/02725/FUL, The Spring Inn, Sulhamstead

Application had been withdrawn.

19/00509/CERTE, Field Farm House, Sulhamstead

Application had been approved.

19/00851/PASSHE, 15 Bluebell Drive, Burghfield Common

The existing development had been deemed lawful by the Planning Department, who confirmed that no further approval would be required.

b) New Applications

19/00522/FULD, Fairfield, Burghfield Common

No objections

19/01005/LBC2, Moathouse Cottage, Sulhamstead

Awaiting comments

19/00709/FULD, 57 Normoor Road, Burghfield Common

Awaiting comments

19/00895/FULD, The Old Manor, Sulhamstead

Awaiting comments

19/01126/HOUSE, Canal Cottage, Sulhamstead

Awaiting comments

19/01135/HOUSE, Wilderness, Burghfield Common

Awaiting comments

19/01143/HOUSE, 21 Woodmans Lane, Burghfield Common

Awaiting comments

19/01145/HOUSE, 50 Acorn Gardens, Burghfield Common

Awaiting comments

8) Finance

a) Account Balances at 30 April, 2019:

Current Account:	£62,402.52
Deposit Account:	£4,681.16
Investment:	£10,000.00
Notice Account:	<u>£25,187.71</u>
	£102,247.39

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. The Chairman suggested using some of the CIL funds to setup a website dedicated to Sulhamstead Parish Council. The Chairman agreed to investigate this further and this would be discussed again at the next meeting. **Action:**

Chairman

d) Internal Auditor's Report

The Internal Auditor had concluded that the Council had maintained adequate and effective internal control arrangements. Subject to some minor issues noted, the Internal Audit Report was signed in the AGAR providing positive assurance on each of the control areas. The Chairman agreed to circulate the report to Councillors for information.

The Chairman proposed that the Council adopt the report. This was seconded by Councillor Sosna and unanimously agreed by the Council. Councillors thanked the Clerk for her hard work in preparing for the Audit.

9) Donations

a) West Berks Library Services

This request would be considered at a later date once further information regarding the proposal for a 'Hub' in Burghfield was available.

b) West Berkshire Heritage Forum

It was agreed that a donation would not be given to West Berkshire Heritage Forum.

c) Willink Leisure Centre

It was agreed that a donation would not be given to Willink Leisure Centre.

10) Review of Post/ Any Other Business

The Parish Council had been approached by Charity Scope, who were exploring potential locations to install a Textile Bank. It was agreed that there were already sufficient textile recycling banks in the Parish and surrounding area, and that there was not a suitable location to site an additional textile bank. The Clerk agreed to pass this information on to Charity Scope. **Action: Clerk**

Next Parish Council Meeting

The next meeting would take place on Thursday 18th July 2019 at 6.30pm, and would be held in the Parish Rooms, St Mary's Church, Sulhamstead Abbots.

Mrs Elle Gibbons (Clerk)

Distribution

All Councillors

Clerk – Sulhamstead Parish Council

Website

Notice Boards