



Present: Cllrs Clint, Starkey, Stevens, McIntosh, Murphy, Strong, Hughes & the Clerk.
Also Present: Paul Edwards, Architect. 2 members of the public
Absent: Cllrs Picken & Kaiser

In the absence of Cllr Picken, the Parish Council Chairman, the meeting was chaired by the Parish Vice Chairman, Cllr Clint.

132/20 To receive and accept any apologies for absence – Cllrs Picken and Kaiser. Borough Councillor Cowan

133/20 To receive any declarations of interest on items on the Agenda - None

134/20 Minutes of the Full Council Meeting – to approve the minutes of the meeting held on Tuesday 10th December 2019 – the minutes were read, approved and signed as a true record by Cllr Clint.

It was agreed to hold agenda item 136/20 at this point in the meeting

136/20 Public Participation (allotted time - 15 minutes) – June Durant attended to explain about the Geology trail which was at the Coombes School and her ideas to use the boulders, which are now laid flat in the Coombes School grounds, to create a trail around Arborfield for residents to see on the footpaths etc. June is also writing the history of the school and is arranging a meeting with the head teacher. June asked for the Parish Councils support. It was explained that the Parish Council doesn't have funds for such a project as it would be very costly to move the boulders and would need to see a more detailed proposal in order to support it. June and Barry were thanked for attending.

June Durant and Barry Salter left the meeting

135/20 Pavilion extension/refurbishment – to discuss initial drawings by Paul Edwards Architecture – Paul circulated the initial drawings to all, which were looked upon favourably. The idea of a new hall area, which the pre-school would be based in, and a new Parish Office and storeroom were fully supported with the existing building being modified to provide updated changing and shower area for sports provision, whilst keeping the space suitable as a meeting room. A brief discussion was held around a couple of the internal walls, which can be finalised at a later date. Proposed by Cllr Starkey, seconded by Cllr Clint all agreed the initial drawings are to be put forward for planning approval and to commission a bat survey. Paul was thanked for his time and ideas.

Paul Edwards left the meeting

136/20 Public Participation (allotted time - 15 minutes) – held earlier in the meeting

137/20 Clerks Report –for information only

- No further progress made with the Heritage Officer at WBC regarding the Conservation Area.

- The War Memorial was installed 100 years ago. An article about it will be in the February/March issue of the Arborfield News.
- Declaration of Office form needs to be signed by Cllr Clint. This was done during the meeting.
- WBC are trying to solve some of the problems at Poperinghe Way. A bund has been built to prevent cars parking on the grass verge by the entrance to Old Wokingham Lane. The street lighting is to be repaired and CCTV cameras installed.
- The Councils response has been submitted to WBC regarding the new primary school.
- The Citizens Advice Bureau have set up an Advice Task Force thanks to funds received from the National Lottery Community Fund, who are aiming to visit each Parish twice. They are holding a pop-up advice session in Arborfield Village Hall on Wednesday 22nd January between 10am and 1pm.
- An Executive Committee meeting is due. Can the Executive members attend a meeting if it were held on Tuesday 9th February? Not a suitable date. Clerk to circulate other dates.
- A considerable number of cars are being parked in and around Baird Road. They are all to do with a car selling/export business. The Police have all the number plates and are following it all up.
- WBC has funding for cutting back foliage and the edges of footpaths. The path on the A327 between the Bull pub and Pudding Lane Nursery and the path from the Coombes School along School Road have both been put forward as requiring attention.
- Climate Emergency Action Plan briefing – Civic Offices, Thursday 23rd January 6.30pm. Does anyone wish to attend with Cllr Picken? Unfortunately no one available to attend
- A considerable number of residents have requested the liners for the waste food caddies so it's proving to be a good facility for the community.
- Clerk will be on leave w/c 3rd February for three days.

138/20 Reports from external bodies:

- Borough Council – Cllr Cowan provided a written report – Appendix A
- Police – No report

To receive reports from meetings attended by Councillors – to include:

- Presentation of Certificate of Thanks by RBL to Balfour Beatty – Cllr Murphy reported that it was a good presentation and was gratefully received. He said it was a shame that the representatives from Barkham Parish Council hadn't attended.

