

**Minutes**  
**of the Sulhamstead Parish Council Meeting held at**  
**Sulhamstead and Ufton Nervet Village Hall on Thursday 27<sup>th</sup> January 2022 at 7pm**

**Present:** Mrs Margaret Baxter (Chair), Mr Ivan Wise, Mrs Fiona Jones, Mrs Liz Penston, Mrs Diane Woodward, Mrs Rosemary Sanders-Rose, Mr Pete Prewer

**In attendance:** Elle Gibbons (Clerk)

**1) Apologies for Absence**

Apologies were received from Ms Teresa Sosna and Mr Ross Mackinnon

**2) Declarations of Interest by Councillors**

There were none.

**3) Open Forum**

There were no members of the public present.

**4) Approval of Minutes of 18<sup>th</sup> November 2021**

The minutes were approved as a true record.

**5) Matters arising from Minutes of 18<sup>th</sup> November 2021**

The Chair reported that St Michael's Graveyard had been tidied and the cost for the tidy up had been shared between the Parish Council and the PCC. This would be the arrangement going forward.

Councillor Jones had offered siting of the SID Machine owned by Ufton Nervet Parish Council at Sulhamstead Hill and Reading Road to collect speed data in 30mph zones. The Parish Council accepted this offer. Councillor Jones would provide an estimate of the costs. **Action: Councillor Jones**

The Parish Newsletter would be created and distributed in Spring. **Action: Councillor Wise**

**6) Local Matters**

**a) Public Open Space (POS)**

**i. Electricity Poles**

Councillor Wise would find out the electricity pole number, once received the Clerk would raise an application for the electricity pole moneyback scheme. **Action: Clerk and Councillor Wise**

**b) Litter Picking**

**i. Recruitment of Litter Pickers**

Applications had been reviewed and interviews would be scheduled imminently. **Action: Chair and Councillor Wise**

**ii. Duke of Edinburgh – Litter Picking Activity**

Councillor Jones was approached by a local resident who wished to carry out voluntary litter picking as contribution towards their DoE Bronze award. The Parish Council would be happy to accommodate this request on the basis that the individual undertook the litter picking at their own risk as they would not be covered by the Parish Council insurance. They would also be required to wear a high visibility jacket, gloves and use a litter picker. Councillor Wise would respond accepting the request outlining details of the agreement.

**Action: Councillor Wise**

**c) Burghfield Park**

**i. Dog Waste Bin Request**

The Parish Council agreed in principle. A quote would be obtained. **Action: Clerk**

**ii. Salt Bin Request**

The Parish Council agreed in principle. A quote would be obtained. **Action: Clerk**

**7) Website**

The Parish Council finalised the decision on a website provider. The current website provider would be notified that the existing contract would be terminated. **Action: Councillor**

**Woodward**

Councillor Wise suggested all Councillors provide a new biography and photo for the website.

**Action: All Councillors**

**8) Sustainability Group / Greening Campaign**

Councillor Jones had scheduled a public meeting for Wednesday 16<sup>th</sup> February for the Greening Campaign initiative. Councillor Jones was awaiting delivery of leaflets, these would be delivered within the Parish to promote the upcoming meeting and Greening Campaign.

**Action: Councillor Jones**

**9) Speeding Review**

Councillor Sosna had raised concerns over national speed limit areas in Sulhamstead and had contacted Highways Department. In order for the Highways Department to review the roads in question, evidence was required to prove there was an issue with motorists speeding.

**10) Donations**

The Parish Council had received a donation request from West Berkshire Library service. The Chairman suggested a donation of £200 and the Council agreed. The Clerk would inform the West Berkshire Library service of the donation. **Action: Clerk**

Councillor Jones requested a donation be considered for the Greening Campaign.

**11) Planning Applications**

**a) Planning Decisions**

**21/03005/HOUSE, 9 Reading Road, Burghfield Common**

Granted – January

**21/02735/FUL, Land at Junction Of Hollybush Lane, Shortheath Lane, Sulhamstead**

Refused – January

**21/01835/FUL, Jackaways Cottage, White House Green, Sulhamstead**

Withdrawn from Eastern Planning Committee – January. The application would be considered at a later date.

**21/02024/PIP, Land at Firlands Farm, Hollybush Lane, Burghfield Common**  
Refused – November

**b) New Applications**

**21/03256/RESMAJ, Lakeside, The Green, Theale**  
The Parish Council would respond to this application.

**12) Finance**

**a) Account Balances at 31<sup>st</sup> December 2021:**

General Account: £ 19,285.56  
CIL Account: £ 58,793.44  
POS Account: £ 41,219.74

**b) Review of Reserves**

The Finance Committee had reviewed the budget for 2022/23 in order to make an application for precept funds by 31<sup>st</sup> January 2022.

Spending for 2021/22 was currently under budget with a carry over. The Chairman suggested transferring £10,000 of the remaining budget to the Public Open Space Account to increase the funds available for the POS. This was on the basis that the POS account received no additional funds from any other source. The Parish Council agreed. The Clerk would complete the transfer at the end of the financial year when the 2021/22 had been finalised. **Action: Clerk**

The Finance Committee predicted an increase in costs associated with St Michaels Graveyard, this would be reflected in the 2022/23 budget.

A line for Defibrillator and Greening Campaign would be included in the budget due to predicted spending in 2022/23.

The Council had yet to review and agree donations for the year, this would be discussed at the next SPC meeting.

The Council agreed to the recommendations and to maintain a precept of £19,000 for the financial year 2022/23. **Action: Clerk**

**13) Review of Post/Any Other Business**

The Parish Council had a vacancy for 2 Councillors. It was agreed the process would be followed to advertise these vacancies. **Action: Clerk**

**Next Parish Council Meeting**

The next meeting would take place on Thursday 24<sup>th</sup> March 2022 at 7pm, to be held at Sulhamstead and Ufton Nervet Village Hall.

**Mrs Elle Gibbons (Clerk)**

**Distribution**

All Councillors

Clerk – Sulhamstead Parish Council

Website

Notice Boards

District Councillor Mackinnon