139/20 Planning

- **Planning Report** – for information only
 - Planning applications decisions:
 - 193233 – 18 Sheerlands Road** – Householder application for the proposed erection of a single storey side extension, and single storey rear extension following demolition of existing conservatory – approved
 - 192862 – Plot B, Coombes – Application for works to protected trees – TPO1684/2019** - Fell and replace 7 x Sweet Chestnut trees – approved with conditions
 - 192863 – Plot B, Coombes – Application for works to protected trees – TPO1684/2019** – Fell and replace 2 x Silver Birch – approved with conditions
 - 192936 - White Heart Grove, Coombes – Application for works to protected trees – TPO1684/2019** – T8,T9,T10 – Hazel Coppice – Pollard and peg newer shoots for growth – refused
 - 192937 - White Heart Grove, Coombes – Application for works to protected trees – TPO1684/2019** – T11 – Willow – Fell and replace with an Oak – approved with conditions
 - 192938 - White Heart Grove, Coombes – Application for works to protected trees – TPO1684/2019** – T12 – Silver Birch – Fell, no replacement due to proximity of 3 other trees competing for light – approved with conditions

192939 - White Heart Grove, Coombes – Application for works to protected trees – TPO1684/2019 – T13 – Silver Birch – Fell and no replacement due to several other trees growing very close and competing for light – refused

192945 - White Heart Grove, Coombes – Application for works to protected trees – TPO1684/2019 – T17-T25 – Overstood Hazel Coppice – Coppice or pollarded for poles where appropriate, some new whips pegged to the ground along ditch to allow new growth to form hedging line – refused

Adjoining Parish Consultation – Winnersh

192931 – Fairview, Mole Road – Full application for the proposed change of use from one single dwelling to 2 no. two bedroom flats – refused

Adjoining Parish Consultation – Shinfield

Land south of reading Road and Arborfield Road, East of Chestnut Crescent, west of the River Loddon, Shinfield – SANG – appeal allowed

- A TPO has been put on the remaining two trees at the Bramshill Hunt Public House site.
- Local Plan Update (LPU) Draft Plan Briefing Sessions – Monday 27th January in Council Chamber at Shute End, 7-8pm. Who can attend? There are 2 spaces available. Very short notice and no one is available to attend.
- Neighbourhood Plan Referendum – to be held on Thursday 6th February. Voting is at Arborfield Village Hall and Barkham Village Hall. A 6 page referendum guide will be in the February/March issue of the Arborfield News. Barkham Parish Council have paid out most of the costs associated with the referendum and will invoice Arborfield & Newland Parish Council in due course. The only outlay the Council has to submit to Barkham Parish Councils is the cost of stamps on the posted leaflets.
- Cllr Murphy, the Clerk and Paul Townsend have met with WBC regarding the Village Improvements Scheme. The timeline to complete is tight and there will be a couple of steering group meetings and a consultation. Various bits of information are to be provided to WBC including what the image of Arborfield is and photos of the Bull roundabout when it was T junctions. The steering group will be made up of approx. 6 people including Parish Council representation.
A brief discussion was held regarding some of the possible ideas for traffic management on Eversley Road.

● **To discuss planning applications received by the date of the meeting – to include:**

193337 – Copse Barn Hill Lane – Full application for the erection of a two storey dwelling and detached garage following demolition of the 2no existing stables – object based on it being a proposal to build an additional dwelling on rural land in an undeveloped area.

Adjoining Parish Consultation – Winnersh

193339 – Nirvana Spa, Mole Road, Sindlesham – Full application for the proposed erection of a two storey detached building to provide 70 no. bedroom hotel accommodation ancillary to spa (use Class C1) incorporating replacement gym, ancillary facilities and outside swimming pool, with associated car parking and soft landscaping, following demolition of existing ‘Pulse 8’ gym building - support Winnersh Parish Councils comments and suggested conditions

- **To discuss and agree response to the consultation on strengthening Police Powers to tackle unauthorised encampments – the response had been circulated to all prior to the meeting but some confusion over the answers was raised. The Clerk to liaise with Cllr Picken regarding the response and re circulate to all for agreement.**

- **Any Planning matters considered urgent** – The state of Swallowfield Road was raised. The Clerk reported that she had, that afternoon, circulated an email stating repair works will be carried out 23rd – 29th January.

F&GP

- **F&GP Report** – for information only
 - The bus shelter tender offer has been uploaded to Contract Finder. No responses have been received to date. The closing date is 31st January.
 - Vat to be reclaimed for the period 1st October to 31st December is £891.63.
 - CIL – further to the last meeting a clear statement of CIL fund usage needs to be made and submitted to WBC. WBC are offering to visit parishes to discuss CIL Co-funding. Does the Council wish to arrange a meeting? Not at this point in time.
- **To agree utility contracts** – Clerk to resend quotes to Cllr Clint to look at and circulate a proposal via email.
- **To agree insurance renewal** – £2,500 has been allocated for insurance in the draft budget. Council agreed a 1 year agreement with Came & Co last year (April 2019 - March 20) as it was the first time they had been used. They have been helpful throughout the year dealing with the changes in the playground etc. Came & Co have provided the following costs but state they are estimates: 1 year = £2,247.29. 3 year long term agreement = £2,137.43.
Proposed by Cllr Clint, seconded by Cllr McIntosh all agreed to leave £2,500 in the budget and opt for a 3 year agreement.
- **To agree Budget 2020/21** –proposed by Cllr Hughes, seconded by Cllr Murphy all agreed the draft budget which had been discussed in full at the December meeting.
- **To agree Precept figure for 2020/21 to submit to WBC** – proposed by Cllr Murphy, seconded by Cllr Stevens all agreed to precept upon WBC £95,122.62.
- **To agree use of any unspent funds from the 2019/20 Budget** – following discussion it was proposed by Cllr McIntosh, seconded by Cllr Hughes, all agreed to earmark the £15,000 unspent funds as follows:
 - £4,300 – earmarked for the Special Projects Fund
 - £ 700 – earmarked for Planning and Legal
 - £1,250 – purchase of a new notice board
 - £8,750 – general reserves. Some of these funds may be required to pay for bus shelter replacements along with the £8,000 already earmarked.
- **Parish Plan** – to discuss timeline. It was agreed that as no progress has been made with this Cllrs Starkey, Hughes, Stevens and Murphy will arrange to meet to put some ideas and thoughts together.
- **Grants & Donations Policy** – to discuss and agree whether to keep the Policy as it is or amend to allow funding for individuals – following discussion it was agreed that no changes will be made to the policy.
- **Any F&GP matters considered urgent** - None

Parks

- **Parks Report** – for information only

- Waterlogging continues to prevent matches being played. Three games were played over the weekend of 10th /11th January. Prior to that the last game played was in October.
- The site of the Arborfield & Barkham WI centenary tree has been decided as being up near the BT exchange.
- Vitaplay started works on the external area for Freckles on Monday 20th. It should take them a week to complete.
- Over Christmas a considerable number of bottles were left adjacent to the bottle banks. These bottles are not recycled and are sent to landfill. This information needs to be highlighted via social media, Arborfield News etc. A couple of fixed penalty notices were issued to people who had dumped rubbish and packaging by the bottle banks. The Clerk was asked to find out why bottle banks haven't been installed at the Arborfield Green Community Centre yet.
- **Parks 5 year plan** – to discuss achievements and status of Year 1 and to agree Year 2 actions – the Parks Committee had met informally on 14th January. The plan was run through including achievements and costs to date.

It was felt that a considerable amount has been achieved in the first year of the plan.

Proposals for the remainder of Year 1 and the whole of Year 2 are:

- Produce Walk 1 leaflets and put up discs to mark the route
- Walk 2 complete subject to permission from the Church to make part of the route a permissible path
- Replace the dead tree in Arborfield Park
- Install jogging markers in Arborfield Park
- Infill the hedging
- Revisit the plan and extend it by 2 years

All of the above are relatively uncostly items but are time consuming. It was felt that as a considerable amount had been spent in Y1 including an advance of some of the Y2 funds this was a good way forward. It is hoped that the timing of some of the priorities in the plan will coincide with the pavilion extension/refurbishment.

- **Pavilion extension/refurbishment** – to discuss initial drawings – this was discussed earlier in the meeting.
- **Any Parks matters considered urgent** - None

Risk Management

- **Risk Management Report** – for information only
 - Risk sheets need to be completed and returned.
- **Risk sheets** – to receive completed sheets and review/agree action for any issues raised – Cllr Strong reported that he has carried out the streetlight check. Cllr Hughes to carry out the Street Furniture and Parish Owned Land checks. Cllr Stevens to carry out the Pavilion, Park and Car park checks.
- **Any RM matters considered urgent** - None

140/20 Accounts - Proposal to agree accounts and payments for January 2020 - the below accounts were approved for payment and will be authorised by Cllrs Stevens and Murphy online the following day. The monthly bank reconciliations for the Unity Trust and HSBC current accounts were signed as correct by Cllrs Stevens and Murphy. The Petty Cash spreadsheet for the previous month and the Lloyds card statement were both signed as correct by Cllrs Stevens and Murphy.

Payments - January 2020			
BACS	SCS	£1,492.74	Ground Maintenance
BACS	Tivoli	£68.40	Dog bins
BACS	Parish Online	£72.00	Subscription
BACS	Lamps & Tubes	£450.00	Christmas tree
BACS	SSE	£36.94	Streetlight maintenance
BACS	HeartStart	£174.00	Contingency (Defibrillator)
BACS	Oaktree	£510.00	Magazine
BACS	SLCC	£202.00	Subscription
BACS	Military Wives Choir	£130.00	Chairman's expenses
BACS	Mr M Bodington	£680.15	Handyman / OCY maintenance/Pavilion
BACS	Staff Wages	£2,531.81	Staff wages - includes PAYE & Pension
DD	Opus (Gas)	£129.36	Pavilion Utilities
DD	Opus (Electric)	£27.49	Pavilion Utilities
DD	BT	£107.18	Office running expenses
DD	Lloyds Bank	£107.08	Credit Card
DD	Cheaper Waste	£132.34	Pavilion/Park maintenance
DD	SAGE	£20.16	Office running expenses
DD	CF Corporate	£70.04	Office running expenses

141/20 Correspondence

Date received	Who from	Content	Minuted date	Minute item
11/12/2019	Unity Trust	Bank Statement	21/01/2020	Accounts
06/01/2020	Lamps & Tubes	Invoice	21/01/2020	Accounts
06/01/2020	Lloyds	Card statement	21/01/2020	Accounts
06/01/2020	CF Corporate	Invoice	21/01/2020	Accounts
06/01/2020	HSBC	Bank Statement	21/01/2020	Accounts
06/01/2020	WBC	NP notification	21/01/2020	Clerks
06/01/2020	Unity Trust	Bank Statement	21/01/2020	Accounts
06/01/2020	Unity Trust	Bank Statement	21/01/2020	Accounts
16/01/2020	Multiple Sclerosis	Grant Request	Office	

142/20 Thank you afternoon tea - to finalise arrangements and help for the thank you afternoon tea to be held on Saturday 25th January 2020 1-3pm at Arborfield Village Hall

Total RSVPs attending = 65. The food has been ordered and the hire equipment booked.

- Table clothes kindly loaned by Ivalene and Paul Stevens
- Clerks daughter to help throughout the afternoon
- collection of food from M&S in Lower Earley – Cllrs Starkey & Hughes
- perishables (i.e. milk) & flowers to be purchased on Saturday morning - Clerk
- who is helping to set up? – 12 noon – Cllrs Clint, Mcintosh, Murphy, Stevens, Starkey, Hughes, Clerk
- who is serving throughout the afternoon? – 1-3pm - all

- who is clearing up afterwards? – 3-4pm – Cllrs McIntosh, Murphy, Starkey, Stevens, Clerk

143/20 Annual Parish Forum – several dates were discussed. The Clerk to circulate possible dates to all. It will be held in a market stall format and the refreshments will be cheese and wine

144/20 Annual Litter pick – it was agreed to hold the litter pick on Saturday 28th March 1-3pm based at the pavilion. Cllr Strong to co-ordinate

145/20 Website and Facebook – update

- Website – partially populated, more to be done. Councillor info needs to be completed. Emails need to go live, and website needs to be transferred from Tsohost to NetWise before 12th February. Cllr Strong to assist with setting up the emails.
- Facebook – a page has been set up called Arborfield & Newland Parish Council but is not published yet. A 2nd admin is needed. Photos and information to be added before publishing. Cllr Strong to become the 2nd admin.

146/20 Action List – the action list was run through and updated

147/20 Any items for consideration to include items for the next meeting agenda – information only

- Pavilion drawings
- Parish Plan update

148/20 Date of next meeting – Tuesday 18th February 2020. Cllr Murphy offered his apologies for this meeting

There being no further business the meeting closed at 9.33pm

Appendix A

Borough Councillors Report

I do hope you all had a great Christmas and look forward to a happy, healthy and prosperous New Year.

Wokingham Boroughs Council's executives approved a consultation named the 'New Local Plan Update (LPU): Draft Plan' last week. The plan will go out to consultation during the period 3rd of February to the 20th of March. The document that will guide how development will be located/managed will be available on the Council's website.

The basic plan is to build 770 houses each year from last year up to 2036 with 4,000 going in Grazeley (that will eventually be 15,000). I would encourage residents to go to the council's website and comment as once the plans are approved it will be too late to object.

Running in parallel with the New Local Plan Consultation was the South East Transport Strategy Consultation which is another serious threat to our community. Simply put, the consultation favours transport improvements linked to employment and both are linked to even more houses.

As I see it all that's good in Wokingham's New Local Plan will, in all probability, pay second fiddle to transport/employment and even more houses in the South East Transport Strategy.

Fly tipping continues to be a scourge on our community and at long last a works programme for Poperinghe Way is in place to install bunds designed to prevent people from fly tipping. The area will be landscaped, and the road cleaned after the work. In addition, the streetlights are to be repaired and CCTV installed. I understand the yellow skip has at long last been removed. My thanks to all the residents who have been actively involved in working to make their locality a cleaner, better and nicer place to live. Thanks also to everyone involved both residents and Wokingham Borough Council.

Bound Oak, the small industrial site by Poperinghe Way, has once again been involved in some sort of chemical release, which has resulted in affecting residents who have suffered from vile odours, streaming eyes etc. The incident has been reported to the council's Environmental team and I am awaiting a reply from them. Their delay in responding is unacceptable and I have made that point to the Council Leader and Chief Executive.

The Bound Oak site is in the process of a pre planning application to replace all the buildings and once it's an active Planning Application there will be a big opportunity to discuss site improvements that will benefit the local residents.

I understand there has been some limited consultation on moving Farley Hill School and its 200 plus pupils to Arborfield Garrison. There are pros/cons that need to be considered but until the Officers final report is available it's impossible to form an opinion on whether it has merit or not.

The hugely controversial plans for sand and gravel extraction at Bridge Farm in Arborfield have been "shelved" and Farley Farms have decided not to renew Cemex's option over their land which is very welcome news.

The Bramshill Hunt Pub planning application has been withdrawn and I am still awaiting official progress on a planning pre application with the Council for a petrol station and retail shop within Arborfield on the A327.

I am also still waiting for Officer comment on the planning application number 192572 for the Barn, Swallowfield Road. The plan is to convert the private dwelling into an education facility with residential accommodation.

The Coombes woodland continues to be an issue with the very large number of planning applications being submitted by the new landowners. Most relate to the removal of trees for various forestry reasons. I have asked the Council if an action plan to protect the area can be implemented sooner rather than later. Along with many residents I am opposed to any development that destroys our existing environment. The protection of areas like the Coombes is crucial.

With regards the recent and on-going drainage and flooding concerns around Greensward Lane and the A327, the Council are aware of the situation and are working to rectify it as quickly as possible. A team will be on site Monday (20th January) to carry out further investigation. I will update residents with further details as soon as I have them.

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